

San Diego County Sheriff's Department Detention Services Bureau – Manual of Policies and Procedures

DATE:	MAY 13, 2022
NUMBER:	N.5
SUBJECT:	ACCESS TO COURTS/ ATTORNEYS/ LEGAL ADVICE
RELATED SECTIONS:	N.3 , N.7 , P.15 , T.7

PURPOSE

To establish uniform procedures facilitating incarcerated population timely access to the courts, attorneys, and legal advice.

POLICY

Personnel shall ensure incarcerated person(s) have access to courts and legal counsel including confidential correspondence with courts and any member of the State Bar, and confidential consultation with attorneys. Incarcerated person(s) in the custody of the Sheriff will be delivered to any court upon legal demand of that court.

PROCEDURE

I. REQUEST FOR COURT APPEARANCE

- A. Incarcerated person(s) shall complete an Incarcerated Person Request for Court Appearance (J-70) form when requesting to appear in court on a local matter for which they are not in custody. Completed J-70 forms will be forwarded to the Court Services Bureau who will make all necessary arrangements.
- B. Incarcerated person(s) sentenced to more than 90 days may request to be brought to trial on other matters outside San Diego County under Penal Code Section 1381.

II. TELEPHONES

All incarcerated people have the availability of unlimited collect telephone use for communication with their attorneys.

III. REQUEST FOR LEGAL ASSISTANCE

When a request is received from an incarcerated person for legal assistance, the request should be given to the facility correctional counselor.