5-03-050 Inmate Transportation and Admission to Medical Facilities- Approved by CSS on 05/22/2025

Los Angeles County Sheriff's Department

CUSTODY SERVICES DIVISION	**Unit Order: #5-03-050**
SPECIALIZED PROGRAMS	**Effective Date:** 04/12/2011
CENTURY REGIONAL DETENTION FACILITY	**Reviewed Date:** 05/09/2025

Subject: Inmate Transportation and Admission to Medical Facilities

Reference: 4021 PC; CCR Title 15, section 1058; CDM 3-01/025.00, 4-01/020.05, 4-07/010.00, 4/07/015.00, 5-03/100.00, Informational Bulletin 2022-04

Unit Commander Signature: On File **Date: 06/10/2025**

PURPOSE OF ORDER:

The purpose of this order is to establish procedures for inmates transferred and/or admitted to a hospital, or any outside medical facility.

SCOPE OF ORDER:

This order shall apply to all personnel assigned to and/or working in any capacity at the Century Regional Detention Facility (CRDF).

ORDER:

CRDF deputy personnel shall be responsible for providing primary security for inmates transported to a hospital. [REDACTED TEXT] Pursuant to CDM section 3-01/025.00, "Escorting and Providing Security for Female Inmates," and California Penal Code section 4021, "a female deputy sheriff or custodial officer **shall** be assigned, available, and accessible for the supervision of female inmates at all times. This includes inmates who are being temporarily held at a hospital or any other place for temporary detention."

In the event of exigent circumstances (e.g., medical emergency), a female inmate may be transported to an outside location by [REDACTED TEXT] male deputies if a female deputy is unavailable. This decision shall require the approval of the facility watch commander and the event **shall** be documented in the Watch Commander's Log, along with the reasons for the exception. The unit commander **shall** be notified of the situation. Arrangements **shall** be made for a female deputy to relieve the transporting male deputy as soon

as possible.

If an inmate needs to be transported via ambulance, at least one deputy shall accompany the inmate in the ambulance. An additional deputy shall follow the ambulance in a radio car or van.

When medical personnel determine the need to transfer an inmate to a hospital for any medical reason, the following procedures shall be adhered to:

MEDICAL CLINIC CUSTODY PERSONNEL

The medical deputy/custody assistant (CA) shall be responsible for notifying the Main Control supervising line deputy (SLD) when an inmate needs a medical transport to a hospital or outside medical facility.

The medical deputy/CA shall notify module personnel assigned to the inmate's housing location that the inmate is being transported to a hospital or outside medical facility. Module personnel shall enter the inmate's name, booking number, pod/cell number, and location onto their module's Temporary Movement Log and in the electronic Uniform Daily Activity Log (e-UDAL) under the medical events section.

NOTE: An Inmate Injury/Illness Report (SH-J-212) shall be completed when an inmate has sustained a physical/visible injury and requires medical treatment and/or when medical personnel determines an inmate needs to be transported to an outside medical facility for further medical evaluation due to an illness or injury.

MAIN CONTROL ROOM PERSONNEL

The Main Control SLD, in conjunction with the watch sergeant, shall select and advise the escorting and/or transporting deputies of the impending transport. Supervisors shall make every attempt to assign [REDACTED TEXT] male and [REDACTED TEXT] female deputy to minimize the impact of female deputy personnel leaving the facility.

The Main Control SLD shall ensure an inmate information packet is completed and ready for transport with the inmate. The packet shall include the following documents:

- A copy of the Hospital Security Assessment form
- A copy of the inmate's Los Angeles County Regional Identification System (LACRIS) photo
- A copy of the Automated Justice Information System (AJIS) security information
    - SIO1
    - MCO1
    - IC12
    - IC01
    - 1C10
- A copy of the Consolidated Criminal History Reporting System (CCHRS)
- A copy of a map of the hospital facility and surrounding areas
- Emergency contact information

The Main Control SLD shall give the completed inmate information packet to the escorting deputies and ensure the inmate is secured for transportation.

The Main Control SLD shall be notified by the transporting/escorting deputy when the inmate is cleared to return to CRDF from the hospital. If the returning inmate was admitted to or stayed at the hospital for over 24 hours, the Main Control SLD shall notify the watch commander and gain approval from the watch commander for the inmate to return to CRDF.

NOTE: Refer to CRDF Unit Order 5-03-040, "CRDF Inmate Reception Center Procedures," for additional information regarding the processing of inmates returning from the hospital.

NOTIFICATION TO LAW ENFORCEMENT AGENCY

The watch commander, or their designee, shall notify the law enforcement agency having jurisdiction over the hospital facility where the inmate will be housed. The agency shall be notified that a jail inmate will be at the hospital under the direct supervision of deputy personnel. Notification shall be made at the beginning of each shift for as long as the inmate remains at the hospital facility. The time and person notified shall be documented in the Facility Log.

NOTIFICATION TO THE LOS ANGELES GENERAL MEDICAL CENTER (LAGMC) WATCH COMMANDER

The CRDF Main Control SLD **shall** make notification to the LAGMC Watch Commander when CRDF deputy personnel are providing security for an inmate at their hospital. This notification **shall** be documented in the CRDF Facility Log.

NOTE: For additional information, refer to Custody Division Manual (CDM) section 5-03/100.00, "Inmate Detention at Hospitals."

NOTE: LAGMC was previously referred to as LCMC.

NOTIFICATION TO MEDICAL COMMAND CENTER BY WATCH COMMANDER

When an inmate has been cleared for discharge from a private hospital, the transporting/escorting deputies shall notify the Main Control SLD. The Main Control SLD shall contact the watch commander advising them of the inmate's discharge. The watch commander shall contact the Medical Command Center (MCC) to determine if there are any transfer restrictions for the inmate upon discharge from the hospital. The watch commander shall inform the Main Control SLD, who shall then contact the transporting/escorting deputies and provide further instructions regarding transport.

FACILITY LOG

The Main Control SLD shall enter the following information into the Facility Log:

- Inmate's name
- Booking number

- Security level
- Hospital where the inmate will be transported to
- Purpose for the movement
- Agency jurisdiction where hospital is located, phone number, and person notified
- Name and employee number of deputy personnel who are transporting and providing hospital security

NOTE: CRDF deputy personnel providing security for an inmate at LAGMC who require a break or end-of-shift relief shall notify the CRDF Main Control SLD. The CRDF Main Control SLD shall notify the LAGMC watch deputy that relief is needed. Notification shall be documented in the Facility Log. If LAGMC is unable to provide relief, the CRDF Main Control SLD shall notify the CRDF Watch Commander and log it in the Facility Log.

TRANSPORTING/ESCORTING DEPUTIES

Deputy personnel responsible for transporting the inmate to the hospital shall retrieve the information packet from the Main Control SLD. This packet shall remain in the direct possession of deputy personnel providing security for the inmate. In the event of an escape, this packet shall be given to the responding law enforcement agency.

The transporting deputies shall check out a vehicle from Main Control and complete a Tour of Duty Equipment Record form (SH-CR-159), including name, date, destination, and starting mileage. Upon return, the driver shall indicate the ending mileage and total miles driven on the Tour of Duty Equipment Record form. All Tour of Duty Equipment Record forms shall be retained in Main Control.

[REDACTED TEXT]

[REDACTED TEXT]

Once deputies have left the facility, they shall change their radio frequency to the Sheriff's Communication Center (SCC) access channel. Transporting deputies shall advise SCC of their transportation of a female inmate, including the starting mileage. Upon arrival at the hospital, the deputies transporting the female inmate shall notify the SCC operator of their ending mileage.

TRANSPORTATION OF PREGNANT INMATES

Deputy personnel assigned to transport a pregnant inmate to the hospital, whom CHS medical personnel have deemed to be in labor, shall not restrain the inmate by the waist, wrist, or ankles unless the inmate poses an immediate threat of great bodily injury or death to herself, her fetus, or others. If restraints must be utilized, watch commander approval shall be obtained. For additional information, refer to Custody Division Manual section 7-02/010.00, "Pregnant Inmates."

HOSPITAL SECURITY DEPUTIES

Upon arrival at the hospital, the deputies shall contact their watch commander and report the following:

- **Confirm they have relieved the previous hospital security deputies (if applicable)**
- **Confirm the above required information packet is present and complete**
- **Advise the inmate is secured and the inmate's room/immediate area has been searched**
- **Contact hospital security and inform them of the room number where the inmate is housed**

Deputies shall contact the watch commander (or their designee) at least once during their shift and provide a status update and at any time there is a significant change in the inmate's condition. These notifications shall be documented in the Watch Commander's Log.

A minimum of one deputy shall be present with the inmate at all times. Male deputy personnel shall not be left alone with a female inmate absent exigent circumstances. If a female deputy must step out of the room for any reason, the male deputy shall exit the room, stand at the door, and maintain a direct visual of the inmate until the female deputy returns.

Deputy personnel may be required to escort an inmate to various areas of the hospital for additional medical evaluation before the inmate is admitted into a hospital ward. Doctors and/or medical personnel do not dictate the level of security the Sheriff's Department provides. If there is a dispute, deputies shall contact the on-duty watch commander. Deputy personnel are reminded that an inmate shall never be left unattended.

When treatment of the inmate is completed and/or it is determined the inmate will be either admitted or discharged back to CRDF, the escorting deputies shall notify Main Control SLD. If the inmate is discharged back to CRDF, the transporting deputies shall contact the Main Control SLD, make notification, and stand by for advisement from the watch commander.

NOTE: For additional information, refer to the "Notification to MCC By Watch Commander" section of this unit order.

If the inmate is admitted to any hospital other than LAGMC, the escorting deputies shall contact the Main Control SLD to arrange for proper relief and to allow the watch sergeant time to assign deputy personnel for the next shift. The Main Control SLD shall notify the watch sergeant for proper hospital relief and shift coverage.

At least once per shift, duties permitting, the watch commander will designate a sergeant to respond to the hospital (unless at the LAGMC jail ward) and check on the status and security of the inmate and deputies. The response shall be documented in the Watch Commander's Log.

ESCAPE ATTEMPTS

In the event an inmate attempts to escape during transportation, deputies shall take immediate action to recapture the inmate. All Departmental policies and procedures governing foot pursuits and the use of force, including the use of deadly force, shall apply. Deputies shall ensure an emergency broadcast is initiated and that their facility is notified by SCC. The facility watch commander shall contact the nearest Sheriff's station to have a supervisor respond to the location immediately and ensure a facility supervisor responds to the location.

If the inmate is able to successfully escape from the custody of assigned deputies, the deputies shall immediately contact the first arriving agency police officer, supervisor, or Sheriff's Department responding personnel and provide them with the inmate's information packet, if applicable (required for hospital transports).

The overall responsibility for apprehending the escaped inmate shall be with the local law enforcement agency. Department personnel and/or the sergeant at the scene within another jurisdiction shall establish a Department command post with the jurisdiction incident commander and assist the field units as directed by the incident commander. All Departmental escape notifications and procedures shall apply.

For additional information, refer to CDM section 4-07/010.00, "Notification and Reporting of Significant Incidents," and 4-07/015.00, "Notification of Incident to Custody Investigative Services Unit."

NOTE: Hospital security deputy personnel shall make notification to the CRDF watch commander or watch sergeant during an emergency or other unusual circumstances that occur while an inmate is detained at the hospital. Deputies encountering emergency situations within a hospital that require the inmate to be relocated or evacuated (e.g. fire, earthquake, etc.), shall follow the direction of hospital staff.

For additional information, refer to CDM section 5-03/100.00, "Inmate Detention at Hospitals," and LASD Informational Bulletin 2022-04, "Security of Inmates During Transportation."

REVISED 5/09/2025

REVISED 8/02/2024

REVISED 5/04/2023

REVISED 8/29/2018