

## 5-11/002.05 K-10 Inmates Special Handling Procedures

### PURPOSE OF ORDER:

The purpose of this order is to establish guidelines and procedures for processing inmates with a[REDACTED TEXT]classification at the Inmate Reception Center (IRC).

### SCOPE OF ORDER:

This order shall apply to all personnel assigned to and/or working in any capacity at IRC.

### ORDER:

As stated in the ***Custody Division Manual (CDM) Section 5-01/010.00 Inmate Classification***, it shall be the responsibility of the Population Management Bureau (PMB) unit commander to ensure that personnel assigned to the classification section determine the risk and housing needs of each newly admitted inmate into the Los Angeles County Jail system.

The PMB classification unit shall conduct the primary classification of an inmate for the purposes of determining the security level. The PMB classification unit shall also determine the general housing assignment for the inmate, which will be consistent with their designated security level. Each inmate shall be assessed and addressed individually, based on objective and identifiable criteria that provides for placement of the inmate in the least restrictive housing unit compatible with his or her assessed risk and needs.

In completing the primary classification interview, PMB classification personnel are expected to:

- Explain the reason for the classification process
- Treat all inmates in a fair and consistent manner
- Thoroughly and accurately complete the primary classification chart
- Properly document the classification status of an inmate in the Automated Justice Information System

(AJIS)

When classification personnel identify an inmate to be a high jail security risk based on confirmed information, the inmate will be classified as a [REDACTED TEXT]. Classification personnel shall make entry into the AJIS system indicating the assigned inmate's classification status.

This classification status shall be utilized by the PMB classification personnel for inmates who, based on confirmed information, require administrative segregation from the general population at all times. For additional information refer to **CDM Section 5-01/030.00 Identification and Classification Symbols for Special Handling Inmates**

[REDACTED TEXT] Security, Handling and Escorting

- [REDACTED TEXT] inmates wear a red wristband signifying the high jail security risk
- [REDACTED TEXT] inmates wear a waist chain while being transported[[/R]]
- Any movement and escorting shall be conducted or supervised by a deputy
- [REDACTED TEXT] inmates shall never be escorted with any other inmate
- [REDACTED TEXT] inmates shall be segregated from the general population, pursuant to **CDM Section 5-02/040.00 Administrative Segregation**
- [REDACTED TEXT] Special Handle Holding Cell Logs shall be maintained. For additional information, please refer to *Unit Order (UO) Section 8-40/000.00 Monitoring and Documenting Temporary Inmate Isolation*
- [REDACTED TEXT] If placed inside a cell, due to high risk towards personnel or other inmates, the inmate's welfare shall be checked every 15 minutes as per **CDM Section 5-01/050.00 Handling of Suicidal Inmates** and a temporary inmate isolation log shall be initiated
- [REDACTED TEXT] Personnel *shall not enter or open the door* to a cell of an inmate designated as a "sergeant escort" absent a life threatening emergency or medical rescue, without a sergeant present

**Note:** Any entry into the cell of any "sergeant escort," for any reason, requires an immediate notification to the floor sergeant.

IRC Custody personnel shall exercise good judgment and take every safety precaution when handling or escorting any inmate identified under the [REDACTED TEXT] classification.

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