

Chippewa County Correctional Facility <u>Policy & Procedure</u>	Effective Date: 3/17/2017	Policy Number: 5 . 14 . 2
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Section: Security and Control	Reference: NDS 2000 – SMU – Administrative Segregation ACA 1-CORE-2A-21, 3A-01, DHS 115.43, NDS 2019	
Subject: Administrative Segregation – Protective Custody (PC)	Authority: Michael D. Bitnar , Sheriff	
Rescinds: All Previously Issued Policies, Procedures, Directives, or Memoranda Relative to this Topic		

I. POLICY

It is the policy of the Chippewa County Correctional Facility to securely house inmate/detainees who are placed on Protective Custody status.

II. FORMS

- A.** 5-14A (Administrative/Disciplinary Segregation Order)
- B.** 5-14B (Administrative/Disciplinary Segregation Review)

III. PROCEDURE

- A.** Inmate/detainees placed on protective custody (PC) status will be managed in accordance with CCCF Policy & Procedure, 5.14, Administrative Segregation.
- B.** Inmate/detainees may be placed on protective custody (PC) status by a staff member to protect the inmate/detainee from harm. Protective Custody (PC) status may also be requested by the inmate/detainee. If an inmate/detainee is placed on protective custody status a 5-14A form (Administrative/Disciplinary Segregation Order) will be completed.
- C.** Reason(s) for placement on protective custody status must be valid and specific. If an inmate/detainee is placed on protective custody status by a staff member and/or the status is requested by the inmate/detainee, the reason(s) will be documented via 5-14A form (Administrative/Disciplinary Segregation Order).
- D.** Two (2) or more inmate/detainees on protective custody status may be housed together as long as the placement of two (2) or more inmate/detainees is not a safety risk and/or the placement does not pose as a threat to any of the involved individuals.
- E.** In the event an inmate/detainee is placed on protective custody status, the protective custody order(s) and review(s) will be conducted in

accordance with *CCCF Policy & Procedure #5.14, Administrative Segregation*.

- F. If the protective custody status is found to be invalid and/or unspecific, the inmate/detainee may be released from protective custody status.
- G. Any inmate/detainee placed on protective custody status due to sexual abuse will be properly reassessed before being returned to general population. The reassessment will take into consideration any increased vulnerability of the detainee as a result of sexual abuse.
- H. Inmate/detainees vulnerable to sexual abuse and/or assault will be placed on protective custody status only after reasonable efforts have been made to provide an appropriate housing assignment. This protective custody status shall be for the least amount of time practicable, when no other viable housing units exists, and/or for the inmate/detainee's protection/separation from likely abusers can be arranged. This status shall not ordinarily exceed a period of 30 days.
- I. Facilities shall notify the appropriate ICE Field Office Director no later than 72 hours after the initial placement into segregation, whenever a detainee has been placed in administrative segregation on the basis of a vulnerability to sexual abuse or assault.
- J. Upon receiving notification pursuant to paragraph (I) of this section, the ICE Field Office Director shall review the placement and consider:

(1) Whether continued placement in administrative segregation is warranted;

(2) Whether any alternatives are available and appropriate, such as placing the detainee in a less restrictive housing option at another facility or other appropriate custodial options; and;

(3) Whether the placement is only as a last resort and when no other viable housing options exist.

****CCCF is not responsible and/or liable for procedure actions taken by ICE pursuant to paragraph J section 1 through 3 of this policy****