2023-01 Crime Scene and Trauma Cleanup Vendors

Los Angeles County Sheriff's Department
INFORMATIONAL BULLETIN
Custody Operations

Custody Support Services

CRIME SCENE AND TRAUMA CLEANUP VENDORS

INTRODUCTION

The purpose of this informational bulletin is to familiarize custody personnel with procedures related to requesting and obtaining services from crime scene and trauma cleanup vendors.

PROCEDURES

If a significant incident occurs within a custody facility (e.g., inmate death, etc.) where a substantial presence of biohazardous materials or infectious waste exists, the on-duty watch commander, or their designee, shall request the response of a crime scene and trauma cleanup vendor. The watch commander shall follow the procedures listed below when requesting services.

The on-duty watch commander, or their designee, shall contact the County of Los Angeles Internal Services Department (ISD) via phone at (323)267-3100 or (323)267-2321 (24-hour assistance), complete a Service Request (SR) and email it to CustomerCenterOPS@isd.lacounty.gov. The SR will be processed by ISD who will retain the services of the appropriate County approved vendor. The SR and any additional information may be obtained from the ISD's Operations Service webpage at https://isd.lacounty.gov/services/operations-service/.

During normal business hours, the on-duty watch commander, or their designee, may instead direct their respective facility's budget representative to submit a request to obtain services by contacting the division budget representative and submitting a Requisition for Purchase (eProcurement) form via eCAPS and following normal procurement procedures.

Areas that have been contaminated with biohazardous or infectious waste such as blood and/or bodily fluids that do not rise to the level requiring a crime scene and trauma cleanup vendor, may be cleaned by the facility's cleaning crew. In accordance with Manual of Policy and Procedures (MPP) section 3-02/040.25, "Employee Exposed to Communicable Disease," inmate workers may be assigned to assist in cleaning contaminated areas. Inmate workers assigned to clean the affected areas shall be provided with the appropriate cleaning supplies and personal protective equipment (PPE), and shall be supervised by trained personnel. The assignment of inmate workers cleaning such areas shall be voluntarily, and inmates shall not be disciplined if they decline to carry out the task.

Custody personnel shall ensure procedures related to the sanitation and disinfection of common areas within Custody Division jail facilities are implemented in accordance with:

MPP 3-02/040.25, “Employee Exposed to Communicable Disease”

CDM 5-11/020.00, “Sanitation”

CDM 3-15/020.00, “Communicable Disease Protective Equipment”

Any questions concerning this bulletin can be directed to Custody Support Services Bureau[REDACTED TEXT].