

SPRINGFIELD POLICE DEPARTMENT

Standard Operating Guideline

Effective Date: 03/29/2016	Supersedes Policy Dated: 10/15/2014	Rescinds:	SOG Number: 310.9
Accreditation Index:			
Part Title: Support Services		Chapter Title: Detention Management and Operations	
Chief of Police:			

Medical Treatment for Prisoners and Hospital Custodial Security Duties

I Policy

The Springfield Police Department is responsible for the care and proper treatment of all prisoners in its custody. Upon becoming aware of a prisoner's need for medical attention, officers shall ensure that treatment is sought and provided in a timely manner and properly documented. ¹

II Definitions

Custodial Security – Prisoner supervision, surveillance, restriction, and/or control performed by a sworn police officer. ²

III Procedure

1 PRISONERS REQUIRING TREATMENT PRIOR TO BOOKING

1.1 Prisoners who are not accepted at the Greene County Jail because of illness or injuries or who become injured while in custody will be taken immediately to a hospital emergency room and will be accompanied by a police officer. ³

1.1.1 A supervisor will be contacted to determine whether or not to retain custody of the prisoner.

1.2 Prisoner security is the responsibility of the officer, who will remain with the prisoner at all times and shall not leave the prisoner unattended. If the custodial

1 Policy Statement revised, grammar and wording correction, Per Policy Change Order 15-082.

2 Definition revised, capitalization and minor wording change, per Policy Change Order 15-082.

3 Section 1.1 revised, unnecessary words removed, per Policy Change Order 15-082.

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officer needs a break, they will request relief. Another officer must relieve them before they can leave their post. The custodial officer is to ensure that the prisoner is properly restrained and shall provide assistance to the hospital staff at any time additional restraint is needed during medical treatment. The prisoner will be watched at all times by the Springfield Police Officer. ⁴

1.2.1 Proper restraint may include the application of leg restraint(s) in addition to wrist restraint(s).

1.2.2 All restraints shall be checked for proper fit and to ensure they are double-locked.

1.3 Officers should be aware of an increased escape risk and guard against assaults to themselves or hospital staff. ⁵

1.4 Officers arriving at a medical facility with a prisoner shall complete a Custodial Medical Record (SPD Form # 96-SP-0237). The form should be distributed as follows: ⁶

1.4.1 Provide one copy to medical staff for the patient's record;

1.4.2 If the prisoner is taken to the Green County Jail following treatment, provide a copy to the jail staff;

1.4.3 The original should be submitted to Central Records.

2 PRISONERS ADMITTED TO A HOSPITAL ⁷

2.1 If a prisoner is admitted to a hospital the custodial officer will immediately notify a supervisor.

2.2 The supervisor will determine whether or not to retain custody of the prisoner.

2.2.1 Custody will continue only for a serious criminal offense.

2.2.2 If appropriate, the prisoner may be released to the proper medical facility through use of a 96-Hour Involuntary Mental Health Commitment.

2.3 If the prisoner is to be released, the custodial officer or the officer's supervisor will notify hospital staff that the prisoner is released from custody.

2.3.1 The time of release and the name of the hospital staff member notified shall be noted on the Custodial Medical Record form.

2.4 If the prisoner is admitted to the hospital and continued custodial security is necessary, the supervisor shall:

2.4.1 Immediately notify the Watch Commander;

4 Section 1.2 revised, terminology changes and minor wording changes, per Policy Change Order 15-082.

5 Section 1.3 revised, unnecessary words removed, per Policy Change Order 15-082.

6 Section 1.4 reworded, per Policy Change Order 15-082.

7 Section 2 reorganized, per Policy Change Order 15-082.

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- 2.4.2 Immediately assign an officer to continue custodial security of the prisoner;
 - 2.4.3 Notify the next shift supervisor of the need for continued custodial security;
 - 2.4.4 Notify the CID Commander or designee as soon as practical to start the arrest warrant process.
 - 2.5 Officers assigned to security duties will maintain a professional demeanor at all times and will avoid fraternizing with the prisoner.
 - 2.6 Prisoners may not use the telephone nor have visitors in the hospital while in police custody.
 - 2.6.1 Exception: Prisoners shall be allowed reasonable access to their attorney if security conditions and medical treatment permit.
 - 2.7 Custodial security will continue until the prisoner is released from custody, discharged from medical care, or custody is properly transferred to another agency.
 - 2.8 Upon discharge from the hospital and prior to transport to the Greene County Jail, the custodial officer shall search the prisoner for weapons and contraband.
- 3 PROVIDING ASSISTANCE TO NON-PRISONERS
- 3.1 On occasion, officers may provide transportation to persons that are not prisoners, who require medical treatment or continued protection.⁸
 - 3.1.1 A written report will be completed in all such cases.
 - 3.2 When an officer provides protection to non-prisoners at a medical facility, the officer shall notify medical staff that the person is not in our custody in order to facilitate accurate billing.

IV Attachments

⁸ Section 3.1 revised, sentence reworded, per Policy Change Order 15-082.