

DODGEVILLE POLICE DEPARTMENT

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Chief of Police Brandon Wilhelm

SUBJECT: Annual Employee Wellness Day

Policy: In recognition of the importance that mental health plays in the general health and the well-being of employees while considering the relationship between good health, well-being, effective, and efficient public safety service, the following annual employee wellness day is adopted. The Chief of Police reserves the right to modify or discontinue the program. This wellness day is meant to coincide with other health and wellness opportunities and programs provided by the City of Dodgeville Employee Assistance Program and as outlined within the Dodgeville Police Department Wellness Policy 1035.

Objective: Employee wellness is inherent to the Dodgeville Police Department's core values, and this policy is intended to promote mental health fitness for the Department members. It is designed to help employees deal with the day-to-day stressors of a career in public safety.

Procedure: Each year, an annual wellness day will be scheduled for each employee of the Police Department, including all support and command staff. The wellness day will generally be scheduled within 30 days prior to, or following, the employee's anniversary date. The wellness day will include the following:

1. The employee will meet with a counselor from The Psychology Center, or another venue designated and/or approved by the Chief of Police, specializing in law enforcement wellness. The employee must attend this session; however, there is no requirement for the employee to say anything during the session. The first wellness check will generally be required to be in person, and a vehicle will be available for the employee to drive to the appointment. After the first appointment, subsequent appointments can be done via telehealth if the employee chooses.
2. The employee will review and update if needed, their Critical Incident Information Packet.
3. The employee will have a brief check-in with the Chief or their Designee as an annual opportunity for formal feedback and review. The Chief or their designee will advise the employee if there are any other tasks to complete prior to the employee being released from duty activities for the remainder of the day (e.g. an Officer is behind on reports or tasks needing attention).

(Note the employee will submit their time card as 8 hours worked, regardless of actual time worked)

It should be noted that during the counseling session everything said will be confidential (the only thing reported back is that the employee showed up for the session), HOWEVER, the following situations brought to the attention of staff during the process, will require reporting to a designated authority or otherwise permit a breach of confidentiality for purposes of safeguarding persons:

- *Probable or imminent risk of suicide, or homicide or grave physical harm to another person*
- *Possible abuse or neglect of a child or vulnerable adult*
- *Probable threat to national security*

"To protect and serve, in partnership with our community, through integrity and compassion."