TITLE 81 - JAIL STANDARDS BOARD

CHAPTER 4 - STANDARDS FOR JAIL FACILITIES - ADMISSION AND RELEASE OF INMATES

001 It is the policy of the state of Nebraska that a meaningful admission and release process shall be employed when an inmate is detained in a jail facility. The admission and release process employed by any jail facility shall be consistent with the provisions established herein.

002 Admissions. The admission process shall include,~~-~~ but not be limited to, the following procedures:

002.01 Verification of Arrest. The booking~~receiving~~ officer shall, to the best of his/her ability, ascertain the identity of the inmate and the identity of the arresting officer and verify the legality of the admission. Inmate photographs shall be taken for identification purposes.

002.01A The arresting officer shall remain present during the admissions process until all pertinent information is recorded and the booking~~receiving~~ officer accepts custody of the inmate.

002.01B Persons who are unconscious, seriously injured or those persons who appear to present a substantial risk of~~have~~ serious harm to another person or a substantial risk of serious harm to themselves within the near future as defined by the Nebraska Mental Health Commitment Act~~injuries~~ shall not be admitted to the jail facility unless examined and approved for admission by a medical authority or a licensed mental health authority.

002.02 Admission Form. Admission documentation ~~An admission form~~ shall be completed by trained facility employees on every inmate admitted.

002.03 Search. In accordance with Chapter 6.006, all inmates shall be searched upon admission.

002.04 Property Control. Newly admitted inmates shall relinquish all ~~money and~~ property and money not permitted in the jail facility. An itemized inventory of all property and money shall be made and verified in writing. The property and money shall be stored until it is

returned.

002.04A Inmates shall verify the inventory list with their signatures.

002.04B If, for any reason, the inmate does not verify the inventory list upon admission, it shall be witnessed and signed by a second person with the reasons noted.

002.04C A copy of the inventory, verified or not, should be given to the inmates at time of admission.

002.04D Newly admitted inmates shall be permitted to retain their prescription eye glasses except where removal is necessary to protect the inmate or others from harm. Removal~~RemovaL~~ of eye glasses is authorized when an inmate is perceived as suicidal or is under the influence of drugs or alcohol.

002.05 Phone Calls. Newly admitted inmates shall be permitted to complete at least two (2) local or collect long distance phone calls, and a record shall be kept thereof for each inmate.

002.05A Each newly admitted inmate shall be allowed to make one (1) completed phone call to his legal representative during the admissions process.

002.05B Each newly admitted inmate shall be allowed to make one (1) additional completed phone call to his family or other party approved by the receiving authority within a reasonable length of time after the admissions process is completed.

002.06 Vermin Control and Hygiene. As soon as possible, but definitely within twenty-four (24) hours, newly admitted inmates shall shower or bathe.

002.07 Medical/Mental Health Screening. Inmates shall be screened and observed by trained facility employees upon admission to determine if immediate medical or mental health attention is required. If medical or mental health services are provided within the jail facility, the appropriate facility employee should perform the intake medical screening and their recommendations followed.

002.08 Orientation. Newly admitted inmates shall be made aware of the jail facility's rules, procedures, programs and the rights to which they are entitled. Completion of the orientation shall~~should~~ be documented and ~~by a statement that is~~ signed ~~and dated~~ by the inmate.

002.09 Inability to Process Inmate. After~~If~~ an intake medical screening has been completed and fitness for confinement established,~~arriving individual is unable to be taken through~~ the ~~above mentioned~~ admission process may be delayed for such reasons as, but not limited to, intoxication, use of controlled substances or violent behavior. Admission should~~behavior, then this process may~~ be completed at~~deferred until~~ such time as the individual is capable of being processed in accordance with jail facility order and safety. Reasons shall be noted.

003 Release. The release process shall include, but not be limited to the following procedures:

003.01 Verification of Release. The releasing officer shall verify~~, to the best of his ability,~~ the identity of the inmate to be released and the authority of the release.

003.02 Property. Upon release, the inmate's personal property shall be returned. The inmate shall sign a receipt thereof. If the inmate will not sign the receipt, a second staff person shall witness the return of the property and sign the receipt with the reasons noted. A copy of the receipt shall be given to the inmate at the time of the release.

EFFECTIVE DATE: August 9, 1980

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