

# Washtenaw County Sheriff's Office

## Procedural Guideline

### Law Enforcement Assisted Diversion and Deflection (LEADD)



Jerry L. Clayton, Sheriff

Reference Number: 8.44 PG

---

**Subject:** Law Enforcement Assisted Diversion and Deflection  
(LEADD)  
**Chapter:** Chapter 8 – Incident Response  
**Status:** New  
**Compliance:** Class 2  
**Supersedes:** All Previous Directives  
**Standards Reference:** None  
**Prepared by:** Lindsey Thompson, Sergeant  
**Reviewed by:** Nancy Hansen, Captain  
**Issued by:** Mark Ptaszek, Undersheriff  
**Issuing Authority:** Jerry L. Clayton, Sheriff  
**Date of Issue:** 06-24-22  
**Public Facing:** Yes

#### I. INTRODUCTION

Law Enforcement Assisted Diversion and Deflection (LEADD) is a community-based prebooking diversion initiative developed in partnership with community stakeholders to provide alternatives to citation, arrest, or incarceration for individuals with behavioral health disorders (BHD) or unmet basic needs that stem from poverty and have a history of or are suspected of being actively engaged in low-level criminal behavior.

It provides an effective way for law enforcement and prosecutors to help and support how communities respond to low-level criminal violations, “nuisance” crimes, and non-criminal public peace and order issues that stem from unaddressed public health and human service needs such as addiction, untreated mental illness, homelessness, and poverty through a public health framework that focuses on individual needs for well-being and reduces reliance on the formal criminal justice system.

But LEADD does more than this. It allows us to address the call for transformative fundamental change within the criminal justice apparatus by actively addressing the destructive and racially discriminatory legacy of the “war on drugs”. Officers did not make the law but were tasked with enforcing it. Through LEADD, as first

# Washtenaw County Sheriff's Office

## Procedural Guideline

### Law Enforcement Assisted Diversion and Deflection (LEADD)



Jerry L. Clayton, Sheriff

Reference Number: 8.44 PG

---

responders, they become an important part of a process to eliminate racial disparities and socioeconomic inequities at the front end of the criminal legal system.

In summary, LEADD is designed to achieve six (6) outcomes:

1. REORIENT collective response to safety, disorder, and health-related problems.
2. IMPROVE public safety and public health through research-based, health-oriented, and harm reduction interventions.
3. REDUCE the number of people—particularly Black, Indigenous, and People of Color (BIPOC)—entering the criminal legal system through punitive responses to low-level conduct related to unmet basic needs that stem from behavioral health disorders or poverty.
4. ELIMINATE racial disparities at the front end of the criminal legal system.
5. INSPIRE government officials to commit to structural investments that address gaps in community services, expand resources, and strengthen communities.
6. IMPROVE trust and confidence in law enforcement and the criminal justice apparatus.

## II. DISCUSSION

LEADD provides Deputies with discretionary authority at the point of contact to divert individuals into community-based, harm reduction interventions for law violations or the disruption of public peace and order because of unmet behavioral health or human service needs.

Instead of the normal criminal justice apparatus cycle, i.e., arrest, booking, pre-adjudication detention, prosecution, potential conviction, and subsequent incarceration, individuals are instead referred into a trauma-informed case-management initiative where they receive an appropriate array of support services including but not limited to mental health treatment, transitional and permanent housing, drug treatment, or other such services.

# Washtenaw County Sheriff's Office

## Procedural Guideline

### Law Enforcement Assisted Diversion and Deflection (LEADD)



Jerry L. Clayton, Sheriff

Reference Number: 8.44 PG

---

Once an individual is referred to and accepted into LEADD, prosecutors and Deputy Sheriffs work closely with Case Managers to ensure that all contacts with LEADD participants going forward, including new criminal prosecutions for other offenses, are coordinated with the service plan for the participant to maximize the opportunity to achieve requisite behavioral change. If a LEADD participant does not follow through after their initial screening and acceptance their criminal case proceeds as usual.

Simply stated, LEADD takes away the justice apparatus requirement that an individual needs to be “booked and charged” before they receive access to case management and an appropriate array of services. By directing individuals in need into appropriate health and human services, LEADD 1) improves public safety, peace, and order and 2) reduces the unnecessary justice system involvement of people who participate.

As with LEADD and other work that we do, it is important to acknowledge that racial and other inequities exist within the criminal legal system and should be addressed in how we operate where possible. To this end, LEADD is intended for all Washtenaw County community members, regardless of race, including those who may be excluded or underserved by existing programs due to their identity or situation, e.g., transgender persons, homeless individuals, individuals in a low socioeconomic status, immigrants, persons with HIV, etc.

Operating at the front end of the criminal justice system, LEADD provides a constructive, policy and training based direct action framework providing the opportunity for Deputy Sheriffs to mitigate or eliminate such inequities. As such, Deputy Sheriffs are expected to actively employ LEADD in their assessment and decision-making process when engaging individuals and situations in the communities we serve that would benefit from LEADD.

This procedural guideline provides direction and guidance in the diversion of individuals into LEADD. It is aligned with the operational protocol of the multi-agency Washtenaw County LEADD Policy Coordinating Group and Operational

# Washtenaw County Sheriff's Office

## Procedural Guideline

### Law Enforcement Assisted Diversion and Deflection (LEADD)



Jerry L. Clayton, Sheriff

Reference Number: 8.44 PG

---

Workgroup. The mission is to provide individuals with underlying needs such as behavioral health disorders, substance use disorders, poverty, or homelessness who are suspected of being engaged in low-level criminal behavior with alternatives to citation, arrest, or incarceration.

#### III. PURPOSE

- A. Provide a safe, supportive, and effective alternative to citation, arrest, incarceration, and potential prosecution for individuals with behavioral health disorders or unmet basic needs that stem from poverty and who are engaged in low-level criminal behavior.
- B. Reduce pressure on the criminal justice apparatus through reducing the number of arrests, charges, and jail and prison incarcerations experienced by LEADD participants.
- C. Reduce disproportionate criminal justice system contact for Black, Indigenous, and People of Color with behavioral health disorders or unmet basic needs that are suspected of low-level criminal offenses within the local criminal justice system.
- D. Provide trauma-informed harm reduction case management services to individuals suspected of low-level criminal offenses who may be typically excluded or underserved by existing programs due to their identity or situation (ex: transgender person, homeless, immigrant, person with HIV).
- E. Improve public safety, peace, and order.
- F. Improve trust and confidence in law enforcement and the criminal justice apparatus.

#### IV. SCOPE

This procedural guideline applies to any employee who may be involved with any aspect of Law Enforcement Assisted Diversion and Deflection.

#### V. DEFINITIONS

- A. BIPOC: Acronym for "Black, Indigenous (and) People of Color". This term is inclusive of all people of color, while acknowledging that not all people of color face equal levels of injustice. BIPOC recognizes that Black and

# Washtenaw County Sheriff's Office

## Procedural Guideline

### Law Enforcement Assisted Diversion and Deflection (LEADD)



Jerry L. Clayton, Sheriff

Reference Number: 8.44 PG

---

Indigenous people are severely impacted by systemic and structural racial injustices.

- B. CFS: Acronym for "Call for Service".
- C. Deflection: Change in direction. Turning aside or off-course. Not a common justice system term, deflection in the context of law enforcement assisted diversion refers to changing the course of action from a justice system framework to a public health framework.
- D. Diversion: Turning aside or altering a course or route. In the justice system, diversion is a program or method for the disposition of a criminal charge without a criminal prosecution or trial. It is usually provided in cases involving lesser crimes and conditional on the defendant's performing of certain tasks or participating in a treatment program.
- E. Domestic: In the context of this procedural guideline, a domestic crime or relationship means a current or former intimate partner relationship.
- F. LEADD: Acronym for "Law Enforcement Assisted Diversion and Deflection".
- G. LEADD Intake Officer (LIO): A Deputy Sheriff trained in LEADD intake and referral.
- H. LEADD Eligible Participant: An individual whose low-level offending behavior is caused by mental illness, drug use, homelessness, poverty, or other such conditions. A list of LEADD eligible offenses is included within this procedural guideline.
- I. LEADD Staff: A LEADD Case Manager and/or Outreach or other staff who work with and/or support a LEADD Case Manager.
- J. Mental Health Only Contact: An individual who is not engaged in low-level criminal activity but whose behavior demonstrates the need to access mental health services.
- K. Social Contact Diversion: Diversion of an individual who at the time of contact has not been involved in criminal activity but who frequently interfaces with law enforcement as the result of mental illness, drug use, homelessness, poverty, or other such conditions.

# Washtenaw County Sheriff's Office

## Procedural Guideline

### Law Enforcement Assisted Diversion and Deflection (LEADD)



Jerry L. Clayton, Sheriff

Reference Number: 8.44 PG

---

1. Note: LEADD does not require involvement in current criminal activity for a social contact referral. However, individuals referred via social contact are often involved in or may have a previous history of low-level criminal activity.
- L. Urgent Situation: A situation in which an individual meets the Mental Health Code, MCL 330.1401, Sec. 401, (1), (a), (b), (c) definition of a "person requiring treatment". See LEGAL REFERENCE, within this procedural guideline.
- M. WCCMH: Acronym for "Washtenaw County Community Mental Health".

#### VI. POLICY

It is the policy of the Sheriff's Office to:

- A. Divert or deflect individuals into community-based, harm reduction interventions through a public health framework in lieu of citation, arrest or incarceration who are:
  1. Believed to have unmet basic needs related to behavioral health, housing, addiction, or poverty, and
  2. Suspected of low-level criminal offenses including but not limited to the disruption of public peace and order.
- B. Train Deputy Sheriffs, command, and other appropriate personnel to recognize such individuals who may be eligible for diversion or deflection in accordance with this procedural guideline.

#### VII. ELIGIBILITY CRITERIA FOR LEADD INCLUSION

- A. Although LEADD is discretionary, it is expected that Deputy Sheriffs will consistently refer individuals to LEADD in the pre-arrest phase when the three (3) following criteria are met. (See commentary below.)
  1. Probable cause exists that the individual committed any of the following offenses:
    - a) Possession of a Controlled Substance under 3.5 grams, provided it is not packaged for distribution.
    - b) Possession of drug paraphernalia.

# Washtenaw County Sheriff's Office

## Procedural Guideline

### Law Enforcement Assisted Diversion and Deflection (LEADD)

Reference Number: 8.44 PG

---



Jerry L. Clayton, Sheriff

- c) Retail fraud.
  - d) Malicious Destruction of Property (MDOP), where there is no domestic relationship with the victim.
  - e) Prostitution.
  - f) Trespass.
  - g) Disorderly person.
  - h) Open intoxicants.
2. The complainant/victim is willing to decline prosecution, if applicable, to allow the offender to proceed with the diversion process.
  3. The offender committed the offense(s) as an apparent result of poverty; an alcohol, drug, or mental health need; homelessness; or a combination thereof; which can be based on reliable information including but not limited to:
    - a) Police report, arrest records, criminal histories, etc., indicating that the individual was engaged in such activity.
    - b) Direct observation by law enforcement of the individual engaged in such activity that is then documented in a police report or other official document.
    - c) Law enforcement has reliable information that would cause a reasonable person to conclude that it is more likely than not that the individual is engaged in such activity to include by way of example but not limitation, information provided by another first responder, a professional, or a credible witness.

Commentary: Research and practical experience has demonstrated that “what works” for individuals who are resistant to services is the ongoing and consistent engagement and offering of services over time. Where it fits within this procedural guideline and program protocol and processes, Deputies are encouraged to coach and support individuals in taking the opportunity to engage in offered services as often as possible and at every opportunity whether the contact is reactive or proactive.

# Washtenaw County Sheriff's Office

## Procedural Guideline

### Law Enforcement Assisted Diversion and Deflection (LEADD)



Jerry L. Clayton, Sheriff

Reference Number: 8.44 PG

---

#### VIII. EXCLUSION CRITERIA

- A. Adults shall be considered temporarily ineligible for LEADD diversion if, at the time of initial law enforcement contact, the individual meets any of the following criteria:
1. The individual does not appear amenable to diversion, based on behavior from prior contacts, prior history, etc.
  2. There is probable cause to believe that the individual:
    - a) Committed a violent offense.
    - b) Committed a felony of any type except Possession of Controlled Substances under 3.5 grams.
    - c) Committed a domestic violence offense.
    - d) Violated a personal protection order.
  3. The individual is currently under the supervision of MDOC Parole or Probation.
  4. The individual requires acute emergency care and is taken into custody for psychiatric or medical evaluation.
    - a) Note: An arrest that is taken for a psychiatric evaluation, medical needs, or detoxification, does not automatically exclude individuals from being eligible for LEADD. It only excludes the individual from being eligible at the time of that initial contact due to the immediate need to address the individual's acute or emergency medical/psychiatric needs
  5. The individual is a juvenile, under the age of eighteen (18).
- B. An active warrant will temporarily render the individual ineligible at the time of contact. In such a case, the Deputy may do the following:
1. Arrest the individual on the active warrant and process at the jail.
    - a) A LEADD referral can be made and reviewed by the Operational Workgroup later.
  2. Choose not to arrest the individual on an active warrant under the following circumstances:



# Washtenaw County Sheriff's Office

## Procedural Guideline

### Law Enforcement Assisted Diversion and Deflection (LEADD)



Jerry L. Clayton, Sheriff

Reference Number: 8.44 PG

---

- a) The Deputy determines that the immediate arrest would result in losing the opportunity to divert an individual to LEADD, and
- b) The active warrant is not for any of the following:
  - (1) A violent felony.
  - (2) A domestic related crime.
  - (3) A violation of a conditional bond regarding a domestic crime.
  - (4) A violation of a Personal Protection Order (PPO) involving a domestic relationship.
  - (5) A no bond warrant, including but not limited to a judicial bench warrant.
3. Changes in eligibility duration will be determined by the Operational Workgroup on a case-by-case basis, including by way of example but not limitation, re-referral based upon further contacts, tracking of individuals who have been engaged with the LEADD process, etc.

#### IX. PROCEDURE

- A. Requirement – Field Contacts:
  1. An investigating/arresting Deputy shall consider and decide whether an individual is eligible for LEADD in all field contacts whether assigned or self-initiated.
- B. Assessment: Considerations regarding whether an individual under arrest will be diverted to LEADD include but are not limited to:
  1. LEADD eligibility criteria.
  2. The Deputy's own assessment of an individual's amenability to the intervention model.
  3. The Deputy's knowledge of and/or previous experience with the individual, if applicable.

# Washtenaw County Sheriff's Office

## Procedural Guideline

### Law Enforcement Assisted Diversion and Deflection (LEADD)



Jerry L. Clayton, Sheriff

Reference Number: 8.44 PG

---

Commentary: Research has shown that Law Enforcement Assisted Diversion and Deflection increases and improves positive outcomes for the individual, the community, and for responding law enforcement professionals. It is an effective tool in contributing to community peace and public order. As such, LEADD should be considered as an option in each encounter a Deputy has with individuals who may meet eligibility criteria.

#### C. Diversion Process – Operational Hours (LEADD Case Manager)

##### 1. Immediate Exclusionary Criteria:

a) Unable to Engage: If the individual is unable to engage effectively in the intake process, e.g., they are intoxicated or incapacitated, they shall not be diverted to LEADD at that time.

(1) Individuals in this situation may be referred to LEADD as a social contact referral if applicable (see E. Social Contact Referrals).

b) Informed Consent / Risk: If in the Deputy or Case Manager's articulable judgement, a potential participant is 1) unable to provide informed consent and/or 2) poses a risk to self or others:

(1) The individual shall not be diverted to LEADD at that time.

(2) The WCCMH Crisis Team may be contacted to assist with connecting that person to the appropriate level of care.

(3) Individuals in this situation may be referred to LEADD as a social contact referral if applicable (see E. Social Contact Referrals).

2. Engagement -- Complainant: The Deputy will explain and discuss the LEADD process as an option in lieu of arrest with the complainant/victim, as applicable.

a) Arrest: If a complainant/victim prefers arrest over diversion, the Deputy will proceed with the arrest process.

# Washtenaw County Sheriff's Office

## Procedural Guideline

### Law Enforcement Assisted Diversion and Deflection (LEADD)



Jerry L. Clayton, Sheriff

Reference Number: 8.44 PG

---

- (1) Note: The individual may be referred to LEADD as a social contact referral in the future.
  - b) LEADD Diversion: If the complainant/victim is willing to decline arrest and prosecution, the LEADD engagement process continues.
3. Engagement – Individual: The Deputy will explain and discuss the LEADD process as an option in lieu of arrest with the individual.
  - a) The individual can either accept or decline participation in LEADD.
  - b) Declines: If the individual declines, they will be arrested and processed in accordance with Sheriff's Office policy and procedure.
  - c) Accepts: If the individual accepts and the LEADD Case Manager or Peer Outreach Worker is on-duty, the LEADD process continues.
    - (1) If a LEADD Case Manager or Peer Outreach Worker is not on-duty, please see the below "Non-Operational Hours" process.
  - d) Transport / Hand-Off / Security:
    - (1) The Deputy shall transport, if needed, or prepare to hand-off the individual to the LEADD Case Manager or Peer Outreach Worker for LEADD Intake.
    - (2) A frisk/pat-down search of the individual shall be completed prior to transport and/or handing off the individual.
    - (3) Handcuffing a potential LEADD participant is discretionary based upon the nature and circumstances of an incident and all other relevant fact-based information.
    - (4) Consistent with Sheriff's Office policy and procedure:

# Washtenaw County Sheriff's Office

## Procedural Guideline

### Law Enforcement Assisted Diversion and Deflection (LEADD)



Jerry L. Clayton, Sheriff

Reference Number: 8.44 PG

---

- (a) When transporting an individual of the opposite sex, mileage and location shall be broadcasted on the police radio upon departure and arrival.
- (b) Body Worn Camera (BWC) and In-Car Video (ICV) shall remain recording during the entire interaction with a potential LEADD participant.
- e) Prior to the investigating/arresting Deputy transferring custody of an individual to the LEADD Case Manager or Peer Outreach Worker, the Case Manager and/or Peer Outreach Worker shall confirm that the individual meets all LEADD eligibility requirements.
- f) After eligibility is confirmed the Case Manager and/or Peer Outreach Worker shall inform the individual that if they fail to complete the full intake assessment within 30-days, they may be arrested on the original charge.
- g) If at any time it is determined that the individual is ineligible, the investigating/arresting Deputy shall maintain custody and process the individual in accordance with agency policy and procedure, unless an appearance citation should be issued.
- h) Without exception, the Deputy shall remain with LEADD staff until the conclusion of the intake, unless LEADD staff informs the Deputy that they are free to leave.
  - (1) Even then, the Deputy should carefully assess the situation and only leave if they are reasonably confident that the overall situation is safe.
- i) Returning to Service: Prior to returning to service the Deputy shall complete the following:
  - (1) LEADD Intake Form via Smartsheet Formstack.
- j) Going Out of Service: Prior to going out of Service the Deputy shall complete a thorough CLEMIS report detailing the facts and circumstances of the crime.
  - (1) Offense Code for LEADD Referral = L3594

# Washtenaw County Sheriff's Office

## Procedural Guideline

### Law Enforcement Assisted Diversion and Deflection (LEADD)

Reference Number: 8.44 PG

---



Jerry L. Clayton, Sheriff

(2) Report Disposition shall read:

“Prosecution declined by complainant at this time.  
Suspect referred to LEADD.”

(3) The report shall include:

- (a) Name(s) of the engaged LEADD staff.
- (b) Copy of the LEADD Intake Form.

(4) Evidence/Property: Without exception, all evidence and/or property related to the investigation shall be processed and placed in evidence without delay in accordance with Sheriff's Office policy.

Commentary: As in all types of situations a Deputy Sheriff may be involved in, their security and the security of others is a primary criterion that governs their judgments and any actions taken. When in doubt, Deputies should take whatever action most effectively contributes to the safety and security of all involved.

#### D. Diversion Process – Non-Operational Hours of a LEADD Case Manager

1. The LEADD diversion process during the hours when a LEADD Case Manager or LEADD Peer Outreach Worker is not present is the same as if they were present with the following modifications:
  - a) If the individual has agreed to participate in LEADD, the Deputy will forgo arrest.
  - b) The Deputy shall call the WCCMH Crisis Team if, in their assessment, they determine that the individual has immediate needs, e.g., shelter, clothing, transportation, food, etc.
  - c) Transport / Release: The Deputy shall 1) transport the individual to appropriate resources if needed, or 2) release the individual.
  - d) Inform: Prior to release, the Deputy shall:

# Washtenaw County Sheriff's Office

## Procedural Guideline

### Law Enforcement Assisted Diversion and Deflection (LEADD)



Jerry L. Clayton, Sheriff

Reference Number: 8.44 PG

---

- (1) Clearly explain to the individual that:
    - (a) A Case Manager will be contacting them within three (3) business days, and
    - (b) If the contact and intake is not completed within 30-days, charges may be filed.
  - (2) Obtain all requisite information as to how the individual can be most effectively contacted within the next three (3) business days, e.g., telephone, email, location, etc.
  - (3) Provide the individual with a LEADD information pamphlet that includes a case number and contact information for LEADD staff.
- e) Return to Service: Prior to returning to service the Deputy shall complete the following:
- (1) LEADD Intake Form via Smartsheet Formstack.
  - (2) The LEADD Intake Form shall include detailed information on:
    - (a) How the individual can be contacted within three (3) business days, and
    - (b) If the WCCMH Crisis Team was contacted to assist with immediate needs or level of care support.
- f) Going Out of Service: Prior to going out of service, the Deputy shall complete a thorough CLEMIS report detailing the facts and circumstances of the crime.
- (1) Offense Code for LEADD Referral = L3594
  - (2) Report Disposition shall read:

“Prosecution declined by complainant at this time.  
Suspect referred to LEADD.”

# Washtenaw County Sheriff's Office

## Procedural Guideline

### Law Enforcement Assisted Diversion and Deflection (LEADD)



Jerry L. Clayton, Sheriff

Reference Number: 8.44 PG

---

- (3) The report shall include a copy of the LEADD Intake Form.
  - (4) Evidence/Property: Without exception, all evidence and/or property related to the investigation shall be processed and placed in evidence without delay in accordance with Sheriff's Office policy.
  - g) Charges for Failing to Complete Intake within 30 days.
    - (1) The LEADD Program Coordinator will notify the Deputy serving as Officer in Charge (OIC), as well as their supervisor.
    - (2) The Deputy serving as OIC will complete a supplemental report indicating that the referred individual failed to complete the LEADD Intake Process within the required 30 days.
    - (3) The full report, including the above referenced supplemental report shall be submitted to the Warrant Queue through the normal process for prosecutorial review.
      - (a) Prosecutorial review will be completed by the assigned LEADD Prosecutor or designated personnel with the Office of the Prosecuting Attorney (OPA).
- E. Social Contact Referrals
- 1. Social Contact Referral: A social contact referral should be provided for individuals who have:
    - a) Not committed a crime at the time of contact, although they may have a criminal history.
    - b) May have regular contact with law enforcement due to behavioral health issues.
    - c) May meet LEADD eligibility criteria.

# Washtenaw County Sheriff's Office

## Procedural Guideline

### Law Enforcement Assisted Diversion and Deflection (LEADD)



Jerry L. Clayton, Sheriff

Reference Number: 8.44 PG

---

2. Eligibility Assessment: A Deputy may determine an individual's eligibility for a social contact referral for LEADD based upon:
  - a) The stated eligibility requirements.
  - b) The Deputy's assessment of the individual's amenability to LEADD.
  - c) Unable to Engage: If the individual is unable to engage effectively in the intake process, e.g., they are intoxicated or incapacitated, they shall not be diverted to LEADD at that time.
    - (1) However, individuals in this situation may be referred to LEADD as a social contact referral if applicable, and they may be re-engaged by LEADD staff later.
  - d) Informed Consent / Risk: If it is determined that an individual is 1) unable to provide informed consent and/or 2) poses a risk to self or others:
    - (1) The individual shall not be diverted to LEADD at that time.
    - (2) The WCCMH Crisis Team may be contacted to assist with connecting that person to the appropriate level of care.
    - (3) However, individuals in this situation may be referred to LEADD as a social contact referral if applicable, and they may be re-engaged by LEADD staff later.
3. Process:
  - a) Engagement: Deputy explains the LEADD process to the individual as it applies to a social contact referral who can either accept or decline the offer to participate.
  - b) Assessment:
    - (1) Deputies assess the individual's immediate needs (e.g., shelter, clothing, transportation, food, etc.).



# Washtenaw County Sheriff's Office

## Procedural Guideline

### Law Enforcement Assisted Diversion and Deflection (LEADD)



Jerry L. Clayton, Sheriff

Reference Number: 8.44 PG

---

- (2) If immediate need(s) exist, the Deputy shall call the WCCMH Crisis Team to address the needs.
- c) Transport or Release: The Deputy shall 1) transport the individual to appropriate resources, or 2) release the individual at the scene. Prior to release, the Deputy shall:
  - (1) Clearly explain to the individual that a Case Manager will be contacting them within three (3) business days.
  - (2) Obtain all requisite information as to how the individual can most effectively be contacted within the next three (3) business days, e.g., telephone, email, location, etc.
  - (3) Provide the individual with a LEADD information pamphlet that includes a case number and contact information for LEADD staff.
  - (4) Note: If LEADD staff is on shift and available to meet with the individual, the Deputy shall contact the LEADD Case Manager or LEADD Outreach Worker and wait for LEADD staff to arrive at the scene, or a designated location agreed upon by the Deputy and LEADD staff.
- d) Contact Documentation and Closure: Prior to returning to service, the Deputy shall complete the following:
  - (1) LEADD Intake Form via Smartsheet Formstack.
  - (2) The LEADD Intake Form shall include, but not be limited to, the following information:
    - (a) How the individual can be contacted within three (3) business days.
    - (b) If the WCCMH Crisis Team was contacted to assist with immediate needs or level of care support.
    - (c) The name of the Crisis Team member spoken to, if applicable.

17 of 20

# Washtenaw County Sheriff's Office

## Procedural Guideline

### Law Enforcement Assisted Diversion and Deflection (LEADD)



Jerry L. Clayton, Sheriff

Reference Number: 8.44 PG

---

- (3) Verify the CFS as a LEADD referral.
- (4) Add the individual's name to the person's tab.
- (5) Write detailed CFS notes 1) describing the interaction, and 2) confirming that a LEADD referral was completed and sent.

#### X. TRAINING

- A. All Deputy Sheriffs or other involved personnel shall receive training regarding LEADD:
  1. Training will be provided to new Deputy Sheriff's within the probationary year.
  2. Episodic training updates may be provided on an in-service basis.
- B. An annual report shall be completed and provided to the Sheriff that will confirm the initial and/or in-service training of all employees involved in LEADD.

#### XI. QUALITY ASSURANCE REVIEW

- A. An evaluation protocol will be established by the LEADD Program Coordinator to assure that LEADD activity progress meets the initiative plan and purpose.
- B. The protocol will include regular reports.

#### XII. APPENDICES

- A. Appendix 1: Objective Eligibility Criteria and Action Steps – Pre-Arrest Referrals
- B. Appendix 2: Objective Eligibility Criteria and Action Steps – Social Contact Referrals

#### XIII. LEGAL REFERENCE

- A. Mental Health Code (Excerpt)  
MCLA 330.1401 Provides in pertinent part:

# Washtenaw County Sheriff's Office

## Procedural Guideline

### Law Enforcement Assisted Diversion and Deflection (LEADD)



Jerry L. Clayton, Sheriff

Reference Number: 8.44 PG

---

Sec. 401. (1) As used in this chapter, "person requiring treatment" means (a), (b), or (c):

1. An individual who has mental illness, and who as a result of that mental illness can reasonably be expected within the near future to intentionally or unintentionally physically injure himself, herself, or another individual, and who has engaged in an act or acts or made significant threats that are substantially supportive of the expectation.
2. An individual who has mental illness, and who as a result of that mental illness is unable to attend to those of his or her basic physical needs such as food, clothing, or shelter that must be attended to in order for the individual to avoid serious harm in the near future, and who has demonstrated that inability by failing to attend to those basic physical needs.
3. An individual who has mental illness, whose judgment is so impaired by that mental illness, and whose lack of understanding of the need for treatment has caused him or her to demonstrate an unwillingness to voluntarily participate in or adhere to treatment that is necessary, on the basis of competent clinical opinion, to prevent a relapse or harmful deterioration of his or her condition, and present a substantial risk of significant physical or mental harm to the individual or others.

#### **XIV. MODIFICATION**

- A. The Sheriff or Undersheriff may modify the provisions of this policy and procedure.

#### **XV. COMPLIANCE**

- A. All employees shall comply with all provisions of this procedural guideline. A violation of any section is a Class 2 offense and may result in corrective discipline.

# Washtenaw County Sheriff's Office

## Procedural Guideline

### Law Enforcement Assisted Diversion and Deflection (LEADD)

Reference Number: 8.44 PG

---



Jerry L. Clayton, Sheriff

- B. A violation of this policy and procedure may also be a violation of other Sheriff's Office professional conduct standards which may result in corrective disciplinary action up to and including discharge.