6-03/000.00 Policy and Procedures

The Department will accept any adult committed by competent authority at any station, Inmate Reception Center (IRC), or Century Regional Detention Facility (CRDF), provided that authority has complied with the pertinent procedural sections of Department policy and provided that the receiving unit has the facilities and personnel available to ensure the safekeeping of the individual.

The following circumstances require an arrestee to be transported to IRC, CRDF, or the Los Angeles County University of Southern California Medical Center (LAC+USC Medical Center) for housing:

- Violent arrestees, under the influence of alcohol and narcotics/drugs
- Arrestees who display obvious suicidal ideation or exhibit unusual behavior that clearly manifests self-injurious behavior or other clear indication of mental health crisis
- Arrestees who are sick or injured, or who have mental or medical health issues and cannot be practically housed at the station
- Female arrestees who have given birth within the past year and are charged with murder or attempted murder of their infants
- Arrestees charged for a felony who require special housing due to their classification level
- The number of inmates has reached or exceeds the station's maximum bed capacity

In all circumstances listed above, the arrestee can be booked at any station jail before being transported with the exception of violent arrestees under the influence of alcohol and narcotics/drugs. Under this circumstance the arrestee may be transported directly to LAC+USC Medical Center.

Note: prior notification to the LAC+USC Medical Center, IRC, or CRDF watch commander shall be made before transporting an arrestee for all circumstances listed above. Additionally, a transmittal shall be filled out for each except for violent inmates.

BOOKING OF WARRANT ARRESTS

Warrant verification procedures shall be part of the booking process for all warrant arrests. When booking an individual believed to be named in a warrant, the deputy/officer shall consider the following identifying factors:

- Name (or combination of names)
- Date of birth
- Driver License number
- Race
- Physical description (height, weight, hair color, eye color)
- Tattoos, oddities
- Address
- Previous address(es)
- California Identification Index (CII) number

The booking deputy/officer shall be responsible for obtaining a copy of the Warrant Information Sheet (WIS) and shall place the “Warrant Verification Stamp” on the lower portion of the WIS.

The booking deputy/officer shall ensure all the required information on the stamp is completed. If the arrestee does not dispute they are the person identified on the warrant, no further action is required. However, in the event the individual disputes being the subject named on the warrant, the booking deputy/officer shall inform the jailer as soon as practical.

Disputed Warrant Verification

In the event the arrestee disputes the warrant, the jailer shall complete the “Disputed Warrant Verification Form” and the instructions on the form shall be followed.

The verification procedures on the form include the following, but are not limited to:

- Fingerprint comparison using fingerprint-based records such as CII#, Main #, FBI#, or Booking #
- Regional Allocation of Police Services (RAPS) and Consolidated Criminal History Reporting System (CCHRS) comparison for prior arrest and booking information

The completed form shall be submitted to the watch commander, who shall decide if the arrestee shall continue to be held on the warrant based on the comparison of identifying information.

If it is determined the arrestee is not the subject wanted in the warrant, the jailer shall release the individual from the warrant hold under 849(b)(1) PC and shall ensure an exoneration is entered into the Countywide Warrant System (CWS). For further information, refer to MPP section 5-07/110.60, “Procedure When Subject Not Person Named in Warrant.” A printout of this information shall be given to the exonerated arrestee and a copy shall be placed in the booking jacket.

The Records and Identification Bureau (RIB) shall be immediately notified via telephone thereafter, so the warrant can be reactivated and made available for service.