

HOSPITAL INMATES

Reference Sheriff's Policy and Procedure sections Q.43 Court Ordered Hospitalization and I.45 Inmate Hospitalization and Guards

It is the policy of the Sheriff's Department to coordinate the hospitalization of any inmate in the custody of the sheriff and to provide any necessary guard. Pre-arraignment, hospitalized prisoners, regardless of arresting agency, are not booked. It is the responsibility of the arresting agency to arrange for the arraignment of their hospitalized prisoner and to provide security until the arraignment is conducted.

For those pre-arraignment hospitalized prisoners arrested by a Sheriff's deputy, the Detention Services Bureau assumes the guarding responsibilities at the hospital, but the prisoner is not booked until after arraignment. Once arraigned and remanded to the custody of the Sheriff, the appropriate booking facility books the prisoner in absentia and assumes the necessary guarding responsibilities.

The San Diego Central Jail Watch Commander or designee is responsible for maintaining the hospital log that reflects the names and booking numbers of all hospitalized inmates guarded or not.

HOSPITAL INMATES ARRESTED BY SHERIFF'S DEPARTMENT

Inmates admitted to a hospital are arraigned before they are booked into a detention facility. If an arrest is made by the Sheriff's Department, the arresting deputy ensures the completed Booking Intake/Personal Property Inventory (form J-15) and property bag are delivered to the Detention Services Bureau deputy or contract guard at the time he/she relinquishes custody of the prisoner. These items remain at the hospital and are delivered to the booking facility after arraignment and once the inmate is remanded to Sheriff's custody.

Upon receipt of the J-15, the inmate is booked in absentia and the name of the hospital is entered in the Booking Maintenance notes section.

Following arraignment, the booking facility dispatches a deputy to the hospital to complete the in absentia booking process, (i.e., fingerprints, photos and necessary information to complete the booking process).

HOSPITAL INMATES ARRESTED BY OTHER AGENCIES

All arresting agencies other than the Sheriff's Department are responsible for guarding their hospitalized prisoner until arraigned and remanded to the custody of the Sheriff.

Once the prisoner is remanded to the custody of the Sheriff, the local agency telephones the watch commander at the appropriate booking facility and provides the following information:

- Full name of arrestee
- Date of birth

- Criminal charges
- Name and location of hospital

The agency arranges for delivery of the Booking Intake/Personal Property Inventory (form J-15) and property bag to the booking facility. Once the J-15 and property bag are received, the watch commander dispatches a deputy or guard to assume custody and dispatches a deputy to complete the in absentia booking process (i.e., fingerprints, photos and necessary information to complete the booking sheet).

IN CUSTODY INMATES ADMITTED TO HOSPITAL FROM SHERIFF'S DETENTION FACILITY

When an inmate is transported from a detention facility to a hospital and is hospitalized in excess of 48 hours, a Superior Court Order is obtained pursuant to California Penal Code section 4011. If an inmate is retained longer than 48 hours at a hospital, the secretarial staff at the detention facility prepares an Affidavit Form; Court Order Form and the Watch Commander obtains a judge's signature. The original order is filed in the inmate's custody record.

IN CUSTODY STATUS ON HOSPITALIZED INMATES

When a hospitalized inmate is booked on a new case or has a change in custody status, the detention processing technician making the changes will notify the watch commander. When an inmate is discharged from the hospital and is returned to a Sheriff's facility, an inmate processing staff is notified to update booking information.

HOSPITAL INMATE RELEASED FROM SHERIFF'S CUSTODY

When an inmate is released from Sheriff's custody while hospitalized at UCSD, the Detention Processing Supervisor (DPS) will notify the processing sergeant of the pending release. The DPS will authorize a technician to complete the online Hospital Hold Release (form J-67) and print two copies. The original and one copy are taken to the hospital. The second copy is faxed to the Sheriff's Medical Case Management Office at (858) 974-5737 and the USCD Admissions desk at (619) 543-7797.

A packet is prepared for the assigned deputy to take to the hospital, which includes:

- final release reports
- the original J-67 form
- a copy of the J-67 form
- any money on the inmate's account
- the inmate's personal property bag
- the Property and Funds Receipts and any additional paperwork

A deputy is assigned to take the packet to the hospital and obtain the inmate's signature where required. A signed copy of the J-67 form is left at the nurse's station. The signed original is provided to the on-duty nurse for signature. All signed documents are returned to the facility DPS. The signed J-67 form is filed in the inmate's custody record.

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