5-01/030.15 Magnetic Cell Door Placards

Magnetic cell door placards may be used to provide custody personnel with additional information regarding safety precautions and/or special handle information for select inmates.

Magnetic cell door placards shall not disclose medical information, ensuring the privacy and security of an inmate's health information.

Unit commanders shall maintain unit orders pertaining to the use of magnetic cell door placards. Each unit order shall address:

- magnetic cell door placards allowed for use;
- which inmate classifications, behaviors, and/or actions prompt the placement of a magnetic cell door placard;
- location for placement of magnetic placrds on cell doors;
- length of time a magnetic placard shall remain on a cell door;
- storage of magnetic door sign placards;
- replacement of damaged magnetic door sign placards.

If a magnetic cell door placard is applied to a cell door which houses an inmate classified as Mental Observation Housing (MOH) or High Observation Housing (HOH), a Correctional Health Services (CHS) clinician shall be notified.

Personnel shall document the date, time, name of the clinician notified, if applicable, and reason each magnetic cell door placard is applied and removed in the Uniform Daily Activity Log (e-UDAL).

Magnetic cell door placards shall not be used as a form of discipline or to deprive inmates of programs, services, food, medical treatment, or medication, in accordance with Custody Division Manual (CDM) section 5-12/005.05, "Anti-Retaliation Policy."