

## 2200.1 REQUIRED EQUIPMENT

- (a) Class "A" uniform or approved Jail Operations uniform.
- (b) Pac-Set

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Department

# Orange County Sheriff-Coroner Department

## Custody and Court Procedures Manual

### *Hospital Deputy Procedures*

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4. Visitation forms
5. Copy of the Hospital Deputy Policy and Procedures.

#### **2200.2 DIRECTION, SUPERVISION, AND COMMUNICATION**

- (a) The Hospital Deputy will receive direction from a Sergeant. The Hospital Deputy will refer any inquiries, questions, or problems to their Shift Sergeant.
  1. Communications with the Sergeant will be done via telephone.

#### **2200.3 TRANSPORTATION**

- (a) The Sergeant will contact Sheriff's Transportation to arrange for the escorting of the inmate and/or ambulance to the hospital. Sheriff's Transportation is responsible for [REDACTED] Transportation inmates to and from the hospital and maintaining custody until the inmate is admitted.
  1. Depending on the availability of a Deputy from Sheriff's Transportation, a Deputy from Jail Operations may transport the inmate or accompany the inmate inside the ambulance.
  2. After the inmate is discharged from the hospital, a Deputy from Jail Operations may transport the inmate back to a jail facility with the following conditions:
    1. [REDACTED]
    2. [REDACTED]
    3. [REDACTED]
    4. [REDACTED]
    5. [REDACTED]
- (b) Main Control will coordinate the following:
  1. Confirm the level of transportation needed for the inmate as determined by CHS
    - i. Level I OCSD Transportation, Deputy Transport
    - ii. Level II Contacted Ambulance service, Basic Life Support with Deputy escort inside ambulance
    - iii. Level III 911, Advanced Life Support (Paramedics) with Deputy escort inside ambulance
  2. If needed, call the ambulance company on [REDACTED]
- (c) [REDACTED]
  1. All inmates with medical emergencies will be transported using the above listed criteria as deemed by CHS medical staff.
  2. Sheriff's Deputies are prohibited from transporting inmates with medical emergencies. (Level II/Level III)

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#### **2200.4 ARRIVAL AT THE HOSPITAL**

- (a) The assigned Deputy will escort the inmate to the emergency area and check in with the hospital staff.
- (b) The Hospital Deputy will notify the appropriate shift Sergeant of the inmate's status, physical condition, and housing location.
  - 1. Whenever an inmate is moved from one area in the hospital to another, the Operations Sergeant will be notified.
- (c) Once the hospital accepts the inmate, the Deputy will take the inmate and paperwork to an area or floor designated by the hospital staff.
  - 1. In the event that an inmate is not admitted to the hospital, contact the Transportation Bureau and the Operations Sergeant.
- (d) The inmate will only be released from their restraints, if necessary, for medical treatment. The Deputy will remain present in all cases, whether the inmate is physically restrained or not.
- (e) The Hospital Deputy will begin a Daily Activity Log upon arrival to the room.

#### **2200.5 HOUSING**

- (a) The inmate will not be left alone under any circumstances, nor will any other agency or security staff be given the responsibility for the security of inmates in the custody of the Sheriff's Department.
- (b) The inmate will not be housed in a room with a civilian patient, unless emergency care is hindered (e.g. Emergency Room, Intensive Care Unit).
- (c) An inmate will be restrained with leg restraints and handcuffs at all times. For more information about the restrictions and use of restraints on pregnant inmates, refer to [CCOM Section 1800.1 \(d\) - Pregnant Inmates](#).
  - 1. The leg restraints and handcuffs will be attached to a fixed object on the bed.
  - 2. If medical attention is needed in the area of a restrained limb, another limb will be restrained prior to the restraint being removed.
  - 3. If the inmate needs to use the restroom, they will remain [REDACTED]
  - 4. During meals, the inmate will remain restrained by leg restraints and one limb restrained.
  - 5. Hospital procedures and protocol shall not jeopardize security or supersede department policy. Deputies will contact a supervisor if requests by medical staff contradict department policy.
- (d) High Notoriety, Gang Related, and Escape Risk
  - 1. Inmates who are at the hospital and have gang related charges, [REDACTED]

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[REDACTED]

#### **2200.6 DAILY ACTIVITY LOG**

- (a) The Deputy will maintain a Daily Activity Log and will keep a record of all activity or movement from the beginning until the end of each shift/watch.
- (b) Each Activity Report entry will include the time each activity began, the time of termination, and the nature or purpose of the activity.
- (c) When another Deputy relieves a Hospital Deputy, it will be noted on the Activity Log, with the log being continued.
- (d) The log will be submitted to the Operations Sergeant when the inmate returns to the jail facility or is released.

#### **2200.7 RELIEF**

- (a) Every possible effort will be made to relieve the Hospital Deputy prior to the end of the shift. This will provide the off-going Deputy time to return to the facility and turn in all checked out equipment [REDACTED]
- (b) The Relief Deputy will obtain briefing information from the off-going Deputy and check the inmate to ensure that they are properly restrained.
- (c) [REDACTED]

#### **2200.8 JAIL RULES, TELEPHONE CALLS, AND VISITING**

- (a) Jail Rules
  - 1. Inmates at the hospital are to obey all Jail Rules.
- (b) Telephone Calls
  - 1. Due to security concerns, inmates will not have access to a telephone, or any electronic device. The Watch Commander, in certain circumstances, can approve phone calls.
- (c) In the event an inmate is booked into the hospital, and they are unable to complete their booking phone calls pursuant to PC 851.5 they will be afforded the opportunity as soon as possible.
  - 1. The phone calls will be logged in the Daily Hospital Log.
  - 2. Records will be notified so that the inmates booking paperwork can be updated.
- (d) Visiting
  - 1. No visits, including attorney visits, will be permitted unless approved by the Watch Commander. If approved, visitor registration and guidelines defined in [CCOM Section 1902 – Visiting](#) must be followed and completed for a visit to be approved. In addition:

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- i. All visits will be conducted in compliance with the medical restrictions the hospital deems necessary.
  - ii. Additional Deputy(s) will be assigned during the visit.
  - iii. Visitors may be searched for weapons and illegal items. If a visitor refuses to be searched, the visit will be terminated immediately, and the Operations Sergeant will be notified.
  - iv. If any visit impacts officer safety, the visit will be terminated immediately, and the Operations Sergeant will be notified.
- (e) Attorney Visitation
1. The Hospital Deputy will determine that the requesting party is an attorney licensed to practice law in the State of California.
  2. An official Agency Visitation Request form must be completed prior to the attorney's visit.
  3. Additional persons accompanying attorneys will not be permitted to be present during the attorney visitation unless a court order indicating that person is on file and has been approved by the Watch Commander.
  4. The Deputy(s) will remain present in the room during the visit but will not monitor the conversation.

### **2200.9 RELEASES**

- (a) Release from Hospital – When an inmate has been medically cleared for return to the jail, the Hospital Deputy will contact the Operations Sergeant who in turn will notify classification and the Transportation Bureau. The inmate will be picked up by a Transportation Deputy and returned to the CJX for medical screening and re-housing.
- (b) Release from Custody – When the inmate is being released from custody but not from the hospital or is being released from both custody and the hospital, a Deputy from the facility the inmate is currently housed will respond and physically release the subject at the hospital. After the Hospital Deputy has been notified of the release, they will confirm the release with the Operations Sergeant.

### **2200.10 DEATH IMMINENT**

- (a) When an inmate is terminally ill and the hospital physician has determined the inmate's death is imminent, the Hospital Deputy will notify the Watch Commander. The Watch Commander may proceed under Next of Kin Notification Guidelines.

### **2200.11 IN-CUSTODY DEATH**

- (a) Securing the Scene
  1. Upon notification from medical personnel of a deceased inmate, the Hospital Deputy will secure the room in which the inmate is housed.

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- (b) Begin a Crime Scene Log
- (c) In the event the deceased inmate is in a room occupied by other inmates, measures will be taken to ensure that the body and the area around the deceased will not be disturbed.
- (d) Notification
  - 1. As soon as possible after the scene is secure, the Watch Commander will be notified by the Hospital Deputy of the deceased inmate. The Watch Commander will make the additional necessary notifications.
- (e) Documentation Procedures
  - 1. After making notification to the Watch Commander, the Hospital Deputy may, at the request of Sheriff Investigators or Watch Commander, assist with drawing a DR Number and a Jail Incident number for a Casualty Report. Sheriff Investigators will be responsible for writing the Initial Casualty Report and may request the Hospital Deputy to write a supplemental report. The Hospital Deputy will provide the following information, if applicable, to Sheriff Investigators for documentation in the Casualty Report:
    - i. Measures taken to secure the scene.
    - ii. Identification of the doctor who pronounced the inmate dead, and the time the inmate was pronounced dead.
    - iii. If the inmate was on life support, document the length of time they were on life support, what time life support was shut off, and who authorized the life support to be shut off.
    - iv. Persons present at the scene at the time of death.
    - v. The time of the Deputy's notification.
    - vi. Arrival times and the names of the Sheriff Investigators, Coroner Investigators, District Attorney Investigators, Identification personnel, medical personnel, or any authorized personnel at the scene.
    - vii. The time the scene was released, and to whom.
- (f) Follow-up Procedure
  - 1. If requested, the Hospital Deputy will assist the Deputy Coroner and/or investigators at the scene.
- (g) Release of Deceased
  - 1. The Hospital Deputy will not leave the scene until the Coroner's office has custody of the deceased and the Watch Commander has been notified. In many cases the body will be released to an agent of the Coroner. The Deputy should confirm with the Coroner to whom the body should be released.

## **2200.12 SPECIAL MEDICAL CONSIDERATIONS**

- (a) Females

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1. For more information about the restrictions and use of restraints on pregnant inmates, refer to [CCOM Section 1800.1\(d\) - Pregnant Inmates](#).
  2. The Orange County Social Services Agency is responsible for the custody of the child after birth.
  3. In the event a child dies during birth or is still born this will be handled as an in-custody death.
- (b) Special Medical Procedures
1. Operating Room
    - i. When considering where the Deputy will be posted during a procedure the Deputy will assess the condition of the inmate, the inmate's charges and all possible exit points from the operating room and the ability to restrain the inmate during the procedure. The need to preserve the chain of evidence if anything of evidentiary value is removed during a procedure might necessitate the Deputy being present in the operating room.
  2. Inmates under observation for ingesting or storing drugs/contraband in a body cavity
    - i. Inmates suspected of ingesting or storing illegal drugs/contraband in a body cavity will be kept under observation pending elimination of the illegal drugs/contraband.
    - ii. Four point soft restraints will not be applied to an inmate merely to prevent the destruction of evidence, unless directed by a physician.
    - iii. In order to maintain the chain of custody of the evidence, it is the Hospital Deputy's responsibility to collect the contraband upon elimination from the inmate.
    - iv. Proper safety precautions will be taken by the Deputy to prevent direct contact with body fluids or feces.
    - v. Latex gloves and breathing masks can be obtained from hospital staff.
    - vi. Deputies will not direct hospital staff to collect the evidence.
    - vii. Recovered evidence will be placed into property/evidence at the Forensic Sciences Building. The appropriate report will be written by the Hospital Deputy.

#### **2200.13 INMATES ADMITTED TO THE HOSPITAL IN** [REDACTED]

- (a) New Bookings
  1. The arresting officer must complete the Hospital Booking process.
- (b) Each facility will be responsible for providing security for their inmate after admittance.

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[illegible]

[REDACTED]  
 [REDACTED]  
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- [REDACTED]  
[REDACTED]  
[REDACTED]
- [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]
- 2. The in-custody release to USMS will take place at the hospital or off-site medical facility.
- 3. A Deputy trained in in-custody releases will respond to the off-site medical facility with the [REDACTED]  
[REDACTED]
- 4. The in-custody release will take place after USMS personnel are onsite to take custody of the federal inmate. The Deputies providing the escort will remain with the federal inmate until the in-custody release is complete.
- (f) When the USMS inmate is released from the hospital, an off-site medical facility, or to USMS custody, the Operations Sergeant will save the completed [REDACTED]  
[REDACTED]  
[REDACTED]