

Inspections, Searches and Contraband

1710.1 PURPOSE OF SEARCH

- (a) Random, unscheduled searches of inmates and the facility will be conducted periodically in order to:
 - 1. Prevent the introduction of weapons or other contraband into the facility.
 - 2. Detect the presence of weapons, escape devices or other contraband within the facility.
 - 3. Check malicious waste or destruction of facility property.
 - 4. Prevent hoarding of jail supplies, commissary, or any other property, and maintain sanitary conditions in the facility.
 - 5. Inspect areas susceptible to use for escape routes and hiding contraband, including, but not limited to vents, grates, roof and plumbing tunnel access areas.

1710.2 SEARCH PROCESS

- (a) The Guard Station Deputy/SSO/CSA will observe the search and maintain control of doors in the area during the search.
 - 1. Additional Search Locations may include:
 - i. Kitchen: A Sergeant will supervise periodic, unannounced searches of the kitchen. The search will be conducted with a minimum of interruption to food service staff. The Senior Head Cook will be informed of the discoveries in the kitchen that were noted in the search.
 - ii. Clothing Room/Property Storage Rooms: Periodic, unannounced searches of the Clothing and Property Storage Rooms will be supervised by a Sergeant. Unsealed or untagged property/clothing will be brought to the Clothing Room CSA's attention for proper storage and inventory. The search will be conducted with a minimum of disruption to the unit's functions. Searches of the women's clothing area will be conducted by female Deputies; Searches of the men's clothing area will be conducted by male Deputies, unless directed otherwise by the Watch Commander.
 - iii. Any area inside security, including but not limited to storage rooms/closets, bathroom areas, classrooms, chapel and laundry.
 - iv. Particular attention should be made to worker-assigned areas, or any areas inside custody where an inmate has regular access to.
- (b) The Housing Deputy/SSO/CSA will direct inmates out of the search area and into a secure area.
 - 1. Inmates will be dressed in full jail issue unless directed otherwise by the Deputy conducting the search.

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- (c) Deputies will search each cell and bunk, separating the blanket and sheets and examining the mattress.
 - 1. Bedding materials will be left on the bunk at the conclusion of the search.
 - 2. Excess jail issue property will be collected and returned to its point of issue (e.g. laundry, library, or warehouse).
 - 3. All areas inside the cell will be searched. Dark areas should be illuminated by use of a flashlight.
 - 4. Deputies will use extra caution to not rub their fingers and hands over areas that cannot be seen. Sharp, hidden objects may cause severe injuries.
- (d) Deputies will not destroy jail or personal property during the search. Searches are not to be viewed as punishment.
 - 1. Handcrafted items deemed to be contraband will be disposed of in the appropriate security trash.
 - 2. Non-criminal contraband will be disposed of in the appropriate security trash.
 - 3. Excess jail issue property will be collected and returned to its point of issue.
 - 4. Excess personal property items will be handled in accordance with [CCOM Section 1600.2\(m\) - Property](#).
- (e) A Sergeant shall be present during any searches involving a Pro Per inmate's cell. Refer to [CCOM Section 7101 - Propria Persona \(Pro Per\)](#).
- (f) The physical facility and equipment will be examined for damage or malfunction during the search.
 - 1. The Sergeant and area staff member will make note of needed repairs and submit a maintenance request.
 - 2. Unsanitary conditions and marking on the facility surfaces will be brought to the Housing Deputies/SSOs/CSAs attention for further action.
- (g) All inmates will be searched prior to returning to their cells.

1710.3 TYPE OF SEARCHES

- (a) **Planned Searches** - A planned search is a calculated search which involves specific steps, timing and resources used to locate drugs, weapons or contraband which may be concealed.
 - 1. Sergeants will plan periodic searches of areas under their supervision.
 - 2. Female Deputies will be the primary searchers when searching female housing areas, and male Deputies will be the primary searchers when searching male housing areas. This can be modified by an on-duty Sergeant or the Watch Commander.
 - 3. Each search will be planned so that it causes minimum disruption to the facility's operation.

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4. Searches will be coordinated between the Watch Commander and the appropriate Sergeant.
 5. A sufficient number of Deputies will be assigned to the search activity, assuring a quick and thorough search.
 - i. Deputies may be assigned to the search group from any area or work assignment.
 - ii. When necessary and practical, Deputies may be reassigned to a search group from another facility.
 6. A pre-search briefing may be conducted by the area Sergeant to explain the search plan. The briefing should include:
 - i. The exact area to be searched.
 - ii. Beginning time of the search.
 - iii. Assignments for each Deputy.
 - iv. Video documentation plan.
 - v. Specific items of contraband being sought.
 - vi. The type of search to be applied to the inmates.
 - vii. The proper handling of inmate personal property.
 - viii. The proper handling of evidence/contraband.
 - ix. The location of inmates during the search.
 - x. The expected ending time of the search.
 7. A Sergeant will be present during the entire search.
 - i. The Sergeant will direct the search activities.
 - ii. The Sergeant will observe the end of the search and facilitate the return of inmates to their cells/barracks.
 - iii. The Sergeant will listen to inmate complaints and take appropriate steps to resolve them.
- (b) Spontaneous Searches - A spontaneous search is unscheduled, sudden and done without planning.
1. Deputies are encouraged to conduct small-scale spontaneous searches at their discretion, at random, or in response to a criminal act or jail rule violation.
 2. Deputies shall notify their immediate supervisor when practical.
- (c) FAST Searches (Facility Assigned Search Team) - A FAST Search is the process of picking a random area (tank, series of cells, or any area inside security) to search. For more information on search areas, refer to [CCOM Section 1710.2\(a\)\(1\) – Additional Search Locations](#).

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1. Each facility will be responsible for creating and maintaining a rotating search schedule that will be approved by the Division Commander to ensure all areas inside security are searched regularly.
2. The schedule will be posted in the Watch Commander's office. The Watch Commander will be responsible for making the proper notifications and adhering to the schedule.
3. The Watch Commander can deviate from the schedule based on the needs of the facility.
4. If a FAST Search cannot be completed as scheduled or is deviated from, the Watch Commander shall document the reason in the Custody Operations Supervisor's Log.
5. A Sergeant will be present during the entire FAST Search.
6. At the conclusion of the FAST search, the Sergeant will designate a staff member to document the FAST search on the 24-Hour Jail Operations Log and a Search Report.
7. The Deputy/CSA/SSO assigned to the housing area of where the search occurred will document the FAST Search on the Guard Station Log.

1710.4 BODY SEARCHES OF INMATES

(a) General

1. Staff will maintain the health and safety of inmates and staff, and the security of our facilities by searching inmates to restrict the introduction, possession, and distribution of contraband substances and objects.
2. Staff will conduct searches in a professional and dignified manner. Staff will not make degrading or insulting remarks.
3. Staff will not use searches to punish, harass, or embarrass any inmate.
4. Deputies and SSO's will conduct body searches of inmates.
5. When a Deputy or SSO is not available due to exigent circumstances, a supervisor may authorize a CSA to conduct a visual search of an inmate or group of inmates.
 - i. A visual search does not include a visual body cavity search which shall be conducted by Deputies. Refer to [CCOM Section 1710.4.3 – Strip and Visual Body Cavity Searches](#).

(b) Gender Restrictions

1. Refer to [CCOM Section 2900.1 – General/Definitions](#) for definitions of the following: Gender, Gender Expression, Gender Identity, Gender Non-Conforming, Intersex and Transgender.
2. Staff conducting a body search will be the same gender as the inmate being searched unless as noted in CCOM Section 1710.4(b)(5). "Body search" means

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a pat down/grasping hand search or an Extended Correctional Search. Refer to [CCOM Section 1710.4.3 – Strip and Visual Body Cavity Searches](#). At no time will any search be conducted solely for the purpose of determining an inmate's genital status.

3. All body searches of inmates shall be conducted in a manner that complies with current law.
 - i. California Penal Code Section 4021 states in part: "It shall be unlawful for any officer, station officer, jailer, or custodial personnel to search the person of any prisoner of the opposite sex, or to enter into the room or cell occupied by any prisoner of the opposite sex, except in the company of an employee of the same sex as the prisoner. Except as provided herein, the provisions of this subdivision shall not be applied to discriminate against any employee by prohibiting appointment or work assignment on the basis of the sex of the employee."
 - ii. According to the Attorney General, "the word 'sex' is consistently defined throughout the codes to mean 'gender' and 'gender' is consistently defined to mean 'sex' and includes 'gender identity' and 'gender expression.'" (Cal. Attorney General Opinion, No. 17-302.)
4. If there is prior knowledge that an inmate is gender non-conforming or has a gender identity which differs from their assigned sex at birth, staff will do the following when determining the appropriate staff to conduct the body search:
 - i. Staff will take into account the gender identity offered by the inmate. If the inmate declines to state their gender identity, staff will take into account the gender expression of the inmate.
 - ii. Staff will ask the inmate their preference regarding the gender of staff who will conduct the search. This preference will be documented on the Voluntary Gender Identity Disclosure and Search Preference Form (J-107).
 - iii. Staff will conduct body searches utilizing staff of the same gender as the inmate's gender identity or gender expression, while also considering the preference of the inmate indicated above.
 - iv. It is not a cross gender body search if an inmate is searched by staff who is of the same gender as the inmate's gender identity, even if the inmate's genital status differs from their gender identity.
5. Notwithstanding any of the above sections, cross-gender body searches may be conducted:
 - i. In exigent circumstances.
 - ii. At the direction of the Watch Commander.

Staff conducting a cross gender body search must document the search in an information, jail incident, or crime report as appropriate. The report will include the circumstances which necessitated the cross gender body search and the name of the authorizing supervisor.

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1710.4.1 PAT DOWN/GRASPING HAND SEARCH

(a) Definition

1. A pat down search is a search of an inmate's clothing and body. It generally does not require the inmate to remove clothing other than shoes and socks. Jackets, sweaters, sweatshirts, and other extra clothing may be removed as long as one layer of clothing remains covering the inmate's undergarments.
2. The search is conducted using the "grasping hand" technique as taught in the OCSD Academy. The Deputy conducts an initial pat/frisk to locate any sharp objects which may be a hazard. The Deputy then uses his or her hand to grasp, pull, and twist the clothing, using the sense of touch to locate contraband concealed within or underneath the clothing.

(b) Use and Restrictions of the Pat Down Search

1. The pat down search is the least intrusive search. It may be used to search any arrestee or inmate in our custody. Pat down searches may be conducted on a routine or random basis without a threshold level of suspicion.
2. Staff conducting a pat down search will be the same gender as the inmate in accordance with CCOM Section 1710.4(b) – Gender Restrictions.

1710.4.2 EXTENDED CORRECTIONAL SEARCH

(a) Definition

1. An Extended Correctional Search requires inmates to remove all garments except their undergarments. Undergarments are defined as boxer shorts, bra and panties.
2. The Extended Correctional Search allows staff to more thoroughly examine the outer garments and to visually inspect the undergarments.

(b) Use and Restrictions of the Extended Correctional Search

1. An Extended Correctional Search will not be conducted on any arrestee in the intake process, prior to housing. This includes, but is not limited to:
 - i. Off the street bookings.
 - ii. Cite and release bookings.
 - iii. Quick release bookings.
 - iv. Arrestees being released on their own recognizance.
 - v. Arrestees who have not had a reasonable time (at least three hours) to post bail.
2. An Extended Correctional Search may be used to search any inmate who is housed in our jail system. Staff may use an Extended Correctional Search to search multiple inmates of the same gender in a group. Extended Correctional Searches may be conducted on a routine or random basis without a threshold level of suspicion.

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- i. An Extended Correctional Search shall be conducted on all inmate workers prior to them leaving their housing location, after performing any work activity, and prior to them returning to their housing location.
 - ii. If staff determines a Strip Search would be a better search option, the Strip Search can be conducted in place of an Extended Correctional Search. Refer to [CCOM Section 1710.4.3 – Strip and Visual Body Cavity Searches](#).
3. Staff conducting an Extended Correctional Search shall be of the same gender as the inmates they are searching in accordance with [CCOM Section 1710.4\(b\) – Gender Restrictions](#). Staff of the opposite gender may not observe Extended Correctional Searches except to the extent their assigned positions may require incidental observation that is infrequent, casual, obscured and/or at a distance, unless exigent circumstances related to safety or security exist.
4. Staff will not ask or require the inmate to expose any area covered by the undergarments.

1710.4.3 STRIP AND VISUAL BODY CAVITY SEARCHES

(a) Definition

1. A strip search requires an inmate to remove or arrange some or all of their clothing to permit a visual inspection of their breasts, buttocks, or genitalia.
2. A visual body cavity search is the visual inspection of the rectal cavity or the vaginal cavity.
3. A physical body cavity search means a physical intrusion into a body cavity for the purpose of discovering or retrieving any object concealed in the body cavity.
4. The legal and procedural requirements for conducting either a strip search or a visual body cavity search are the same. For simplicity, the term "strip search" will be used to refer to both types of searches.
5. The strip search allows staff to locate contraband which is not readily discoverable through less intrusive searches.
6. For purposes of this section, "housing" refers to all housing areas of the jails, as distinguished from temporary holding areas.
7. For further details, see California Penal Code 4030- Strip and Body Cavity Searches; Bull v. City and County of San Francisco, No. C 03-01840 CRB (N.D. Cal. Sep. 8, 2010); and Florence v. Bd. of Chosen Freeholders of Burlington, 564 U.S. 1065, 132 S. Ct. 73, 180 L. Ed. 2d 938 (2011).

(b) Use and Restrictions of Strip Searches

1. No strip search will be conducted on an inmate until at least six hours have elapsed from the time of booking, which is sufficient time for inmates to post bail or be released on their own recognizance, and the inmate is going into housing. An exception is if there is reasonable suspicion to believe the inmate is concealing contraband. In those instances, Deputies are to follow [CCOM Section 1710.4.3\(j\) - Strip Searches Requiring Reasonable Suspicion](#).

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2. Strip searches will not be conducted on "Cite and Release" inmates unless there is reasonable suspicion to believe they are concealing contraband. In those instances, Deputies are to follow [CCOM Section 1710.4.3\(j\) - Strip Searches Requiring Reasonable Suspicion](#).
3. Inmates may be strip searched under the following conditions:
 - i. All inmates going into housing upon completion of the booking process requirements noted above.
 - A. Inmates returning from court, out of facility work assignment, hospital appointment, contact visit, or any event that caused the inmate to be removed from the secure area of the facility should be strip searched.
 - B. Inmate workers returning to their housing locations after performing their assigned duties.
 - ii. Housing Transfers from Other Facilities
 - A. All inmate transfers from other facilities may be subject to being strip searched prior to going into housing at the new facility.
 - iii. Inmates with "no bail" warrants or probation/parole holds may be strip searched without regard to the time elapsed from booking.
 - iv. Weekend Commitment Bookings
 - A. All inmates reporting for weekend commitments may be subject to being strip searched each time they enter custody facilities for each commitment period.
 - v. Civil Detainees
 - A. All Civil Detainees may be subject to being strip searched when they return from court, hospital appointments, contact visits or any out of facility event.
4. In addition to those times when strip searches are authorized by this policy, an inmate may be strip searched before it is determined they will be placed in housing, or at any other time whenever there is reasonable suspicion to believe the inmate is concealing contraband or weapons. In those instances, Deputies are to follow [CCOM Section 1710.4\(k\) - Strip Searches Requiring Reasonable Suspicion](#).
5. Strip searches will not be conducted for the purpose of determining an inmate's gender.
6. If a strip search is requested by an outside agency picking up and/or transporting an in-custody release:
 - i. The search may be authorized by the on-duty Watch Commander or their designee.
 - ii. The inmate will be released from the custody of the Sheriff's Department prior to the search.

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iii. As a courtesy, a private area/room may be provided for use by the transporting agency.

iv. Deputies will not assist with the strip search.

(c) Location for Strip Searches

1. Each facility will designate appropriate areas in which to conduct strip searches.
2. Individual privacy and sanitary conditions must be provided for each inmate during strip searches. Retractable stalls or curtains are suitable to create barriers between small/manageable groups of inmates.
3. The search area should be equipped with fixed video cameras that capture the movement of staff members, but do not show the inmates while the strip search is conducted.
 - i. If fixed cameras are not available or in use, a portable or handheld camera operated by a Deputy may be used to record the search.
 - A. The Deputy operating the handheld camera will be the same gender as the inmate(s) being searched.
 - B. The camera operator will ensure the recording captures the movement of staff members but does not show the inmates while the strip search is conducted.

(d) Strip Search Procedure

1. Inmates may be searched individually or in reasonably sized groups, with partitions between the inmates and provided there is appropriate staffing and privacy for the inmates. No inmate shall be permitted to observe the strip search of another inmate. Staff not participating in the search will not be permitted to observe the search. Staff are considered to be participating in the search if their official duties require them to be present at the time the search is conducted.
2. When inmates are searched in groups, all inmates will be of the same gender.
3. Persons conducting or otherwise present or within sight of the inmate during a strip search must be sworn peace officers and the same gender as the inmate(s) being searched, except for physicians or licensed medical personnel. This shall not preclude Deputies of the opposite gender from coming to the immediate aid of Deputies conducting the search if the inmate becomes disruptive. Refer to [CCOM Section 1710.4.3\(i\) - Gender Non-Conforming Inmates](#).
4. Persons conducting the strip search will not touch the breasts, buttocks, or genitalia of the inmate being searched.
5. If a supervisor is present, the supervisor should be the same gender as the inmate being searched. If the supervisor is the opposite gender of the inmate being searched, the supervisor will move to an area where they can hear the directives being given but are not in a position to see the inmate's breasts, buttocks or genitalia.

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6. One Deputy will give clear directives to the inmate being searched. Vulgar or inappropriate language will not be used during the search.
7. If contraband is discovered, the Deputy will direct the inmate to remove the item. The Deputy should try to secure the inmate's cooperation in the voluntary removal of the contraband. If contraband is discovered presents an immediate safety and security concern and is accessible without a physical body cavity search (such as a weapon between the buttocks), the Deputy will take immediate action to handcuff the inmate and secure the contraband.
 - i. If the person is in the intake process, the Deputy will give the contraband to the arresting/transporting officer or Deputy.
 - ii. If the person is an inmate in OCSD's custody, the Deputy will process the object as contraband or evidence as appropriate.
8. If the person refuses to remove the object, the requirements for a physical body cavity search or hospital monitoring will apply. The inmate will be handcuffed and removed from other inmates and monitored for their safety.
 - i. Arrestees prior to booking will be returned to the arresting/transporting officer.
 - ii. Inmates in our custody will be kept under continuous observation to prevent the destruction, use, or disposal of contraband.
9. Contraband will not be removed from a body cavity without a search warrant unless exigent circumstances exist which require the immediate removal of the contraband. If exigent circumstances exist which require the immediate removal of the contraband, the removal will be done under sanitary conditions and only by a physician, nurse practitioner, registered nurse, licensed vocational nurse, or emergency medical technician Level II licensed to practice in this state. These circumstances must be documented in detail on an initial crime report or follow-up report.

(e) Inmates Refusing Strip Searches

1. Reasonable force may be used on inmates who meet the requirements for a strip search.
2. Inmates known to be pregnant will not be forcibly strip searched.
3. Prior to using force, the shift supervisor will advise the Watch Commander and both will respond to the search area.
4. The supervisor and Watch Commander should be the same gender as the inmate being searched. If they are not the same gender as the inmate, they will remain in the immediate area during the search, but not be in a position to see the inmate's breasts, buttocks or genitalia. This shall not preclude the supervisor and Watch Commander from coming to the immediate aid of Deputies conducting the search if the person becomes combative.
5. The supervisor and/or Watch Commander should not assist in restraining/ searching the inmate, other than noted in section 4 above.

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6. The search will be recorded with a handheld video camera.
 - i. While being video recorded, the supervisor will request the inmate to voluntarily comply with the strip search.
 - ii. If the inmate refuses to cooperate, then the supervisor will explain force will be used to conduct the search.

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8. Absent exigent circumstances, in order to minimize potential injuries a forced strip search should be conducted utilizing some type of padding on the floor. Each facility should designate an appropriate cell or area with sufficient padding (such as a safety cell) or utilize alternative padding material such as an inmate mattress.

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10. Once clothing has been removed, staff will not touch the breasts, buttocks, genitalia or body cavities of the person being searched.
 11. The search will be documented as a directed use of force and all participants will write the appropriate reports for the incident with the same departmental report number.
 12. Video from the incident will be retained per policy for review of the use of force incident.

(f) Gender Non-Conforming Inmates

1. If there is prior knowledge an inmate is gender non-conforming or has a gender identity which differs from their assigned sex at birth, Deputies should take the following steps to determine the appropriate staff to conduct the strip search:
 - i. Deputies will take into account the gender identity offered by the inmate. If the inmate declines to state their gender identity, Deputies will take into account the gender expression of the inmate.
 - ii. Deputies will ask the inmate their preference regarding the gender of Deputies who will conduct the search. This preference will be documented on the Voluntary Gender Identity Disclosure and Search Preference Form (J-107).
 - iii. Deputies will conduct strip searches utilizing Deputies of the same gender as the inmate gender identity or gender expression, while also considering the preference of the inmate indicated above.
 - iv. Gender non-conforming inmates will only be searched individually and not in groups.

(g) Strip Searches requiring Reasonable Suspicion

1. Under certain circumstances, strip searches may be authorized only when reasonable suspicion exists to conduct the search.

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- i. In addition, an inmate may be strip searched before it is determined he or she will be placed in housing, or at any other time, when there is reasonable suspicion to believe the inmate is concealing contraband or weapons.
- 2. Reasonable Suspicion Strip Search Procedure
 - i. Under this section, a Deputy may conduct a strip search only if the Deputy determines there is reasonable suspicion to believe the person is concealing contraband, based upon specific and articulable facts and circumstances, and a strip search will likely result in the discovery of the contraband.
 - ii. The Deputy seeking the strip search will document the facts and circumstances which establish reasonable suspicion on a "Custody Operations Strip Search Authorization" form and present the completed form to their Sergeant for review.
 - A. Reasonable suspicion must be based on factors observed by staff and may not be based solely on the nature of the charges. These factors may include:
 - 1. Observation of unusual or suspicious appearance or behavior.
 - 2. Evasive or inconsistent responses to questions.
 - 3. Discovery of contraband during a less intrusive search.
 - 4. Alert from an electronic scanning device.
 - 5. The inmate's criminal history, particularly prior felony or misdemeanor convictions for crimes involving violence, weapons, or possession of controlled substances; and/or participation in criminal gangs.
 - 6. The inmate's custodial history, particularly any record of acts of violence or possession of contraband.
 - 7. Booking charges involving weapons, possession of controlled substances, or violence.
 - 8. Information received from the arresting officer or credible source.
 - iii. The Sergeant will review the completed form. If the Sergeant determines reasonable suspicion exists to believe the person is concealing contraband and a strip search will likely result in the discovery of the contraband, the Sergeant will sign the form and approve the strip search.
 - A. The Sergeant will notify the Watch Commander
 - iv. A strip search will be conducted in accordance with all applicable policies and procedures outlined in [CCOM Section 1710.4.3 - Strip and Visual Body Cavity Searches](#).

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- v. The Deputy will document the search on a "Custody Operations Strip Search Report" and any applicable crime report, jail incident or other report.
- vi. The Custody Operations Strip Search Authorization and Custody Operations Strip Search Report will be retained together in accordance with the Department's records retention policies. Copies will be placed in the inmate's records jacket
 - A. Copies will be made available, upon request, to the person searched or their authorized representative
 - B. A statement of the search results including a list of any items recovered.
- vii. The authorization/report will be retained together in accordance with the Department's records retention policies. Copies will be placed in the inmate's records jacket.
- viii. A copy of the authorization/report will be made available, upon request, to the person searched or their authorized representative.

1710.4.4 PHYSICAL BODY CAVITY SEARCH

(a) Definition

- 1. A physical body cavity search involves the physical intrusion into a body cavity for the purpose of discovering any object concealed in a body cavity. A valid search warrant is required to conduct a physical body cavity search.

(b) Use and Restrictions of the Physical Body Cavity Search

- 1. When an inmate is suspected of swallowing, or secreting contraband or weapons, the Deputy shall notify a Sergeant. The Sergeant will inform the Watch Commander. The Watch Commander will decide if the situation requires a search warrant for a physical body cavity search or x-ray. In all cases, medical staff shall be notified so that appropriate medical precautions will be implemented.
- 2. No person shall be subjected to a physical body cavity search except under the authority of a search warrant issued by a magistrate specifically authorizing the physical body cavity search.
- 3. A physical body cavity search shall be conducted under sanitary conditions, and only by a physician, nurse practitioner, registered nurse, licensed vocational nurse, or emergency medical technician level II licensed to practice in California.
- 4. All provisions of privacy outlined in the strip search section shall also apply to physical body cavity searches. All persons present during a physical body cavity search shall be of the same gender as the person being searched, except for physicians or licensed medical personnel who may be of either gender.
- 5. The Deputy will document the search in a report. The report must contain the following information:

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- i. The date, time, and location of the search.
 - ii. The name, identification number, and gender of all personnel present for the search.
 - iii. The name, gender, and booking number (if applicable) of the person searched.
 - iv. The name of the supervisor who authorized the search.
 - v. A statement of the search results including a list of any items recovered.
6. A copy of the search warrant and the report will be placed in the inmate's records file. A copy of the warrant and the report will be made available, upon request, to the person searched or their authorized representative.

1710.4.5 HOSPITAL MONITORING

(a) Definition

1. Monitoring at the hospital of an inmate who is suspected of ingesting or concealing contraband in a body cavity is used when other methods are determined to be inappropriate or are likely to be ineffective.

(b) Use and Restrictions of Hospital Monitoring

1. The Watch Commander will determine whether hospital monitoring is appropriate. If the Watch Commander approves monitoring, a Deputy will escort the inmate to the hospital.
2. The Deputy will advise the appropriate medical staff at the hospital what substance(s) the inmate is suspected of ingesting or concealing.
3. A Deputy will remain with the inmate at all times.
4. The inmate will not have access to regular toilet facilities. The inmate will urinate and defecate into a bedpan or other appropriate receptacle. The Deputy shall inspect the receptacle and any stool for contraband.
5. The Deputy will report the status of the inmate to the Operations Sergeant at least once per shift, or as soon as practical if contraband is discovered.
6. The Operations Sergeant will notify the Watch Commander, who will determine if subsequent stool inspections are necessary.

1710.5 SEARCH OF INMATE PROPERTY

(a) Deputies will search each inmate's property/commissary.

(b) Inmates may only possess items that have been issued by jail staff, purchased through Commissary, permitted at the time of booking, permitted to be received through the mail, or by court order.

1. All other items shall be considered contraband and will result in the item being discarded.
2. Disciplinary action may also be taken.

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3. When conducting a search of an inmate's property/commissary, the limitations on the items that inmates may possess are set forth in [CCOM Section 1600.2\(m\) - Property](#), except as otherwise set forth herein.

1710.6 DOCUMENTATION AND DISPOSITION

(a) Post Search Reports

1. A verbal report detailing the search activities will be made to the Watch Commander by the supervising Sergeant.
2. The Sergeant will sign and approve any Incident or Search Reports that were prepared.
3. Search results will be noted in the 24-Hour Jail Operations Log and if necessary, noted in the Custody Operations Supervisor's log.

(b) Evidence of a crime will be brought to the Sergeant's attention at its point of discovery.

1. Deputies are to inspect the condition of item(s) found to determine if they were used to aid in an escape, produce contraband or any other non-authorized use.
2. Deputies are to inspect the area where contraband was found to confirm if the item(s) was used to alter or damage the facility or any other county property.
3. The discovering Deputy shall retain control of the collected item until it is booked into the Sheriff's Property/Evidence locker.
4. All evidence shall be booked into the Sheriff's Property/Evidence locker by the end of shift.
5. The Sergeant may require photographs.
6. The item(s) will be placed into Sheriff's Property/Evidence utilizing the policies and procedures outlined in the Orange County Sheriff's Department Patrol Operations Manual (POM) Section 19 - Evidence and Section 44 -Tagging and Booking Property.
7. If the item(s) is suspected to have been used in an escape or an attempted escape, refer to [OCSD Policy Manual \(Lexipol\) Section 912 – Escape](#).