

**BURLINGTON TWP. FIRE DEPARTMENT**  
**STANDARD OPERATING GUIDELINE #22**

**NEWBORN SURRENDER**

**Purpose:** To establish procedures for members of the Burlington Twp. Fire Department to provide for the care and safety of surrendered newborns as established by Michigan's Safe Delivery of Newborns Law. On June 26, 2000, Michigan enacted the Safe Delivery of Newborns law with an effective date of January 1, 2001.

**Scope:** Safe Delivery of Newborns is a law which allows a parent or parents to safely and legally surrender their newborn, no more than 3 days old, at any hospital, fire department, police station, or to an emergency medical technician or paramedic by calling 9-1-1. The newborn will be placed for adoption. This program is safe, legal and confidential.

**Actions to be Taken:**

1. The following steps shall be taken when accepting a surrendered newborn:
  - a. Take the newborn into protective custody.
  - b. Request that an ambulance and a Fire Officer be dispatched.
  - c. Confirm the person turning the newborn in is a biological parent.
  - d. Do a patient assessment of the newborn.
  - e. Provide a "Voluntary Release for Adoption of a Surrendered Newborn by Parent Form (Attachment #1) to the parent surrendering the infant.
  - f. Provide the parent with Safe Delivery of Newborns Fact Sheet (Attachment 2).
  - g. Obtain as much medical history as possible, using the "Confidential Voluntary Medical Background for a Surrendered Newborn Form" (Attachment #3). Provision of the information is voluntary on the part of the surrendering parent. They are not required to provide any information; however, it may be helpful in making certain that the newborn receives proper care in the future.
  - h. Find out how old the newborn is.
  - i. Accompany the infant to the hospital emergency room (ER).
  - j. Transfer custody of the infant to the hospital emergency room staff.
  - k. Have the emergency room doctor print their name, sign, and date on the bottom of page two of the Confidential Voluntary Medical Background for a Surrendered Newborn Form when you turn over patient care to document that patient care was received by the emergency room.
  - l. Complete a Burlington Township Fire Department incident report.
  - m. Leave a copy of the Voluntary Release for Adoption of a Surrendered Newborn by Parent Form and the Confidential Voluntary Medical Background with the emergency room staff.

- n. Attach the Voluntary Release for Adoption of a Surrendered Newborn by Parent Form and the Confidential Voluntary Medical Background for a Surrendered Newborn Form to the incident report form.

**Additional Reference:**

2. For additional information refer to the Safe Delivery ESP Toolkit (Attachment 4).