LEADS Daily Briefing
for June 17, 2020

Missing Child Recovery Act Parent/Guardian Notification

Pursuant to the Illinois Intergovernmental Missing Children Recovery Act of 1984, Illinois Law Enforcement Agencies are required to promptly notify parents or guardians of missing children that their report was entered into LEADS/NCIC. LEADS Policy was established October 1999, to ensure compliance with this act. The LEADS Policy indicated that notification to parents or guardians of missing children the parent/guardian must be provided in 'written' form and within 24 hours. The LEADS Advisory Policy Board reviewed the Policy and unanimously approved at the May 2000 meeting that it would be modified to allow the local law enforcement agency to determine the method of notification to the parent/guardian and eliminate the requirement that notification be made within 24 hours of the receipt of the Missing Child Report.

The following policy must be adhered to:

Upon successful entry of a missing child into LEADS and NCIC, the originating authority of the missing child record shall provide prompt confirmation of the receipt and entry of the missing child report into LEADS/NCIC to the parent or guardian of the missing child. The purpose of such confirmation is to ensure the parent or guardian is aware that the entry of the missing child report has been effectuated. The originating agency of the LEADS Record shall determine the appropriate method of such confirmation, which may include, but is not limited to, written, telephonic, or personal contact and shall ensure that such confirmation is promptly received by the parent or guardian. If the parent or guardian requests a hard copy confirmation, a copy of the LEADS entry may be provided. To ensure compliance with this act, the date, time, and method of confirmation must be indicated on the CHF Record printout and maintained along with the original supportive LEADS documentation.

For missing, runaway, and abducted children who are under the care of Department of Children and Family Services, the case worker assigned to the child is responsible for notifying the local law enforcement agency of the missing child and the request for a LEADS entry. This method of reporting identifies the case worker as the guardian representative for the purpose of LEADS Entry Notification. The caseworker will then be responsible for notifying the child's parent, guardian, or custodian.

This information is available in the LEADS 2000 eManual, Missing Persons chapter, Entering Missing Persons Records, Requirements for LEADS/NCIC Entry, Missing Child Recovery Act Parent/Guardian Notification.

For assistance please contact the Help Desk at 866/LEADS-00.

Operator's Initials	Date	Operator's Initials	Date	Operator's Initials	Date	Operator's Initials	Date	Operator's Initials	Date