Station Order 17-016: Inmate Safety Checks (TITLE 15)

PURPOSE

The purpose of this directive is to establish additional procedures for conducting inmate safety checks at Walnut/Diamond Bar Station jail in accordance with the Department Policy, and Title 15, Article 3, Section 1027.

SCOPE OF ORDER:

This order shall apply to all personnel assigned to the station jail including, but not limited to, the on-duty watch sergeant, watch commander, and the arresting officer/deputy in charge of juvenile detention.

ORDER:

Jailers' Responsibilities:

All inmate safety checks shall be staggered to minimize inmates' abilities to plan around anticipated checks. In order to accomplish this, inmate safety checks shall be completed within the time interval assigned to the inmate's classification and/or housing location. Safety checks shall not be done precisely and repeatedly on a regular interval:

- **General housing &Sobering cell:** 29 minute or less intervals.
- **Suicidal Inmate:** Pending an immediate transfer to a psychiatric hospital, IRC or CRDF, suicidal inmates shall be secured in a booking tank with 15-minute or less intervals.
- **Juvenile Inmate:** While handling, constant direct visual observation.

Quality of Inmate Safety Checks:

Personnel conducting inmate safety checks shall look at the inmate for signs of life (e.g. breathing, talking, movement, etc.) and obvious signs of distress (e.g. bleeding, trauma, visible injury, choking, difficulty breathing, discomfort, etc.).

Personnel shall conduct safety checks by looking into the cells or holding tanks, and visually inspecting each inmate. If personnel observe any item (e.g. clothing, linen, towel, papers, etc.) obstructing their view, the items) shall be removed immediately, with officer's safety in mind.

- **Should there be any doubt regarding an inmate's condition, personnel shall attempt to elicit a response from the inmate.**
- **If unable to elicit a response from the inmate, personnel shall activate an alarm and immediately notify a supervisor.**

Once such procedures are completed, personnel shall render first aid and/or cardiopulmonary resuscitation (CPR), pending the arrival of paramedics. Proper officer safety practices shall be observed at all times.

If jail personnel are unable to conduct an inmate safety check, a supervisor (rank of sergeant or above) shall be notified and advised that assistance is required. Upon this notification, the respective supervisor shall ensure that inmate safety checks are completed, and there are sufficient personnel to conduct the checks.

Documenting Inmate Safety Checks:

Personnel, who conducted inmate safety checks, shall be manually recorded on the "Walnut Station Prisoner Record" sheet by providing date, time and his/her initial for each check.

Housing of Inmates:

Upon completion of the "Station Jail Inmate Classification Questionnaire" form, the on-duty jailers) must segregate inmates in accordance to the level of their charges (felony vs. misdemeanor), security levels, and other special classifications (i.e., crimes against children, noteworthy arrest, escape or attempt escape inmates). The jailers) must screen intoxicated inmates and house them in the sobering cell (A-1 Tank) as required by Department policy.

Upon completion of the observational periods) and when feasible inmates, who are booked for alcoholic intoxication or under the influence of a control substance, shall be placed in regular housing cells with other inmates that have the same security points as mandated by the "Station Jail Inmate Classification Questionnaire" form.

Watch Sergeant Responsibilities:

• The Watch Sergeant on every shift shall conduct two inmate safety checks. Safety checks shall be documented manually at the right margin of the "Walnut Station Prisoner Record" sheet.

• The Watch Sergeant shall ensure inmate safety checks are being conducted and properly documented by jail personnel.

• The Watch Sergeant shall visually inspect the jail facility to ensure safe and secure conditions are being maintained.

• The Watch Sergeant shall electronically record inmate safety checks the Uniform Daily Activity Log (e-Gate book) section under, "Supervisor Checks."

Watch Commander Responsibilities:

• The Watch Commander shall conduct a minimum of two inmate safety checks per shift.

• Safety checks shall be documented manually and electronically, in the same manner noted above.

• The Watch Commander shall conduct a random audit of inmate safety checks by viewing the closed-circuit television system to determine whether safety inmate checks are actually done as manually recorded by the jailer(s).

• If discrepancies are found, the Watch Commander shall take appropriate action and notify the Unit Commander of his/her findings.

REFERENCES:

Custody Division Manual Section 4-11/030.00

California Code of Regulations, Title 15, Article 3, Section 1027