

# BALTIMORE CITY PUBLIC SCHOOLS

## GENERAL ORDER 10-34 SECTION I-2

### PERSONS IN POLICE CUSTODY Revisions Approved: June 12, 2018

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This General Order contains the following numbered sections:

- I. Directive
- II. Purpose
- III. Custodial Safety and Welfare of Persons in Custody
- IV. Maintenance of Safety and Health
- V. Injured Prisoners Security/Reporting
- VI. Serious Injury or Death While in Police Custody
- VII. Effective Date

#### **I. DIRECTIVE**

This General Order is to provide direction to members for when an injury occurs to a person in the custody of the Baltimore City School Police Force (BCSPF).

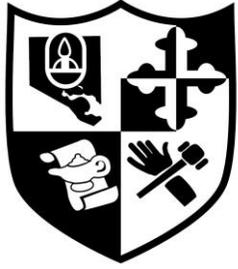
#### **II. PURPOSE**

It is the intent of the BCSPF to ensure the wellbeing of persons in its lawful custody.

#### **III. CUSTODIAL SAFETY AND WELFARE OF PERSONS IN CUSTODY**

##### **A. Responsibilities of Members of BCSPF**

1. Whenever a person is taken into custody, the officers should ensure the safety of the arrestee by evaluating the need for on-scene medical attention. If medical attention is needed, the officer shall provide initial first-aid and will notify fire/EMS for additional medical assistance and possible transport to the nearest medical facility.
2. Members should ensure care and attention is taken regarding their own safety and security and that of others.
3. Members should search thoroughly, all persons arrested and held in custody for weapons and/or contraband. Weapons and/or contraband recovered shall be handled in accordance with established procedures.
4. Members should remove all accessories that could be used either as an offensive weapon or to inflict self-injury. Hold such items in a suitable container with the arrestee's information.



# BALTIMORE CITY PUBLIC SCHOOLS

## GENERAL ORDER 10-34 SECTION I-2

### PERSONS IN POLICE CUSTODY Revisions Approved: June 12, 2018

---

5. Members should be aware that persons under the influence of alcohol or controlled substances may be more likely to harm themselves and possibly others.

#### **IV. MAINTENANCE OF SAFETY AND HEALTH**

##### **A. Members of the Department Must:**

1. Handle all reports of persons with possible/obvious psychological problems, emergency evaluations and related offenses in keeping with established departmental policy. Members should consider the following when evaluating a person's needs:
  - a. Statements that may indicate suicidal intent
  - b. Signs of depression or humiliation
  - c. Physical evidence of prior suicide attempts (scars, etc.)
  - d. Any activity or demeanor which would lead a prudent individual to suspect a potential for danger.
  - e. Evidence/information received from teachers, administrators and/or other staff
2. Immediately transport a person who meets the criteria for emergency psychiatric evaluation with existing guidelines and law to an appropriate medical facility. Provide the required supportive documentation to the medical facility with the prisoner.

An emergency evaluation shall be required to any person coming into school police custody who exhibits any disposition, predilection or intent towards suicide. This may occur at the time of arrest or shortly thereafter.

NOTE: A prisoner need not voice suicidal intent to cause an emergency evaluation. Any combination of factors which may cause alarm on the part of an officer may trigger an evaluation. Conversely, any suicide attempt shall immediately require an evaluation.

Submit all written reports involving persons taken into school police custody immediately to assigned supervisor.

##### **B. Supervisors Shall:**



# BALTIMORE CITY

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# PUBLIC SCHOOLS

**GENERAL ORDER 10-34**  
**SECTION I-2**

**PERSONS IN POLICE CUSTODY**  
**Revisions Approved: June 12, 2018**

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1. Audit reports involving incidents of persons with possible/obvious psychological problems, emergency evaluations and related incidents in keeping with establish departmental intent.
  2. Upon completion of an audit of a report of an incident submit a copy to the Lieutenant of Operations and/or Chief of School Police via official channels.

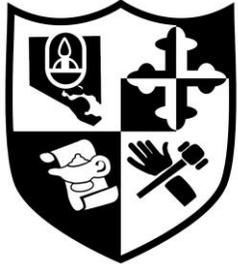
**V. INJURED PRISONERS SECURITY/REPORTING**

**A. Sergeant/OIC**

1. Shall have a prisoner transported to a medical facility when they:
  - a. Are injured, unconscious or ill;
  - b. Requests medical treatment; or
  - c. Refuses medical treatment when apparently in need of treatment.
2. Shall inform the Lieutenant of Operations of the need to have an officer(s) respond to the designated medical facility to guard the prisoner.
3. When transportation is provided by ambulance, ensure the prisoner is guarded en route.
4. Review reports to ensure compliance with this General Order.

**B. Members of the Department**

1. Upon arresting a person who is ill or seriously injured (i.e. head injuries, profuse or unusual bleeding, unconscious, broken limbs, vomiting, ingestion of CDS, swelling, etc.) shall:
  - a. Administer first aid.
  - b. If necessary to control the individual, use appropriate restraint methods to ensure that the prisoner is safe from inflicting harm upon themselves or others, and by taking precaution not to aggravate the injury. Then search the prisoner.
  - c. Ensure the prisoner is guarded at all times. After being arrested, if the prisoner goes to a hospital for treatment before being taken to another facility, ensure that the prisoner is guarded during the transport and upon arrival at the medical facility.
  - d. Respond to the medical facility to guard your prisoner or if unable, arrange through supervisor to have another officer respond to the



# BALTIMORE CITY

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## PUBLIC SCHOOLS

### GENERAL ORDER 10-34 SECTION I-2

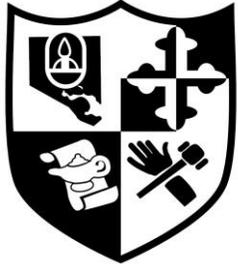
#### PERSONS IN POLICE CUSTODY Revisions Approved: June 12, 2018

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- medical facility and guard the prisoner until arriving.
2. Shall ensure medical treatment for a prisoner when needed. When a prisoner refuses treatment at a medical facility, get a copy of the prisoner's written refusal of treatment form from the medical facility and give to supervisor.
  3. When guarding a prisoner in an Emergency Room/Hospital Room members shall:
    - a. Search/survey the room/cubicle where the prisoner is being treated to ensure officer safety and to prevent possible prisoner escape.
    - b. Depending upon the circumstances, handcuff or leg iron the prisoner.
    - c. Stand inside the prisoner's room/cubicle. When security conditions permit, be sensitive to gender identity.
    - d. Attempt to keep visual contact if member is directed outside the cubicle/room by the attending physician for medical reasons an stand directly outside the cubicle/room. When possible, suggest the use of curtains to remain in the hospital room.
    - e. Not be absent unless another officer responds to stand guard during the absence.
    - f. Call medical personnel to provide for the prisoner's needs. **DO NOT** obtain anything for the prisoner (i.e. water, food, clothes, linen, magazines, etc.)
    - g. Ensure the prisoner does not have any communication or contact with anyone except identified medical facility personnel.

**EXCEPTION:** When a prisoner has a confirmed life-threatening condition only clearly identified visitors, as defined below, (one at a time) after authorized by a supervisor (rank of Sergeant, Corporal, or higher).

- i. Allowable visitors:
  1. Member(s) of the immediate family (mother, father, grandmother, grandfather, stepmother, stepfather, guardian).
  2. Legal representative; or
  3. Other person(s) deemed necessary and appropriate
- ii. When authorization has been granted by a supervisor for visitor(s), the officer must:



# BALTIMORE CITY

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# PUBLIC SCHOOLS

**GENERAL ORDER 10-34**  
**SECTION I-2**

**PERSONS IN POLICE CUSTODY**  
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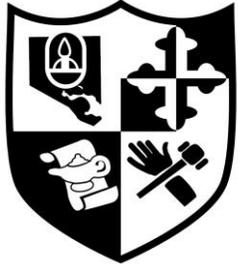
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1. Set up specific/limited visitation period in accordance with the directions of the attending physician.
  2. Require identification of each visitor (Picture identification such as driver's license, professional identification, etc.).
  3. Write the date, time and visitor identification on the administrative report. Include the name of the physician who determined the life-threatening condition.
  4. Send the visitor information to the Sergeant/Corporal.
  5. Ask to inspect all articles in the possession of visitor's (e.g. briefcase, carrying case, handbag, etc.) in which contraband material or weapons could be secreted. If a visitor refuses inspection, they may not visit the prisoner.
  6. Conduct a careful pat-down of the garments worn by the visitor(s). Precautions shall be taken in accordance with the gender identity of the visitor(s) for this procedure (female visitor-female officer, male visitor-male officer).
  7. Do not leave the prisoner during the visitation.
- iii. When a person is taken into custody and the person has an injury/illness or receives an injury, write a follow-up report to an original offense/incident report or prepare a report for the appropriate offense/incident, with the following information in the narrative:
1. Type of injury/illness.
  2. Location of injury on the person's body.
  3. Whether the minor injury was present prior to coming into contact with police or while being placed in police custody.

## **VI. SERIOUS INJURY OR DEATH WHILE IN POLICE CUSTODY**

### **A. Responsibilities**

1. Commanding Officers shall ensure that the officer(s) is placed on administrative duty when a person under the custody of the employer dies



# BALTIMORE CITY

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## PUBLIC SCHOOLS

### GENERAL ORDER 10-34 SECTION I-2

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while in the custody of a school police officer or soon after being in an officer's custody; or as a result of a police action.

2. Commanding Officer may only remove an officer from administrative duties only when the investigation into the person's death has been concluded and the officer is fit to return to full duty. Any incident involving the death of a person in police custody will be handled on a case by case basis.
3. Commanding Officer must ensure a member placed on administrative duty pursuant to this General Order and the Law Enforcement Officers' Bill of Rights is not assigned any enforcement duties.

#### **B. Traumatic Incidents**

By authority of the Chief of School Police, supervisors will place an employee on administrative leave when they have been involved in a traumatic incident.

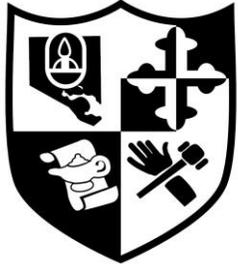
##### *Traumatic incidents:*

- a. When the actions of a department employee, whether accidental or deliberate, result in the death or serious injury of a person.
- b. When members are present at the death or serious injury of a department employee. This includes Communication Division personnel directly responsible for radio or phone service during the incident.
- c. Negotiating team members directly responsible for management of negotiations when the incident terminates in serious injury or death. Prior to a return to full duty, the affected employee is required to meet with the police psychologist/representatives for the Employee Assistance Program (EAP) for one session.

#### **VII. EFFECTIVE DATE**

This Order shall be effective on the date of publication.

I certify that I have read and fully understand this Order.



**BALTIMORE CITY**  
**PUBLIC SCHOOLS**

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Signature \_\_\_\_\_

Date \_\_\_\_\_