

SDSD Detention Services Bureau—Las Colinas Detention and Reentry Facility Green Sheet

DATE:	MARCH 10, 2023,
NUMBER:	J.1.L
SUBJECT:	SAFETY CELL; DEFINITION AND USE

PROCEDURE

- I. Las Colinas Detention and Reentry Facility (LCDRF) has a total of five safety cells, three in the intake area and two in the Medical Observation unit (MOB).
 - A. Safety cells located in the intake area will be reserved primarily for incarcerated persons in the booking process, pre-intake and incarcerated person transfers.
 - B. Safety cells in the MOB unit will be used primarily for incarcerated persons coming from a housing unit. They may also be used for incarcerated persons returning from the hospital or court.
- II. All incarcerated persons placed into a safety cell will have their name and booking number recorded in the appropriate JIMS area activity log under "Safety Cell."
- III. Incarcerated persons placed in the safety cell will be issued sanitary napkins or tampons when needed.
- IV. The deputies assigned to the intake area and MOB are responsible for conducting safety cell checks in their assigned areas. However, any deputy may assist with checks.
- V. All module property removed from incarcerated persons placed in a safety cell will be stored in the MOB storage closet.
- VI. When an incarcerated person is cleared from the safety cell, a log entry will be made in the JIMS area activity log under "Safety Cell," stating the incarcerated person's name, booking number, and time incarcerated person was cleared from the safety cell. That information will also be notated on the observation log. The observation log will be placed in the incarcerated person's custody record. Upon being cleared from a safety cell, the incarcerated person will be medically evaluated by health staff. The watch commander and intake sergeant will be notified of the time of removal and the location which the incarcerated person will be housed. An ISR will be written with all the information that was logged in JIMS area activity log including the person that cleared the incarcerated person and where the incarcerated person will be housed.