

UTILIZATION OF SEGREGATION MEASURES

Type of Segregation Housing	Purpose	Approval Authority for Placement and Release	Length of Confinement	Persons to be Notified of Placement	Review Requirements	Conditions of Confinement
Pending Investigation Pre-hearing Detention	Threat to facility security or the community and pending a hearing for a rule violation or an investigation being conducted to determine if rules have been violated or if the offender poses a threat to safety, security, self and/or others.	Facility head or designee, highest ranking security officer, or duty officer.	14 days excluding holidays and weekends. If longer, the facility head will document reasons in writing to the deputy director	Facility head or designee and duty officer, if after hours. If placement meets the guidelines of OP-030102 Section IV.A., the deputy director will be notified the next working day.	Within 72 hours by the approving authority. Reviews every seven days by the classification committee.	Conditions outlined in OP-040204, Section V. A and B.
Medical or Psychiatric Evaluation	When a need for close observation exists based on medical conditions or behavior where a threat to self and/or others is indicated. (Does not include OSP-MHU, MBCC-MHU, or JHCC-MHU)	Facility medical or mental health officer.	14 days.	Facility head or designee and duty officer, if after hours. Deputy director the next working day.	Daily medical and/or psychiatric staff. Report to facility head within 72 hours.	Conditions outlined in OP-040204, Section V. A and B.
Protective Measures	Offenders requesting the need for protection while an investigation is conducted (DOC 060106A completed)	Facility head or designee, duty officer unit manager, or shift supervisor.	If longer than seven days, the offender will be transferred to an authorized protective custody unit.	Facility head or designee. Deputy director the next working day.	Within 72 hours by the approving authority. Every seven days by the classification committee.	Conditions outlined in OP-040204, Section V .A and B. No contact with non-protective custody offenders.
Transit Detention	Pending transfer and poses a threat to safety, security, self, and/or others.	Facility head or designee, shift supervisor, team supervisor, or duty officer.	Within 72 hours transfer packets will be submitted.	Facility head or designee, shift supervisor, case manager IV, or central classification office. If placement meets the guidelines of OP-030102 Section IV.A., the deputy director will be notified the next working day.	Within 72 hours by the approving authority. If placement continues for more than seven days, reviews by the classification committee are required.	Conditions outlined in OP-040204, Section V. A and B.
Disciplinary Detention	As a sanction following a disciplinary hearing in accordance with OP-060125.	Hearing officer and facility head or designee	30 calendar days maximum for any single violation in accordance with OP-060125. If continued placement more than 30 days, approval from the facility head is required.	Facility head or designee, department/unit head, or designee, shift supervisor, case manager IV. If placement meets the guidelines of OP-030102 Section IV.A., the deputy director will be notified the next working day.	Within 72 hours by the approving authority. Every seven days by the classification committee for the first two months, every 30 days thereafter.	If confinement exceeds 60 days, conditions as outlined in OP-040204, Section V. A and B. will apply.
Protective custody (LCF, MBCC)	For protection of the offender with a documented need and no other reasonable alternatives available. The central classification office must classify the offender as Protective Custody. (OP-060106)	Facility head or designee, duty officer unit manager, or shift supervisor. Population office classifying the offender as PC.	Indefinite.	Facility head or designee, Central classification will initiate a transfer if warranted. Deputy director/private prison administrator the next working day	Within 72 hours by the approving authority. By the classification committee every seven days for the first two months, every 30 days thereafter.	Conditions outlined in OP-040204, Section V .A and B. No contact with non-protective custody offenders.
Administrative Segregation (OSP,MBCC)	When presence in general population poses a serious threat to life, property, self, staff, other offenders, or to the security or orderly running of an institution. (OP-060106)	The authority having jurisdiction will approve placement and release of offenders to/from administrative segregation.	Indefinite and relatively extensive periods of time.	Deputy director, warden, and central classification office.	Within 72 hours by the warden. By classification committee every seven days for the first two months and every 30 days thereafter.	Conditions outlined in OP-040204, Section V.