The Herbert Protocol is an information gathering tool to assist the police to find a person living with dementia who has been reported missing, as quickly as possible.

This form is designed to be completed by a family member, friend, neighbour, primary carer or other circles of support; with copies of the form being held by all relevant people. It is a good idea to fill in this form after diagnosis so you are prepared. Keep it as up-to-date as possible. If you answer 'Yes' to any of the questions please give further details. If you need more space, please use the 'additional information' box at the end of the form.

If you are concerned about a person living with dementia and believe they are missing, this is an emergency and you MUST dial 999. Please ensure you make this form immediately available to the attending police officers.

Photographs

Experience has shown that, if someone goes missing and is at risk, circulating their photograph has proved to be one of the most effective ways of assisting an enquiry to trace them quickly.

In the event of someone going missing the police may use the photograph by sharing it on social media, mainstream media or for other public appeals.

Ideally, provide a facial close up and a full-length picture.

Please attach photographs to this form ASAP

General information	
Full name of the person	
Known as / preferred name	
Current telephone number	
Date of birth and place of birth	
Language/s spoken (please list)	
Marks / scars / tattoos	
Has the person been missing before? If yes, please provide further details, such as, when and where they were found.	

Ethnic group	
WHITE ☐Scottish/Welsh/English/Northern Irish/British ☐Irish ☐Gypsy or Irish Traveller ☐Any other White background *Please indicate here:*	MIXED/MULTIPLE ETHNIC GROUPS ☐White and Black Caribbean ☐White and Black African ☐White and Asian ☐Any other Mixed/multiple ethnic background *Please indicate here:*
ASIAN or ASIAN BRITISH ☐Indian ☐Pakistani ☐Bangladeshi ☐Chinese ☐Any other Asian background *Please indicate here:*	BLACK/AFRICAN/CARIBBEAN/BLACK BRITISH ☐African, African Scottish or African British ☐Caribbean, Caribbean Scottish or Caribbean British ☐Black, Black Scottish or Black British ☐Any other *Please indicate here:*

General description	
Height & weight, build	
Hair colour	
Wig/hair piece	Yes/No/Details
Wears glasses	Yes/No/Details
Facial hair	Yes/No/Details

Medical information incl. GP details	
Has a dementia diagnosis or has memory problems	Yes/No/Details
Any mental health issues e.g. anxiety, depression	Yes/No/Details
Other health issues e.g. Diabetes etc.	Yes/No/Details
Has a disability	Yes/No/Details

Any sensory impairment e.g. hearing difficulties, sight difficulties	Yes/No/Details
How best to communicate with the person? Eg. BSL, non-verbal communication, Makaton, pictures	
Any mobility issues e.g. uses a stick, falls, breathlessness	Yes/No/Details
Level of fitness	
GP contact details	
Takes medication – please provide any additional information you think may be useful.	Yes/No/Details
Is the person at any risk without it?	Yes/No/Details
Address information	
Current full address:	
Lives alone	Yes/No/Details
Lives with others, if yes state who	Yes/No/Details
Is there any technology in place to help locate the person? Eg. GPS.	Yes/No/Details (incl. provider and contact details)
Does the person have a community alarm?	Yes/No/Details (incl. provider and contact details)
Name of next of kin / carer	
Previous addresses (Indicate if childhood)	1
	2
	3
Name and address of schools attended	1
	2
	3

Previous employment	
Most significant job	
Places of work and addresses	1
	2
	3
Lifestyle history	
Favourite places	1
	2
	3
Hobbies Bowling, fishing, parks visited etc.	
Regular patterns /places visited e.g. doctor/chemist/volunteering/ shops/pub/café/church/graveyards	
Regular or favourite holiday spots	
Travel	
Buses/Trams What route; bus number regularly used? Has a bus pass? Uses the tram?	Yes/No – Details Yes/No - Details
Trains Station(s) travelled to and from	
Car, motorbike, mobility scooter Access to vehicle Vehicle registration Make/Model/Description	Yes/No - Details
Financial	
Access to money Carrying cash Bank card Bank branch usually visited? Is cash stored in house?	Yes/No - Details

Phone and internet	
Uses mobile phone (incl. make and model) Mobile number Network provider if known	Yes /No - Details
Is tracking software installed? Eg. FindMyiphone	Yes/No – Details
Uses Internet?	Yes/No – Details
Uses social media?	Yes/No – Details
Is tracking software installed? Eg. mapping on Facebook or Snapchat.	Yes/No - Details
Guidance on location software can be found at: - https://support.apple.com/en-gb/explore/find-my-iphone-ipad-mac-watch - https://support.snapchat.com/en-GB/a/snap-map-about - https://lifehacker.com/whatsapp-just-added-live-location-sharing-heres-how-to-1819658511	**NB. If the person doesn't have a phone, please consider purchasing one. A smartphone with apps that can share location data is one of the fastest ways to locate someone if they do go missing.**

Phobias and fears	
Phobias that may affect the person How might they react if frightened or worried?	
Anything that might relax or calm the person if they are distressed?	

Contact details of family/friend/primary carer/support worker/other circles of support		
Name	**Relationship (eg. wife, son, daughter, friend, carer, support worker)**	**Contact Telephone Number & address**
Additional useful information		

Has the main carer/next of kin downloaded the Purple Alert App?

Yes/No

Purple Alert is a mobile app for people with dementia that allows the community to help if someone with dementia is missing. The app allows the main carer to share information regarding the missing person at the point of crisis and allows for eyes and ears on the ground immediately helping with the search. The app was developed by Alzheimer Scotland and is free. More information on purplealert.org.uk <http://purplealert.org.uk>