


Exhibit 3

EXTERNAL OPERATIONS K-9, Transportation	Policy No. EO - 32	EFFECTIVE DATE 25 July 2006
 UNIT / DIVISIONAL PROCEDURE	HOSPITAL POLICY AND PROCEDURE	RELATED G.O. 12.2 PAGE 1 OF 9

I. Policy

It is the policy of External Operations to ensure that the health care needs of hospitalized inmates (detainees) are met in a humane matter. External Operations shall protect the rights and privileges of the inmates (detainees) mandated into it's custody.

II. Purpose

Constant visual surveillance of inmate (detainee) is required and maintained at all times. At no time is an inmate (detainee) to be left unattended under any circumstances. Thereby providing safety for the hospital personnel, citizens of Cook County and the inmate (detainee).


III. Definitions

1. High Risk Inmate (Detainee) – The Sheriff's Office shall designate all detainees as HSR who are transported, housed or otherwise located outside of the CCDOC complex.

IV. Procedures

A. Restraints

1. All handcuffs and leg irons are to be securely attached and double locked
2. Restraining is to be done in a manner that will not unduly interfere with medical procedures and/or tests.
3. Leg irons and handcuffs will secure the inmates (detainees) to the bed frame when the inmate (detainee) is not ambulating, being transported, being tested, in therapy or using the hospitals restroom facilities. Handcuffs will be covered with the blue box and waist chain secured to the bed frame.

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EXCEPTIONS

1. When court order prohibits their use.
2. When written order from a licensed physician prohibits restraining for a valid medical reason(s). These orders must be specific as the amount of time a restraint is to be removed and from which limb. These orders must be review and re-written by the physician every 48hours. Copies are to be forwarded to the Superintendent of External Operations for approval.

B. Admission


1. All non-emergency admissions from the Cook County Department of Corrections are required to have the following paperwork: a completed pre-admission form, a current transfer summary, any pertinent medical records, classification summary and departmental photo identification card.
2. Take all relevant paperwork to the patient's admissions office of the hospital.
3. Inmates (Detainees) pre-scheduled for admission will be taken to their pre-designated place accompanied by an External Operations Officer. The Officer is to remain with the inmate (detainee) until a "face-to-face" relief is made.
4. Inmates (Detainees) are to be completely searched prior to admission.
5. Inmates (Detainees) are to be dressed and are to remain dressed in hospital attire for the duration to their hospital stay.

C. Main Operating Room

1. The External Operations Officer is to notify the surgical team that patient is an inmate (detainee) and that a visual surveillance must be kept at all times.
2. The inmate (detainee) must be in view of the Officer at all times.
3. The External Operations Officer is to follow all hospital policies that do not conflict with departmental security rules and regulations. All conflicts between hospital policy and that of CCDOC policies and procedures are to be immediately reported to an External Operations Medical Unit supervisor.
4. The supervisor is to attempt to reconcile the matter as promptly as possible.

D. Labor and Delivery Room

1. In accordance with Illinois Statute 730 ILCS 125/17.5 (Pregnant Female Prisoners) NO handcuffs, leg irons or waist chains shall be used on a female inmate (detainee) who is in labor, this includes while being transported to the medical facility.
2. A female, External Operations Officer is to be assigned to the pregnant inmate (detainee) whenever possible.

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3. The External Operations Officer is to remain no further than outside the delivery room door once the pregnant inmate (detainee) enters the room.
4. The External Operations Officer will follow all hospital policies that do not conflict with maintaining the security of and preventing the escape of the inmate (detainee).

E. Hospital Inmate (Detainee) Takeovers

1. Upon notification from the R.C.D.C. division of the Department of Corrections of a hospitalized inmate (detainee) to be mandated to CCDOC, the Chief of Security office personnel (Beat no. 3200) will assign and contact an External Operations Officer. This Officer will be given all pertinent information (name and I.D. no.; charge(s); bail amount; next court date; name of arresting law enforcement agency and that Officer's name and badge no.; the hospital's name (locations if necessary) and room no.; inmate's (detainee's) ailment or reason for hospitalization.
2. The assigned Officer is not to relieve the arresting agency or take possession of the inmate (detainee) until after an R.C.D.C. Officer has photographed and fingerprinted the inmate (detainee). Then the assigned Officer is to follow all applicable procedures once a photograph of the inmate (detainee) is obtained from the R.C.D.C. Officer.
3. If the arresting law enforcement agency Officer is not present at the hospital upon the assigned Officer's arrival, the assigned Officer is to immediately contact the Chief of Security office (Beat no. 3200) to notify the Shift Commander.
4. The assigned Officer is to immediately contact the Chief of Security office (Beat no. 3200) if upon the completion of the R.C.D.C. Officer there has not been a transport unit present with a leg iron and blue box. The transport unit should also take the photograph from the assigned Officer to the Departmental Medical Unit Office at John Stroger Hospital.

F. Hospital Inmate (Detainee) Discharges

1. Upon notification from the medical service coordinator or the charge nurse that the necessary paper work is ready for the inmate's (detainee's) discharge from the hospital to the Cook County Department of Corrections the assigned Officer will advise the Department Medical Unit Office. When making notification to the Medical Unit Security office of the inmate's (detainee's) discharge, under no circumstances is the inmate (detainee) to be left unattended. If need be, handcuff and apply leg irons to the inmate (detainee) and escort inmate (detainee) to the nearest hospital telephone to make notification.
2. Remove the restraints from the inmate (detainee) only after the arrival of the transporting unit Officers and allow the inmate to dress.

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3. The transporting unit Officers will conduct a complete search of the inmate (detainee) prior to leaving the hospital room.
4. The inmate (detainee) will then be handcuffed. Leg irons and waist chain will also be applied by the transporting unit Officers.
5. The transporting unit Officers are to notify the Chief of Security office (Beat no. 3200) of their departure from the hospital and their arrival to the Cook County Department of Corrections.
6. The transporting unit Officers will return directly to Cermak Health Services with the inmate (detainee), discharge papers, prescription(s) (if any) and any other medical documentation.

EXCEPTION


1. If the inmate (detainee) has personal property, the transporting unit Officers will go directly to R.C.D.C. There the personal property is to be properly inventoried before going to Cermak.
2. If the inmate's (detainee's) only photograph is an instant snap shot, then the transporting unit Officer will go directly to R.C.D.C. There the inmate will be properly photographed before going to Cermak.

G. Medical Unit Security Office

The Medical Unit Security office for the Department of Corrections is located in the John H. Stroger, Jr. Hospital 1st floor across from clinic C. It is to be staffed at all times (24 hours a day). The office will have one (1) Correctional Officer and at least one (1) supervisor of a Correctional Sergeant or above in rank.

Duties of Officer Assigned to the Desk:

1. Monitor all persons entering and exiting the Medical Unit Security office.
2. Maintain all logbooks of all the events that happen during the course of your tour of duty. Account for all keys and equipment assigned to the office.
3. Log the movement of all hospitalized inmates (detainees) in appropriate logbook.
4. Write visitor passes (where applicable) and log all visitor information (name, address, relationship, type of I.D. and no.) in appropriate book. Fill out appropriate logbook for official (attorney, clergy, public official, etc.) visitors as well.
5. Notify the assigned Officer of impending visitation, whenever possible.
6. Monitor the radio (Band no. DOC Ex-Ops) and act as dispatcher for all External Operations hospital traffic.

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7. Log all Officer's medical call-ins of all relevant hospital assignments for the relieving shift.
8. Ensure that all logbooks pertaining to your tour of duty are completely filled-out and signed by the supervisor on duty at the end of shift along, with any other paperwork.
9. Ensure that the inner door leading to the office is secured at all times while detainees are present.
10. Ensure that the designated restroom is the only restroom utilized by detainees that are discharged or fantus returns. The restroom must be searched before and after the detainee uses it.
11. Ensure that the designated restroom is searched prior to the beginning of each shift.
12. Perform any other duties as directed by the External Operations Medical Unit Supervisor.

In the event of an ESCAPE:

1. Notify the hospital security to secure all exits.
2. Notify all CCDOC personnel, on duty, at the hospital of the escape and provide them with detailed information of the inmate.
3. Immediately notify the Chief of Security office (Beat no. 3200) of the escape and provide the following information:
 - a. Name and I.D. no. of the escaped inmate (detainee)
 - b. A full physical description (age, race, height, weight, hair and eye color, etc.) of inmate (detainee) who escaped
 - c. Clothing description of escaped inmate (detainee)
 - d. Time and place of escape, also give direction of escape (if known)
 - e. Inmate's (Detainee's) medical condition

Duties of the Supervisor(s)

1. Conduct roll call (visual uniform inspection) and give the Officers their assignments (inmate (detainee) name, room no., movement/test expected, etc.).
2. Make three (3) daily rounds at the hospital(s) assigned, obtaining a signature of the appropriate Officers each time on the hospital rounds sheet.
3. Ensure that all Officers assigned to a hospital a assigned a lunch relief (if not, make sure reason is documented) on the hospital lunch relief schedule.
4. Always maintain radio contact with the Medical Unit Security office when outside of office.
5. Ensure that the Chief of Security office (Beat no. 3200) is kept informed of the current inmate (detainee) hospital count.
6. Notify the Chief of Security office (Beat no. 3200) immediately upon the demise

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of a hospitalized inmate.


7. Act as a liaison between CCDOC and the hospital administration
8. Ensure all paper work and logbook(s) are completely filled-out by the Officer assigned to the desk. All paperwork and logbook(s) are to have your signature at the end of shift where appropriate.
9. Perform any other duties as directed by External Operations Shift Commander.

Duties of the Movement Officer

1. Check and verify authorizations of all appointments before any movement takes place.
2. All inmates (detainees) are to be searched for contraband.
3. All inmates (detainees) are to be handcuffed /blue box covers with waist chains and leg irons applied prior to movement.
4. All inmates (detainees) that are confined to a bed are to be moved by the hospital transporter and escorted by the movement officer (the inmate (detainee) is to be restrained to the bed frame by leg irons and handcuffs /blue box covers with waist chains).
5. Notify the Medical Unit Security office prior to movement and again upon arrival to destination.
6. Ensure that the most direct route to the destination is taken without stopping.
7. Secure the designated area upon arrival.
8. Upon completion of the assignment(s) given, return to the medical unit security office and await further directive from the Medical Unit Security Supervisor.

Duties of Officers assigned to inmates (detainees)

1. Officers are not to handle or possess hospital supplies or equipment.
2. Officers are to provide security for the hospital personnel and inmate (detainee) alike.
3. Officers are to maintain the inmate's (detainee's) right to privacy as related to their medical condition and reason for incarceration.
4. Officers will be assigned a Garrett Hand Wand to assist in conducting searches of items accessible to the inmate (detainee), the room and bed/area of the inmate (detainee) at the beginning of their tour of duty, after movement from the area, and after any outside visitation. All medical staff with photo identification will be allowed access into detainees room without being hand wanded. All medical staff without photo identification will be challenged to provide photo identification.
5. Officers will not allow any unauthorized person(s) in the room or in close proximity of the inmate (detainee) unless the person identifies him/her self as a visitor. The visitor will submit to visitor protocol and it must be the correct visiting day.
6. Officers will not allow visitors to have any type of physical contact with the inmate

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7. Officers will submit a disciplinary report to a Medical Unit Security Supervisor when inmate (detainee) violates the rules and regulations of either the CCDOC, the hospital or the hospitalized inmate (detainee) information sheet.
8. Officers will adhere to all hospital policies that are not in conflict with the policies of CCDOC or this hospital policy and procedure.
9. Officers will maintain a professional and courteous demeanor at all times with the inmates (detainees), hospital personnel and visitors.

In the event of an ESCAPE

1. Immediately notify the Medical Unit Security office providing as much detail as possible.
2. Begin searching for the inmate (detainee) monitoring your radio and keeping in constant contact with the Medical Unit Security office.
3. Complete all reports prior to being relieved or the end of your tour of duty.

H. Visitation

1. Inmate (Detainee) visitation hours will coincide with that established by the hospital and as written into policy.
2. Inmate (Detainee) visitation days are as follows:
 Wednesdays only at John H. Stroger, Jr. Hospital
 Thursdays only at all other hospitals in the county of Cook.

EXCEPTION


- a. Attorney, Clergy and Public Officials may be permitted to visit any day of the week.
- b. Attorney visits are permitted at bedside. The Officer shall move far enough away to allow for verbal privacy, yet maintaining a constant visual throughout the visit. This is done to provide for the maximum feasible privacy between attorney and client.

I. Program Services


1. Correctional Rehabilitation Workers (CRW) are transported to hospital(s) twice a week.
2. The CRW's will provide paper, pen, pencil and / or "write-outs" for those inmates (detainees) in need as well as upon request.
3. High Risk Inmates (Detainees) will only have access to utilize these items unrestrained during the CRW's visit.

J. Court Dates

All inmates are to go to court as ordered unless advised by the medical personnel that being transported might in some way be a health hazard or interfere with treatment or therapy.

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- K. Inmate (Detainee) telephone usage
 - 1. High Risk inmates (detainees) are permitted to use the telephone once in a 48 hour period, after the first 48 hours of hospitalization as written into policy.
- L. Inmate (Detainee) Responsibilities
 - 1. Inmates (Detainee) are to be held accountable for their behavior. All violations of the CCDOC rules and regulations as well as those in the "Hospitalized Inmate (Detainee) Information Sheet" are to be documented on a disciplinary report.
 - 2. The only personal property inmates (detainees) shall be allowed to take to the hospital are legal papers, prescription eyeglasses and/or contact lens, dentures or other mail correspondence.
 - 3. Inmates (Detainees) are not allowed to possess any metal or glass objects.
 - 4. Inmates (Detainees) are **not** allowed under any circumstances to receive gifts.
 - 5. The only food, drink or the like allowed is that provided by the hospital for all patients with the same or similar ailments.
 - 6. Inmates (Detainees) are not allowed to receive or possess currency or money orders.
EXCEPTION
 Inmates (Detainees) hospitalized at Oak Forest Hospital are allowed to have funds in an account (see Oak Forest Hospital addendum).
 - 7. Inmates (Detainees) are not allowed to be photographed, video taped or sound recorded unless authorized by the Superintendent of External Operations (This does not include the photographing by the CCDOC/R.C.D.C. for identification purposes.
 - 8. When medically permitted, inmates (detainees) will be allowed to use the hospital restroom facilities. This will only take place when escorted and continually monitored by an External Operations Officer (gender appropriate).

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9. The only time HSR inmates (detainee) are to have their leg irons removed from the bed frame is if they are medically permitted to use the hospital restroom facilities, to use the telephone or for medical treatment/therapy. Handcuffs are only to removed from these inmates (detainees) during the one (1) hour designated for meal time per shift.
10. Only televisions and radios provided by the hospital for patient use will be permitted for the inmates' (detainee's) use as well.

11. Fantus Detainees


Fantus detainees transported to Stroger Hospital for treatment will be brought directly to Stroger Hospital security office and secured. The packet will be brought to the appropriate department for Fantus treatment and the detainee will remain in the Stroger Office. The clinic will call when they are ready to provide the detainee with their treatment. This procedure will help us maintain a high level of security and should not be deviated.

Smoking is prohibited by Cook County Department of Corrections personnel and those mandated into the custody of the CCDOC while in county facilities.

 Superintendent of External Operations

 Date

Exhibit 4

External Operations, K-Nine, Transportation, ERT	Policy 32	Effective Date October 2008
	Hospital Policy and Procedure	Related G.O. 9.44 Page 1 of 8

I. Policy

It is the policy of External Operations/Transportation/ERT to ensure that the health care needs of hospitalized detainees are met in a humane matter. External Operations/Transportation/ERT shall protect the rights and privileges of the detainees mandated into its custody.

II. Purpose

Constant visual surveillance of detainee is required and maintained at all times. At no time is a detainee to be left unattended under any circumstances. Thereby providing safety for the hospital personnel, citizens of Cook County and the detainee.

III. Definitions

1. High Risk (HR) – The Sheriff's Office shall designate all detainees as High Risk who are transported, housed or otherwise located outside of the Cook County Department of Corrections complex.

IV. Procedures

Policy 71 will be followed to move detainee to hospital (High Risk and Extreme High Risk Escorts). If a detainee is admitted to the hospital or is being treated in the Emergency Room the detainee is to be secured to bed in the following manner:

A. Restraints

1. Handcuffs will be applied to one wrist preferably to the wrist that has no medication administered to, Handcuff will be double locked including cuff not being used, Blue box and chain will be applied to handcuff. Chain will be wrapped around bed frame (not to be attached to hand rails of bed or to part of bed that can be broken off) and padlocked secured. A reasonable amount of chain slack, which does not present a danger to the Officer, will be allowed for arm movement.
2. Leg Shackles; one Leg shackle will be applied to the opposite ankle (key hole toward foot) to the wrist that is restrained. Other leg shackle is to be attached to a sturdy part of bed leg shackles are also to be double locked.
3. Restraining is to be done in a manner that will not unduly interfere with medical procedures and/or tests.

4. Handcuffs, shackles blue box, chain and padlock will be standard policy for all detainees at hospitals. Other restraining devices may be used, Supervisor will be contacted if other restraining measure must be used e.g. leather restraints. Supervisor will inform Chief or Superintendent of External Operations of change both written and verbally.
5. Documentation that is kept with detainee will notate who approved restraint in use or removal of restraints. This information is to be printed clearly to include: Officers name, Supervisor name, date and time followed by a signature.
6. Standard restraints will be applied as soon as reasonably possible, Officer(s) assigned to a detainee that does not have standard restraints and they have used reasonable judgment and they believe detainee should be in standard restraint, Supervisor will be contacted and detainee reevaluated for restraint use.
7. If detainee is to be ambulated, transported or tested, supervisor will assign two officers to perform task. Detainee is still to be restrained either with handcuffs or leg shackles or other approved restraining device.
8. Officers and Supervisors will inform hospital personnel of this security measure so they are aware that detainee will not move out of bed without two officers present. Hospital personnel will also be informed that they must provide us with a schedule of medical events with at least 24-hour notice in order not to delay detainee treatment(s).
9. **Officer(s) must use reasonable judgment and practice sound security measures during Life Threatening Situations. Officer(s) will not hinder life saving treatment to detainee from medical personnel. Officer will contact their supervisor as soon as possible to inform of actions they had to take during medical situation with detainee and condition of detainee.**
10. Supervisor will send addition staff if needed and will contact Chief on duty or Superintendent of External Operations and inform of situation. (Incident report will be completed).
11. Detainees are to be given a bedpan by medical personnel to relieve themselves. Detainees are not permitted to leave bed unless authorized to do so.

B. Admission

1. All non-emergency admissions from the Cook County Department of Corrections are required to have the following paperwork: a completed pre-admission form, a current transfer summary, any pertinent medical records, classification summary and departmental photo identification card.
2. Take all relevant paperwork to the patient's admissions office of the hospital.
3. Detainee(s) pre-scheduled for admission will be taken to their pre-designated place accompanied by an External Operations Officer.
4. The Officer is to remain with the detainee until a "face-to-face" relief is made.
5. Detainee(s) are to be completely searched prior to admission.
6. Detainee(s) are to be dressed and are to remain dressed in hospital attire for the duration of their hospital stay.

C. Main Operating Room

1. The External Operations Officer is to notify the surgical team that patient is a detainee and that a visual surveillance must be kept at all times.
2. The inmate (detainee) must be in view of the Officer at all times.
3. The External Operations Officer is to follow all hospital policies that do not conflict with departmental security rules and regulations. All conflicts between hospital policy and that of CCDOC policies and procedures are to be immediately reported to an External Operations Medical Unit supervisor.
4. The supervisor is to attempt to reconcile the matter as promptly as possible.

D. Labor and Delivery Room

1. In accordance with Illinois Statute 730 ILCS 125/17.5 (Pregnant Female Prisoners) **NO** handcuffs, leg irons or waist chains shall be used on a female inmate (detainee) who is in labor, this includes while being transported to the medical facility.
2. A female, External Operations Officer is to be assigned to the pregnant inmate (detainee) whenever possible.
3. The External Operations Officer is to remain no further than outside the delivery room door once the pregnant inmate (detainee) enters the room.
4. The External Operations Officer will follow all hospital policies that do not conflict with maintaining the security of and preventing the escape of the inmate (detainee).

E. Hospital Inmate (Detainee) Takeovers

1. Upon notification from the R.C.D.C. division of the Department of Corrections of a hospitalized inmate (detainee) to be mandated to CCDOC, the Chief of Security office personnel (Beat no. 3200) will assign and contact an External Operations Officer. This Officer will be given all pertinent information (name and I.D. no.; charge(s); bail amount; next court date; name of arresting law enforcement agency and that Officer's name and badge no.; the hospital's name (locations if necessary) and room no.; inmate's (detainee's) ailment or reason for hospitalization.
2. The assigned Officer is not to relieve the arresting agency or take possession of the inmate (detainee) until after an R.C.D.C. Officer has photographed and fingerprinted the inmate (detainee). Then the assigned Officer is to follow all applicable procedures once a photograph of the inmate (detainee) is obtained from the R.C.D.C. Officer.
3. If the arresting law enforcement agency Officer is not present at the hospital upon the assigned Officer's arrival, the assigned Officer is to immediately contact the Chief of Security office (Beat no. 3200) to notify the Shift Commander.
4. The assigned Officer is to immediately contact the Chief of Security office (Beat no. 3200) if upon the completion of the R.C.D.C. Officer there has not been a transport unit present with a leg iron and blue box. The transport unit should also take the photograph from the assigned Officer to the Departmental Medical Unit Office at John Stroger Hospital.

F. Hospital Inmate (Detainee) Discharges

1. Upon notification from the medical service coordinator or the charge nurse that the necessary paper work is ready for the inmate's (detainee's) discharge from the hospital to the Cook County Department of Corrections the assigned Officer will advise the Department Medical Unit Office. When making notification to the Medical Unit Security office of the inmate's (detainee's) discharge, under no circumstances is the inmate (detainee) to be left unattended. If need be, handcuff and apply leg irons to the inmate (detainee) and escort inmate (detainee) to the nearest hospital telephone to make notification.
2. Remove the restraints from the inmate (detainee) only after the arrival of the transporting unit Officers and allow the inmate to dress.
3. The transporting unit Officers will conduct a complete search of the inmate (detainee) prior to leaving the hospital room.
4. The inmate (detainee) will then be handcuffed. The transporting unit Officers will also apply leg irons and waist chain.
5. The transporting unit Officer(s) is to notify the Chief of Security office (Beat no. 3200) of their departure from the hospital and their arrival to the Cook County Department of Corrections.
6. The transporting unit Officers will return directly to Cermak Health Services with the inmate (detainee), discharge papers, prescription(s) (if any) and any other medical documentation.

EXCEPTION

1. If the inmate (detainee) has personal property, the transporting unit Officers will go directly to R.C.D.C. There the personal property is to be properly inventoried before going to Cermak.
2. If the inmate's (detainee's) only photograph is an instant snap shot, then the transporting unit Officer will go directly to R.C.D.C. There the inmate will be properly photographed before going to Cermak.

G. Medical Unit Security Office

The Medical Unit Security office for the Department of Corrections is located in the John H. Stroger, Jr. Hospital 1st floor across from clinic C. It is to be staffed at all times (24 hours a day). The office will have one (1) Correctional Officer and at least one (1) supervisor of a Correctional Sergeant or above in rank.

Duties of Officer Assigned to the Desk:

1. Monitor all persons entering and exiting the Medical Unit Security office.
2. Maintain all logbooks of all the events that happen during the course of your tour of duty. Account for all keys and equipment assigned to the office.

4. Write visitor passes (where applicable) and log all visitor information (name, address relationship, type of I.D. and no.) in appropriate book. Fill out appropriate logbook for official (attorney, clergy, public official, etc.) visitors as well.
5. Notify the assigned Officer of impending visitation, whenever possible.
6. Monitor the radio (Band no. DOC Ex-Ops) and act as dispatcher for all External Operations hospital traffic.
7. Log all Officers' medical call-ins of all relevant hospital assignments for the relieving shift.
8. Ensure that all logbooks pertaining to your tour of duty are completely filled-out and signed by the supervisor on duty at the end of shift along, with any other paperwork.
9. Ensure that the inner door leading to the office is secured at all times while detainees are present.
10. Ensure that the designated restroom is the only restroom utilized by detainees that are discharged or Fantus returns. The restroom must be searched before and after the detainee uses it.
11. Ensure that the designated restroom is searched prior to the beginning of each shift.
12. Perform any other duties as directed by the External Operations Medical Unit Supervisor.

In the event of an ESCAPE:

1. Notify the hospital security to secure all exits.
2. Notify all CCDOC personnel, on duty, at the hospital of the escape and provide them with detailed information of the inmate.
3. Immediately notify the Chief of Security office (Beat no. 3200) of the escape and provide the following information:
 - a. Name and CIMIS number of the escaped inmate (detainee)
 - b. A full physical description (age, race, height, weight, hair and eye color, etc.) of inmate (detainee) who escaped
 - c. Clothing description of escaped inmate (detainee)
 - d. Time and place of escape, also give direction of escape (if known)
 - e. Inmate's (Detainee's) medical condition

Duties of the Supervisor(s)

1. Conduct roll call (visual uniform inspection) and give the Officers their assignments (inmate (detainee) name, room no., movement/test expected, etc.).
2. Make three (3) daily rounds at the hospital(s) assigned, obtaining a signature of the appropriate Officers each time on the hospital rounds sheet.
3. Ensure that all Officers assigned to a hospital are assigned a lunch relief (if not, make sure reason is documented) on the hospital lunch relief schedule.
4. Always maintain radio contact with the Medical Unit Security office when outside of office.
5. Ensure that the Chief of Security office (Beat no. 3200) is kept informed of the current inmate (detainee) hospital count.
6. Notify the Chief of Security office (Beat no. 3200) immediately upon the demise of a hospitalized inmate.

7. Act as a liaison between CCDOC and the hospital administration
8. Ensure all paper work and logbook(s) are completely filled-out by the Officer assigned to the desk. All paperwork and logbook(s) are to have your signature at the end of shift where appropriate.
9. Perform any other duties as directed by External Operations Shift Commander.

Duties of the Movement Officer

1. Check and verify authorizations of all appointments before any movement takes place.
2. All inmates (detainees) are to be searched for contraband.
3. All inmates (detainees) are to be handcuffed /blue box covers with waist chains and leg irons applied prior to movement.
4. All inmates (detainees) that are confined to a bed are to be moved by the hospital transporter and escorted by the movement officer (the inmate (detainee) is to be restrained to the bed frame by leg irons and handcuffs /blue box covers with waist chains).
5. Notify the Medical Unit Security office prior to movement and again upon arrival to destination.
6. Ensure that the most direct route to the destination is taken without stopping.
7. Secure the designated area upon arrival.
8. Upon completion of the assignment(s) given, return to the medical unit security office and await further directive from the Medical Unit Security Supervisor.

Duties of Officers assigned to inmates (detainees)

1. Officers are not to handle or possess hospital supplies or equipment.
2. Officers are to provide security for the hospital personnel and inmate (detainee) alike.
3. Officers are to maintain the inmate's (detainee's) right to privacy as related to their medical condition and reason for incarceration.
4. Officers will be assigned a Garrett Hand Wand to assist in conducting searches of items accessible to the inmate (detainee), the room and bed/area of the inmate (detainee) at the beginning of their tour of duty, after movement from the area, and after any outside visitation. All medical staff with photo identification will be allowed access into detainees room without being hand wanded. All medical staff without photo identification will be challenged to provide photo identification.
5. Officers will not allow any unauthorized person(s) in the room or in close proximity of the inmate (detainee) unless the person identifies him/her self as a visitor. The visitor will submit to visitor protocol and it must be the correct visiting day.
6. Officers will not allow visitors to have any type of physical contact with the inmate
7. Officers will submit a disciplinary report to a Medical Unit Security Supervisor when inmate (detainee) violates the rules and regulations of either the CCDOC, the hospital or the hospitalized inmate (detainee) information sheet.
8. Officers will adhere to all hospital policies that are not in conflict with the policies of CCDOC or this hospital policy and procedure.
9. Officers will maintain a professional and courteous demeanor at all times with the inmates (detainees), hospital personnel and visitors.

In the event of an ESCAPE

1. Immediately notify the Medical Unit Security office providing as much detail as possible.
2. Begin searching for the inmate (detainee) monitoring your radio and keeping in constant contact with the Medical Unit Security office.
3. Complete all reports prior to being relieved or the end of your tour of duty.

H. Visitation

1. Inmate (Detainee) visitation hours will coincide with that established by the hospital and as written into policy.
2. Inmate (Detainee) visitation days are as follows:
Wednesdays only at John H. Stroger, Jr. Hospital Thursdays only at all other hospitals in the county of Cook.

EXCEPTION

- a. Attorney, Clergy and Public Officials may be permitted to visit any day of the week.
- b. Attorney visits are permitted at bedside. The Officer shall move far enough away to allow for verbal privacy, yet maintaining a constant visual throughout the visit. This is done to provide for the maximum feasible privacy between attorney and client.

I. Program Services

1. Correctional Rehabilitation Workers (CRW) are transported to hospital(s) twice a week.
2. The CRW's will provide paper, pen, pencil and / or "write-outs" for those inmates (detainees) in need as well as upon request.
3. High Risk Inmates (Detainees) will only have access to utilize these items unrestrained during the CRW's visit.

J. Court Dates

All inmates are to go to court as ordered unless advised by the medical personnel that being transported might in some way be a health hazard or interfere with treatment or therapy.

K. Inmate (Detainee) telephone usage

1. High Risk inmates (detainees) are permitted to use the telephone once in a 48 hour period, after the first 48 hours of hospitalization as written into policy.

L. Inmate (Detainee) Responsibilities

1. Inmates (Detainee) are to be held accountable for their behavior. All violations of the CCDOC rules and regulations as well as those in the "Hospitalized Inmate (Detainee) Information Sheet" is to be documented on a disciplinary report.
2. The only personal property inmates (detainees) shall be allowed to take to the hospital are legal papers, prescription eyeglasses and/or contact lens, dentures or other mail correspondence.
3. Inmates (Detainees) are not allowed to possess any metal or glass objects.
4. Inmates (Detainees) are **not** allowed under any circumstances to receive gifts.
5. The only food, drink or the like allowed is that provided by the hospital for all patients with the same or similar ailments.
6. Inmates (Detainees) are not allowed to receive or possess currency or money orders.

EXCEPTION

Inmates (Detainees) hospitalized at Oak Forest Hospital are allowed to have funds in an account (see Oak Forest Hospital addendum).

7. Inmates (Detainees) are not allowed to be photographed, video taped or sound recorded unless authorized by the Superintendent of External Operations (This does not include the photographing by the CCDOC/R.C.D.C. for identification purposes).
8. When medically permitted, inmates (detainees) will be allowed to use the hospital restroom facilities. This will only take place when escorted and continually monitored by an External Operations Officer (gender appropriate).
9. The only time HSR inmates (detainee) are to have their leg irons removed from the bed frame is if they are medically permitted to use the hospital restroom facilities, to use the telephone or for medical treatment/therapy. Handcuffs are only to removed from these inmates (detainees) during the one (1) hour designated for meal time per shift.
10. Only televisions and radios provided by the hospital for patient use will be permitted for the inmates' (detainee's) use as well.

M. Fantus Detainees

Fantus detainees transported to Stroger Hospital for treatment will be brought directly to Stroger Hospital security office and secured. The packet will be brought to the appropriate department for Fantus treatment and the detainee will remain in the Stroger Office. The clinic will call when they are ready to provide the detainee with their treatment. This procedure will help us maintain a high level of security and should not be deviated.

Smoking is prohibited by Cook County Department of Corrections personnel and those mandated into the custody of the CCDOC while in county facilities.



 Superintendent of External Operations

10-15-08
 Date

Exhibit 5



**Sheriff's Office
COOK COUNTY, ILLINOIS
SHERIFF'S ORDER**

	ISSUANCE DATE	EFFECTIVE DATE	NO.
	29 MAR 10	05 APR 10	11.5.30.0
SUBJECT SECURITY SPECIAL SITUATIONS: PREGNANT ARRESTEES / DETAINEES / INMATES RELATED DIRECTIVES	DISTRIBUTION S	RESCINDS	AMENDS

I. PURPOSE

The purpose of this order is to establish approved methods for the use of restraints on pregnant subjects.

II. POLICY

It is the policy of the Cook County Sheriff's Office that the use of restraints on pregnant subjects in custody who require medical attention/transport for the purpose of delivering a baby is strictly prohibited. During routine movement of pregnant subjects who are not in labor, the use of restraints will be limited to handcuffing in front of the body for transportation outside of secure areas.

III. ENCLOSURE

Pregnant Subject Medical Incident form (FCN-3)(MAR.10)

IV. AUTHORITY

County Jail Act (730 ILCS 125/17.5) Pregnant female prisoners.

Notwithstanding any other statute, directive, or administrative regulation, when a pregnant female prisoner is brought to a hospital from a county jail for the purpose of delivering her baby, no handcuffs, shackles, or restraints of any kind may be used during her transport to a medical facility for the purpose of delivering her baby. Under no circumstances may leg irons or shackles or waist shackles be used on any pregnant female prisoner who is in labor. Upon the pregnant female prisoner's entry to the hospital delivery room, a county correctional officer must be posted immediately outside the delivery room. The Sheriff must provide for adequate personnel to monitor the pregnant female prisoner during her transport to and from the hospital and during her stay at the hospital.

V. DEFINITIONS

For the purpose of this order, the following definitions will apply:

- A. Subject – any arrestee, detainee, or inmate in the custody of the Cook County Sheriff's Office.

- B. Pregnant subject – any individual in the custody of the Cook County Sheriff's Office who is verified by medical personnel to be pregnant. A female subject who claims to be pregnant will be considered pregnant until verification by medical personnel.
- C. Pregnant subject in labor – any individual in the custody of the Cook County Sheriff's Office who claims to be in labor or giving birth, appears to be in labor, or who is verified by medical personnel to be in labor.

Technical note: For purposes of this policy, medical personnel will consider 'labor' to include any medical condition in which a woman is brought to the hospital for the purpose of delivering her baby. These situations include: induction of labor, prodromal labor, pre-term labor, prelabor rupture of membranes, the three stages of active labor, uterine hemorrhage during the third trimester of pregnancy, and caesarian delivery including pre-operative preparation.

- D. Medical personnel – any individual recognized or licensed by the State of Illinois as a nurse, physician, physician assistant, paramedic, or other emergency medical technician.
- E. Non-pregnancy related medical distress – any condition not related to pregnancy, which requires immediate medical attention.
- F. Restraints – handcuffs, leg shackles, waist shackles, flex cuffs, etc.

VI. RESPONSIBILITIES

- A. It is the responsibility of Sheriff's Office employees:
 - 1. To ensure that restraints are not used on a pregnant subject requiring medical attention/transport for the purpose of delivering a baby.
 - 2. To inform medical personnel that officers are required by law to remove restraints at the onset of the subject's labor process. Officers are required to request that medical personnel advise them when the subject is "in labor".
- B. Supervisors must allow for an adequate number of officers to provide security for a subject in labor, and this will include accounting for the subject's risk classification.
- C. It is the responsibility of Cermak Health Services, upon verification of pregnancy, to identify all pregnant subjects in the jail information system by posting a medical alert in IMACS.

VII. PROCEDURES

- A. Notifications/Reporting

When a subject displays symptoms of medical distress or labor, the responding officer shall:

1. ensure medical attention is provided.
2. notify immediate supervisor to convey the following information:
 - a. That medical personnel have been contacted.
 - b. The subject's status as:
 - i. subject in labor (required to remove all restraints) or,
 - ii. pregnant subject in non-pregnancy related medical distress (subject will be handcuffed in front of the body).
 - c. Current location.
 - d. Any special security/high risk factors.
3. call the Department of Women's Justice Services (DWJS) Security Office located in Division 17 at (773) 869-6793 and notify the sergeant on duty of the information listed in section V.II, Subsection A 2, a-d.
4. document the incident using the Pregnant Subject Medical Incident Form. This form must be completed whenever a pregnant subject requires transportation for immediate medical attention. Upon completion, the Pregnant Subject Medical Incident Form must be immediately forwarded to the Department of Women's Justice Services.

B. Security

- I. Routine movement outside of secure areas.
 - a. A pregnant subject will be restrained with the use of handcuffs secured in front of the body for the purpose of routine movement outside of secure areas. Pregnant subjects may not be handcuffed behind their backs, be handcuffed to another subject, or be restrained with waist or leg shackles.
 - b. A pregnant subject, while handcuffed in front of the body, for routine purposes will be transported either by:
 - i. one officer in a squad car equipped with a security barrier (i.e. 'cage car') or;
 - ii. two officers in a squad with no security barrier, with an officer seated directly behind the driver's seat and the pregnant subject will be seated directly behind the unoccupied front passenger's seat. The front passenger seat

will be left vacant as an officer safety precaution. Additional security, when assigned, will follow in a separate vehicle.

2. Non-pregnancy related medical distress

A pregnant subject in non-pregnancy related medical distress will be restrained with the use of handcuffs secured in front of the body or secured to a hospital bed frame for the purpose of movement.

3. Subject in labor

- a. If a pregnant subject is claiming that she is in labor and is in an isolated secure area (i.e. back of a squad car equipped with a security barrier, alone in a cell), restraints will be removed.
- b. If a pregnant subject is claiming that she is in labor and is not in an isolated secure area (i.e. dayroom with other subjects, holding cell with other subjects, in a cell with a cellmate), the officer will call for extra security, remove the restraints, and clear the area of any subjects or civilians (i.e. return other subjects to their cells, move other subjects to an alternate secure area).
- c. DWJS will be notified immediately and will dispatch a DWJS officer either to the current location of the subject, or to the medical center where she is transported. Transport of the subject is not the responsibility of DWJS.
- d. Upon arrival of medical personnel, the officer will inquire if the subject is in labor. If it is unclear if she is in labor at this point, restraints will not be used. If medical personnel indicate the subject is not in labor then the pregnant subject will be restrained with the use of handcuffs secured in front of the body.
- e. Once on-scene, the DWJS officer will manage the use of restraints and direct officers in providing security for the subject. Officers are to defer to the DWJS officer, who has training specific to pregnant subjects.
- f. Upon arrival at the hospital, a minimum of one of the transporting officers will remain with the DWJS officer to provide security. A supervisor will decide which of the transporting officers will remain with the DWJS officer, or if additional officers will remain for security purposes.
- g. Upon arrival at the hospital delivery room, an officer (preferably female) must provide security for the subject and be posted discreetly near the head of the subject's bed.

4. Post labor
 - a. Restraints may be used if necessary on the subject after the labor/childbearing process has been completed for the duration of her stay at the hospital.
 - i. Restraints will consist of handcuffing or securing the subject to the hospital bed frame.
 - ii. Movement will be restricted to the confines of the hospital room.
 - iii. A pregnant subject who is charged with or who has been convicted of any homicide charge (first or second degree murder, involuntary manslaughter, reckless homicide) will be restrained at all times after the labor/childbearing process has been completed.
 - b. The use of leg shackles is prohibited during the two week period after labor.
 - c. Both the transporting officer and the DWJS officer will remain with the subject for the duration of the hospital visit, unless relief officers are assigned.
 - d. Handcuffs will be used for transport at the end of the hospital visit.
5. Exceptions
 - a. In the rare instance when an officer believes that the pregnant subject may harm herself or others, the DWJS officer will advise the DWJS supervisor and will bring this concern to the attention of medical personnel, who will consider application of restraints on clinical grounds.
 - b. If an officer believes that the pregnant subject poses a credible risk of escape, the DWJS officer will contact the DWJS supervisor. The DWJS supervisor will communicate with the transporting officer's supervisor regarding the assignment of additional officer(s) to provide necessary security.

VIII. APPLICABILITY

By order of the Sheriff of Cook County, this Sheriff's Order applies to all applicable CCSO employees and must be strictly observed. Any conflicts with existing directives shall be resolved in favor of this Sheriff's Order.