5-08-085 Inmate Death-Approved by CSS Policy Review 10/21/2026

Los Angeles County Sheriff's Department

CUSTODY SERVICES DIVISION	**Unit Order: 5-08-085**
SPECIALIZED PROGRAMS	**Effective Date**: 03/05/13
CENTURY REGIONAL DETENTION FACILITY	**Reviewed Date:** 10/14/2026
Subject: Inmate Death	
Reference: MMP 5-03/180.05, CDM sections 3-06/055.15, 4-07/010.00, 4-10/050.00, 5-03/060.00, 7-06/010.00, Custody Operation Informational Bulletin #2021-08, CTSB Hot Topics April 2026	
Unit Commander Signature: On File	**Date:** 10/26/2026

PURPOSE OF ORDER:

The purpose of this order is to establish standardized procedures to be followed in the event of an inmate death at Century Regional Detention Facility (CRDF) and to ensure compliance with applicable Department policies, procedures, and reporting requirements.

SCOPE OF ORDER:

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

ORDER:

In the event of an inmate death at CRDF, personnel shall immediately implement and adhere to the following procedures:

Initial Response and Scene Preservation

- Clear the immediate area of all inmates.
- Secure the immediate area by implementing a lockdown. Preserve the integrity of the scene and initiate a Major Incident Log (SH-R-620)
- Immediately notify the on-duty watch sergeant and watch commander.
- Immediately notify the unit commander.
- Obtain all relevant information and complete a Person Dead Report (SH-R-49). Completion of this

report shall not be deferred.

- Do not move or disturb the body or any surrounding materials, except as necessary to determine with certainty that death has occurred.
- Identify and isolate all inmates who were present in the area, housed in the involved cell, or had a line of sight to the incident. These inmates shall remain isolated until interviewed by Homicide Bureau detectives.

Inmate Death Documentation Packet

The on-duty watch commander shall ensure that five (5) complete copies of the required inmate death documentation packet are prepared. Each packet shall contain the following documents, as applicable:

- Watch Commander's In-Custody Death Reporting Form — Inmate Information (SH-J-431), available through LASD Electronic Forms.
- Internal Affairs Bureau Mandatory Notification Form, if applicable.
- Chief's Memorandum, to be completed by Homicide Bureau personnel, if responding.
- Incident Report (SH-R-49) and all Supplemental Reports (SH-R-77). These reports shall not be deferred.
- Inmate Injury/Illness Report (SH-J-212).
- Any Use of Force Medical Reports (SH-J-212F), if applicable.
- Request for Medical Information/Records
- Housing location purge (FC05).
- A timestamped copy of the in-service.
- Automated Justice Information System (AJIS) screen printouts containing the following inmate information:
    - [REDACTED TEXT]
- Major Incident Log (SH-R-620).
- Custody Personnel Involved Information Form.
- Behavioral Observation Mental Health Referral (BOMHR) (SH-J-407), if applicable.
- Narcan Use Reports (SH-R-630), if applicable.
- Inmate booking jacket, obtained from the Inmate Reception Center.
- Title 15 Safety Check printout.
- Printout of electronic Uniform Daily Activity Log (e-UDAL).
- Los Angeles Crime Information System (LACRIS) printout, including the inmate's photograph.
- Consolidated Criminal History Reporting System (CCHRS) printout.
- Record of Arrest and Prosecution Sheet (RAPS).
- Department of Motor Vehicles (DMV) information/printout. Copies of all relevant Closed-Circuit Television (CCTV) recordings and handheld video footage associated with the incident, downloaded and saved to a compact disc or uploaded to the appropriate store medium.
- A detailed timeline of events, prepared by a sergeant or supervising line deputy. The timeline shall identify the names and employee numbers of personnel responsible for:
    - Discovering the incident.
    - Radio transmissions.

  - Conducting the initial assessment.
  - Title 15 Inmate Safety Checks (1 hour prior to discovery)
  - Rendering aid, including CPR, use of an automated external defibrillator (AED), Narcan administration, use of an bag valve mask, and placement in the recovery position, as applicable.
- Voice print recording, downloaded by a sergeant.
- Written documentation identifying all involved personnel by name and employee number, specifying which personnel activated their body-worn cameras (BWCs). Ensure all BWCs are properly docked in accordance with Custody Division Manual (CDM) Section 3-06/055.15.

Distribution and Retention of Documentation

The five (5) completed inmate death documentation packets shall be distributed to the following entities:

- Homicide Bureau.
- Internal Affairs Bureau.
- Custody Compliance and Sustainability Bureau-Death Review Team.
- CRDF unit commander.
- CRDF Operations support staff.

[REDACTED TEXT]

Watch Commander Responsibilities

The on-duty watch commander shall ensure the completion of the following required forms:

- Watch Commander's In-Custody Death Reporting Form (SH-J-431).
- Internal Affairs Bureau Mandatory Notification Form, as applicable.

Compliance with Department Policies

All custody personnel shall adhere to applicable Department policies and procedures governing the handling, preservation, and investigation of a homicide scene.

NOTE: Personnel shall refer to the following Custody Division Manual (CDM) Sections for additional guidance regarding required notifications, reporting, and documentation procedures:

- CDM Section 4-07/010.00, *Notification and Reporting of Significant Incidents*.
- CDM Section 4-10/050.00, *Inmate Death—Reporting and ReviewProcess*.
- Manual of Policy and Procedures (MPP) Section 5-03/180.05, *Death Notification Within the Department*.
- Custody Operations Informational Bulletins #2021-08, *Inmate Death Review*
- Custody Training and Standards Bureau Hot Topics – *Portable Video Cameras in Custody- April 2026*

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REVISED 09/27/22

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