

Section 6: Jail Emergencies Response Plan

Subject: Deaths

Minimum Standard: 5120:1-8-03(B)(4)

Revised: 10/2008, 12/2011

Authorized: _____ Effective date: _____
Sheriff Paul A. Sigsworth

POLICY

The Erie County Jail shall have policies and procedures, and practices which evidence that there is a plan that guides the jail's response to emergencies. All jail personnel will be trained in the implementation of the emergency plan. The emergency plan will include procedures to be followed in situations that threaten jail security.

DEFINITION

A jail emergency can be, but not limited to, escape, hostage situation, fire, riot, food poisoning, civil disturbance in the community, natural disaster, suicide, other death, outbreak of contagious disease, inmate strike and other disturbances, bomb threat, or any action that affects or jeopardizes the security of the Erie County Jail and/or the safety of the inmates and/or staff.

PROCEDURE

A. Policy:

1. In the event of the death of any inmate, the officers and personnel of the Erie County Jail will take all actions necessary to provide necessary medical assistance and to preserve the scene, cooperating with all medical and investigative authorities.

B. Discovery:

1. The Corrections Officer who first witness or otherwise discovers an inmate who appears dead will:
 1. Notify the Shift Supervisor immediately and call for backup.
 - a. Corrections Officers will not enter the housing area until the other inmates have been secured and/or back up arrives.
 2. Begin first aid as required.
 3. Document all action as soon as possible.
 4. The Shift Supervisor shall:
 - a. Notify Dispatch of the Death;
 - i. Dispatch will advise the Road Division OIC of the Death.
 - b. Secure the area and assign other officers to assist, as needed.
 - c. Determine if the inmate needs immediate medical attention;
 - i. If the nurse is on station, ask that he/she respond to the scene.
 - ii. If the squad is need, contact dispatch for Perkins Fire Department to respond.

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C. Notification:

1. The Shift Supervisor will be responsible for notifying the Jail Administrator.
2. The Jail Administrator will:
 1. Contact the Chief Deputy if family notification is required.
 2. Contact the court the inmate is assigned.
3. No information will be released to the news media without approval of the Sheriff or his designee.

D. Reporting:

1. All corrections officers involved are required to submit a detailed written report of the incident as soon as possible. The Shift Supervisor will place a DEATH (In Custody Death) Event, attaching the inmate, in the Shift Log of the Jail's Record Management System.
2. The Jail Administrator or designee shall complete the book out procedures in order to complete all jail records.

E. Crime Scene:

1. Any and all items the inmate may have been in possession of (cards, letters, notes, etc.) should be kept secure at the scene for investigators.

F. Investigation:

1. In the event of a Death the Detective Bureau of the Erie County Sheriff's Office will conduct a criminal investigation.

G. Evaluation:

1. A complete evaluation of the Death, including circumstances that led up to and action taken by corrections staff, will be conducted by the Jail Administrator.
2. The Jail Administrator will present all findings of the evaluation in writing to the corrections staff and the Sheriff.