

CENTRAL STATE HOSPITAL  
POLICY

SUBJECT: CONTROL OF FIREARMS AND OTHER PROHIBITED ITEMS

ANNUAL REVIEW MONTH: August

RESPONSIBLE FOR REVIEW: Police Chief

LAST REVISION DATE: September 2009

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I. **FIREARMS**

1. A firearm is defined as any device capable of propelling a projectile with sufficient force to cause death or serious injury by the action of an explosive, compressed gas, spring or any other means.
2. A weapon is defined as any instrument or device designed and/or fabricated for the principal purpose of serving as a weapon, i.e., for fighting, including but not necessarily limited to: firearms; daggers, stilettos, pepper spray, stun guns or any knife designed for offense or defense; blackjacks and other bludgeons, or similar devices; metal knuckles; mace and other chemical deterrents. Explosives or incendiary devices and compounds are included regardless of design or nature except as required for the performance of assigned duties.
3. Armed officers will unload and secure weapons in their locked vehicles or with the Police Department prior to entering a client care area. Armed officers will secure weapons prior to entering the secure perimeter at the Payton B. Cook Building.
4. Firearms will not be taken into a client care area except when a police officer(s) enters to prevent the commission of a felony or other serious violation.
5. Firearms kept in CSH housing will be registered with the Police Department. Firearms are not allowed in personal vehicles while on the grounds of Central State Hospital. Employees are expected to take all reasonable precautions to prevent the theft of their firearm(s). Loss or theft of a firearm on the institution grounds will be reported to the Police Department.

6. Signs prohibiting firearms/other weapons will be prominently displayed near the entrances to buildings serving clients. Service Chiefs, or other responsible building administrators, as appropriate, will ensure that signs are posted and maintained as required. Signs may be requisitioned from the warehouse.
7. When an employee discovers that an admission applicant or client is in possession of a firearm(s) or any other type of weapon or ammunition, that employee shall immediately notify the police dispatcher. The police dispatcher shall dispatch a police officer to the scene. The police officer shall take possession of the firearm(s) or other weapon and complete form CSH-60, Property Chain of Custody and advise the client that upon discharge he/she may contact the Police Chief/designee in regard to the disposition of the firearm(s) or weapon. The police officer shall release the firearm(s) or other weapon to the Chief/designee. See CSH Policy and Procedure 5.23/5.23A, Pre-Admission Search.
8. Firearms or ammunition found in the possession of a client will be turned in to the Police Department.
9. Discharge of a firearm on the grounds of CSH is prohibited. Employees will be required to reimburse the hospital for the cost of repairs to any state property damaged by the improper discharge of a firearm by them or their dependents.

## II. OTHER WEAPONS

- A. Employees will not have on their person while on duty nor carry into their place of work, any weapon except certified Peace Officers as required by their duties and as specifically approved in writing by competent authority.

## III. VEHICLE AND PERSONAL SEARCH

- A. The Police Department, is authorized under certain circumstances to conduct reasonable searches of vehicles and persons entering and/or leaving the institutional grounds.
- B. Signs will be posted at major entrances to the institution grounds and worded as follows:

"Vehicles or persons entering upon or leaving the grounds of this institution suspected of carrying unauthorized alcoholic beverages, drugs, firearms, or state property, are subject to search."

IV. **ALCOHOL AND DRUGS**

Official Code of Georgia Annotated Chapter 3-3-25 expressly prohibits any person from knowingly giving, selling or otherwise providing any drug or alcoholic beverage to a client unless prescribed by a physician as part of the client's treatment. A violation of this chapter constitutes a crime punishable as provided by law.

**Approved:**

This policy has been approved by the CEO and CMO in September, 2009.