



**San Diego County**

**SHERIFF**

Kelly A. Martinez  
Sheriff

Detention Services Bureau, Detention In-Service Training Unit

GC 7922.000 - Work Number

## LINE-UP TRAINING

### Enhanced Observation Housing Procedures

### Topic # 104

*After discussing/reviewing the below training material in line-up (briefing), sworn staff shall sign off as completed in LMS. In the event a staff member is not present when this topic is discussed in line-up, they shall independently read, review, and complete the training.*

*By clicking "Yes" to "Have you completed this activity?" in LMS, you are attesting that you have viewed, read, and completed the training activity.*

#### I. PURPOSE

The purpose of this training is to familiarize sworn staff with enhanced observation (EOH) housing procedures.

#### II. POLICY

This training is conducted in accordance with DSB P&P [Section J.1- Safety Cells: Definition and Use](#), [Section J.4 - Enhanced Observation Housing \(EOH\): Definition and Use](#), and [Section J.5 – Suicide Prevention Practices for Incarcerated Persons & Detentions Safety Program](#).

#### II. DISCUSSION

Sworn staff shall review and discuss the following topics and procedures related to EOH and use as described in [Section J.4 - Enhanced Observation Housing \(EOH\): Definition and Use](#), and related facility specific green sheets.

- A. Enhanced Observation definition as per policy and procedure
- B. Enhanced Observation Housing Placement Procedures
  - 1) Elevated risk of suicide, but not actively self-harming or actively assaultive behavior
  - 2) Deputy escort (constant observation) through the booking process
    - I. Obtaining photographs and fingerprints
  - 3) Removal and storage of incarcerated person property, clothing, jewelry, etc.
  - 4) Issuance of a safety garment, two security blankets, and shower shoes
    - I. Clean garment exchanged every 48-hours
    - II. Incident report required if shower shoes are not given
  - 5) Book and release status will not be placed in EOH



C. EOH Cell Documentation

- 1) Required JIMS incident report
- 2) Appropriate use of primary and additional incident type codes
  - I. EOH – Enhanced Observation Housing
  - II. ZTH – ISP Type-Homicidal
  - III. ZTS – ISP Type-Self-Injury
  - IV. ZMV – ISP Method-Verbal
  - V. ZMA – ISP Method-Active

D. EOH Transfers

- 1) Required JIMS incident report

E. Monitoring incarcerated persons in EOH cells

- 1) Closely monitor and directly observe incarcerated persons in EOH at random intervals not to exceed 15 minutes between checks.
  - I. Document safety check in JIMS utilizing EOH Welfare Check event type.
  - II. Description field of entry shall include the name(s) and or ARJIS(s) of sworn staff that conducted the check and accurate disposition.
  - III. Once all necessary fields are complete, the sworn staff making the log entry will immediately close the "EOH WELFARE CHECK: entry prior to deputies conducting the check.
- 2) At the conclusion of the EOH welfare check, an entry may be logged in JIMS using the vent type "EOH NOTES" if there was anything encountered during the EOH welfare check. Items that necessitate documentation include, but are not limited to:
  - a. Incarcerated person in medical distress (e.g., asthma attack, check pain, etc.),
  - b. Incarcerated person suffering medical trauma (e.g., bleeding, ligature marks, etc.),
  - c. Criminal activity (e.g., drug usage, fighting, etc.),
  - d. Facility damage (e.g., broken fixtures, graffiti, etc.),
  - e. Maintenance issues (e.g., clogged toilet, constantly running water, etc.),
  - f. Different or additional sworn staff conducted the EOH welfare check,
  - g. Anything that delayed the start or completion of the EOH welfare check.
- 3) In the event an EOH welfare check requirement cannot be met, the deputy of the affected area shall document an explanation in the "EOH NOTES" log entry and immediately notify the responsible supervisor.
- 4) Each incarcerated person shall have a nursing assessment within 30 minutes of placement into EOH.
- 5) Within 24 hours of placement into EOH, and every 24 hours thereafter, an incarcerated person shall have a mental health consultation/evaluation by a QMHP for their suitability for continued retention in the DSP.
- 6) At least once per shift, the watch commander will observe EOH incarcerated persons and document such in JIMS.

F. Nutritional Requirements

- 1) All food and water shall be served in soft, disposable containers
- 2) Disposable cardboard utensils are the only utensils authorized in EOH
- 3) Any refusal of meals shall be documented in the incarcerated person's JIMS history



G. Removal from EOH cell

- 1) To another housing assignment within the DSP based on observations and direction of the facility gatekeeper.
- 2) To safety cell if the incarcerated person becomes actively self-harming or actively assaultive.
- 3) To emergency department if the incarcerated person's medical or mental health condition is threatened by continued retention in any DSP housing.
- 4) To the Emergency Psychiatric Unit (EPU) if the incarcerated person is scheduled to be released from custody but is likely to pose a threat to self, others, or is gravely disabled (MH-302 Form).

H. Sanitation

- 1) Shall be cleaned and disinfected using facility approved disinfectants or bleach solution every use and every 24 hours when occupied.