



Sauk County PROJECT LIFESAVER

Procedure for Project Lifesaver Participation

1. Complete the application and client profile.
2. The application and Client Profile will be filled out at the time of the interview. The family will be informed within 60 days of the interview as to the committee's decision.
3. Information from the application and client profile will be presented to the committee.
4. The committee meets monthly on the 2nd Tuesday of the month. A special meeting could be called if there are extenuating circumstances.
5. There must be 2/3 of the board in agreement to grant eligibility. A committee member will contact the family to inform them of the Committee's decision.
6. Family will contact the Sheriff's Department for the initial meeting to receive the equipment and sign the contract. Parents/Caregivers will need to arrange a meeting @ the Sheriff's Dept for the initial visit.
7. The initial meeting (at the Sheriff's Dept) will involve reviewing and signing the contract and fitting of the wristband. The family will also receive an information packet with contact information, a copy of the contract, daily inspection sheet and the unique frequency number of the band.
8. The batteries and wristband will be changed on a monthly basis. This is to be completed on the 2nd Wednesday of each month. The caregiver will need to go to the Sheriff's Department or their local designee to have this completed. A monthly reminder will occur either via mail, email or telephone.
9. A daily inspection sheet is to be given to the Officer at the battery change meeting.
10. The Sheriff's Department will assign the place of the meeting for the monthly battery change meeting.