



# DEPARTMENT NOTICE

25-012

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## Family Support Unit

The purpose of this Department Notice is to introduce all employees of the San Francisco Police Department to a new unit and the services it provides. The Family Support Unit (FSU) will work in tandem with the Behavioral Science Unit (BSU) to offer comprehensive support to both current and retired members. This program affirms the Department's commitment to the health, stability, and dignity of its members and their families. This unit is available to all employees effective immediately.

### The FSU will assist in the following:

#### Family support for current and retired members

- Assistance with bereavement leave for current members.
- Department liaison to family members of both sworn and professional staff in the event of a member's death.
- Assistance with coordination of SFPD specialized units and external agencies for memorial services.
- Liaison between family members/dependents and investigative units.
- Advocacy and coordination regarding administrative documentation for available programs and death benefits for member dependents.
- To ensure fallen officers are honored and their families are supported, including coordination of therapy services for grief/trauma.

#### Leave Benefits

- Assistance with varying forms of employee leaves, FMLA, etc.
- Act as liaisons between SFPD employees and the Human Resources Leaves Unit, if requested.
- Assistance, in tandem with Medical Liaison, regarding work related PTSD or Stress claims, if requested.
- Act as liaison between SFPD employees and the City & County of San Francisco's Department of Public Health Catastrophic Illness Program.

#### Fair Labor Standards Act (FLSA)

- Advocacy, services and support for Federal and State regulated lactation accommodation laws.

- Assist ADA Coordinator in monitoring lactation spaces throughout the Department and ensuring compliance.
- Act as liaison between SFPD members and SFPD stakeholders such as the Human Resources (HR) and Americans with Disabilities Act (ADA) offices.

The Family Support Unit can be reached at [REDACTED] or [REDACTED]. For urgent matters, please contact the Department Operations Center for the Family Support Unit Coordinator.

  
WILLIAM SCOTT  
Chief of Police

*Per DN 23-152, all sworn & non-sworn Members shall electronically acknowledge this Department document in PowerDMS within (30) thirty calendar days of issuance. Members whose duties are relevant to this document shall be held responsible for compliance. Any questions regarding this policy should be sent to [sfpd.writtendirectives@sfgov.org](mailto:sfpd.writtendirectives@sfgov.org) who will provide additional information.*