

TLF - Anaheim Global Medical Center Hospital Jail Ward

7032.1 POLICY

- (a) The Orange County Sheriff's Department maintains a Security Ward at Anaheim Global Medical Center for the purpose of housing and treating inmates that require specialized treatment not available in the jail complex.

7032.2 STAFFING PLAN

- (a) The Correctional Health Services (CHS) Deputies are assigned to the Theo Lacy Facility.
 - 1. The CHS Deputies will receive direction and supervision from the Theo Lacy Facility Operations Sergeant.
- (b) The hospital radio procedures must be followed by all shifts to ensure the integrity of communications with ECB.

7032.3 CORRECTIONAL HEALTH SERVICES (CHS) DEPUTY RESPONSIBILITIES

- (a) The primary responsibility is that of maintaining custody of persons in the hospital who are charged with a crime and have been committed to the custody of the Orange County Sheriff.
- (b) CHS shall be staffed by two (2) Deputies at all times. The CHS Deputy shall have charge of the inmates booked into the hospital and of any inmates transferred to the hospital from the Men's or Women's Central Jail, the Intake Release Center (IRC), or the Theo Lacy Facility. All prisoners that have not been booked into the IRC are the responsibility of the arresting officer.
- (c) Any questions regarding the security status of an inmate shall be referred to the Theo Lacy Operations Sergeant.
- (d) CHS Deputies will be responsible for performing safety checks randomly within thirty (30) minutes of the beginning time if the previous check and logging the safety checks in the Daily Activity Report. More frequent safety checks are encouraged. All checks shall be logged upon completion.

7032.4 DAILY ACTIVITY REPORT

- (a) The Correctional Health Services (CHS) Deputies will maintain a Hospital Ward Daily Activity Report and will keep a record of all activity or movement from the beginning to end of each shift.
- (b) Each activity report entry will include the time each activity began, the nature of the activity and the name of the Deputy making the entry.
- (c) The completed activity report shall be made available for review by the shift two Sergeant conducting the daily hospital check.

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(d) Shift one CHS Deputy will be responsible for the activation of a new daily activity report at 0000 hours.

- [REDACTED]

[REDACTED]
[REDACTED]
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[REDACTED]

- (a) The Correctional Health Services (CHS) Deputy shall physically count each inmate as listed on the Hospital Security Roster. Inmate counts will be conducted according to CCOM Section 1719 - Inmate Counts.
- (b) The CHS Deputy will report the count number to the Theo Lacy Mod O Deputy at the conclusion of each count.

- (a) The Correctional Health Services (CHS) Deputies are required to sign in on the daily sign-in sheet at the Theo Lacy Facility and obtain any special instructions from the Operations Sergeant. The Deputies shall then proceed to the hospital jail ward to relieve the Deputies on duty.
- (b) The Deputies going off duty will pass on all information concerning the ward and relinquish possession of the ward keys to the oncoming Deputies. The staff members have a Taser X-26 at their disposal.
- (c) The CHS Deputy positions will be armed posts. However all weapons will be secured in a gun locker prior to entering the jail ward.
- (d) Upon assuming their duty station, the CHS Deputies will check all cells and account for every inmate on the hospital security roster.
- (e) The CHS Deputies assuming duty will check all inmates to ensure that they are properly restrained at the beginning of their shift.

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7032.7 SECURITY AND INDIVIDUAL ASSESSMENT REGARDING USE OF SECURITY RESTRAINTS

- (a) When security restraints are utilized, inmates will be physically restrained to their hospital bed by use of at least one ankle restraint or wrist restraint. Additional restraints may be deemed necessary due to an inmate's propensity to be violent, disruptive towards hospital staff or a danger to themselves.
- (b) The utilization of security restraint devices to include leg restraints and/or handcuffs, will be based on an individual assessment of the inmate by the Deputy on duty. Classification status, staff safety, physical security of the facility where the inmate is receiving treatment, and input from medical staff regarding the medical/mental condition of the inmate will be taken into consideration prior to the application of security restraint(s), if any, or continuous application of a security restraint. The individual assessment and resulting determination regarding the utilization of security restraints will be documented on the Inmate Security Restraint Log by the Deputy conducting the assessment. For more information about the restrictions and use of restraints on pregnant inmates, refer to CCOM Section 1800.1(d) - Pregnant Inmates.
- (c) The least restrictive security restraint(s) will be used as needed to maintain security. If it is determined that security restraint(s) will be used, the below will be followed:
 - 1. The leg restraints and/or 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 may be restrained prior to the restraint being removed.
 - 3. If the inmate needs to use the restroom, they may be restrained by leg restraints and waist restraints with one hand free.
 - 4. During meals, the inmate may be restrained by leg restraints and/or handcuffs with one arm 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.
 - 6. Deputies shall remain available to remove a restraint device in the event of a medical emergency.
- (d) The Deputy on duty shall reassess the utilization of security restraint devices on an individual inmate each time there is a significant change in the inmate's behavior, medical or mental health condition that would warrant a change in the use of security restraints (For example, the inmate is sedated or no longer exhibits a propensity to be violent, disruptive towards staff or a danger to themselves). The reassessment and resulting determination shall be documented by the Deputy on the Inmate Security Restraint Log.
- (e) The application or removal of clinical restraints on an inmate will be at the sole discretion of medical professionals providing treatment to the inmate. The use of clinical restraints will be taken into consideration when evaluating whether security restraint devices, if any, will be utilized.

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- (f) Additional restraints (leg restraints, handcuffs and waist restraints) will be maintained at the Deputy's station for such use. Additional sets are in inventory at the Theo Lacy Facility armory. These sets may be issued, as necessary, with prior knowledge and approval of the Shift Commander and must be returned to the armory when no longer needed.
- (g) At no time will an inmate leave the custody of the Correctional Health Services (CHS) Deputy wearing a pair of Facility/Hospital leg restraints. If leg restraints are to be worn, they will be supplied by the transporting officer.
- (h) Four point soft restraints are for medical use only and are not to be applied to inmates unless directed by medical staff. Soft restraints are not to be applied to inmates being held solely for the collection of ingested evidence. Deputies will refrain from requesting or suggesting soft restraints be applied to an inmate.
- (i) Any questions regarding the physical restraining of inmates will be referred to the Theo Lacy Operations Sergeant.
- (j) Physical Lay Out of Security Cells.
 - 1. There are five (5) hospital rooms, with a total of 11 beds.
 - 2. Three (3) holding cells
 - 3. Two (2) exam rooms
 - 4. One (1) visiting room
- (k) Locked Security
 - 1. All security cells will be maintained in a locked position unless it is necessary for either the hospital staff or the Deputy to enter the room.
 - 2. Whenever it is necessary for hospital personnel to enter a security cell, the CHS Deputy will open the door, stand by until the transaction is completed, then secure the door.
 - 3. The CHS Deputy shall retain the cell and other security door keys on his person.
- (l) Personnel Access
 - 1. All personnel, including Sheriff's and hospital employees, will access the hospital jail ward only through the main sally port.
 - 2. All personnel will refrain from using the double doors leading from the jail ward to the hospital psychiatric ward 6, except in the event of a life threatening emergency.
 - i. Inmates going to or returning from surgery may be transported through the ward 6 doors in the event of inclement weather. Hospital staff will need to schedule this movement with a CHS Deputy so they can take over the escort from the armed Deputy through Ward Six.
- (m) Classification of Inmates

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1. All inmates housed in a CHS facility will be classified as to their security status. For more information about classification of inmates, refer to CCOM Section 1200 - Inmate Classification and Population Management.
 2. New Bookings:
 - i. All inmates being booked into the medical facility will receive preliminary screening by Intake/Release Center Classification staff. It will be the CHS Deputy's responsibility to gain necessary information regarding the inmate's description, charges, prior arrests, ties to the community etc., to ensure that an accurate preliminary appraisal is completed. Theo Lacy Classification staff shall advise the CHS Deputy of the inmate's status as soon as practical. This information will be noted on the daily activity report.
 3. Inmates Transferred From Other Jail Facilities:
 - i. When inmates are housed at the hospital from other facilities, the CHS Deputy will contact IRC Classification staff to determine the inmate's current custody status. In general, the inmate's classification will not change during hospitalization. In the event of unusual circumstances, or information which might change the inmate's security status, the CHS Deputy will notify the Theo Lacy Facility Operations Sergeant or Shift Commander for final determination. This information will be noted on the daily activity report.
- (n) Inmates Out Of Security Areas:
1. Inmate Housed In Non-Secured Hospital areas:
 - i. Inmates housed in areas other than the security cells shall be advised by the CHS Deputy that they are at all times still in the custody of the Sheriff and if they leave their assigned location without prior authority, it will constitute an escape. For security reasons, all inmates housed outside of the hospital ward, (CHS), will be secured to their bed with at least one ankle or wrist restraint. For more information about the primary responsibilities of the Hospital Deputy, refer to CCOM Section 2200 - Hospital Deputy.
- (o) Female Inmates
1. Separation of Female Inmates:
 - i. Per the provisions of Penal Code section 4002, female inmates shall not be kept or put into the same room for the purposes of sleeping, dressing, or performing eliminatory functions.
 2. New Bookings:
 - i. Female inmates being booked into the medical facility will receive preliminary screening from IRC Classification staff. It is the CHS Deputy's responsibility to gain necessary information for an accurate preliminary appraisal to be made.
- (p) Movement of Inmates

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1. Deputy Supervision:
 - i. The assigned CHS Deputies will not leave the jail ward while any of the cells are occupied, except when relieved by another Deputy. If it becomes necessary to move an inmate within the hospital it shall be done under the direct supervision of a Deputy, who will decide what types of restraint, if any are warranted. The escorting Deputy may be assigned to transportation, if available, or a second Deputy assigned to the hospital ward if appropriate. If this assistance is not available or any questions arise, the CHS Deputy should contact the Theo Lacy Operations Sergeant for direction.
2. Emergency Movement of Inmate:
 - i. If the circumstance arises where the CHS Deputy is alone in the jail ward and a life or death emergency exists, the CHS Deputy will allow hospital staff to move an inmate out of the jail ward for treatment, without the immediate supervision of a Deputy. The CHS Deputy will contact the Operations Sergeant, or if unavailable, the Shift Commander or other Theo Lacy Facility Sergeant to relay the circumstances of the movement and to request needed assistance and direction.

7032.8 MAIL

- (a) Mail Inspection Authorization:
 1. Incoming Mail:
 - i. All incoming mail shall be inspected by the Mailroom CSA. Mail will be inspected according to jail procedure.
 2. Questionable Contents:
 - i. Any question which arises concerning the content of a letter will be discussed with the Theo Lacy Operations Sergeant to determine proper disposition.
- (b) Outgoing Mail:
 1. All outgoing mail will be inspected by the Deputy on duty at the time the letter is received from the inmate and forwarded to the Theo Lacy Mailroom for processing.
 2. Questionable Contents:
 - i. Any question which arises concerning the content of a letter will be discussed with the Theo Lacy Operations Sergeant to determine proper disposition.
- (c) Mail for Inmates No Longer in the Hospital:
 1. When mail is received for inmates who are no longer at the hospital, the CHS Deputy will ascertain whether the inmate is still in jail custody.
 2. Transfer to another Facility:

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- i. If the inmate is still in custody of the Sheriff, the mail will be marked with the new location and forwarded to the Theo Lacy Mailroom for distribution.
3. Out of Custody:
 - i. If the inmate is no longer in custody, the CHS Deputy will mark the envelope "Undeliverable, Addressee Not Here" and forward to the Theo Lacy Mailroom for return to the post office.

7032.9 VISITING

(a) Public Visits

1. Visiting Hours:
 - i. Public visiting at the hospital ward will be conducted in accordance with Theo Lacy visiting regulations. Hospital visiting hours are:
 - A. Friday through Sunday 0800 - 1700
2. Visiting Request:
 - i. If the inmate is housed at [REDACTED], the visitor will go through the same visiting process as other visitors at the Theo Lacy Lobby prior to the visit. The only exception is that the visitor going to the hospital ward will be given the computer printout from the lobby as proof of checking in.
3. Inmates Housed in Locked Cells:
 - i. There will be no contact between visitors and the inmates confined in the locked cells. Visiting for these inmates will be permitted in the designated visitation room. Inmates are allowed one 1/2-hour visit during Theo Lacy's scheduled visiting hours.
4. Inmates in Unsecured Areas:
 - i. No visits outside of the custody ward will be allowed. However, if the inmate's medical condition warrants a visit, it can be allowed with the Watch Commander's prior approval.

(b) Attorney Visitation

1. Visitation Hours:
 - i. The jail will not regulate the length or the number of visits an inmate may have with his attorney. The hospital however, may make whatever restrictions they feel necessary for medical reasons.
2. Identification of Attorney:
 - i. The Correctional Health Services (CHS) Deputy will determine that the requesting party is an attorney licensed to practice law in the State of California.

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- ii. Additional Parties: Persons accompanying attorneys will not be permitted to be present during the attorney visitation, unless the attorney has obtained a court order indicating that person shall be permitted to visit the inmate. Such a court order must be signed by the Theo Lacy Watch Commander.
- 3. Visitation request:
 - i. An official "Agency Visitation Request" form must be completed prior to the attorney's visit.
 - ii. Visitation Request to Theo Lacy: The Attorney Visitation Request form will be forwarded to Theo Lacy where it will be filed in the inmate's file.
- 4. Privacy:
 - i. The attorney will be afforded as much privacy as possible without removing other inmates from the room.
 - ii. Deputy Present: A Deputy will always remain present in the room whenever an inmate is considered a security risk or other special circumstances are involved. However, this must be cleared by the Theo Lacy Facility Shift Commander. The Deputy will not monitor the conversation.
 - iii. Any legal papers will be left with the CHS Deputy, who will check the papers for contraband and then forward them to the inmate.
- (c) Official Visiting
 - 1. Attorneys, Bondsmen and other official visitors for inmates housed at the hospital ward shall check in at the Theo Lacy Facility's Lobby prior to visiting.
 - 2. The same requirements for visitors of inmates housed at Theo Lacy Facility will apply to inmates housed at the hospital ward, except that the visitor will be given the computer printout from the Lobby to take to the hospital ward as proof of checking in.

7032.10 INMATE NEEDS

- (a) Inmate needs Inmate feeding/Medical Treatment:
 - 1. Hospital Staff :
 - i. The hospital staff is responsible for all feeding, distribution of medication and medical treatment of inmates confined at the hospital.
 - 2. Equipment and Utensils Permitted Into Locked Cells:
 - i. The Correctional Health Services (CHS) Deputy will observe any equipment or utensils entering the locked cells. Upon removal, he will verify that all the equipment or utensils were retrieved and none were left in the security area.

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- ii. The personal property of all new booking inmates will be booked into the Intake Release Center. This will be done by the arresting agency or those Deputies affecting the transfer.
- iii. The personal property of inmates transferred to the Jail Ward from the Intake Release Center, or Central Jail Complex will be sent to the Theo Lacy Property Room.

7032.11 MONEY

- (a) Money left for Inmates:
 - 1. Any person desiring to leave money for an inmate will be directed to the nearest Orange County Jail Facility Cashier where the money will be accepted and placed in the inmate's account.
 - 2. Money Received by Mail:
 - i. Monies received through the mail for an inmate will be delivered to the Theo Lacy Facility Cashier by the Mailroom CSA.
 - 3. Money orders:
 - i. Money orders will be signed by the inmate and delivered to the Theo Lacy Facility Cashier.
 - ii. If an inmate does not wish to have a money order placed on his account, it will be delivered to Theo Lacy where it will be placed in his personal property.

7032.12 COMMISSARY PURCHASES

- (a) Inmates who desire to purchase items from the commissary while housed at the hospital will follow the same commissary procedures as the Theo Lacy Facility.
 - 1. Orders for Commissary Items:
 - i. The Correctional Health Services (CHS) Deputy will distribute commissary slips to those inmates wishing to make a commissary purchase. The nursing staff will screen the commissary slip to determine if the requested items conflict with the treatment/recovery of the inmate. Inmates will be notified of any items removed from their order. At the end of his shift, the Deputy will return the completed commissary slips to the Theo Lacy Facility Cashier to be picked up by Centralized Commissary staff. The filled order will be delivered to the inmate housed at the hospital by the Centralized Commissary staff.

7032.13 HOUSING

- (a) Completion of Initial Medical Treatment:

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1. On completion of the initial medical treatment, the Nursing Administrator will assign the inmate to a cell or housing location depending on the available space, medical necessity and the classification of the inmate.
2. Unavailable Cells:
 - i. If all cells are full and it is necessary to confine another inmate, it will require reassignment of inmates or obtaining an additional Deputy to supervise the inmates. In most cases, unit 4 or ICU is used to house inmates outside the Correctional Health Services (CHS) Unit.
 - ii. Reassignment: In the event a high risk inmate is housed outside the CHS unit, whenever security permits, and with permission of the Theo Lacy Facility Shift Commander or Operations Sergeant, an inmate with a lesser offense shall be moved to another area of the hospital to make room for the high risk inmate in the hospital ward.
 - iii. Additional Deputy: If it is not permissible to reassign inmates due to security or medical reasons, the CHS Deputy will contact the Theo Lacy Facility Shift Commander or Operations Sergeant and request an additional Deputy.

7032.14 TRANSFER OF INMATES FROM OTHER JAIL FACILITIES

(a) Pre-receiving

1. Advise Correctional Health Services (CHS) Deputy of pending transfer:
 - i. If for any reason it is necessary for an inmate to be transferred from one of the Sheriff's detention facilities to the hospital, the medical personnel on duty there will advise the CHS Deputy of the pending transfer along with the inmate's name, booking number, charges and any other pertinent information.
2. In the absence of medical personnel on duty, the appropriate facility Operations Sergeant or Shift Commander will notify the CHS Deputy of the pending transfer.

(b) Transporting Officer:

1. The transporting officer will retain custody of the inmate during any examination/treatment prior to admittance to the hospital.

(c) Establishing Custody:

1. In the event the inmate requires intensive care or other treatment not available within CHS and/or CHS has no available beds, custody of inmates at any medical center will be established as follows:
 - i. All jail facilities will be responsible for custody of an inmate, housed at their facility, who is being treated outside CHS, Anaheim Global Medical Center.

7032.15 RECEIVING

(a) Admitting Inmates:

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1. The Correctional Health Services (CHS) Deputy will take custody of all inmates who are admitted into CHS, or undergoing treatment in other Anaheim Global Medical Center wards.

7032.16 HOSPITAL DISCHARGE

(a) Discharging In-Custody Inmates

1. Notification of medical release:
 - i. The hospital staff will notify the Correctional Health Services (CHS) Deputy that the inmate is ready for discharge from CHS.

(b) Transportation:

1. When an inmate is ready to be discharged from the hospital, the CHS Deputy will contact Sheriff's Transportation and arrange for the inmate to be transported to the IRC for triage. Once the arrangements have been made, the CHS Deputy will notify the Theo Lacy Classification Deputy and Operations Sergeant of the pending transfer.
2. If available, the inmate will change into their jail issue before being transferred to their appropriate facility. If this is unfeasible, the inmate will remain in hospital clothing. The appropriate facility's medical personnel will be responsible for returning the hospital clothing to the hospital.
3. If Sheriff's Transportation will be delayed for an extended period of time, the CHS Deputy will notify the Theo Lacy Operations Sergeant, who may make other arrangements for transportation of the inmate.

(c) Hospital Discharge Notification:

1. When the discharged inmate is en route to the jail, the CHS Deputy will notify Theo Lacy Classification staff to update the inmate's housing location.
2. Notifications will also be made to the Theo Lacy Operations Sergeant and Main Control.



[REDACTED]



[REDACTED]



[REDACTED]

7032.17 SENTENCE EXPIRATION OF HOSPITAL INMATES

(a) Release:

1. The Theo Lacy Facility will send a Deputy to the hospital to contact the Correctional Health Services (CHS) Deputy, who will identify the inmate. The TLF releasing Deputy will obtain their fingerprints on the release form and have the inmate sign for their property and money.

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(b) Removal From Security Ward:

1. Upon completion of the inmate release procedure by the CHS and Theo Lacy Deputy, arrangements will be made by the hospital staff for transfer of the subject from the security ward to another part of the hospital. If the inmate is not staying in the hospital, they will be released through the pedestrian sally port.

(c) Removal From Hospital Security Roster:

1. The CHS Deputy shall annotate the date/time of release, the type of release (i.e., RT/IRC, Release) and add his name under the column "released by".
2. When the new security roster is generated, by the Shift 2 CHS Deputy, all inmates released on the previous day will be deleted from the roster.

7032.18 UNSHACKLING OF INMATE(S) - IMMINENT DEATH

(a) Notification Procedure:

1. When an in-custody inmate is terminally ill and the Anaheim Global Medical Center physician(s) have determined the inmate's death is imminent, the Correctional Health Services (CHS) Deputy will notify the Theo Lacy Facility Operations Sergeant or Shift Commander immediately.

(b) Shift Commander's Responsibilities:

1. Upon notification, the Shift Commander will send the Operations Sergeant or designee to Anaheim Global Medical Center to interview the medical staff declaring the inmate's death as imminent. The following information will be gathered and relayed to the Shift Commander:
 - i. What are the inmate's charges?
 - ii. What illness or injury is the inmate suffering from?
 - iii. If the prognosis is imminent death, how soon will the inmate die?
 - iv. Is there a possibility of remission or recovery?
 - v. What is the name of the physician declaring the inevitable death?
 - vi. How weakened is the inmate i.e., able to walk, bedridden, or comatose?

(c) Unshackling procedures:

1. After the Theo Lacy Facility Shift Commander has determined that the inmate's death is inevitable and imminent within hours, the following unshackling procedures will be followed:
 - i. The inmate will be unshackled of all restraints.
 - ii. During the interim, pending release, the inmate will be granted reasonable visits for next of kin or relatives by the CHS Deputy.
 - iii. Visitors will be allowed to remain with the dying inmate during his last few hours unless the Anaheim Global Medical Center staff advises against it for medical reasons.

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- iv. If the inmate is in a multiple bed lock ward, the CHS Deputy will transfer the inmate to one of the more private overflow rooms, if available.
- (d) Hospital log:
 - 1. Immediately after the inmate is unshackled, the CHS Deputy will log, in chronological order, all visits, movement and activity connected with that inmate.

7032.19 FIRE SAFETY AND EMERGENCY PROCEDURES

- (a) The Correctional Health Services (CHS) Unit will be periodically searched for contraband. Excess clothing, paper materials or other flammable articles will be removed from the rooms and storage areas to reduce fire hazard potential.
- (b) Authority and Responsibility during a Fire
 - 1. Authority and responsibility during a fire will be vested in the on duty Theo Lacy Facility Watch Commander or designee for decisions affecting the security of the CHS Unit and during any emergency.
 - 2. Upon arrival, the Fire Officer in charge will be delegated sufficient authority to perform his functions. Fire department personnel will be under the supervision of the Fire Officer in charge.
 - 3. In the event of an emergency situation or subsequent evacuation, the Deputy will act only under the direction and supervision of the Theo Lacy Operations Sergeant, even though Deputies from other divisions or officers from outside agencies have been called for assistance.
- (c) General Information
 - 1. All Deputies will be instructed on the use, types and location of firefighting equipment on the CHS Unit. Deputies are responsible to know the location and function of equipment located in their assigned work area.
 - 2. Fire incidents will be described in Jail Incident Reports. Copies of the reports will be sent to the Fire Department as required.
 - 3. There are three designated evacuation routes from the CHS Unit to permit prompt evacuation of visitors, inmates and staff in the event of an emergency.
 - 4. All fire exit doors will be clearly marked, kept clear of obstructions and be tested periodically for proper operation.
- (d) Discovering a Fire in Progress
 - 1. Discovering a fire on the CHS Unit will require immediate, positive action on the part of the Deputy.
 - 2. No fire will be left to burn itself out. Small fires must be extinguished by the Deputy if possible.
 - 3. Remove all persons from immediate danger. If there is no one in the room close the door as you leave.
- (e) Reporting a Fire

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1. Pull down on the nearest fire alarm box.
 2. Call [REDACTED] and advise of the location of the fire, what is burning, your name and the extension you are calling from. Ask the operator to repeat the information back to you so that there is no misunderstanding.
 3. Advise the Theo Lacy Operations Sergeant of the circumstances and extent of the fire.
 4. The Operations Sergeant will respond to the fire location and direct appropriate action to preserve life and minimize property damage.
 5. The Watch Commander will notify the Sheriff's Patrol Watch Commander of the situation. He will request the response of an appropriate number of patrol units, if necessary.
 6. In this situation, Anaheim Police Department units may be dispatched to assist with security or with an evacuation, if necessary. Sheriff's Patrol or transportation Deputies will either supplement or replace Anaheim units. All personnel at the scene who have responded to assist with inmate security shall receive direction from the Theo Lacy Operations Sergeant, until the situation has stabilized. The Shift Commander will notify the Division Commander as soon as possible.
 7. The Correctional Health Services (CHS) Deputy will log the times when notifications were made, the times of arrival and the names of personnel who responded. This information will be included in subsequent reports on the incident.
- (f) Assistance From Hospital Personnel
1. During fire or other emergency, the CHS Deputy will not allow hospital staff into the CHS Unit, unless he requires their assistance. The hospital will however, assign members of their staff to stand-by in the area to assist with extinguishing small fires or moving inmates.
 2. All responding hospital personnel should identify themselves with their Anaheim Global Medical Center I.D., prior to being admitted into the area, so the possibility of an unauthorized entry is minimized.
- (g) Notification of Fire in Other Area of Hospital
1. The hospital code word for a fire is [REDACTED] and is announced over the P.A. system.
 2. If the fire is in an area of the hospital other than the custody unit and there is no immediate danger, the CHS Deputy will contact the Theo Lacy Facility Operations Sergeant and advise him of the situation. The Deputy should be prepared to update the Sergeant if the situation changes and/or if further action is required.
 3. If the [REDACTED] is at a location that poses a threat to the custody unit, the previously discussed emergency procedures will be implemented.

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■ [REDACTED]

■ [REDACTED]

■ [REDACTED]

(i) Evacuation of Inmates

1. During a fire or other emergency only the Theo Lacy Watch Commander or Operations Sergeant will order the CHS Unit to be evacuated.
2. The preservation of human life and the welfare of inmates takes precedence over security and control. If the danger of injury or loss of life is imminent, the inmates shall be moved to a safe area, even outside the building, in the most expeditious manner.
3. Moving inmates away from a burning area will be done by Deputies. Except in cases where injury or loss of life is imminent, the movement of inmates from the CHS Facility may only be done with a Sergeant present.
4. The Sergeant will personally supervise the evacuation to ensure that it is complete and instructions are followed.
5. In the case of an inmate evacuation, the CHS Deputy will take the Security Roster with him so all inmates may be accurately accounted for.
6. The Sergeant will instruct the CHS Deputy which evacuation route will be used and establish a pre-planned assembly site for the evacuated inmates.
7. The Sergeant will direct sufficient personnel to keep the inmates in the assembly area to prevent escape or interference with the fire equipment and personnel.
8. The Sergeant may utilize patrol units, transportation vehicles or ambulances as temporary holding facilities for custody patients. This decision will be made based on the availability of these vehicles, the medical condition and the classification of the inmate.
9. The Sergeant will confer with the Watch Commander on any alternate housing location for evacuated inmates at the conclusion of the incident.
10. Evacuation cables are located in a locked box mounted over the CHS crash-cart. Before evacuating inmates, ensure the cables are attached to the inmates using handcuffs.

■ [REDACTED]

■ [REDACTED]

■ [REDACTED]

■ [REDACTED]

■ [REDACTED]

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