

**NEVADA DEPARTMENT OF CORRECTIONS  
ADMINISTRATIVE REGULATION  
460**

**SECURITY AT COMMUNITY HOSPITALS**

**Supersedes:** AR 460 (06/17/12) and AR 460 (Temporary, 04/17/13)  
**Effective Date:** 10/15/13

**AUTHORITY** NRS 209.131, 209.417

**RESPONSIBILITY**

The Director is responsible to insure that this regulation is complied with.

The Wardens are responsible to implement this regulation.

Correctional staff are responsible to have knowledge of and comply with this regulation.

**460.01 OFFICER REQUIREMENTS**

1. Except in an emergency, Custody Staff of all ranks will wear a Class A Uniform when they are manning a post that, on a routine basis, will be meeting the public.

2. Correctional Officers assigned to community hospital coverage shall have a copy of the following in their possession:

A. Post Orders and/or Operational Procedures which include escape procedures, contact info, and a copy of this Administrative Regulation;

B. A log sheet to record all activities pertaining to the hospitalized inmate(s);

C. A current inmate photograph;

D. Travel orders indicating the inmate's sentence, custody and any other pertinent information;

E. A list of Department phone numbers.

3. At no time will a Correctional Officer who is supervising inmate patients in the hospital be watching television or participating in any activity which would divert attention from the performance of his/her duties.

A. Officers are not allowed to have visitors.

4. The inmate must be visible to the officer at all times whether in or out of bed.
5. Supervising correctional staff will sit in a position in which they can observe both the inmate and the door at all times.
6. Officers are responsible for providing their own meals while on duty; however, arrangements may be made with the hospital to purchase a guest tray.
7. Officers are not to provide food or drinks to any hospitalized inmate patient.
  - A. Inmate patients are not allowed to receive any items not sent through the institution (i.e. flowers, candy, cards, etc.).
8. Correctional Officers on duty will use the nearest restroom available. If appropriate the Officer should utilize the restroom located inside the room where the inmate is housed. If another restroom must be utilized, one Officer must remain at the door with the weapon and no one will be allowed to enter unless an emergency situation arises.
9. If additional appointments are scheduled for the inmate, correctional staff shall **not** inform the inmate of the scheduled dates.

#### **460.02 SECURITY PROCEDURES**

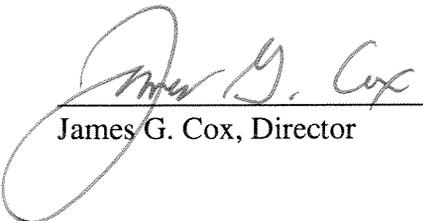
1. When the Department is admitting an inmate, hospital security staff and other staff as deemed appropriate are to be immediately notified of the inmate's custody level – whether maximum, close, medium, or minimum.
2. An inmate should not be placed in a room with a civilian, subject to hospital availability.
3. The Shift Supervisor shall notify local law enforcement agencies and hospital security staff of the inmate(s) hospitalized, the expected period of hospitalization, and the location of the inmate's room within the hospital.
4. Inmates who are community trustee may be authorized to remain in the hospital without supervision if the hospital concurs.
  - A. Hospital staff may, at any time, request and receive Custody Staff for supervision purposes.
5. Minimum custody inmates may be supervised by one Custody Staff.
6. Inmates who are medium custody or higher will be restrained to the hospital bed in a manner compatible with medical treatment.
7. If more than one medium custody or above inmate is hospitalized in the same location, two officers will be assigned per inmate.

- A. Custody supervision by two officers may vary depending upon the security needs of the inmates and the hospital layout.
  - B. Under special circumstances, medium custody inmates may be supervised by only one officer, for example, when an inmate is in a coma. Prior approval of a Deputy Director is required.
8. Once the inmate has changed out of prison clothing, the transporting officer will return the inmate's clothing to the institution, unless there is information of an investigation, or the slightest possibility that the inmate's clothing may contain evidence of a crime or an offense in custody, Upon discharge from the hospital, the inmate's clothing will be returned for transportation back to the institution.
9. Inmates are to remain in their room at all times unless the physician has ordered walking in the hall as part of the treatment plan.
10. Inmates will be furnished with disposable eating utensils by the hospital. The Correctional Officer is responsible to ensure that all items issued are returned.
11. The Director, Deputy Director, or Warden may authorize visits to hospitalized inmates. Any visitor must be on the inmate's approved visiting list or have an approved legal visit. No other visits or interviews are to be allowed.
12. Per AR 750, inmates are permitted to receive first class mail through the prison. Outgoing mail is not authorized.
13. Inmates admitted to a medical facility shall be prohibited from using the telephone unless prior written permission has been granted by the Director, Deputy Director, or Warden.
- A. The Department may ask hospital personnel to remove the telephone from the room or place a lock on it in order to prevent inmate access.
14. The hospital staff shall be instructed to notify the supervising officer of any unusual occurrence which relates to the inmate patient.
- A. If no officer is available, hospital staff shall be instructed how to notify the shift supervisors of the appropriate institution.
15. All rules and regulations of the Department shall be in effect; however, exceptions may be made for medical reasons.
- A. If the attending physician indicates that specific treatment is necessary, the Department staff is to assist in any way possible, without breaching security.
  - B. An immediate report to the institution shall be made if such treatment differs from the normal situation at institutions.

16. Operational Procedures will be developed for inmates admitted for surgery addressing proper safety and security procedures unique to the medical facility in which the inmate is housed.

**APPLICABILITY**

1. This Administrative Regulation requires an operational procedure and Post Orders for all institutions/facilities.
2. This regulation requires an audit.

  
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James G. Cox, Director

10/15/13  
Date