

# Notification of Family Death

## 2115.1 PURPOSE

- (a) The purpose of this document is to establish a policy to provide notification to inmates in the event of a family death.

## 2115.2 POLICY

- (a) It is the policy of the Orange County Sheriff's Department (OCSD) to provide appropriate notification of family deaths to inmates while making mental health services readily available to them.

## 2115.3 PROCEDURE

- (a) The Sheriff may receive acceptable notice of the death of an inmate's next of kin from the following:
  - 1. The Coroner's Office.
  - 2. Law enforcement of the jurisdiction where the death occurred.
  - 3. A family member of the inmate.
- (b) Upon receiving notification of the death of an inmate's next of kin from one of the above three sources, the Watch Commander or their designee shall contact the Housing Sergeant at the inmate's housing location.
- (c) The inmate shall be allowed to make at least one completed non-collect phone call to obtain additional information regarding the death of the family member.
- (d) The Housing Sergeant will advise the Mod Deputy of the inmate's housing location to monitor the inmate for any violent or suicidal behavior. The Housing Sergeant shall also contact Correctional Health Services (CHS) to notify mental health staff regarding a family death of an inmate. CHS will be available to speak with the inmate if requested by either the inmate and/or Deputy referral. The Mod Deputy shall contact CHS to advise them of any abnormal activity of the inmate.
- (e) Mental Health shall schedule an appointment with the inmate to provide counseling services if needed.