

## 5-23-011 HOH Unrestrained Pod Out-of-Cell Time

### **PURPOSE OF ORDER:**

To establish updated procedures for High Observation Housing (HOH) Unrestrained Out of Cell Time at Twin Towers Correctional Facility (TTCF) aligned with the Transitional Housing Model outlined in Unit Order 3-08-050. This order supports the provision of therapeutic, unrestrained out-of-cell time in accordance with Department of Justice Provisions #70 and #80.

### **SCOPE OF ORDER:**

This order shall apply to all personnel assigned to and/or working in any capacity at TTCF. Floor sergeants shall ensure personnel assigned to their modules follow this order and correctly document program time in the eUDAL.

### **ORDER:**

The HOH Pod Housing program will provide treatment to mentally ill patients in a less restrictive setting and environment, which will promote increased activity and pro-social behavior, including enhanced out-of-cell time and reduced use of security restraints. HOH inmates participating in this program shall meet or exceed Department of Justice Substantive Provisions #70 (policies on restraints) and #80 (required minimum of 10 hours each of structured and unstructured programming).

### **PROCEDURE:**

Custody personnel shall adhere to the following HOH Unrestrained pod out-of-cell time program procedures and out-of-cell schedules:

#### Unrestrained HOH Pod Housing Locations

The occupants will spend more time out of their cell than in their cell. Generally, it is expected that occupants will be required to be in their cells only at night, during shift changes, during CHS structured programming if the inmate declines to participate, and if necessary, during unusual circumstances or for safety reasons, with the approval of the Floor Sergeant or Watch Commander. The approvals for the exceptions shall be logged in to the e-UDAL with the name of the Sergeant or Watch Commander who approved the safety exception.

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HOH Unrestrained Housing out-of-cell time, group therapy, pill call, inmate meals, and programming shall generally be unrestrained.

### HOH Unrestrained Out of Cell Times and Locations

The following out-of-cell timelines shall be utilized by the floor staff and logged in the e-UDAL during the week (Monday-Friday) by the SMY Deputy, and on weekends (Saturday and Sunday) by the booth officer.

#### **Weekdays (Logged in e-UDAL by SMY Deputy)**

All inmates housed in HOH Unrestrained pods will be allowed to program out of their cells inside their respective pods or the outdoor recreation area:

- AM's: 0700-1200 hours
- PM's: 1500-2000 hours

#### **Weekends (Logged in e-UDAL by Booth Officer)**

All inmates housed in HOH Unrestrained pods will be allowed to program out of their cells inside their assigned pod. Due to reduced custody staffing on weekends, the following modifications shall be utilized to ensure the safety of inmates and security of the facility:

#### **Saturday:**

- AM's: Upper Tier 0700-1200 hours
- PM's Lower Tier 1500-2000 hours

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**Sunday:**

- AM's: Upper Tier 1500-2000 hours
- PM's: Lower Tier 0700-1200 hours

Clothed inmates and Gown inmates in approved Unrestrained HOH Gown pods participating in unrestrained out-of-cell time may be programmed in their pod dayroom or in the outdoor recreation yard.

Note: Clothed and Gown inmates may not program together.

- When inmates are placed in the outdoor recreation yard, the yard shall be checked at time intervals consistent with Custody Division Manual section 4-11/030.00, "Inmate Safety Checks," for any safety or security concerns. All doors within the outdoor recreation yard shall be checked and secured in accordance with TTCF UO 3-08-050, "Security, Perimeter, and Fire Prevention."
- During unrestrained out-of-cell time, staff shall secure the cell doors and tray slots for all inmates who decline to program and choose to remain inside their cells, unless emergent circumstances exist.
- The chosen location shall not conflict with group therapy, pill call, or meals.

Recording HOH Unrestrained Out-of-Cell Time

- Weekdays: Assigned SMY staff shall record unrestrained out-of-cell time in the e-UDAL.
- Weekends: Booth Officer staff shall record unrestrained out-of-cell time in the e-UDAL
- **Floor sergeants shall ensure personnel assigned to their modules follow this order and correctly document program time in the e-UDAL.**

For further information regarding the use of the e-UDAL, custody personnel shall refer to the "Los Angeles County Sheriff's Department Title 15 e-UDAL Manual" and CDM, section 4-11/025.00, "Electronic Uniform Daily Activity Log."

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