

DATE:	DECEMBER 30, 2019
NUMBER:	K.8
SUBJECT:	RELIGIOUS DIETS
RELATED SECTIONS:	

PURPOSE

To provide inmates with a diet that is aligned with their religious guidelines and beliefs.

POLICY

The Sheriff's Department will make reasonable efforts to provide religious diet options for inmates whose religious beliefs require the adherence to religious dietary guidelines. All religious dietary requests will be processed by Reentry Services Division (RSD) staff (correctional counselor or designee).

PROCEDURES

- I. PROCESSING REQUESTS FOR RELIGIOUS DIETS
 - A. Inmates requesting a religious diet must submit a written request to RSD staff, using an Inmate Request (J-21) form. All requests for religious diets shall be forwarded to RSD staff for processing. The designated RSD staff will review the request and confirm whether or not the inmate has any medical restrictions (e.g., is on a medically prescribed diet).
 - B. Inmates will need to fill out a Religious Diet Program Agreement (J-130A) form. The RSD staff will send the J-130A form to the inmate via inmate mail. The inmate must complete the form and return it to RSD staff via inmate mail.
 - C. The RSD staff will review all completed J-130A forms. Upon processing an inmate for participation in the religious diet program, the RSD staff will notify the inmate in writing. The RSD staff will make a notation in the inmate's Jail Information Management System (JIMS) history. The RSD staff will inform the Jail Population Management Unit (JPMU); JPMU will be responsible for adding the religious diet designator, and any applicable religious holidays the inmate has opted to enroll in, under the "Special Conditions" section in the inmate's classification navigator in JIMS. The inmate's request for a religious diet and the J-130A form will be filed in the inmate's custody record.
 - D. Requests for a religious diet from inmates with medical restrictions, or complaints that an inmate's prescribed medical diet violates their religious beliefs, will be forwarded to the Medical Services Division (MSD) personnel for review and consultation with the dietitian. If MSD personnel determines that an inmate's medical needs are such that the inmate must be kept on a medical diet, then medical staff will schedule an encounter with the inmate in an attempt to reconcile the differences. The following procedure will be followed:

1. Following the medical encounter with the inmate, MSD personnel will notify RSD staff of the resolution and if the inmate's religious diet can or cannot be reconciled with their prescribed medical diet.
2. If an inmate is already on a medically prescribed diet at the time of the request for a religious diet, RSD staff will notify the inmate of the diet conflict. RSD Staff will instruct the inmate to submit a request to MSD and request a medical encounter to discuss their medically prescribed diet in order to attempt to reach a resolution.
3. If a religious diet cannot be reconciled with the medically prescribed diet following a consultation with the dietitian, MSD staff will discuss risks and concerns of removing a medically prescribed diet. If the inmate insists in terminating their medical diet in order to receive a religious diet, MSD staff shall document the inmate's understanding and refusal. The inmate must sign a Refusal to Accept Medical Care-Treatment (J-223) form. MSD staff will forward a copy of the signed J-223 form to the designated RSD staff. The RSD staff will initiate enrollment of the inmate into the Religious Diet Program

II. DOCUMENTATION OF NON-COMPLIANCE AND REMOVAL FROM RELIGIOUS DIET PROGRAM

- A. If at any time staff observes an inmate to be in non-compliance with their diet, staff shall document the incident in JIMS. Incidents of non-compliance, observed by non-sworn staff, will be reported to sworn staff for documentation in JIMS. Sworn staff shall select the Incident Type Code, "RELIGIOUS DIET" when documenting an inmate's non-compliance. Upon completion of the incident report, staff will notify the RSD sergeant via email with the JIMS incident number for review. The RSD Sergeant will notify the supervising correctional counselor, or their designee, of all incidents pertaining to non-compliance with the religious diet program.
- B. The RSD sergeant, or designee, will review the incident, determine the disposition (e.g., speak with the inmate, issue a warning, terminate the inmate's participation in the religious diet program) and document their decision by completing the Notice Of Removal From Religious Diet Program (J-130C) form. A copy of the J-130C form will be given to the inmate and the original shall be placed in the inmate's custody record, per the listed distribution.
- C. The RSD sergeant will approve the incident in JIMS and notate the disposition in the "approval action" section of the incident in JIMS. The RSD sergeant will also notify JPMU; JPMU will be responsible for removing the religious diet designator from the "Special Conditions" section in the inmate's classification navigator in JIMS. The inmate will have the opportunity to reapply for the religious diet program after six (6) months from the termination date documented on their J-130C form.
- D. Inmates electing to be voluntarily removed from the religious diet program must submit a written request to RSD staff. The RSD staff will notify JPMU of the inmate's request to be removed from the religious diet program. JPMU will be responsible for removing the religious diet designator from the "Special Conditions" section in the inmate's

classification navigator in JIMS. The processed request will be filed in the inmate's custody record.

III. OBSERVANCE OF RELIGIOUS HOLIDAYS

Inmates may request to participate in the observance of religious holidays (e.g. Ramadan, Shabbat, etc.). Inmates electing to participate in religious holidays must complete the appropriate section of the J-130A form or submit a written request to RSD staff. The RSD staff will notify JPMU of the inmate's request. JPMU will add the specific religious holiday diet designator to the inmate's classification navigator. The inmate's request for a religious holiday diet will be processed and filed in the inmate's custody record.

IV. RELIGIOUS DIET CONTENT

The Food Service Manager is responsible for determining the content and presentation of all religious diets. Some religious diets may be prepared, pre-packaged and purchased through a vendor. All meals conform to Title 15, Article 12, Section 1240, of the California Code of Regulations, except and unless the regulation would violate the inmate's religious guidelines and beliefs. As part of signing the J-130A form, the inmate agrees to accept these exceptions when necessary.