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| 52060.5  INMATE PERSONAL CALLS   52060.6SCHEDULING OF OUTSIDE TELEPHONE CALLS 52060.7 IDENTIFICATION OF  PRIVILEGE GROUP  *Original Signed By/*  DAVE DAVEY  Warden, (A)  California State Prison-Corcoran | Facility 3A, 3B, and 3C General Population inmates that are housed in “A” Section will use the “A” phone; those housed in “B” Section will use the “B” phone; and “C” Section will use the “C” phone. Level I Facility inmates shall use “A” “B” or “C” phone regardless of their housing. The “D” phone in all housing units will be utilized for emergency phone calls and/or as an extra at the Supervisors discretion to accommodate large volume of inmate phone sign ups.  Telecommunications Devices for the Deaf Telephones The ADA requires that interstate and intrastate Telecommunications Relay Services (TRS) be made available to people who are deaf, hard of hearing, or speech impaired. These relay services will enable individuals, who use TDD also known as Text Telephones (TTYs), to have telephone conversations with individuals who use conventional voice telephones anytime, anyplace, and for any reason whatsoever. Specially trained Relay Service Agents complete all calls and stay on-line to relay messages either electronically over a TDD/TTY, or verbally to hearing parties. Use of TDD/TTY telephones for DPP inmates shall be consistent with CCR, Section 3282(h). Refer to OP 1012 Disability Placement Program. Telephone sign-up sheets covering seven days will be maintained and logged weekly. Sign-up sheets shall be divided in 15 minute increments. Sign-up for inmate telephone calls will be accepted during program hours on third watch. Inmates assigned to work hours during third watch may sign-up during second watch. Inmates must present their Identification Card to the unit officer to sign-up. Inmates may not sign-up for a call time slot during their work/training hours. The sign-up sheets will be available from Housing Unit Officers each day at 2000 hours. Privilege Group A1/A2 inmates may sign-up on a first come, first served basis. Privilege Group B inmates may sign-up for their one call a month between the first and tenth day of the month. Inmates will be allowed to sign up for one time slot. Once all inmates have had the opportunity to sign up, then inmates may sign up for additional phone calls in the remaining available time slots.  Inmates housed at John D Klarich Memorial Hospital (JDKMH) who are eligible for telephone privileges will request telephone access from the third watch officer. Third watch officers will allow inmate telephone calls only when it does not interfere with their regular duties. Privilege Group “A” inmates will have telephone access daily limited only by institution/facility telephone capabilities. Privilege Group “B” inmates will be allowed one personal call a month. Privilege Group “C” and “D” inmates will make telephone calls on an emergency basis only as determined by hospital staff. Telephone calls will be limited to 15 minutes. The phones are located by the officer’s station on each hospital wing. A weekly telephone sign-up sheet will be posted at the officer’s station for tracking purposes. All calls will be logged in the inmate’s CDCR Form 114A file. Inmates may need to utilize the telephone during second watch. This may occur if the inmate has had a death in the family, a scheduled call with legal counsel, and for interview purposes, such as appeals or investigations. If this arises the housing officer will inform the Hospital Sergeant and wait for approval prior to the telephone call being made.  Inmates may sign-up for regularly scheduled time slots, however, if they fail to report at the scheduled time, no other inmate will be permitted to use that time. In the event the inmate reports late and there is a reasonable amount of time remaining, he will be permitted to use the remaining time.  At no time will any inmate be permitted to trade or give away his slotted time, or any portion thereof.  In the event the phone sign-up sheets and/or sign-up board are vandalized or stolen, all calls already signed for on the destroyed or stolen list will be canceled. It will be the responsibility of the Housing Unit Officers to monitor the sign-up sheets for unauthorized multiple sign-ups and inmates signing for others. Any inmate found in violation of this procedure will receive appropriate disciplinary documentation in conjunction with losing all multiple sign-ups.  In the event a telephone is out of order, all slots signed for during the period which the phone is inoperable will be considered lost due to circumstances beyond the control of the institution.  Inmates assigned to the Firehouse have been granted the privilege of making one phone call per day. These calls will be made during the inmate’s off duty hours. Calls will not be permitted at any other time. All calls are monitored by staff assigned to JDKMH Hospital Control.  Security Threat Group Step Down Program (SDP) Inmate Phone Usage  SDP Step 1 inmate: Emergency phone call as determined by institution/facility staff.  SDP Step 2 inmate: Upon successful completion of Step 1 one (1) phone call within the year of being placed into step 2 is authorized.  SDP Step 3 inmate: Upon successful completion of step 2 two (2) phone calls within the year of being placed into step 3 are allowed.  SDP Step 4 inmate: Upon successful completion of step 3 four (4) phone calls within the year of being placed into step 4 are allowed.  There is one telephone in each of the designated SDP Housing Unit rotundas. Inmates are allowed to sign up on the phone list only one time. If the inmate’s name appears more than once, their calls will automatically be canceled. Each time slot is for  15 minutes. This time slot is reserved for each inmate and they may not give it away or share time with another inmate. Telephone use will be conducted utilizing the following guidelines:  a. Inmates shall be provided phone calls utilizing the phone sign-up list per established procedure. There will be 28 phone sign-ups slots available from 0915 hours until 2030 hours, each 15 minutes in duration, Tuesday, Friday, and Sunday.  b. At the completion of ICC, the CCII shall notify staff of the inmate’s eligibility for phone calls.  c. Staff shall conduct phone sign-ups weekly on Monday evenings at the completion of the evening meal for the coming week. (Inmates shall not be used to accomplish the sign-ups).  d. Inmates are required to sign up for telephone calls and staff will monitor the phone calls. Institution Gang Investigator (IGI)/ISU will be provided copies of the sign up lists.  The SHU CCI will screen each request for phone calls to determine if an emergency exists or if an inmate in the SDP has earned the privilege.  All calls are placed on monitored inmate phones to facilitate live monitoring by staff.  All telephone calls will be logged in the inmates CDCR 114A. The entry will identify the name and title of the person authorizing the call and circumstances (Example: completion of Step 1, death of immediate family member, etc.).  Log information will include date, time, inmate’s name, number, to whom the call was placed, the number called. The log will be signed by the staff member assisting/monitoring the call, and provide IGI with a copy of the log.  Inmates in Administrative Segregation, disciplinary detention, or weekend lock-up, are not eligible for telephone privileges, except for access to the judicial system or those emergency calls specifically approved by the designated staff. |