

DETAINEE TRANSPORTATION

25.1 TRANSPORT OPERATIONS

PHILOSOPHY: The transportation of prisoners is a potentially dangerous function. The use of precautions can effectively decrease the potential of harm to the involved officers, the public, and the person in custody. Officers are also responsible for the well-being of a prisoner during transport. The principles and practices in this section will assist in ensuring the safe and expeditious transport of prisoners.

25.1.1 Prisoner Transportation Practices (Also see 25.2.1)

Principle: In order to ensure the safe transport of prisoners as well as care for the needs of diverse prisoners, the following practices shall apply.

Practices:

- A. Handcuffing: All persons in custody shall be handcuffed during any transportation. Officers will secure the person's hands by using handcuffs, flex-cuffs, or another approved department restraint device and method.
 1. Normally the person's hands will be secured behind their back with their palms facing out. Some exceptions may apply because of medical reasons, age, or other circumstances. In these instances a supervisor shall be notified.
 2. Other considerations: Officers shall also ensure the following practices are applied when handcuffing subjects. Exceptions may be made for combative prisoners.
 - a. The handcuffs will be sized to fit and always double-locked.
 - b. Officers will avoid placing handcuffs over clothing or jewelry.
- B. Searching Prisoners: All persons in custody shall be searched prior to each transport. When a person is being lawfully detained and it becomes necessary to transport the person, a pat-down search shall be conducted. Refer to Standard 1.2.4 regarding the scope of the search.
 1. Visual Inspection of Pockets: In order to prevent inadvertent contact with items that may expose an officer to communicable diseases, a visual search of pockets should occur prior to an officer removing items from a pocket.
 2. Opposite Sex Searches: Unless immediate officer safety considerations prohibit waiting for a second officer, an officer shall have another officer present to witness the search of a person of the opposite sex.
- C. Transporting: The following practices shall apply during the transportation of persons in custody or lawfully detained.
 1. Information Provided to Dispatch: Prior to transport an officer shall provide the dispatcher with the below listed information.
 - Unit call sign
 - Number of prisoner(s)
 - Destination
 - Mileage (also provide ending mileage when arriving at destination)
 2. Use of Seatbelt: The seatbelt not only helps to prevent injury to the person being transported, but it also reduces a person's ability to slip the handcuffs to the front during transport. Therefore all persons being transported shall be secured by a seatbelt. An exception may be made when a prisoner is combative.

3. Use of Leg Restraints: It may become necessary to apply leg restraints to combative persons who are in custody.
 - a. In no circumstances shall a person be restrained in a manner (4 point restraint) where their legs are pulled up behind them and secured to the handcuffs or other object in their waist area at a distance less than two (2) feet.
 - b. If a four (4) point restraint is utilized, the person shall not be placed or transported in a prone (face down) position. Transporting officers will advise the jail staff that the subject was transported while under 4-point restraints.
 - c. A supervisor shall be notified whenever leg restraints or a 4-point restraint will be maintained on the prisoner to safely complete the jail transport
4. Transport Ratio: Generally it should be a five to one ratio of prisoners to officer for transportation. If the ratio is to exceed this limit, a supervisor will be advised.
5. Involuntary Mental Evaluation Holds: Whenever a person is placed on an involuntary mental evaluation hold, either an ambulance will be contacted for the transportation or the officer may transport to the nearest appropriate hospital. An officer may be required to follow the ambulance to its destination for investigative reasons or when the person is being combative.
6. Juvenile Transports: Known juveniles will be transported separately from adults. A supervisor may permit a juvenile and adult to be transported together in a patrol vehicle when it is deemed necessary due to staffing. In these instances the juvenile prisoner will be transported to a holding facility prior to any adult prisoner.
7. Female Transports: Female prisoners may be transported with male prisoners in a patrol vehicle at the officer's discretion. No pregnant woman or youth may be transported from a correctional facility to another location (including court proceedings) in restraints during the third trimester or postpartum recovery unless "extraordinary circumstances" exist where an officer makes an individualized determination that restraints are necessary to prevent an escape, injury to the woman or youth, medical or correctional personnel or other". In the event an officer believes an extraordinary circumstance exists requiring restraining during the third trimester or postpartum recovery, the officer must fully document in writing the reasons that he or she determined such extraordinary circumstances existed. Women who are in their third trimester of pregnancy or in postpartum recovery shall be transported in a separate vehicle from other prisoners.
8. Unattended Prisoners: Except in emergency circumstances, refer to Standard 25.1.4, no person in custody or being lawfully detained shall be left unattended in a police vehicle. A prisoner shall be deemed to be unattended when the officer can no longer maintain continuous visual observation of the prisoner. Exception may be made when the vehicle is to be left within a secure holding facility.
9. Use of hoods and helmets: The use of spit hoods and protective helmets are authorized when reasonable to do so.
10. In car video: Operators will ensure that the in car video system, if equipped, is activated during transports (rear seat only).

25.1.2 Vehicle Inspections

Principle: In order to ensure a vehicle used for transportation of a person in-custody is free from contraband and/or weapons, an officer shall conduct a search of the area where the prisoner will be seated prior to and after each transport. Also refer to Standard 17.3.2 regarding daily inspections of the vehicles.

25.1.3 Officer Positioning During Transport

Principle: The patrol vehicles are equipped with security screens. Therefore officers will always place prisoners in the secured area of the vehicle for transport. No officers will accompany prisoners in the secured area during transport. An unmarked vehicle might not be equipped with a security screen. The lack of the security screen creates additional safety concerns for an officer transporting a prisoner. Therefore if an unmarked vehicle is to be used to conduct a transport of a person in-custody or being lawfully detained, officers shall adhere to the below described practices.

Practice:

- A. One Person: Two officers will be present during the transport. The person in-custody shall be seated in the back passenger seat. The second officer shall be seated in the rear seat behind the officer driving the vehicle.
- B. Two Persons: If it becomes necessary to transport two persons, a vehicle with a security screen shall be utilized.

25.1.4 Interrupting a Prisoner Transport

Principle: Officers shall proceed directly to the destination provided to dispatch unless the officer provides dispatch with a new destination and their current location. Officers shall not interrupt prisoner transports unless an officer witnesses a situation and/or crime in which failure to act would risk death or serious bodily injury to another. If an officer must interrupt a prisoner transport, he/she shall immediately notify communications of the location, the reason for the interruption, and request assistance. The officer will resume the transport as soon as reasonably possible.

25.1.5 Transport Destination Practices

Principle: An officer transporting a prisoner to another facility will comply with the rules of that facility. The transporting officer shall:

- A. Secure firearms in a gun locker or in the trunk of the police vehicle before the prisoner exits the vehicle.
- B. Leave restraints on the prisoner unless otherwise directed by the receiving officer.
- C. Provide the necessary completed documentation to the receiving officer.
- D. Provide any special information to the receiving officer concerning the prisoner's behavior, health, risk of escape, or violence.

When an officer transports a person in custody or lawfully detained to the Lakewood Police Department, the practices provided in Chapter 25 shall apply.

25.1.6 Prisoner Escape

Principle: The escape of a prisoner requires immediate action, but should never unnecessarily jeopardize the safety of an officer. The following practices will apply to assist in the apprehension of the prisoner and the documentation of the escape.

Practice:

- A. Notification: An officer shall immediately notify dispatch and the patrol supervisor of the escape. The officer should provide the location of the escape and the last known direction of travel of the prisoner, as well as any other information that may assist in the capture of the escapee. If in another jurisdiction, the officer shall ensure the jurisdiction is notified of the escape and assist that jurisdiction in any way authorized. Police Officers shall take immediate steps to arrest the escapee if possible.
- B. Report: The involved officer shall complete a police report documenting the escape.

25.1.7 Unusual Security Risk

Principle: The transporting officer shall notify the presiding judge, respective bailiff, or the corrections shift supervisor any time a transported prisoner is deemed a risk. The judge may allow or direct the use of restraining devices inside the courtroom. The transporting officer may request additional personnel for assistance or security.

25.2 RESTRAINING DEVICES

PHILOSOPHY: Restraining devices are an important tool to assist officers in controlling the movements of suspects and prisoners. Although restraining devices greatly enhance an officer's ability to increase safety for themselves and others, the devices can cause and/or contribute to bodily injury and should be used with care.

25.2.1 Authorized Restraining Devices and Methods

Principle: Any Police Officer transporting on behalf of the court may use waist chains and/or leg chains when transporting multiple prisoners from jail to court for appearances. These restraints may also be used when transporting persons in custody or legally detained that require alternative restraints due to medical reasons, size, or special security considerations.

25.3 SPECIAL TRANSPORT SITUATIONS

PHILOSOPHY: It may become necessary to provide transportation to prisoners that are sick or injured. In order to ensure their welfare, the following practices shall apply.

25.3.1 Transporting Sick, Injured, or Disabled Prisoners

Practice: Officers shall adhere to the following practices when transporting sick, injured, or disabled prisoners.

- A. **Medical Attention:** Whenever a person in police custody requests medical attention it shall be provided as soon as possible to them by qualified medical personnel. An officer may provide transportation to a medical facility or request a medical response to the officer's location at their discretion and depending on the nature of the complaint. Prisoners shall remain restrained during any transportation the Lakewood Police Department conducts.
 - 1. **Transport by Aid Car:** An officer shall follow an aid car whenever the aid car is transporting a person in custody. In the event that it becomes necessary for an officer to ride in the aid car, the officer will first get approval from his/her supervisor.
- B. **Disabled Persons:** Persons with physical and/or mental disabilities shall be transported according to Standards 25.1.1 and 25.3.1. Do not assume that restraint devices are not needed on disabled detainees. Officers transport disabled detainees safely and consistently in accordance to the detainee's specific needs. The degree of physical restraint is left to the officer's discretion. If necessary, the officer conducting the transport may consult with the supervisor.

25.3.2 Medical Attention

Principle: Officers shall adhere to the following practices whenever it becomes necessary for a person in custody to receive medical attention.

Practices:

- A. **Security:**
 - 1. Any person in custody shall remain in restraints unless the attending medical personnel specifically ask for

the restraints to be removed. The officer shall remain in constant observation and close proximity of the person in custody.

- a. **Extended Care:** If the person in custody is going to require extended treatment and does not present a threat to medical personnel he/she may be left unattended during this treatment with prior authorization from a police supervisor. Medical facility staff may notify the Police Department when the person is ready for transport.
 - b. **Person In-Custody Admitted:** The Police Department is responsible for security whenever a person in custody is admitted to a medical facility and must remain in police custody. Whenever a person in custody is going to be admitted to a medical facility, the CDO shall be contacted and advised. When appropriate the CDO may select an authorized alternative to continued physical custody. Refer to Standard 1.2.7.
- B. **Medical Release:** If the person is to be booked, the medical facility must provide a signed medical release form that will be provided to the jail facility at the time of booking.

25.4 DOCUMENTATION

PHILOSOPHY: Whenever a Lakewood Police officer is transporting a prisoner from a jail facility to another location it is important to ensure proper documentation accompanies the prisoner in order to positively identify the prisoner and communicate from one entity to the next, any special concerns or considerations. Therefore the below listed practices shall apply.

25.4.1 Required Documentation Practice:

- A. **Verify Identification:** The transporting officer is responsible for verifying the prisoner's identity before accepting custody. Officers shall confirm the prisoner's identity by checking the identification bracelet or card, matching physical description of prisoner to jail records, or any other method assuring the correct identity of the transported prisoner.
- B. **Accompanying Documentation:** The following documentation shall accompany a prisoner being transported to another facility if applicable:
 - Commitment papers
 - Warrants or information on warrants
 - Medical records or information including unusual illness
 - Personal property
- C. **Court Transportation:** The Lakewood Municipal Court provides documentation for a prisoner transported to the court.
- D. **Additional Information:** Additional documentation concerning a prisoner's risk of suicide, escape, or other potential security risks shall accompany them.