5-03/055.05 - Bail Deviation

When an arrestee is booked at a patrol station, the Inmate Reception Center, or Century Regional Detention Center, a "Bail Deviation Form" (SH-R-440) must be completed by the arresting deputy/officer and the original must be included in the station or agency booking packet. A "Bail Review" handout card (SH-R-439) shall be given to the arrestee, who shall be given an opportunity to call the bail commissioner. When arrestees are booked directly at the Inmate Reception Center or Century Regional Detention Facility, a photocopy of the "Bail Deviation Form" (SH-R-440) shall be provided for inclusion in the booking documents. When the bail commissioner's office is closed, the phone call requirement is not applicable for direct bookings at the Inmate Reception Center or Century Regional Detention Facility.

The "Bail Deviation Form" should include any statements regarding consideration for bail deviation. The jailer should consult this form if contacted by the bail commissioner. The Bail Deviation Unit may increase as well as decrease an arrestee's bail.

Written documentation must be retained at each station indicating the date and time an inmate completes or attempts to complete a call to the bail commissioner. The unit commander is responsible for implementing procedures for recording and maintaining written documentation of calls made to the bail commissioner.

Custody Division facilities/operations are exempt from this requirement.

Bail deviation records shall be reviewed and the findings (percentage of compliance) shall be included in the station's inspection summary.

Records shall be maintained at the station for two years.