



**Youth Detention Facility
OPERATIONS ORDER**

Safety Room Procedures – Title XV Section 1359

Purpose and Scope

The Sacramento County Youth Detention Facility utilizes two (2) padded safety rooms. One (1) room is located at Intake / Booking and one (1) is located in HU 02.

The safety rooms are only used to hold youth who present an immediate danger to themselves or to others, who exhibit behavior which results in the destruction of property, or reveals the intent to cause self-inflicted physical harm. The safety room provides the youth the opportunity to de-escalate behavior while staff provides continuous, direct one-on-one observation.

The safety room is not to be used for punishment, discipline or as a substitute for treatment.

Affected Personnel

All Sworn Personnel - YDF

Authority

Title XV Sections 1359 and 1354.5, BSCC
Title 24, Part 2, Section 1230.1.13

Effective Date

October 1, 2019

I. Guidelines

- A. The placement of a youth in a safety room shall be at the direction of the Duty Supervisor, who shall be present when the youth is placed in the safety room. Anytime a youth is placed in a safety room an Institutional Incident Report will be generated documenting the reason(s) for placement, including attempts to use less restrictive means of control, and decisions to continue and end placement.

- B. While a youth is in the safety room, staff will ensure that the youth's personal needs are met, such as necessary nutrition and fluid intake, access to a toilet, and suitable clothing to provide privacy.

- C. Anytime a youth is placed into a safety room, staff shall provide continuous, direct, one-on-one supervision at all times. Continuous direct visual supervision is defined as staff personally observing the youth's movement and/or skin. Audio/video monitoring may supplement, but not substitute for, direct visual supervision. The youth's behavior and any staff interventions shall be documented on the "Safety Room/Precautionary Watch Log" at least every 15 minutes with the actual time recorded.
- D. Any time a youth is confined in a safety room, the Duty Supervisor shall contact the clinic and mental health (when available) to complete an assessment on the youth. The medical and mental health assessment shall be completed when safe to do so and no longer than 1 hour after the youth has been placed in the safety room. All clinic and mental health assessments shall be documented on the Safety Room/Precautionary Watch Log with the actual time recorded.
- E. The Watch Commander and/or Duty Supervisor are responsible for authorizing the use of the safety room to temporarily house residents. Documentation of the Watch Commander and/or Duty Supervisor's authorization (name and signature) to use the safety room shall be recorded on the Safety Room/Precautionary Watch Log.
- F. During the period a youth is confined in the safety room, the Duty Supervisor shall evaluate the youth at least every 4 hours. The Duty Supervisor shall give written justification for continued confinement in the safety room which shall be documented in the Institutional Incident Report and on the Safety Room/Precautionary Watch Log. The documentation must include the exact date and time the Supervisor evaluation was conducted.

II. Safety Room Placement Compliance

- A. The safety room shall not be used before other less restrictive options have been attempted and exhausted, unless attempting those options poses a threat to the safety or security of any youth or staff.
- B. The safety room shall not be used for the purposes of punishment, coercion, convenience, or retaliation by staff.
- C. The safety room shall not be used to the extent that it compromises the mental and physical health of the youth.
- D. A youth may be held up to four hours in the safety room. After the youth has been held in the safety room for a period of four hours, staff shall do one or more of the following:
 - a. Return the youth to general population,
 - b. Consult with mental health or medical staff,

- c. Develop an individualized plan that includes the goals and objectives to be met in order to reintegrate the youth to general population.
- E. If confinement in the safety room must be extended beyond four hours, staff shall develop an individualized plan that addresses the requirements of Section 1354.5, Room Confinement, and the goals and objectives to be met in order to integrate the youth to general population.

III. Use of Restraints While In Safety Room

- A. In accordance with Use of Restraints policy and procedure, a youth in the safety room may be placed in the WRAP or soft-restraints. The supervisor will personally supervise the application of the WRAP or soft restraints.
- B. A youth in the WRAP or soft restraints will be under constant, one on one, supervision by staff. Staff will document the youth's behavior and any staff interventions every 15 minutes with the actual time recorded.
- C. Staff will provide the supervisor with information for determination of medical or mental health intervention and for the removal of the WRAP or soft-restraints.
- D. When the WRAP or soft restraints are removed from a youth, Mental Health staff and Clinic staff shall be notified. The Clinic must medically clear the resident when the WRAP or soft restraints are removed.

IV. Document Storage

- A. All Safety Room/Precautionary Watch Logs will be reviewed by the facility administrators at a bi-weekly meeting with Mental Health and Medical Services.
- B. The facility administrator shall maintain the original records of the Safety Room/Precautionary Watch Log. A copy of the Safety Room/Precautionary Watch Log will be placed in the resident's YDF file.

Amends/Replaces Previous Order

Safety Room Procedures Title XV 1359 – 8/21/12

Authorized By  **Date** 9/17/19
Chief Deputy, Dave Semon