

SDSD Detention Services Bureau—San Diego Central Jail Green Sheet

DATE:	February 17, 2022
NUMBER:	I.63.C.2
SUBJECT:	FACILITY SECURITY – HOUSING UNITS: TEMPORARY WATER SHUT-OFFS

PROCEDURE

I. NOTIFICATIONS

- A. Sworn staff shall notify the affected area's sergeant of any incarcerated person that is creating a condition by intentionally overflowing their sink or toilet ("flooding"), causing an unsafe situation detrimental to their own health or the health of others. That sergeant will make the decision to manually turn off an incarcerated persons water.
- B. Medical supervisor(s) will make the determination if an incarcerated persons water needs to be shut off due to medical or mental health necessity. Any incarcerated person on a water restriction for medical or mental health reasons will be moved to medical housing (MOB, PSU) for closer monitoring by medical / mental health staff.
- C. Sworn staff shall notify the medical / mental health charge nurse of any incarcerated person whose water was shut-off.

II. EVALUATION

- A. Medical/ mental health staff shall evaluate the incarcerated persons condition and take appropriate action (e.g., weight monitoring, hydration monitoring, appointment with psychiatrist, etc.) based on findings and identified needs.
- B. If necessary, for closer monitoring, the incarcerated person may be moved to high risk security level housing unit (e.g. administrative segregation).

III. OBSERVATION AND DOCUMENTATION

A. SWORN STAFF

- 1. When an incarcerated person's water is shut off due to behavior, or as indicated by medical / mental health staff, the deputy shall document the incident in the Jail Information Management System (JIMS) via an Incarcerated Person Status Report (ISR). The ISR shall include the notifications made and any subsequent actions taken.
- 2. Sworn staff shall monitor any incarcerated person who does not have regular access to water. The deputy responsible for monitoring the incarcerated person shall ensure drinking water is available to the incarcerated person and offered during every safety check when the incarcerated person is awake, during normal mealtimes (breakfast, lunch, dinner), and upon request. The

deputy will record in the incarcerated persons JIMS history if the incarcerated person accepted or refused drinking water.

3. The deputy responsible for monitoring the incarcerated person shall periodically, but no less than twice per shift, attempt to flush the incarcerated persons toilet. Prior to flushing, the deputy will ensure the toilet is free of excess materials (e.g. trash, clothing, etc.) that may cause flooding. The deputy will notify sworn supervisors if the toilet is not able to be flushed for any reason.
4. Every 24 hours, the area sergeant will review and determine the need to continue the water shut-off. An ISR shall be written documenting the need for continued water shut-off. If the water shut-off is due to a medical / mental health necessity, the sergeant will defer their review to medical / mental health staff.
5. When water to the cell is restored, the deputy shall notify the area sergeant and document the information in an ISR.
6. The watch commander shall document in the watch commander's log any incarcerated person on water restriction. All incarcerated persons on water restriction due to flooding or medical / mental health reasons shall be discussed during team briefings, and this information shall be passed on to relief deputies during the turnover of the floors.

B. MEDICAL STAFF

1. Medical / mental health staff will monitor the incarcerated persons health and water consumption. Documentation of water-restricted incarcerated persons will be made in their health record.
2. Medical staff shall offer the inmate drinking water during every observation.