

## **017 - Preliminary Inmate Incident Summary for Classification and Housing Issues**

### **PURPOSE OF ORDER:**

The purpose of this order is to establish procedures for initiating and completing an inmate incident summary for classification and housing issues in response to significant inmate incidents.

### **SCOPE OF ORDER:**

This order shall apply to all personnel assigned to the Population Management Bureau (PMB) Classification Unit.

### **ORDER:**

In the event an inmate is identified in a significant incident (i.e., inmate death, escape attempt, significant inmate assault, or any noteworthy incident), the PMB Classification supervisor shall ensure a preliminary incident summary is submitted to the PMB captain as soon as practicable.

The summary shall contain a short synopsis of the incident, a brief description of the inmate's classification and housing history, and a preliminary assessment statement indicating whether or not there were any initial housing or classification concerns related to the incident.

The following documents shall be considered in evaluating the proper classification and housing of the inmate and shall be included with the memorandum.

- AJIS SI01 printout
- AJIS IC10 printout
- AJIS IC12 printout
- AJIS DA01 printout
- Northpointe COMPAS classification history
- CCHRS report
- RAPS report

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- Inmate Total Movement History
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