

ALAMEDA COUNTY SHERIFF'S OFFICE DETENTION AND CORRECTIONS POLICY AND PROCEDURE	NUMBER: 11.65	PAGES 1 of 4
	RELATED ORDERS: G.O. 1.05, D&C P&P 8.12, 11.53 LES P&P 5.08	
	ISSUED DATE: September 3, 2013	
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CHAPTER: Intake, Transfer, Release and Records	SUBJECT: Priority Booking for Arresting Agencies	

I. **PURPOSE:** To establish uniform procedures for assisting an outside agency with a priority booking or forced blood draw.

II. **POLICY:** Arrestees coming into custody are at times non-compliant and combative. The Alameda County Sheriff's Office (ACSO) is committed to help safeguard the safety of officers from outside agencies when booking non-cooperative arrestees. In assisting other agencies, whose policies may be different from that of ACSO, a uniform procedure in dealing with priority bookings must be established. The primary objective in handling priority bookings will be to minimize injury to the outside agency officer and arrestee while mitigating the need to use force through superior numbers.

III. **DEFINITIONS:**

A. **PRIORITY BOOKING:** A procedure used for an arrestee who has become uncooperative to the point where there is an elevated risk of injury to the transporting officer(s) and arrestee if the transporting officer(s) continue to deal with the inmate without further assistance.

B. **ITR:** Intake, Transfer and Release.

C. **INTAKE LOBBY:** The area of ITR where an arrestee goes through the initial stages of the booking process and is evaluated for suitability for incarceration.

D. **RECEIVING:** The area of ITR where an arrestee is held after ITR staff accepts custody of the arrestee. It is in receiving where an arrestee is held while going through the rest of the booking process (fingerprinting, medical screening, classification, etc.).

E. **NON-CONSENSUAL BLOOD DRAW:** A blood draw in which the arrestee does not consent to the seizure of his/her blood for evidentiary purposes.

IV. **PROCEDURE:**

A. **PRIORITY BOOKING DETERMINATION**

1. The need to initiate a priority booking for an arrestee can be determined by ITR staff or by outside agency officers. The following are common situations where a priority booking is initiated.

- a) ITR staff is contacted by the arresting agency prior to arrival at the jail, requesting deputy assistance to deal with an uncooperative arrestee.
- b) The arresting agency arrives at the jail and then requests the assistance of ITR deputy staff to help with an uncooperative arrestee.
- c) An arrestee becomes uncooperative to the point of warranting a priority booking while in the intake lobby of ITR.

B. GENERAL PROCEDURE FOR PROCESSING PRIORITY ARRESTEES

1. The ITR staff will notify the ITR Sergeant or in his/her absence the Security Sergeant, when they have been made aware of a possible priority booking by an incoming arresting agency.
 - a) If possible, the ITR Sergeant or in his/her absence the Security Sergeant, should respond to the location of the priority booking to oversee the process.
2. ITR deputies assisting with a priority booking should stand-by and allow the arresting officer(s) to handle the situation, unless intervention becomes necessary for officer safety reasons, or until the ITR staff accepts the arrestee into custody.
3. If a priority booking is initiated while the arrestee is in the arresting agency's vehicle, the arrestee shall remain in the vehicle until they can be screened by a nurse from ***the medical staff***.
4. A ***nurse*** will be notified as soon as possible in order to determine the priority booking arrestee's suitability for incarceration.
 - a) The arrestee must be cleared for incarceration by ***medical staff*** prior to being accepted by ITR staff.
 - b) If the arrestee is determined to be medically unsuitable for incarceration, the ITR staff will not accept the arrestee. The arresting agency must have the arrestee cleared for incarceration at a medical center before ITR staff can accept custody of them.
5. If the arrestee has mental health concerns, a representative from Criminal Justice Mental Health (CJMH) will be notified as soon as possible in order to evaluate the priority booking arrestee's suitability for incarceration.
 - a) The arrestee must be cleared for incarceration by CJMH staff prior to being accepted by ITR staff if mental health concerns exist.
 - b) If the arrestee is determined to be mentally unstable by CJMH staff, the ITR staff will not accept the arrestee. The arresting agency must have the arrestee cleared for incarceration at John George Pavilion (JGP) before ITR staff can accept custody of them.
6. If an arrestee becomes combative, ITR deputies may assist the arresting officer(s), if they are

not able to quickly gain control of the arrestee.

- a) Any use of force will be in accordance with G.O. 1.05.
 - b) Necessary Use of Force reports will be generated.
 - c) A primary outside agency assist report will be written.
 - i. The outside agency assist report will document the circumstances that led up to the use of force and will reference the original arresting agency's report number.
7. Once the arrestee has completed the initial booking process at the intake counter, the ITR deputies can take custody of the arrestee and escort them to a holding cell, located in the receiving area of ITR where no other inmates are present. At the discretion of the ITR Sergeant the arrestee may be placed in a holding cell in the transfer area of ITR, only if there are no available holding cells in the receiving area of ITR.
- a) In the holding cell, ITR deputies will search the arrestee and remove any weapons, contraband and any other property.
 - b) If the arrestee continues to be combative, restraints may be applied for his/her safety and the safety of staff. A restraint log will be generated with a short narrative on the log documenting the reason per D&C P&P 8.12.
 - c) If the arrestee is moved directly to the transfer area of ITR an Intensive Observation Log will be generated.
8. Once the arrestee has been deemed to no longer be an officer safety concern, he/she will be processed through the rest of the booking process.

C. NON-CONSENSUAL BLOOD DRAWS

1. Absent circumstances that make an immediate warrantless blood draw reasonably necessary, a search warrant will generally be required before a non-consensual blood draw is taken.
2. ACSO does not routinely conduct non-consensual blood draws except in situations outlined in LES P&P 5.08
3. Outside agencies may conduct non-consensual blood draws in the Santa Rita Jail (SRJ) ITR intake lobby in accordance with their agency's Policy and Procedure.
4. If another agency requests the assistance of ITR deputies in completing their non-consensual blood draw, the following procedure shall be followed.
 - a) ITR Sergeant or in his/her absence the Security Sergeant, will be notified when such a request is made by an arresting agency. The ITR Sergeant should respond to the location to oversee the process and ensure a warrant was obtained, if necessary.

- b) The ITR Sergeant will notify the on duty Watch Commander of the incident.
- c) Responding ITR deputies should stand-by and allow the outside agency to handle the situation, unless intervention becomes necessary due to the arrestee's combative behavior.
- d) In the case where an arrestee becomes combative toward others, ITR deputies may respond to overcome arrestee's resistance if the outside agency officer(s) are unable to quickly gain control of the arrestee.
 - i. Any use of force will be in accordance with G.O. 1.05
 - ii. Necessary Use of Force report(s) will be generated.
 - iii. A primary outside agency assist report will be written.
 - iv. The outside agency assist report will document the circumstances that led up to the use of force and will reference the original arresting agency's report number.
- e) If force is used on the arrestee, the phlebotomist should be escorted out of the blood draw area until the arrestee is restrained.
- f) The officer(s) from the outside agency should take physical control of the arrestee for the purpose of the blood draw.
 - i. At the discretion of the ITR Sergeant, ITR deputies may assist the outside agency in controlling the arrestee for the purposes of the non-consensual blood draw.
 - ii. Only that force required to safely restrain the arrestee will be used to facilitate the non-consensual blood draw.
- g) Upon completion of the non-consensual blood draw, a *nurse* will determine the arrestee's suitability for incarceration.
 - i. The arrestee must be cleared for incarceration by *medical staff* prior to being moved into the receiving area of ITR.
 - ii. If the arrestee is determined to be medically unsuitable for incarceration, the arresting agency must have the arrestee cleared for incarceration at a medical center before ITR staff can accept custody of the arrestee.
- h) Once the arrestee is determined to be suitable for incarceration, he/she will continue with the booking process.