

Section 2: Reception and Release
Subject: Suicide Prevention
Minimum Standard: 5120:1-8-09(N)
Revised: 07/2009, 12/2011, 09/2015

Authorized: _____ **Effective Date:** _____
Sheriff Paul A. Sigsworth

POLICY

It is the policy of the Erie County Jail to identify potential suicide victims and to take such measures as necessary to prevent suicide attempts. Through training, observation and communication the corrections staff will attempt to identify a potentially suicidal inmate.

PROCEDURE

1. Identification
 - a. As part of the admission process the booking officer shall complete the Suicide Prevention Observation and Questionnaire as part of the Preliminary Health (Receiving) Screen.
2. Training
 - a. Corrections Officers will receive yearly training on the Suicide Prevention Screening Form and how to recognize verbal and behavioral cues that indicate potential suicide.
 - b. The training will also include how to respond to a suicide or suicidal inmate.
3. Assessment
 - a. If Correction Staff deems that an inmate needs to be further assessed for possible suicidal risk after completing the Suicide Prevention Observation and Questionnaire, or after an attempted suicide has taken place they will immediately contact Firelands Mental Health at 1-800-826-1306 to conduct a phone interview of the inmate. After that is completed the Mental Health Professional from Firelands Mental Health will make a recommendation on the status of the inmate.
4. Housing
 - a. Prior to an assessment being conducted, if the inmate is determined to be a suicidal risk they will be moved to a Holding Cell or Isolation-Detention Cell.
 - b. If after the assessment is completed and Firelands Mental Health deems the inmate a suicide risk, they will be housed in either a Holding Cell or Isolation-Detention Cell.
 - c. Prior to moving the inmate to an observation cell, the inmate will be changed into a suicidal prevention smock. In the cell the inmate will only be allowed a mattress, the suicidal prevention smock, and a suicidal prevention blanket.
5. Monitoring
 - a. Any inmate that is deemed a suicide risk and moved to a holding or isolation-detention cell will have a 10 minute Suicide Watch initiated on them.
 - b. The Corrections Officer performing the 10 minute observation will log it on a Special Observation Check log sheet. This log will include the date and time of

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the check, the officer conducting the check, and the inmate's condition at the time of the check.

- c. Once an inmate is placed on suicide observation, only a Mental Health Professional may remove from for the watch.

6. Referral

- a. Corrections Officers who notice a potential suicidal risk inmate, or have an inmate request mental health services will help the inmate fill out a Referral for CDTC assessment.
- b. Using this form the Corrections Officer will determine the priority level.
 - i. If **High** the inmate will be moved to an observation cell, place on watch, and Firelands Mental Health contacted immediately
 - ii. If **Medium** the Corrections Officer will contact Firelands Mental Health to conduct a phone assessment as soon as possible.
 - iii. If **Low** the form will be submitted for follow up with the Jail Adjustment Consultation Services.

7. Communication

- a. At the conclusion of any phone assessment conduct by Firelands Mental Health the Mental Health Professional will complete and fax a copy of a Crisis Incident Report to the Erie County Jail
 - i. A Copy of this report will be forwarded to the Medical Staff
 - ii. The officer requesting the phone assessment will document such in a Jail Narrative and attach a copy of the crisis incident report to it.
- b. When an inmate is seen by Jail Adjustment Consultation Services the Mental Health Professional will complete a Jail Adjustment form.
 - i. This form will be forwarded to the Medical Staff.
 - ii. Any recommendation made in this form will be immediately followed by the jail staff.

8. Intervention

- a. A Corrections Officer who observes an inmate attempting suicide shall:
 - i. Secure the area and request backup.
 - ii. Notify the Shift Supervisor
 - iii. Talk to the inmate and do not leave him or her alone
 - iv. Offer alternatives until help arrives
 - v. The Shift Supervisor shall:
 1. Respond to the area and evaluate the situation
 2. Follow procedures as required by the situation such as:
 - a. Contact Dispatch for inmate Transportation to the Hospital
 - b. Contact Firelands Mental Health for Emergency Evaluation
 - c. Move the inmate to an appropriate housing location
 - d. Initiate a suicide watch
 - vi. All Staff involved in the incident shall document the incident as soon as possible.
- b. A Corrections Officer who observes a suicide attempt shall:
 - i. Notify the Shift Supervisor immediately and call for backup
 1. Corrections Officers will not enter the housing area until the other inmates

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- are have been secured and/or back up arrives
- 2. With assistance, remove the inmate from the threatening situation
- 3. Begin first aid as required
- 4. Document all action as soon as possible
- ii. The Shift Supervisor shall:
 - 1. Secure the area and assign other officers to assist, as needed
 - 2. Determine if the inmate needs immediate medical attention
 - a. If the nurse is on station, ask that he/she responds to the scene
 - b. If the squad is need, contact dispatch for Perkins Fire Department to respond
- c. The Shift Supervisor will do the following if the inmate does not need immediate medical attention:
 - i. Contact Firelands Mental Health Center for an Emergency Evaluation
 - ii. Move inmate to appropriate housing location
 - iii. Notify the Jail Administrator of the situation
 - iv. See that all officers involved complete reports as soon as possible

9. Notification

- a. The Shift Supervisor will be responsible for notifying the Jail Administrator of the situation.
- b. The Jail Administrator will then contact the Chief Deputy if the suicide attempt is successful and family notification is required.

10. Reporting

- a. All officers involved in the situation will complete a detailed jail narrative of the incident.
- b. The Shift Supervisor will be responsible for entering the event into the Jail Log
 - i. The log code to be used is SASC – Suicide Attempted / Completed
- c. If the suicide is completed, the Erie County Sheriff's Office patrol division will be responsible for contacting the Erie County Coroner.
- d. The Jail Administrator will be responsible for notifying the division of parole and community services of the incident within 30 days.

11. Review

- a. In the event of a serious or successfully completed suicide attempt, a review of the incident will take place.
 - i. Jail Administration will review the incident and ensure all Jail Policy and Procedures were followed.
 - ii. The Erie County health department will review the incident to ensure all Medical Policy and Procedures were followed.

12. Critical Incident Debriefing

- a. All staff and inmates affected by a serious or successfully completed suicide attempt will be offered services from Firelands Mental Health.

Approved: _____ Date: _____

Erie County Jail Physician