

**SONOMA COUNTY PROBATION DEPARTMENT
JUVENILE HALL POLICY & PROCEDURES MANUAL**

SECTION:
*Housing Unit
Operations*

SUBJECT:
*Special Management Rooms
(SMR)*

PAGE:
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IDENTIFIER:
3.1.8

POLICY STATEMENT

It is the policy of Sonoma County Juvenile Hall that procedures be established concerning the use of Special Management Rooms in order to assist staff in monitoring residents who require a higher level of supervision.

PROCEDURES

1. GENERAL INFORMATION

- A. Each housing unit has a Special Management Room (SMR) that can be used to house residents who require enhanced supervision. It is located near the staff station.
 - i. SMRs have the same features as other sleeping rooms on the housing unit with the exception of larger windows for enhanced visibility should a safety concern arise.
- B. The SMR shall not be used for the purpose of punishment, coercion, or retaliation by staff.
- C. The SMR shall not be used to the extent that it compromises the mental or physical health of the resident.
- D. The following requirements apply to all residents housed in an SMR, with the exception of “temporary moves”.
 - i. A “temporary move” is when a resident is moved to an SMR for a short time due to unit needs, and are not based on the resident’s behavior.
- E. In the event that a resident exhibits behavior that would require them to be housed in the SMR or information is received that would prompt staff to place a resident in the SMR, the following shall take place:
 - i. The information shall be communicated to the Facility Supervisor.
 - ii. The Facility Supervisor, or where applicable, medical or mental health staff, will make a determination whether to place the resident in a SMR.
- F. Prior to a resident being physically placed in a SMR, a room search of the SMR will be completed.
- G. Once the resident has been moved to the SMR, staff will initiate appropriate safety checks, as determined by the Facility Supervisor.

Note: On housing units 5 and 6, when the water to the SMR is turned off, the water to **BOTH** units’ SMRs will be off.

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REPLACEMENT HISTORY

Revised: 4/15/19

APPROVED BY:

DAVID M. KOCH
Chief Probation Officer

REFERENCES

- Title 15 Section: 1328 "Safety Checks"