

2-00/030.00 Inmate Processing Services

INMATE RECEPTION CENTER

The Inmate Reception Center's primary responsibility is the screening, classifying and assigning of inmates according to security and institutional needs to appropriate housing areas/facilities. The Inmate Reception Center is also responsible for the handling and storage of personal property, maintaining records for, and delivering mail to, every inmate housed in the Los Angeles County jail system. Additionally, it is responsible for establishing, training and equipping field booking teams consisting of sworn and civilian personnel. Mobilization and deployment of the field booking teams shall be in accordance with the Department Manual of Policy and Procedures, section 5-06/020.70, "Emergency Arrest, Booking, and Identification Procedures."

COMMUNITY BASED ALTERNATIVES TO CUSTODY - CBAC

The Community Based Alternatives to Custody (CBAC) program, operated by the Probation Department and administered through the Inmate Reception Center, encompasses all programs that allow eligible inmates, who meet specific requirements, the opportunity to be released from custody and complete their sentence in one of the following programs:

- The Home Confinement Program (HCP): pursuant to Penal Code section 1203.16, "Home Detention Program," eligible inmates are allowed to remain at their residence during specified hours while being monitored by random phone checks
- The Electronic Monitoring Program: pursuant to Penal Code section 1203.16, "Home Detention Program," eligible inmates are allowed to perform public and community service and return to the jail for housing
- The Inmate Work Release Program: pursuant to Penal Code section 4024.2, "Work Release Program," eligible inmates are allowed to perform public and community service, then return to the jail for housing
- Amer-I-Can Program: part of the Work Release Program, allows eligible first-time offenders, between the ages of 18 and 25, to receive instruction and guidance in personal and life management skills
- The Work Furlough/Scapular House Program: allows eligible inmates, who are employed, to continue their employment while residing in a community lock-down facility
- The Weekender Program: allows offenders, who are employed and/or have family responsibilities, to continue their employment and/or maintain their family obligations while serving their time on weekends

Community Transition Unit - CTU

The Community Transition Unit in partnership with public and private community based organizations and programs enhances inmate participation in educational, vocational and other life-skills training programs, to assist with their successful reintegration into the community.
