


PBP FORM 290  PITTSBURGH BUREAU OF POLICE <i>"...honor, integrity, courage, respect, and compassion."</i>		SUBJECT: "PRISONERS ADMITTED TO HOSPITALS"		ORDER NUMBER: 50-03	
		CALEA STANDARD:		PAGE 1 OF 3	
ISSUE DATE: 9/13/2017	EFFECTIVE DATE: 5/11/2015	ANNUAL REVIEW DATE: May	RESCINDS: ALL PREVIOUS	AMENDS:	

1.0 POLICY/PURPOSE:

- 1.1 When a prisoner is taken to a hospital and it is determined that he/she will be admitted, it shall be ascertained whether or not to provide personnel for the guarding of such prisoner.
- 1.2 Steps shall be taken to have the prisoner, who was admitted to the hospital, arraigned as soon as possible and as circumstances permit.
- 1.3 Steps shall be taken to see that prisoners admitted to hospitals who have been arraigned and are not on bond, are transferred to the Allegheny County Jail as soon as possible.

2.0 DETERMINATION AS TO WHETHER OR NOT A HOSPITAL GUARD IS NEEDED

- 2.1 Common sense shall be a necessary guideline in determining whether or not a twenty-four (24) hour guard is needed. Most prisoner patients charged with a summary or misdemeanor offense need not be guarded if it can be determined that they can be made available when released from the hospital. In such cases as this, it shall be the responsibility of the arresting officers to keep informed on the patient's progress and continue with the proper arrest and hearing procedures when released from the hospital.

Factors to be considered in making the decision to guard a prisoner include the following:

[REDACTED]

3.0 PRISONERS ADMITTED TO HOSPITALS

- 3.1 When a prisoner is taken to a hospital and it is determined that he/she will be admitted, the arresting officers shall immediately inform their supervisor.
- 3.2 If the arrestee is admitted to the hospital, it shall be the responsibility of the shift Lieutenant or A/Lieutenant of the arresting zone to determine how to proceed with the arrest. The shift Lieutenant or A/Lieutenant shall determine if the incident should be handled by summons, warrant, or an actual physical arrest.
- 3.3 **After** the first 48 hours, the zone in which the hospital is located will be responsible to guard the prisoner.
- 3.4 The arresting zone supervisor shall inform the Zone where the hospital is located and CRRU of all pertinent information, such as: charges, who will clear and or complete the arrest/warrant paperwork, CCR#, criminal history, room number and medical condition.
- 3.5 The arresting officer(s) shall not leave the hospital or the prisoner until the assigned guard(s) relieves them at the hospital.

- 3.6 When a prisoner is admitted to a hospital, property taken from the prisoner (evidence, offensive weapons, etc.) by the arresting officers shall be taken to the zone station or unit office and turned over to the desk sergeant or some other designated person for the recording and forwarding to the police property room or the Crime Lab.

4.0 DUTIES AND RESPONSIBILITIES OF ZONES OR UNITS CHARGED WITH THE GUARDING OF PRISONERS IN HOSPITALS

- 4.1 Commanders or shift lieutenants charged with the guarding of prisoners admitted to hospitals shall insure that all hospital posts relative to guarding of prisoners are covered by personnel in the most economical manner.
- 4.2 If insufficient personnel are not available, overtime staffing should be handled according to the CBA between the City and the FOP, or any applicable agreements that amend the CBA.
- 4.3 Zone or unit commanders shall insure that shift lieutenants assign relief to personnel on hospital posts when required.
- 4.4 The shift Lieutenant in the zone where the hospital is located shall check on the prisoner and guarding officer every shift. This can be done by the Lieutenant or a designated Sergeant. In the event that there is only one Supervisor working on a given shift, the check can be done via telephone.
- 4.5 Shift lieutenants shall initiate a Special on all occasions of individuals seeking permission to visit prisoners in hospitals whether or not permission is granted.
- 4.6 Zone or unit commanders shall determine if a prisoner can be arraigned as soon as possible at the hospital, affording the prisoner the opportunity to post bond, thereby terminating the guard detail.
- 4.7 If a prisoner admitted to a hospital has been arraigned and is not on bond, zone or unit commanders shall check daily with hospital officials to determine if the prisoner can be transferred to the County Jail.
- 4.8 Once the admitted arrestee is medically cleared, the guarding Officer shall contact the zone desk where the hospital is located to arrange transport of the arrestee to the detention facility. All paperwork shall be cleared by the transporting unit.

5.0 DUTIES AND RESPONSIBILITIES OF PERSONNEL ASSIGNED TO HOSPITAL POSTS

- 5.1 The member on duty at a hospital shall familiarize him/herself with the prisoner, the room and surroundings of the general area where the prisoner is detained.
- 5.2 The member shall keep a close watch over the prisoner to prevent escape and to prevent him/her from injury to him/herself and others.
- 5.3 When a prisoner is admitted in an unconscious condition and regains consciousness or when any other unusual circumstances occur, the member on post shall immediately notify the shift lieutenant of the zone or unit making the arrest, informing him/her of all pertinent information.
- 5.4 The member shall station him/herself in such a way as to insure the complete observance of the prisoner at all times.
- 5.5 Prisoners shall not be permitted visitors without supervisory approval, and only one visitor shall be admitted at a time. The duty locations of the prisoners arrest and location of the hospital should be contacted to work out visitation details and grant visitation. If visitors are permitted by supervisory and medical authority, all such visitors shall be searched. If a visitor does not consent to a search, they shall be denied contact with the prisoner. Full identification shall be obtained on all visitors and placed in the officer's activity report.
- 5.6 A member shall insure that he/she keep visitors and prisoners in sight at all times, insuring that at no time are curtains drawn around the immediate vicinity of the prisoner.
- 5.7 At no time should a prisoner be allowed access to a phone while in custody. The hospital phone should be disconnected and moved.
- 5.8 Prisoners should not have access to metal silverware/utensils.
- 5.9 A member assigned to a hospital post shall not leave the post until properly relieved by another police officer.

- 5.10 A member shall insure that he/she completes the Daily Activity Report daily, recording the names of all visitors and the condition of the prisoner.
- 5.11 A member shall insure that he/she conduct her/himself at all time according to the rules, regulations, and procedures of the Bureau of Police while assigned to a hospital post.

Approved by:



Scott Schubert
Chief of Police