

## Inmate Safety Checks

### PURPOSE

The purpose of this order is to set forth policies and procedures governing inmate safety checks for all inmates housed at Marina del Rey Station Jail.

### SCOPE

This order shall apply to all station personnel assigned to Marina del Rey Station.

### ORDER

To comply with state regulations and to act in conformance with existing policy regarding inmate safety checks, the following shall be conducted:

#### Frequency of the Inmate Safety Check

All inmates housed in the station jail shall be visually checked at least once per every half hour.

#### STATION ORDER 15-02

\*See table below for the exact frequency of inmate safety checks relative to the inmate's specific classification, i.e., general population, intoxicated inmates, suicidal inmates, and juveniles.

To prevent an inmate's ability to plan around anticipated checks, the safety checks shall be conducted in a staggered fashion, i.e., each check is conducted within the time interval, but not repeatedly and precisely at the same interval.

#### Inmate Safety Check Defined: Nature and Quality

Station jail and supervisory personnel shall conduct periodic, visual checks to look for the following:

- Signs of life such as breathing, talking, or bodily movement; AND
- Signs of distress such as bleeding, injury, difficulty breathing, or other behavior indicating the individual's welfare may be in jeopardy.

Station jail personnel shall look into the cells by opening the outer jail door, entering the inner sally-port area, and visually looking into the rooms/cells. Personnel shall visually inspect each inmate from a reasonable distance and inspect the general area for any items obstructing their view. If such items exist, jail personnel shall ensure such items are removed in accordance with appropriate officer safety principles and tactics.

***If there is doubt about an inmate's condition, personnel shall attempt to elicit a response from the inmate.***

***If the inmate is non-responsive, then personnel shall immediately adhere to Emergency Alarm Activation and Supervisory Notification Procedures set forth in Marina del Rey Station Unit Order #15-03.***

Once such procedures are completed, personnel shall immediately render first aid and, if necessary,

cardiopulmonary resuscitation (CPR). Proper officer safety practices shall be observed at all times prior to initiating first aid and/or CPR, i.e., removing other inmates from the cell and securing them in a separate cell.

- **NOTE:** Time is critical during this period and although personnel shall take appropriate actions to ensure scene safety, they must bear in mind their duty to immediately render first aid and preserve life.

Personnel who perform first aid procedures and/or CPR shall continue these practices until relieved by qualified station personnel, qualified medical personnel, or they are physically unable to continue life-saving procedures.

If station jail personnel, during their assigned shift, are unable to conduct an inmate safety check, a supervisor shall be notified and advised that assistance is required.

### Inmate Safety Check Documentation

All inmate safety checks shall be recorded as manual entries on the daily Prisoner Count sheets with the time, date, and name of the person who conducted each check.

### Housing of Inmates:

Upon completion of the "Station Jail Inmate Classification Questionnaire" form, the on-duty jailer(s) 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 jailer(s) must screen intoxicated inmates and temporarily house them in a sobering cell at West Hollywood Station, Century Regional Detention Facility, or South Los Angeles Station. All persons arrested for being Under the Influence, DUI, 647(f) PC, and/or 11550 H&S, who are a threat to their own safety or the safety of others due to their state of intoxication (Symptoms include, but are not limited to: inability to care for oneself or another; inability to stand or walk without minimal assistance; unresponsive to verbal stimulation, etc.) will not be booked nor housed at Marina del Rey Station.

Upon completion of the observational period(s) in a sobering cell at West Hollywood Station, Century Regional Detention Facility, or South Los Angeles Station, and when feasible, inmate(s), who are booked for alcoholic intoxication or under the influence of a controlled substance, shall be picked up and returned to Marina del Rey Station, for the completion of the booking process. The inmate(s) 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. The checks shall be documented manually on the daily Prisoner Count sheet in the same manner noted above.
- The Watch Sergeant shall ensure required inmate safety checks are being conducted and properly documented.
- The Watch Sergeant shall inspect the remaining areas of the jail to ensure safe and secure conditions are being maintained.
- The Watch Sergeant shall record their inmate safety checks in the electronic Uniform Daily Activity Log,

e-Gatebook section under, "Supervisor Checks."

Watch Commander Responsibilities

- The Watch Commander on every shift shall conduct two inmate safety checks. The two checks shall be documented manually and electronically, in the same manner noted above.
- The Watch Commander on each respective shift shall conduct a random audit of inmate safety checks once every month. The random audit shall consist of accessing the closed-circuit television system used to monitor jail activities. The Watch Commander shall obtain surveillance footage, observe the date and time of inmate checks, and confirm the checks correspond to the manual entries. If discrepancies are found, the Watch Commander shall investigate and take appropriate action.
- The Watch Commander on each shift shall notify the Operations Lieutenant via e-mail of his/her findings from the monthly random audit. The e-mail shall be sent no later than the 30th day of each month.

If station jail personnel notify a supervisor, a sergeant or above, that an inmate safety check cannot be completed, the supervisor must ensure the check is conducted within the appropriate time interval.

Frequency of Inmate Safety Checks and Inmate Classification

<b>Inmate Classification</b>	<b>Frequency Interval:</b>
General Population Inmates	Once per 30 minutes
Intoxicated Inmates	Once per 30 minutes
Suicidal Inmates	Once per 15 minutes
Juveniles (Secured Detention & Locked Enclosure only)	Once per 30 minutes
Intoxicated Juveniles	Once per 15 minutes