07-075/10 Title 15 Compliance Officers & Safety Checks

Los Angeles County Sheriff's Department

	Unit Order: #07-075/10
CUSTODY SERVICES DIVISION	**Effective Date:** 01-01-1998
GENERAL POPULATION	**Reviewed Date: 08-10-2026**
NORTH COUNTY CORRECTIONAL FACILITY	
Subject: Title 15 Safety Check Team(s) & Title 15 Safety Checks	
Reference: CCR Title 15 Section 1027; CDM 4-11/020.00, 4-11/030.00, 4-11/030.05, 5-03/060.00, and 5-14/100.00	
Unit Commander Signature: ORIGINAL SIGNED	**Date: 08/10/2026**

PURPOSE OF ORDER: The purpose of this order is to establish procedures for completing periodic, visual checks of every inmate at the North County Correctional Facility (NCCF).

SCOPE OF ORDER: This order applies to all personnel assigned to and/or working at NCCF.

ORDER:

PROCEDURES FOR CONDUCTING SAFETY CHECKS

NCCF has referred the "Title 15 Safety Check Teams" (T15 Teams) who are designated on all shift in-services. These teams are primarily responsible for conducting the required safety checks for each housing location and assisting with the compliance of all Title 15 related issues (refer to Custody Division Manual [CDM] section 5-14/100.00, "Title-15 Compliance Officer" for additional information).

The California Code of Regulations (CCR), Title 15, section 1027, requires hourly safety checks of inmates; Division and unit policy mandates more frequent checks by Title 15 Safety Check Teams. It is imperative all personnel strictly adhere to the inmate safety check requirements stated in CDM section 4-11/030.00, "Inmate Safety Checks."

Per CDM section 4-11/030.00, "Inmate Safety Checks", NCCF's Title 15 Safety Check Teams shall conduct staggered safety checks by entering the dorms of inmate housing areas and visually inspecting each inmate for obvious signs of life (e.g., breathing, talking, movement, etc.) and obvious signs of distress (e.g., bleeding, trauma, visible injury, choking, difficulty breathing, discomfort, etc.). Additionally, it specifies minimum time

intervals based upon housing type (the safety check must be done within the noted time interval). However, NCCF has established more stringent time intervals that shall be followed.

If Title 15 Safety Check personnel observe any item (e.g., clothing, linen, towel, papers, etc.) obstructing their view into the cell/room/bunk area, the item(s) shall be removed immediately, keeping officer and inmate safety in mind (refer to CTSB Bulletin “Inmates Obscuring View of Cell During Security Checks” and CDM 4-11/030.00).

Should there be any doubt regarding an inmate’s condition, staff shall attempt to elicit a response from the inmate and, if necessary, render first aid and/or cardiopulmonary resuscitation (CPR) as described in CDM section 5-03/060.00, “Response to Inmate Medical Emergencies,” until medical and supervisory personnel arrive. The sergeant and medical staff shall respond to the location and conduct an assessment. Proper officer safety practices shall be observed at all times.

The below matrix of safety check time intervals are noted in CDM section 4-11/030.00. The highlighted areas reflect the housing areas that pertain to NCCF:

Housing Area	Time Interval At Minimum:
Cells (including but not limited to Discipline, Administrative Segregation, Diminished Privilege Environment, Protective Custody, and Station Jails)	Once per 30 minutes
Dorms - Unobstructed Visual Observation*	Once per hour
Dorms-Without Unobstructed Visual Observation *	Once per 30 minutes
Barracks (example: PDC South)	Once per hour
Intake / Inmate Reception	Once per hour
Medical / Infirmary	Once per 30 minutes**
High Observation Housing (HOH) / Forensic In-Patient (FIP)	Every 15 minutes***
Moderate Observation Housing (MOH)	Once per 30 minutes
High Security	Once per 30 minutes
Sobering Cell	Once per 30 minutes (adults) Once per 15 minutes - persons of undetermined age (possible minor)

(See CDM section 4-11/030.00 for notes indicated by asterisks)

In no case shall more than 30 or 60 minutes elapse between any two security checks, depending on interval requirement, regardless of shift change, change in personnel breaks, or any other circumstances. A minimum of 9 or 20 safety checks shall be performed each eight-hour shift based upon the housing location's interval requirement. Some inmates may require 15 minute checks based upon mental health issues (suicidal) as noted in the infirmary section of this unit order. Those checks shall be conducted within the 15 minute interval.

Inmate safety checks shall be staggered to minimize the ability of inmates to plan around anticipated checks. In order to accomplish this, safety checks shall be completed within the time interval assigned to the housing location and not precisely and repeatedly on the interval.

In certain circumstances, a building may house an inmate in a hard cell/dayroom who is suicidal, a mental observation inmate, a person of undetermined age, etc. These inmates shall be checked according to the interval mandated in CDM section 4-11/030.00. These checks shall be noted in the staff station electronic Uniform Daily Activity Log (e-UDAL) responsible for that hard cell/dayroom.

Title 15 bar-code scanners shall be used to record safety checks by scanning the bar-coded checkpoints. All bar codes within an occupied housing location shall be scanned during safety checks regardless of whether inmates are present at the time of the check. When the scanner is not in use, it shall be returned to its docking station. If the scanner is not operating properly, Title 15 Safety Check Team personnel shall notify the Title 15 Safety Check Supervisor for a replacement and document the scanner issues. If the scanner remains inoperable and/or technological system issues occur, then all safety checks shall be manually logged into the "Electronic Uniform Daily Activity Log" (e-UDAL).

It is the responsibility of the Title 15 Safety Check Team personnel who conducted the safety checks to confirm that all scans were recorded in the Title 15 Security Check Compliance Dashboard (T15 Dashboard) and BREVA Timer system. If the Title 15 Dashboard and/or BREVA Timer system is down due to technical issues, Title 15 Safety Check Teams shall manually record all safety checks in the e-UDAL. If the e-UDAL is down, the safety checks shall be logged on the paper Uniform Daily Activity Log (UDAL).

TITLE 15 SAFETY CHECK TEAMS

Title 15 Safety Check Team(s) shall walk through each dorm, or by cell, in their assigned building, and will visually check inmate(s) for signs of life (e.g. breathing, talking, movement, etc.) and obvious signs of distress (e.g. bleeding, trauma, visible injury, choking, difficulty breathing, etc.). The safety check shall be documented in either the "Electronic Uniform Daily Activity Log" (e-UDAL) or via a hand held scanner. It shall not be necessary to utilize both methods for recording data. Using hand held scanners will be the primary method of documenting safety checks.

Title 15 Safety Check Team(s) are exclusively responsible for conducting the safety checks and shall NOT respond to facility disturbances (UO #07-075/10). The ONLY exception to this would be an officer involved in a fight, or if ordered to delay the security check by a shift Watch Commander. Should any disruption in the Title 15 safety Checks occur, the reason shall be documented in the "Electronic Uniform Daily Activity Log"

and documented in the daily “Title 15 Building Assessment” form.

Title 15 Safety Check Team members are to submit a daily shift “Title 15 Building Assessment” form which document the hand held scanners percentages/scans of the previous day on said shift. They shall also document any other Title 15 related issues observed in the dormitories and/or reasons for safety check delays.

When conducting the safety check, the Title 15 Safety Check Team shall be assisted by the staff station officer (or their relief) during each safety check of the dorms overseen by their staff station. Staff station officers shall provide security at the main door of each dorm while the Title 15 Safety Check Team is conducting their safety checks. Whenever possible, the team shall also be assisted by a building rover. This will allow one of the assisting personnel to operate the dorm sliders from the control panel at the staff station, while the other assisting officer stands ready at the main door of each dorm as the Title 15 Safety Check Team conducts their safety check.

Facility operational status and/or staff availability will inevitably impact the degree of assistance provided to Title 15 Safety Check Teams. The building sergeant and building senior shall make every effort to ensure the Title 15 safety Check Team receives the assistance noted in this unit order when in their building conducting safety checks.

Title 15 Safety Check Team(s) on each shift who are responsible for conducting Title 15 Safety Checks within inmate housing and temporary holding areas. Title 15 Safety Check Teams are to observe for signs of distress and life of all inmates.

While the Title 15 Safety Check Team(s) conduct a safety checks, they shall also remove any and/or all objects that “obscure the view” (e.g., shower curtains, contraband, etc.) from custody personnel (CTSB Bulletin, Inmates Obscuring View of Cell During Security Checks; CDM 4-11/030.00, Inmate Safety Checks), and report any/all unsafe dorm conditions.

All unsafe dorm condition and jail violations that are found and/or occur during a Title 15 Safety Checks, shall be reported to the building supervisor(s) and rovers to handle the incident. The staff station personnel shall make note of incident in the e-UDAL, and resolve the condition by taking appropriate action. Title 15 Safety Check Team Leaders will document all unsafe dorm conditions and/or jail violations on the daily ‘Title 15 Building Assessment” forms, if it results in a delay of the safety check.

STAGGERING OF TITLE 15 SAFETY CHECKS

Title 15 Safety Check Team(s) will reverse the order of the safety checks for each hourly walk. When walking a corner in a building for the first hourly safety check, Title 15 Safety Check Team(s) will begin their safety check from the first dorm to their left and exit out the last dorm to the right. They will then “reverse” the order in the next hourly safety check by making entry into the first dorm to the right and exiting the last dorm on the left. Title 15 Safety Check personnel will continue to “reverse” their safety checks through the eight hour shift.

EM SHIFT (BUILDINGS [REDACTED TEXT]) TITLE 15 SAFETY CHECKS

Title 15 Safety Check Team(s) for Buildings [REDACTED TEXT] on EM shift shall be a two-person team in each building that is comprised of at least one deputy personnel and one custody assistant (CA) personnel. Each deputy personnel assigned to the team shall be armed with a Taser and oleoresin capsicum (OC) spray (MK-9 canister), and the custody assistant personnel shall only have OC spray (MK-9 canister).

Title 15 Safety Check Team on EM shifts shall also be assisted by the building rovers during their hourly safety checks.

In no case shall more than 60 minutes elapse between any two security checks regardless of shift change, change in personnel breaks, or any other circumstance. A minimum of 9 safety checks shall be performed during each eight-hour shift.

EM SHIFT (BUILDING [REDACTED TEXT]) TITLE 15 SAFETY CHECKS

Title 15 Safety Check Team(s) for Building [REDACTED TEXT] shall be a four-person teams comprised of at least three deputy personnel and one custody assistant personnel, or two deputy personnel and two custody assistant (CA) personnel. Each deputy personnel assigned to the team shall be armed with a Taser and oleoresin capsicum (OC) spray (MK-9 canister), and the custody assistant personnel shall only have OC spray (MK-9 canister).

Never shall a custody assistants walk alone during a Title 15 Safety Check. Deputy personnel shall partner with a custody assistant personnel and walk the dorms together.

In no case shall more than 30 minutes elapse between any two security checks regardless of shift change, change in personnel breaks, or any other circumstance. A minimum of 9 safety checks shall be performed during each eight-hour shift. All safety checks shall be staggered.

AM / PM SHIFTS (BUILDINGS [REDACTED TEXT]) TITLE 15 SAFETY CHECKS

Title 15 Safety Check Team(s) for Buildings [REDACTED TEXT] on AM and PM shifts shall be a four-person teams comprised of at least three deputy personnel and one custody assistant personnel, or two deputy personnel and two custody assistant (CA) personnel. Each deputy personnel assigned to the team shall be armed with a Taser and oleoresin capsicum (OC) spray (MK-9 canister), and the custody assistant personnel shall only have OC spray (MK-9 canister). There shall be three, four-person Title 15 Safety Check Teams; one team shall handle Buildings [REDACTED TEXT]; one team will handle Buildings [REDACTED TEXT]; and one team will handle Building [REDACTED TEXT].

Never shall two custody assistants walk together if a Title 15 Safety Check Team is comprised of two deputy personnel and two custody assistant personnel. Deputy personnel shall partner with a custody assistant personnel and walk the dorms together.

In no case shall more than 60 minutes elapse between any two security checks regardless of shift change, change in personnel breaks, or any other circumstance. A minimum of 9 safety checks shall be performed during each eight-hour shift. All safety checks shall be staggered.

AM / PM (BUILDING [REDACTED TEXT]) TITLE 15 SAFETY CHECKS

The Title 15 Safety Check Team for Building [REDACTED TEXT] shall be comprised four custody personnel on each shift. Custody personnel assigned to [REDACTED TEXT] T15-1 (TL), [REDACTED TEXT] T15-2, and [REDACTED TEXT] T15-3 will be designated to conduct the 30 minute safety checks of the dorms within Building [REDACTED TEXT]. Custody personnel assigned to 900 T15-4 (915) will be responsible for the 30 minute safety checks of all disciplinary housing cells within Building [REDACTED TEXT]. Building [REDACTED TEXT] personnel shall assist as their duties permit.

Never shall a custody assistants walk alone during a Title 15 Safety Check. Deputy personnel shall partner with a custody assistant personnel and walk the dorms together.

In no case shall more than 30 minutes elapse between any two security checks regardless of shift change, change in personnel breaks, or any other circumstance. A minimum of 20 safety checks shall be performed during each eight-hour shift. All safety checks shall be staggered.

INFIRMARY TITLE 15 SAFETY CHECKS

Safety checks of the infirmary's hard cells (quiet rooms) shall be done according to existing policy. Safety checks on inmates placed in a quiet room on mental observation watch shall be conducted every 15 minutes. All safety checks shall be documented in "Housing Area / Cell Inspection Record" form by NCCF Infirmary personnel.

When an inmate is placed in a quiet room on suicide watch, personnel from the building where the inmate was housed shall be reassigned to the infirmary to handle the direct observation of the inmate. This allows the infirmary personnel to continue with all the other infirmary duties.

If the building where the inmate is housed lacks sufficient personnel to handle the suicide watch duties, that building's sergeant shall arrange for a replacement from another area of NCCF. The watch sergeant must approve the use of personnel from another area of NCCF for this purpose.

EMERGENCY PROCEDURES

Title 15 Safety Check Teams shall NOT respond to facility disturbances and shall continue to complete their safety checks during a facility disturbance.

The ONLY exception to this would be an officer involved in a fight, or if ordered to delay the security check by a shift Watch Commander. When these exceptions occur, the Title 15 Safety Check Team(s) diverted shall return to their Title 15 safety check duties as soon as possible. The incident and the name of the watch commander who ordered the diversion from their safety checks shall be noted in the watch commander's log, the "Title 15 Building Assessment" forms, and in the e-UDALs of the affected dorms/cells/rooms.

With watch commander approval, safety checks can be "visual only" when building staffing is significantly

reduced due to circumstances necessitating the facility being placed in a lockdown mode, Emergency Response Team (ERT) activations, etc. This shall also be noted in the “Title 15 Building Assessment” forms and in the e-UDALs of the affected dorms/cells/rooms.

BUILDING SERGEANTS

Building sergeants shall complete at least two unannounced visual Title 15 Safety Checks, via CCTV surveillance footage, as the Title 15 Safety Check Team is conducting their safety checks.

During this unannounced Title 15 Safety Check, the building sergeant shall conduct a visual audit of the safety checks as they are being conducted. Any deficiencies shall be documented in the “Title 15 Daily Quality CCTV Check” file located in the NCCF website, and conduct a briefing with the Title 15 Safety Check Team(s) regarding the observed deficiencies.

BUILDING SUPERVISING LINE DEPUTIES

Building supervising line deputies shall play an active role in assuring that Title 15 safety checks are conducted regularly in their building and in accordance with Title 15 standards. They are responsible for making sure the Title 15 Safety Check Teams are maintaining compliance by use of the Title 15 Dashboard displayed on their computer. The Title 15 Dashboard shall be viewable on one of the two computer screens of the supervising line deputy’s computer at all times to facilitate the monitoring of Title 15 safety checks.

PROBLEMS WITH SCANNERS AND BAR CODES

In addition to the procedures mandated in CDM section 4-11/030.05, “Title-15 Scanner,” NCCF personnel shall notify the Title 15 Safety Check Supervisor and document such notification along with the notifications mandated in CDM section 4-11/030.05