

UNIVERSITY OF FLORIDA COLLEGE OF MEDICINE – JACKSONVILLE

Resident Manual

Prisoner-Patient Physician Reference Sheet

PURPOSE:

- To provide general information and promote cooperation between Shands Jacksonville Medical Staff and Prisoner Security Officers who are under orders from the Jacksonville Sheriff's Office.
- Security Officers monitoring prisoner patients at SHANDS Jacksonville or any other facility will make themselves thoroughly familiar with the Security Instructions for their post each tour of duty. Security Officers will contact their supervisors for direction in any situation not covered by these instructions.

MISSION:

The mission of the Security Officers assigned to the Jacksonville Sheriff's Office contract is to ensure prisoner patients are properly accounted for, monitored, escorted, and returned to the custody of the Sheriff's Office without incident, harm, or endangerment to Wackenhut Officers, SHANDS Medical Center staff or customers, the general public, or the prisoners themselves.

- All prisoners will be kept under direct supervision at all times.
- The Prisoner Security Officer is to advise medical staff in the event medical instruments or other items that could pose a hazard are left in the room and request their removal.
- Prisoner-Patients are not allowed visitors while on Shands Jacksonville property. In the event the Prisoner-Patient has been admitted to an Intensive Care Unit or has been verified by medical staff as being in terminal health, immediate family members can be granted a Special Visit Authorized by a JSO lieutenant or higher law enforcement authority.
- Security Officers monitoring prisoner patients will prepare an Incident Report concerning any unusual event that occurs during his/her shift. Incident reports will be written to describe the "who, what, when, where, and how" of the situation and will be turned in to the Shift Supervisor and/or On-Site Manager no later than the end of that tour of duty. The on-duty supervisor is responsible for conducting an initial investigation, notifying the client via the Liaison Officer, initiating immediate corrective action, and forwarding the report to the Wackenhut On-Site Manager.
- Security Officers will not remove their weapon from their duty holster for any reason other than applying imminent deadly force, or upon being assigned to the unit on 4-South or one of the Mental Health Resource Centers, unless otherwise directed by their Shift Supervisor, On-site Manager. When removed due to assignment, the weapon will be locked in the secure gun vault provided.

STANDARDS OF CONDUCT: Security Officers will be alert and practice situational awareness at all times.

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- Sleeping is prohibited whether assigned to duties in shift hold, the emergency room/Police Hold, and medical wards or 4-South. An alert Security Officer will not turn his/her back on a prisoner allow a prisoner patient to get within arm length of their weapon.
- Observe the inmate's body language in anticipation of a personal attack or an escape attempt.
- The JSO Liaison Officer or higher authority must give approval for removal of restraints, except in life threatening situations. In life threatening situations, the JSO Liaison Officer or higher authority will be notified of the removal of restraints and the reason or situation as soon as possible.
- Whenever restraints have to be removed from a prisoner patient, in part or completely, the Security Officer will request the presence of another officer to provide backup to prevent an attack or escape attempt.

WACKENHUT CHAIN OF COMMAND: Each Security Officer has a Supervisor and each Supervisor reports to the On-Site Manager. Each Officer will take and follow directions from their supervisor and officers within their chain of command. The chain of command runs from the individual Officer to their Supervisor to the On-Site Manager to the Area Supervisor to the Manager of Physical Security to the Area Manager.

SECURING PRISONERS IN EMERGENCY ROOM/POLICE HOLD/TRAUMA WARDS:

1. When meeting an officer to take custody of an inmate, they should make every effort to meet them at the ambulance entrance to the Emergency Room. Upon arriving at this location, the Security Officer will INSPECT the area for potential weapons and contraband. He or she will SEARCH the prisoner for weapons and contraband in the presence of the JSO Officer, and initiating a property receipt card to be completed by the on-duty supervisor and witnessed by the Security Officer. The property will then be taken and stored in the Holding Cell area until the inmate is released from SHANDS. The JSO Officer's handcuffs can then be replaced with a four-point restraint at this time. **(The Police Officer must come into the triage center to sign the inmate in and after this is done you can take custody of the inmate.)** The Security Officer will obtain the releasing JSO Officer's name, ID# number and signature along with the time and date of the transfer on his/her time sheet before the officer departs. Sometime the name may be illegible, but the Security Officer should ensure that the I.D. # number is legible.
2. **ALL PRISONERS WILL BE SECURED WITH FOUR-POINT RESTRAINTS AT ALL TIMES.** All restraints and handcuffs will be double locked to prevent injury to the prisoner patient. The prisoner patient is not authorized visitors or phone calls during their stay in ER/Police Hold. The Security Officer will keep their immediate Supervisor informed of their security status and physical location. The Supervisor will be notified prior to any movement of the prisoner from one location to another within the hospital.
3. **If instructed by a medical staff member to remove a prisoner's restraining devices to facilitate medical care and it's not a time-critical life or death situation, the Security Officer will acknowledge the request and contact his/her Supervisor FIRST to obtain permission from the Liaison Officer or higher authority.** If approved, the Supervisor will

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provide immediate backup to the Officer before the restraints are removed. One Officer can provide backup to two or more officers at one location, if need be.

4. Inmates will not receive food or beverages unless approved and provided by the hospital staff. Security officers will notify their on-duty Supervisor prior to moving a prisoner patient to a new location. Prisoner patients will be kept under constant surveillance and the Officer should ideally maintain a position between the prisoner patient and any room exit.

MEDICAL STAFF GUIDELINES:

Remember Prisoner-Patients retain the rights of informed consent and at no time may a medical decision regarding care be made by the Jacksonville Sherriff's Office or a Prisoner Security Officer.

Prisoner-Patients retain all HIPAA, informed consent and privacy decisions. In extraordinary cases privacy protection may be automatically assigned by opting them out of the facility directory in order to protect the Prisoner-Patient from immediate or impending harm. If the privacy protection is assigned, an "&" will appear by the Prisoner-Patients name and NO information must be disclosed on this Prisoner-Patient. These requests should be discussed with the Nurse Manager and/or Nursing Administration Office and any potential for misinformation or disservice to family should be considered

In the event that the use of shackles is likely to interfere with medical care, for example in cases where a Prisoner-Patient is likely to require defibrillation, obtain a consult from the Nurse Manager, Nurse Manager's designee, and/or Nursing Administration Office. If there is agreement that a request for use of alternative restraints to shackles is appropriate, the Nurse Manager and/or designee are then to call the JSO Liaison Officer at 244-6952 to make the request.