

KERN COUNTY SHERIFF'S OFFICE

Detentions Bureau Policies and Procedures

TITLE: SUICIDE PREVENTION PROGRAM

C-200

EFFECTIVE:	REVIEWED:	REVISED:	UPDATED:
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APPROVED BY: Detentions Bureau Chief Deputy Joel Swanson

REFERENCE: Title 15, Sections 1030, 1052, 1057, 1208,
PC 851.5, C.C.R., DBPPM C-100, C-350, C-500, C-900, P-410

POLICY

The purpose of this policy is to establish a clear protocol for monitoring incarcerated persons at risk of self-harm or suicide, ensuring their safety while in custody. This policy outlines two levels of suicide prevention observation, Suicide Watch, and Safety Precautions, to address varying degrees of risk based on assessed needs.

Definitions:

Suicide Watch: A high-level suicide prevention measure requiring safety checks at random intervals, at least twice every thirty (30) minutes, and not to exceed 15 minutes between safety checks documented on a log for individuals presenting immediate and high risk of self-harm (e.g., engaging in self-injurious behaviors or threatening suicide with a specific plan). Suicide watch also includes directives from Correctional Behavioral Health (CBH) that may place the incarcerated person in a safety smock, limit allowable property, and dictate housing, such as a safety cell or a suicide-resistant observation cell, if necessary to ensure the safety of the incarcerated person. Individuals on suicide watch may also be placed on constant observation for their safety.

Safety Precaution: A precautionary measure involving safety checks at random intervals at least once every thirty (30) minutes documented in a logbook for individuals assessed to be at a moderate risk of self-harm (e.g., expressing a wish to die without a specific plan, recent/prior history of self-injurious behaviors, or exhibiting significant risk factors). Safety Precautions should be carried out in suicide resistant observation cells.

Suicide Resistant Cell: An anti-ligature cell. These cells have a bunk, toilet, and sink.

Safety Cell: A cell within the facility infirmary or Direct Observation Unit (DOU) that is designated for individuals actively engaging in self-harm, persistently destroying facility furnishings, or as determined necessary by CBH. These cells are unfurnished, with walls

and floors covered in a protective padded layer to ensure the safety of the incarcerated person.

Direct Observation Unit: A housing unit designated for individuals requiring additional observation, such as those on suicide precautions or at the recommendation of CBH. These units are staffed by detentions personnel 24/7, with mandatory random interval safety checks that shall not exceed 30 minutes between checks for all individuals housed within.

Direct Visual Observation: Is direct personal view of the incarcerated person in the context of their surroundings without the aid of audio/video equipment. Audio/video monitoring may supplement but not substitute for direct visual observation.

Safety Check: Entry into a housing unit by a deputy, during which the deputy makes direct visual observation of the housing unit and all incarcerated people within the housing unit.

Suicide Attempt: A suicide attempt is defined as a non-fatal, self-directed, potentially injurious behavior with intent to die; suicide attempts might not result in injury. This includes behavior that would likely have resulted in death or serious injury had staff not intervened.

Serious Suicide Attempt: A serious suicide attempt is defined as a non-fatal, self-directed act with the intent to cause self-harm and achieve death. This includes actions that would likely have resulted in a fatality or significant injury without timely staff intervention. To meet the criteria for a serious suicide attempt, the individual must be admitted to an external medical facility for treatment following the incident. Furthermore, any suicide attempt deemed by CBH or custodial staff to pose a substantial risk, even if it does not fully align with the above criteria, will also be classified as a serious suicide attempt.

Property and Privileges Form: A door sign for suicide-resistant cells and observation cells that lists the commissary and county-issued items the incarcerated person is permitted to have in their cell as well as privileges that are restored such as Dayroom, Recreation Yard, Tablets, and visits etc. (DBPPM C-200 Attachment A)

DIRECTIVE #1: Suicide Screening During Intake

All arrestees shall be immediately screened upon intake for suicide risk as part of the routine booking process.

Any incarcerated person who exhibits any behavior or makes statements that reveal intent to die by suicide or otherwise harm themselves will be placed on suicide watch. Additional information from any source, including but not limited to arresting/transporting

officers, facility staff, and medical and mental health personnel, may be used to support the decision to place an incarcerated person on suicide watch. Incarcerated people on suicide watch shall be housed separately from the general incarcerated person population pending evaluation by CBH.

DIRECTIVE #2: Role of Shift Supervisor

Detentions staff will notify the Shift Supervisor when an incarcerated person is placed on or removed from suicide watch or safety precaution.

The Shift Supervisor will follow the determination of CBH to place on or remove the incarcerated person from suicide watch unless there are specific, articulable, and documented reasons to deviate from the determination that CBH may not be aware of. The Shift Supervisor will consult with the ADA and Mental Health Section Manager or their designee prior to pausing the implementation of the determination of CBH. Ultimately, the determination to remove someone from suicide watch or safety precaution is made by CBH.

DIRECTIVE #3: Booking Process for Individuals to be Placed on Suicide Watch

If a staff member determines that an incarcerated person should be placed on suicide watch during the booking process, the booking process for that incarcerated person will be completed before putting them on watch. The incarcerated person deemed at risk for suicide shall not be left unattended during any portion of the booking process prior to placement on suicide watch.

DIRECTIVE #4: Placement in a Safety Cell Only When Necessary

Incarcerated people on suicide watch or safety precaution shall not be housed in a safety cell unless the incarcerated person's behavior indicates the need for a safety cell, as described in the provisions of Section C-100 of this manual, or at the direction of CBH.

DIRECTIVE #5: Notification and Documentation when Placement on Suicide Watch or Safety Precaution is Deemed Unnecessary

If CBH staff evaluates an incarcerated person prior to placement on suicide watch or safety precaution and determines the incarcerated person does not need to be placed on suicide watch or safety precaution, a deputy will immediately notify the Shift Supervisor of the CBH determination and complete a Jail Management System (JMS) incident documenting the decision. The name of the CBH staff making the determination shall be included in the report.

DIRECTIVE #6: Restrictions on Property and Privileges

In order to provide the highest level of safety for incarcerated people on suicide watch and safety precaution, some items and activities may need to be restricted or monitored. Restrictions will be implemented only when necessary and may be modified on a case-by-case basis at the determination of CBH staff. CBH staff will communicate items and activities that are restricted or allowed by completion of the Property and Privileges Form. This form will be reviewed each time a clinician from CBH evaluates the incarcerated individual.

When an incarcerated person is placed on suicide watch, CBH staff will, during their next available contact, provide an explanation of the reason for the placement, the current restrictions on property and privileges as outlined on the Property and Privileges Form, and the clinical progress needed to restore privileges or be removed from suicide watch or safety precaution.

Hygiene Package – Incarcerated people must be permitted to shower at least every other day. Items in the hygiene package may be given as needed with prior approval and shall be continually monitored during use and promptly removed afterward.

Commissary – Incarcerated people on suicide watch or safety precaution will be permitted to have commissary items approved by CBH as approved and recorded on the Property and Privileges Form. Deputies monitoring the incarcerated person must ensure these items remain in the incarcerated person's possession and are used safely. If an item is used unsafely, the deputy will confiscate it, document the action in a JMS report, and notify CBH. The confiscated items will be placed in the incarcerated person's property storage.

Legal Mail – Upon request, incarcerated people will be allowed to send legal mail. Writing materials may be given with prior approval from the shift supervisor and shall be continually monitored during use and promptly removed afterward. The sending and receiving of legal mail for incarcerated people on suicide watch will be handled in compliance with DBPPM F-300, with the exception that once an incarcerated person on suicide watch has had an opportunity to view the mail, it shall be removed from the cell and placed in the incarcerated person's property.

Incarcerated individuals on safety precaution will be permitted to keep legal mail in their cells unless CBH determines that it be removed and stored.

General Correspondence – Since the content in this type of correspondence could be detrimental to the incarcerated person, personal mail may be read and evaluated by CBH staff or the ADA and Mental Health Section Manager's designee. Determinations are made based on clinical judgment and the individual's current mental health status and risk factors. This is a safety-based, non-punitive measure intended to support the

incarcerated person's well-being. If the incarcerated person is allowed to view the mail, it shall be removed from the cell when reading is complete and placed in the incarcerated person's personal property unless CBH determines the incarcerated person should be able to keep the mail and it complies with general policies on mail retention.

Library Pass – Will be permitted as determined by CBH staff. The viewing of books will be the same as general correspondence above.

Tablet use – Tablet use by incarcerated persons on suicide watch or safety precaution will only be permitted with a determination from CBH, following consultation with the ADA and Mental Health Section Manager or their designee.

Recreation Yard – Incarcerated people may be allowed recreation time if monitored and with the approval of CBH staff and/or the Medical and Mental Health Section Sergeant.

Visiting – Will be permitted upon determination from CBH and with approval from the ADA and Mental Health Section Manager. The nature of the relationship between the incarcerated person and the visitor shall be considered relative to whether the visitor is part of their support system.

Telephones – Pursuant to PC 851.5, three (3) completed calls must be allowed within the first three (3) hours of arrest. Two (2) additional completed calls will be permitted if the incarcerated person is a custodial parent. Once an incarcerated person has completed the booking process, phone use while on suicide watch must be approved by CBH staff and/or the ADA and Mental Health Section Manager and closely monitored.

DIRECTIVE #7: Notification of Suicide Watch or Safety Precaution Placement at Time of Transfer

When an incarcerated person on suicide watch or safety precaution is transferred to another facility or transported outside of the facility, security staff shall advise the transporting and/or escorting deputies that the incarcerated person being transferred is on suicide watch.

Upon delivering or returning an incarcerated person on suicide watch, the transporting and/or escorting deputies shall advise security staff that the incarcerated person being transferred is on suicide watch or safety precaution.

Transporting and escorting deputies will ensure that the incarcerated person's observation logs for suicide watch are continued in accordance with this policy and transferred with the incarcerated person. As such, transporting and escorting deputies shall maintain direct visual observation of the incarcerated person at random intervals, at least twice every thirty (30) minutes, and not to exceed 15 minutes between safety checks.

Transporting and escorting deputies will ensure the incarcerated person on safety precaution is monitored through direct visual observation of the incarcerated person at random intervals once every thirty (30) minutes.

DIRECTIVE #8: Suicide Prevention Training

Prior to assignment in a Sheriff's Office jail facility, all deputy trainees shall receive suicide prevention training in their respective CORE or academy curriculum. Additionally, all deputies assigned to a jail facility shall receive annual suicide prevention training updates. Additionally, the Medical and Mental Health Section will periodically disseminate Just In Time Training (JITT) bulletins on various mental health topics to all staff.

DIRECTIVE #9: Suicide Attempt Notification Emails

In the event an incarcerated person is placed on suicide watch due to a Suicide Attempt or Serious Suicide Attempt, the on-duty Shift Supervisor shall send an email to the Compliance Section Sergeant, the ADA and Mental Health Section Manager, and CBH, which includes the following information:

- The name, booking number, and current housing location of the incarcerated person;
- The current status of the incarcerated person (at Kern Medical, etc.);
- The relevant JMS incident or other Incident Report numbers;
- **Note:** Suicide attempt notification emails shall be sent prior to the end of the shift.

DIRECTIVE #10: Timely Transfer to a Hospital for Individuals on Suicide Watch

Incarcerated persons housed in a safety cell for twelve hours (12) who show no signs of improvement will be considered for being sent to the hospital for further evaluation. Incarcerated persons who remain in a safety cell at twenty-four (24) hours will be transported to the hospital for further evaluation and treatment. Upon the incarcerated persons return from the hospital, CBH staff will assess the incarcerated person to determine the appropriate level of care.

Incarcerated persons not housed in a safety cell but on suicide watch in a suicide resistant cell shall be evaluated daily by CBH staff with the goal of stepping the incarcerated person down to a lower level of care. All individuals not housed in a safety cell who remain on suicide watch for 7 days will receive a weekly interdisciplinary treatment team meeting with the goal of developing a treatment plan for removing the individual from suicide watch. This plan should identify barriers to removing the individual from suicide watch and take a team approach to stepping the individual down to less restrictive housing.

However, If they remain on suicide watch for more than 21 days, these incarcerated persons will be transported to the hospital.

Procedure A: Placement on Suicide Watch or Safety Precaution

To ensure the safety of the incarcerated person and staff, incarcerated people being placed on suicide watch or safety precaution will undergo a private visual body cavity search, conducted by a deputy of the same sex prior to placement. A JMS incident report shall be completed indicating that the search was conducted and detailing the results of the search.

Deputies placing an incarcerated person on suicide watch or safety precaution will:

- Notify the Shift Supervisor;
- Notify Correctional Behavioral Health;
 - CBH staff will make the determination if suicide watch or suicide precaution is appropriate;
 - If CBH is not available, the incarcerated person will be placed on suicide watch.
- Escort the incarcerated person to the nurse's station to be medically cleared;
- Inspect the cell and the immediate area outside of the cell for hazardous items or conditions prior to placing the incarcerated person in the cell;
- Conduct a private visual body cavity search of the incarcerated person. The search will be conducted by a deputy of the same sex;
 - Transgender or intersex incarcerated people will be searched by a deputy of the gender indicated on their Gender Search Preference form in accordance with section P-410 of this manual. This preference can be confirmed by checking the incarcerated person's JMS appointment calendar.
- Provide the incarcerated person placed on suicide watch with a smock and a tamper resistant mattress;
 - CBH may modify this at any time and, if so, it shall be documented through use of the Property and Privileges Form.
- Provide incarcerated persons placed on safety precaution with county-issued clothing deemed appropriate by CBH. If issued clothing is something other than a

suicide resistant safety gown, the clothing issued shall be grey in color, making it easy to identify incarcerated persons on safety precaution;

- Issued clothing may be modified if the incarcerated person misuses the items or upon recommendation from CBH;
- Notify Classification and provide the JMS incident number;
- Collect, search, and inventory all of the incarcerated person's personal property (if any) and secure in the facility's designated storage area (as per DBPPM-C-500);
 - All property collected or lack of property will be documented in the JMS report.
- Post an Allowable Items door sign outside of the incarcerated person's cell;
- For safety precautions, collect, search, and inventory all of the incarcerated person's personal property (if any). Consult with CBH on which personal items the incarcerated person may keep in their assigned cell and store the remaining personal property in the facilities' designated storage area (as per DBPPM-C-500);
- Complete a JMS incident report describing the incarcerated person's behavior or statements that led to the incarcerated person's placement on suicide watch or safety precaution;
- If the placement on suicide watch is the result of a suicide attempt or serious suicide attempt, the JMS incident shall include incident type code 7014: Attempted Suicide.

Housing incarcerated individuals placed on suicide watch or safety precaution:

- Any incarcerated person placed on suicide watch will be housed in a suicide-resistant cell, safety cell, or other appropriate space as determined by CBH;
- Any incarcerated person placed on safety precaution by CBH will be housed in the Direct Observation Unit or other appropriate space as determined by CBH.

Procedure B: Documentation and Monitoring Requirements

It is imperative that every report includes all relevant information in the narrative. Please ensure the following details are included in every suicide watch and report:

- Shift Supervisor notification, including their name and rank in your report;
- Escort of the incarcerated person to the nurse's station for medical clearance; Include the nurse's name and title in your report;

- Inspection of the cell and the immediate area outside of the cell for hazardous items or conditions prior to placement of the incarcerated person in the cell;
- Private visual body cavity search process of the incarcerated person;
- If the incarcerated person was provided with appropriate clothing and a tamper resistant mattress as determined by the CBH, or in the absence of CBH, the Shift Supervisor;
- CBH notification; Include the name and title of the CBH staff in your report; If after hours, document that a detailed message was left at 661-391-3190;
- Classification notification and include their name and rank in your report;
- The collection, search, and inventory of all the incarcerated person's personal property; The removal of all county-issued property or trash from the cell and the condition of the cell upon placement; Document any personal items the individual is permitted to keep in their cell per CBH;
- All property collected or lack of property will be documented in the JMS report; Additionally, you filled out the property inventory log which is located at the suicide watch property locker shall be completed;
- Description of the incarcerated person's behavior, statements, and actions that led to their placement on suicide watch; Do not use generic term such "bizarre behavior," be specific when describing and documenting the incident;
- If placing an incarcerated person on suicide watch, that an observation log was started.

In addition:

Supplemental reports shall be completed for:

- Removal from suicide watch or safety precaution;
- Transfers to other facilities.

If the placement on suicide watch is the result of a suicide attempt, the JMS incident shall include incident type code 7014: Attempted Suicide.

Deputies assigned to monitor the suicide watch will:

- Conduct a direct visual observation of the incarcerated person at random intervals, at least twice every thirty (30) minutes and not to exceed 15 minutes between safety checks;
- Document all observations on an Incarcerated Person Observation Log maintained in accordance with section C-350 of this manual;
- Determine when the incarcerated person will reach the initial twenty-four (24) hours of continuous suicide watch and safety cell placement and notify the Shift Supervisor.

Deputies assigned to monitor safety precaution incarcerated persons will:

- Conduct a safety check on all incarcerated persons on safety precaution at least once every thirty (30) minutes and not to exceed 30 minutes between safety checks;
- Safety checks are recorded in the unit logbook instead of an observation log, with a focus on visual confirmation. Observations are documented only when a behavioral change is noted, or intervention is needed. These observations will be documented in a JMS incident with the CBH referral code attached.

The Shift Supervisor will:

- Interview any incarcerated person who refuses to answer the booking screening questions;
- Approve or initiate all necessary suicide watches in the absence of CBH;
- Ensure that a JMS incident report is generated describing the incarcerated person's behavior and/or statements which led to the incarcerated person's placement on suicide watch, personal property inventory, personal property allowed to retain, and issued clothing;
- Ensure the incarcerated person is referred to Correctional Behavioral Health and Medical Staff as soon as possible but no later than two (2) hours after placement;
- Coordinate with CBH staff to determine if and when an incarcerated person, who has been on suicide watch and safety cell placement for twenty-four (24) hours will need to be sent to a hospital for a higher level of care;
- Coordinate with CBH staff when an incarcerated person on suicide watch returns from the hospital, if the incarcerated person was sent to the hospital based on the determination of CBH staff.

Procedure C: Step-Down from Suicide Watch to Safety Precaution

When CBH determines that an incarcerated person no longer meets the criteria for Suicide Watch but still requires continued monitoring, the incarcerated person may be stepped down to Safety Precaution status.

Upon CBH notifying the Shift Supervisor of the step-down determination, the following actions shall be taken:

The Shift Supervisor will:

- Ensure a JMS supplemental incident report is completed by detentions staff referencing the original Suicide Watch report. The report shall include:
 - The name of the CBH staff who authorized the step-down;
 - Notification of the Shift Supervisor;
 - Notification of Classification;
 - Any changes to housing, clothing, or county issued property;
 - Any items issued or removed as a result of the step-down. The appropriate CJIS code 4078: Safety Precaution, shall be applied.
- Ensure the Property and Privileges Form is updated or replaced to reflect CBH's current determinations;
- Coordinate any necessary housing reassignment to the Direct Observation Unit or other housing location approved for Safety Precaution status;
- **Note:** A step-down does not require a new visual body cavity search or medical clearance unless directed by CBH or if new risk factors arise during the transition.

Detentions staff shall:

- Issue or remove property and clothing items based on CBH's updated Property and Privileges Form.
- Post the updated Property and Privileges Form at the incarcerated person's cell. The prior sign shall be removed by CBH at the time of evaluation and staged for collection by the Behavioral Health Senior Deputy. The Property and Privileges Form will be archived by the ADA and Behavioral Health Section in accordance with DBPPM A-400.

- Complete the JMS supplemental report under direction of the Shift Supervisor and include all relevant documentation as described above.
- Monitoring responsibilities will transition to Safety Precaution protocols as outlined in **Directive #6** and **Procedure B**. Deputies shall discontinue the Suicide Watch Observation Log, begin 30-minute safety checks recorded in the unit logbook, and continue to document significant behavioral changes in JMS using the CBH referral code.

Procedure D: Removal From Suicide Watch or Safety Precaution

The decision to remove an incarcerated person from suicide watch or safety precaution will be made by CBH. CBH will be responsible for notifying the Shift Supervisor of removal from suicide watch and safety precaution.

The Shift Supervisor will ensure a JMS supplemental incident report is completed indicating the:

- Circumstances of the removal;
- CBH's approval of the removal;
- Ensure any personal property is returned to the incarcerated person;
- Disposition of the incarcerated person (re-housed, released, transported to KM, etc.).

The removal will also be indicated on the Incarcerated Person Observation Log as detailed in section C-350 of this manual.

Procedure E: Release From Custody While on Suicide Watch or Safety Precaution

If an incarcerated person on suicide watch or safety precaution is to be released from custody and CBH is not available to provide a recommendation, the Shift Supervisor will ensure that the incarcerated person is transported to Psychiatric Evaluation Center (PEC) at Kern Medical under the provisions of Welfare and Institutions Code 5150. If the PEC is on diversion, the incarcerated person will be taken to Kern Medical Emergency Room for the evaluation.

The Shift Supervisor shall ensure that the 5150 form includes a description of the specific facts that support the need for evaluation such as:

- Recent suicide attempt;

- Self-injurious behavior;
- Verbal statements of suicidal ideation.

All transports of released incarcerated people to Kern Medical or PEC will be documented in a JMS incident report and an Incident Report. Additionally, the deputy monitoring the incarcerated person will complete a supplemental report to the original suicide watch placement report documenting the release and reference the report number for the 5150 report.

Procedure F: Meals

Incarcerated people on suicide watch or safety precaution will be provided with three (3) meals per day, each including a beverage. If possible, the meals and beverages provided shall be the same as those provided to the general incarcerated person population. Meals served to an incarcerated person on suicide watch will be served on suicide resistant food trays and with utensils that do not pose a risk of self-harm, unless clinically contraindicated. Any modifications to meal service will be based on individualized clinical assessment and documented in the health record, with regular review by CBH staff.

The incarcerated person may be provided with a sack lunch in lieu of their regular meal if deemed necessary for the safety of the incarcerated person. The Shift Supervisor, Medical Staff or CBH may make this decision. If a sack lunch is provided, the plastic bag will be removed before the contents are served.

- The serving of meals and the approximate percentage of the meal that was consumed by the incarcerated person will be documented on the Incarcerated Person Observation Log for suicide watches.

If a deputy observes that an incarcerated person on suicide watch or safety precaution is not eating their meals, they will document the amount of the meal consumed (if any), any statements made by the individual explaining their refusal to eat, and other relevant behavioral observations. This information should be recorded in a JMS incident with the CBH referral code linked.

Procedure G: Court Appearance

Incarcerated persons on suicide watch who are scheduled for a court appearance will be sent in paper clothing. Incarcerated persons on safety precautions will be dressed in the clothing recommended by CBH unless otherwise ordered by the court. If the incarcerated person is ordered to appear in civilian clothing, the Shift Supervisor will notify the classification unit to contact the court and advise that the incarcerated person is currently on suicide watch or safety precaution.

If the judge orders the incarcerated person to be dressed in civilian clothing, the incarcerated person will be dressed out 15-30 minutes prior to their court appearance and will be immediately dressed back into suicide watch or safety precaution clothing upon completion of court proceedings.

Incarcerated people on suicide watch housed at Lerdo who are ordered to appear in civilian clothing will be dressed out at the Metro Court Holding Facility (MCH) or the outlying court facility.

Incarcerated people on suicide watch who are dressed in court clothes and staged at MCH or an outlying court will be monitored; the deputy monitoring will perform a safety check at random intervals, at least twice every thirty (30) minutes, and not to exceed 15 minutes between safety checks. These safety checks will be logged on the suicide watch observation log.

Procedure H: Property and Privileges Form

Incarcerated people on suicide watch or suicide precaution may be allowed to receive property and/or privileges. CBH staff shall be responsible for documenting and determining what items and activities the incarcerated person will be allowed to receive and notifying the shift supervisor. Only CBH personnel can approve the allowed property items and/or privileges provided to the incarcerated person. Detentions staff is responsible for issuing the items and/or privileges.

A Property and Privileges Form shall be posted outside of every cell that houses an incarcerated persons on suicide watch or safety precaution. In the event an incarcerated person is rehoused, the Property and Privileges Form shall follow the incarcerated person to their new housing location unless they are being removed from suicide watch or safety precaution.

During CBH assessments, CBH personnel will determine which items or activities may be safely returned to the incarcerated person and will document these decisions on the Property and Privileges Form.

Detentions staff will be responsible for posting the sign and completing the sections labeled "custody staff." CBH staff will be responsible for completing the remainder of the document. The Detentions staff member filling out the Property and Privileges Form and the CBH staff member shall print their name and write the date at the bottom of the document.

Any changes in the addition or removal of items or activities shall result in the posting and updating of a new Property and Privileges Form. In this event, Detentions staff and CBH staff shall follow the above steps.

When an incarcerated person is removed from suicide watch, the Property and Privileges Form will be provided to CBH.

Detentions Staff shall:

- Post the Property and Privileges Form.
- Completing all sections on the form labeled "custody staff."
- Issue items approved by CBH.
 - Personal property collected from an incarcerated person during the suicide watch placement process will not be returned until they are removed from suicide watch. Hygiene supplies will be stocked in the infirmary, modules, and pods. A modified commissary slip listing approved items will be available to those on suicide watch. Eligibility to purchase from the modified commissary slip will be determined by CBH.
- Print legibly their name and date at the bottom of the form.
- ISAT deputies working the Direct Observation Units (DOU) shall be responsible for coordinating with Population Management to determine housing assignments within the DOU.
- Facilitate CBH approved privileges such as recreation yard, dayroom, visits, and phone calls.

The Shift Supervisor shall:

- Follow the determinations made by CBH personnel regarding the issuance of property and approved activities.

Shift supervisors may deviate from CBH's determination only if there are specific, articulable, and documented reasons unknown to CBH, including instances where the issued items pose a potential safety or security risk to the incarcerated person or staff. Supervisors must consult with the Medical and Behavioral Health Section Manager or facility manager prior to issuing or withholding property that differs from CBH's recommendations.

Procedure I: Emergency Removal of Property by Detentions Staff

If at any time, detentions personnel determine the approved and issued property presents a safety or security risk to the incarcerated person or detentions personnel, they shall take the following steps:

Detentions Staff shall:

- Notify a supervisor and seek approval to remove the item(s);
 - **Note:** If an exigent circumstance exists and immediate removal is necessary to prevent harm to the incarcerated person or detentions personnel, staff may remove the item(s) without prior approval. In such cases, the supervisor must be notified as soon as possible afterward.
- Upon supervisor approval, remove the item(s) from the incarcerated person;
- Document the incident in a JMS report, including:
 - JMS incident code: 4080: Property and Privileges Form.
 - JMS incident code: 4016: Correctional Mental Health Referral.
 - A detailed summary of the incident and the events leading to the decision to remove the item(s), including:
 - The incarcerated person's behavior.
 - Why the item(s) posed a threat to their safety or the safety of detentions personnel.
 - The name of the supervisor who approved the removal and deviation from CBH's recommendation.
 - The name of the CBH staff member notified the item(s) were removed or indicate if a voice mail was left for CBH.

The Shift Supervisor shall:

- Notify the ADA and Mental Health Section Manager.

Procedure J: Suicide Attempt Reviews

The Compliance Section shall consult with CBH and evaluate all incarcerated person suicide attempts that occur or originate within Sheriff's Office Detention Facilities to determine if an incident review shall be completed. All available reports and documentation of suicide attempts shall be included in the review process.

The Compliance Section will coordinate with Behavioral Health and gather the available necessary documentation to conduct the review. It shall be the review panel's responsibility to examine the documentation regarding the incarcerated person's suicide attempt to determine the appropriateness of clinical care, whether changes to policies, procedures, or practices are warranted, and to identify any training needs or issues that require intervention. The review will occur within 30 days of the incident.

The review shall be conducted by the following:

- The Compliance Section Manager (KCSO);
- The Section Manager of the section in which the suicide attempt occurred (KCSO);
- The Population Management Section Manager or their designee (KCSO);
- The ADA and Mental Health Section Manager or their designee (KCSO);
- The Kern Medical Responsible Physician or designee (KM);
- The Shift Supervisor who was on duty during the incident (KCSO);
- The Correctional Behavioral Health Unit Supervisor or designee (CBH);
- The Clinical Director or designee (KM);
- Other persons deemed by the Compliance Section Manager as appropriate to participate in the review.

The Compliance Section Manager will:

- Forward a report detailing the review panel's findings to the Section Manager of the section in which the suicide attempt occurred and to the Detentions Bureau Chief Deputy via the chain of command.

The Compliance Section Sergeant shall:

Ensure that the Compliance Section archives a completed copy of the report for a minimum of five (5) years.