

310:670 City and County Detention Facility Standards, (POLICY AND PROCEDURES)

310:670-1-3. Implementation and inspection

- A local facility administrator shall develop and implement written policies and procedures pertaining to the daily management and operation of the facility. Each facility shall develop and maintain an operations manual sufficient to demonstrate compliance with the standards in Section 1 of Subchapter 3 of this Chapter, or Section 1 of Subchapter 5 of this Chapter.

Lockup Facilities:

- **310:670-3-1** Basic Standards. Written policy and procedures for the operation of a lockup facility.

Detention Facilities:

- **310:670-5-1.** Written policies and procedures for **admission, release, and records** of inmates.
- **310:670-5-2.** Written policies and procedures for the **safety, security and control** of staff, inmates and visitors.
- **310:670-5-2-(17)** A **post order** shall be prepared for each post or duty assignment to be performed, and it shall specify the procedure to be followed for completing the assignment
- **310:670-5-3.** Written policies and procedures for **supervision** of inmates.
- **310:670-5-4.** Written policies and procedures for Inmate **rules, discipline and grievances**.
- **310:670-5-5.** Written policies and procedures for **classification and segregation** of inmates.
- **310:670-5-6.** Written policies and procedures for the **safety, sanitary and hygiene**.
- **310:670-5-7.** Written policies and procedures for **Food Services** and **dietary requirements**.
- **310:670-5-8.** Written policies and procedures for **Medical care and health services**.
- **310:670-5-9.** Written policies and procedures for **Mail and visitation**
- **310:670-5-10.** Written policies and procedures for **Training and staff development**
- **310:670-5-11.(a) Existing facilities.** Written policies and procedures for **existing physical plant**
- **310:670-5-11.(b) New facilities and substantial remodeling(after January 1, 1992).** Written policies and procedures for **physical plant of new facilities and remodeling**.

Juvenile Offenders:

- **310:670-7-1.** Standards for detention facilities holding juvenile offenders.
- **310:670-7-2.** Certification of detention facilities holding juvenile offenders.
- **310:670-7-3.** Recording and reporting the use of detention facilities to hold juvenile offenders.

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