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- e. Ensure the family/responsible person is contacted and informed of his/her status (ensure all the above steps are documented in the nursing notes).
 - f. Ensure care plan is updated.
3. Nursing Staff
- a. Report to the named nursing station.
 - b. Assist with resident search and follow-up actions as directed by Incident Commander.
 - c. Examine the resident for injuries.
 - d. Notify the attending physician of the resident's status.
 - e. Notify the family/responsible person and inform him of his/her status (ensure all the above steps are documented in the nursing notes).
 - f. Update the care plan.
 - g. Evaluate implementing additional measures such as the addition of a wander bracelet if not in current use and 15-minute safety checks, and document in resident record.
 - h. Complete an incident report and follow facility's incident reporting process.
 - i. Ensure the incident and events are documented objectively in the resident record, including:
 - Circumstances and precipitating factors
 - Interventions utilized to return resident to the unit
 - The resident's response to the interventions
 - Results of reassessment upon the resident's return and the condition of the resident
 - Care rendered
 - Notification of police, family, and physician
 - Physician orders following notification
 - Additional prevention strategies implemented
4. Staff Members of All Departments
- a. Report to the named nursing station.
 - b. Assist with resident search and follow-up actions as directed by Incident Commander.