

Policy 2200 - Hospital Deputy

2200-Standard.Procedures

Primary responsibility of the Hospital Deputy is to maintain custody of inmates sent for emergency medical care to a hospital that does not have a jail lock-down ward.

2200.1 - Required Equipment

- a) Class "A" uniform or approved Jail Operations uniform.
- b) Pac-Set
 1. The Hospital Deputy must possess and become familiar with [REDACTED] and be provided with the OCSD Radio Card. This card lists all the OCSD radio channels and channel restrictions.
 2. Designators and Frequency for each facility are as follows:
[REDACTED]
 3. The Hospital Deputy will be required to go to 10-8 on the radio at the beginning of the shift [REDACTED].
 4. This procedure will also require the Hospital Deputy to go 10-7 on the radio at the end of the shift.
 - i. In the event the designated frequency is experiencing [REDACTED] and the information can be given to the desk officer.
 5. Deputies assigned to the hospital may be required to give their [REDACTED] inside the hospital, such as [REDACTED].
 6. A Sergeant or his designee will fax a copy of a modified watch list to [REDACTED] at the beginning of each shift showing the [REDACTED].
- c) Necessary restraints: Leg restraints, handcuffs/waist restraints, and flex cuffs (in the event inmates need to be restrained during MRI procedures).
- d) Hospital folder containing the following:
 1. Copy of inmate's module card
 2. Activity logs
 3. Report forms
 4. Visitation forms
 5. Maps to all local hospitals
 6. 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 his/her 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 transporting Level I 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:
 - i. Transportation Deputy is not available.
 - ii. Approval from the Watch Commander.
 - iii. Properly equipped vehicle is used for transport, i.e. caged unit or custody van.
 - iv. Transport is non-stop, direct route from hospital to jail facility.
- b) Main Control will coordinate the following:
 1. Confirm the level of transportation needed for the inmate as determined by CHS
 - i. Level I OCSO 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 the pre-approved list and complete transportation voucher.
- c) Transportation – Hospital Deputy
 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)

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 his/her 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. See CCOM 1800.3(d) - Pregnant Inmates for information on restraint of 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, he/she will remain restrained by leg restraints and waist restraints with one hand free.
 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 [REDACTED] will be assigned [REDACTED] at all times. The Watch Commander will approve the assigning of [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 he/she is properly restrained.
- c) Hospital Deputies will be provided relief every [REDACTED].
- d) After the inmate is admitted to the hospital, the next relief deputy will bring the inmates original mod card to be kept with the inmate.

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. 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.
 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. The proper paperwork must be completed for a visit to be approved. In addition:
 - 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 will be searched as if they were in a Jail Operations facility.
 - 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, he/she will confirm the release with the Operations Sergeant.

2200.10 – Escapes

- a) The identity of the escapee and other pertinent information will be rapidly disseminated via the radio to aid in the inmate's capture and return to custody.
- b) The assigned deputy will contact the Watch Commander.
 1. Emergency escape procedures and notifications will be made.
- c) Response and notifications will be in accordance with the Custody and Courts Operations Manual.

2200.11 - 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.

2200.12 - 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.
- 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.
 1. 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) Report Procedures
 1. After making notification to the Watch Commander, the Hospital Deputy will draw a DR Number and a Jail Incident number for a Casualty Report. The Hospital Deputy will include the following information in the 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 he/she was 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.

2200.13 - Special Medical Considerations

- a) Females
1. Refer to 1800.3.4 - Pregnant Inmates for restrictions on using restraints on 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.

2200.14 - Inmates Admitted to the Hospital in Non-Security Wards

- 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 during the first 24 hours after admittance.
- c) As soon as the inmate has been admitted to the hospital:
1. The [REDACTED] will be notified to arrange for relief. Relief will be provided within [REDACTED] of notification.
 2. The [REDACTED] will notify [REDACTED] and the inmate will be carried on the [REDACTED]
 3. The mod card will be maintained in [REDACTED]

2200.15 - Transfers to Anaheim Global Medical Center Jail Ward

- a) The Anaheim Global Medical Center Jail Ward physician will accept transfer of patients that have been stabilized and booked into custody of the Orange County Jail.

1. If a prisoner has not been booked on their current charges the arresting officer/deputy must complete the hospital booking process.
- b) Transfers from Anaheim Global Medical Center non-security areas to the Jail Ward.
 1. The Hospital Deputy will escort the inmate to the Anaheim Global Medical Center Jail Ward.
- c) Transfers from other hospitals to the Anaheim Global Medical Center Jail Ward.
 1. Anaheim Global Medical Center will not admit prisoners from other hospitals unless prior agreement for transfer is made between the sending and receiving doctors.
 2. Transportation via ambulance will be arranged by the Theo Lacy Operations Sergeant.
 3. Sheriff's transportation will be responsible for providing an escort from the sending hospital to the receiving hospital.
 - i. The Hospital Deputy may ride with the inmate in the ambulance between hospitals with Watch Commander approval.

2200.16- United States Marshals Service (USMS) Inmate Hospital Deputy

The following provisions will be followed for all USMS inmates who require transportation to, or housing at, a hospital or off-site medical facility. All other requirements in CCOM Policy 2200-Hospital Deputy will be followed unless noted in the following:

- a) The Operations Sergeant will be immediately notified when an USMS inmate requires medical transport to a hospital or off-site medical facility.
 1. The Operations Sergeant will initiate a "Stationary Guard Log for US Marshal Inmates" form, which can be found in the [REDACTED]
- b) Any USMS inmate that requires medical transport to a hospital or off-site medical facility shall be escorted by a [REDACTED]. [REDACTED] will remain with the USMS inmate until they are returned to an Orange County Jail Facility or released to USMS custody.
- c) US Marshal inmates will not be housed inside the CMS unit at Anaheim Global Medical Center.
- d) The deputies providing the escort will notify the Operations Sergeant immediately if the USMS inmate is admitted to the hospital or medical facility.
 1. The Operations Sergeant will update the "Stationary Guard Log for US Marshal Inmates" form that the inmate has been admitted to the hospital or off-site medical facility.
- e) If the USMS inmate is admitted to the hospital or medical facility, the Operations Sergeant will arrange for Records/Classification to process an [REDACTED].
 1. Classification will send out a notification to the [REDACTED] list stating that the inmate will be admitted and they must send relief to the hospital to take over custody. The [REDACTED] list can be found in the [REDACTED] under US Marshal Notifications.
 2. The [REDACTED] 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 inmate records jacket and fingerprint kit to conduct the in-custody release.
 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 "Stationary Guard Log for US Marshal Inmates" form in the [REDACTED] and email a copy of the form to [REDACTED]

