

## Inmate Safety Checks

### 504.1 PURPOSE AND SCOPE

The purpose of this policy is to establish a requirement for conducting visual safety checks for all inmates, and for creating and maintaining a log to document all safety checks.

### 504.2 POLICY

It is the policy of the Shasta County Sheriff's Office that all correctional staff shall conduct safety checks on all inmates, at a frequency determined by inmate custody status, housing classification, and applicable state law.

### 504.3 SAFETY CHECKS

The staff shall adhere to the following procedures when conducting safety checks (15 CCR 1027; 15 CCR 1027.5):

- (a) Safety checks shall be conducted at least once every 60 minutes and more frequently if necessary.
- (b) Safety checks shall be conducted on an irregular schedule (staggered) so that inmates cannot predict when the checks will occur.
- (c) Safety checks shall be done by personal observation of the correctional deputy and shall be sufficient to determine whether the inmate is experiencing any stress or trauma.
- (d) Cameras and monitors may supplement the required visual observation safety checks, but they shall not replace the need for direct visual observation.
- (e) Safety checks will be clearly documented on permanent logs in accordance with the office Daily Activity Logs and Shift Reports Policy.
- (f) Actual times of the checks and notations should be recorded on the daily activity logs.
- (g) Log entries shall never be made in advance of the actual check. Log entries made in this manner do not represent factual information and are prohibited.
- (h) Special management inmates shall be checked more frequently as detailed in the Special Management Inmates Policy.

### 504.4 POD UNIT CHECK LOGS- DOCUMENTED DIRECT SUPERVISION

Specific:

Deputies assigned to dayshift (0700-1900 hours) who are responsible for direct supervision of inmates on

Levels 1, 2, & 3, Medical, and Medical housing units, are required to complete a daily pod check log of

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unusual events and missed pod checks. The PIPE will be used to record the pod checks of direct supervision

of the inmates by pressing the PIPE to the button next to the door regardless if the inmate is in the cell or

not. Inmate counts, meals, laundry exchange, medication rounds and commissary events shall be recorded

with the PIPE. The event buttons will be located outside the slider door. Any other activity that can not be

recorded by the PIPE shall be written on the daily pod log.

Deputies assigned to nightshift (1900-0700 hours) who are responsible for direct supervision of inmates on

Levels 1, 2, & 3 are required to complete a daily Pod Check log of unusual events and missed pod checks.

The PIPE will be used to record the pod checks of direct supervision of the inmates by pressing the PIPE

to the button next to the door regardless if the inmate is in the cell or not. Inmate counts, meals, laundry

exchange, medication rounds, commissary, and any other activity that can not be recorded by the PIPE shall

be written on the daily pod log.

Medical and Medical housing units) are to have a minimum of 30 minute checks with the PIPE of direct

contact and supervision of inmates. Pod Checks are to have notations of unusual events, inmate counts,

meals, laundry exchange, medication rounds, commissary, and any other activity that can not be recorded

by the PIPE shall be written on the daily pod log.

Safety Cell placements or housing that requires elevated or 15 minute notations of direct observation, fall

under different guidelines. Refer to appropriate sections under Safety Cells, Booking Level, sobering cells

step down from Safety Cells.

The Pod Check Log and the PIPE are designed to comply with documentation guidelines set forth by Title

15, Section 1027, concerning direct visual observations of inmates.

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Direct observation is such that all inmates in a particular location or housing area have been observed in person by the witnessing deputy. Any occasion that would direct a deputy from their posted position of providing direct observation of inmates should additionally be noted and logged on the Pod Check. It is understood that on occasion, a deputy assigned to a housing unit will be required to leave their posted position in the performance of their duties. This activity is to be done under the supervision and direction of the Watch Commander and noted on the Pod Check Log. Deputies are to rely on each other in a team effort and assist in direct supervision when a staff member is directed away from their posts.

### **504.5 GUARD 1 PLUS PIPE**

Monitoring system pipes used in conjunction with strategically placed buttons, which identify locations for the purpose of documenting Correctional Officer welfare checks on inmates. The PIPE is designed for the most rugged use and the toughest environments. It reads durable metal touch memory buttons and has a comfortable grip, designed to fit your hand. It is extremely shock resistant, tamper resistant and water resistant. In the event the PIPE fails to function, a memo shall immediately be written and the PIPE turned in to the Watch Commander. The memo shall include the description of the problem, time of the last function, serial number of the PIPE and the name of the officer who last used the PIPE.

The Watch Commander will complete an investigation of the circumstances and the incident of the PIPE's failure to function and forward a memo with the findings to the Facility Commander. Under no circumstances shall Correctional Officers or Deputies attempt to open or tamper with the PIPE. PIPE repairs and battery replacements are conducted by Time Keeping Systems only. Time Keeping Systems also has the ability to determine whether the PIPE has been opened and/or tampered with. All Officers and Deputies shall exercise care to protect any county property entrusted to them and to use it in a manner for

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which it was intended. Opening or tampering with the PIPE, under 594 of the California Penal Code, can be considered vandalism.