

NH DEPARTMENT OF CORRECTIONS POLICY AND PROCEDURE DIRECTIVE	CHAPTER <u>Enforcement Operations</u> STATEMENT NUMBER <u>5.89</u>
SUBJECT: INMATE MANAGEMENT: SPECIAL HOUSING UNIT PROPONENT: <u>Richard Gerry</u> <i>Name/Title</i> <u>Warden NHSP/M</u> <u>271-1812</u> <i>Office</i> <i>Phone #</i>	EFFECTIVE DATE <u>09/01/10</u> REVIEW DATE <u>09/01/11</u> SUPERSEDES PPD# <u>5.89</u> DATED <u>09/15/09</u>
ISSUING OFFICER: <hr/> <i>William Wrenn, Commissioner</i>	DIRECTOR'S INITIALS _____ DATE _____ APPENDIX ATTACHED: YES _____ NO _____
REFERENCE NO: See reference section on last page of PPD.	

- I. **PURPOSE:**
To establish guidelines for managing inmate behavior in the Special Housing Unit.

- II. **APPLICABILITY:**
To all staff of the New Hampshire State Prison only and all inmates living in the Special Housing (SHU)

- III. **POLICY:**
It is the policy of the New Hampshire State Prison that there will be a consistent response to individual or group misbehavior in the Special Housing Unit (SHU). The goal of these sanctions is to maintain order and provide safe and sanitary working/living conditions.

- IV. **PROCEDURE:**
 - A. Inmates shall be given an alternative meal service if food or food service equipment is used in a manner that is hazardous to self, staff, or other inmates. Alternative meal service is on an individual basis based on health or safety consideration only; it must meet basic nutritional requirements, and occur with the written approval of the Warden and responsible health authority. The substitution period shall not exceed five days.
 - B. If an inmate demonstrates behavior that is hazardous to self, staff, or other inmates, the SHU staff may determine that the inmate will be placed on security precautionary watch for further observation and single movement.
 - C. If an inmate refuses to move within or out of SHU, a team comprised of SHU staff may be assembled and the inmate may be physically moved to an alternative location. The inmate will be given ample opportunity to move before the team is employed. The force continuum will be utilized to secure the inmate and maintain safety for staff and inmate(s) involved.
 - D. If needed, the Officer in Charge (OIC) will determine and seek approval from the Shift Commander for the use of the stretcher restraint as an aide to securing and controlling the inmate's behavior, therefore minimizing the risk to themselves and others. This will be done in accordance with the policy and procedure directives governing the use of restraint devices

- (PPD 5.81).
- E. With the exception of SHU inmate workers, no other inmate shall be housed on N Tier in SHU except for exceptional circumstances. Authorization to place an inmate on N Tier is required from the Warden and Commissioner or designee. This authorization is needed prior to shift change. Documentation will be placed in the inmate's file as to the reason for placement on N Tier. The Health Services Center (HSC) and Mental Health staff will be advised for assessment purposes when an inmate is placed on N Tier.
 - F. If an inmate starts a fire in or near his cell, the deluge system will be activated in order to extinguish the fire. If the fire cannot be extinguished or controlled, the inmate or inmates assigned to the tier will be evacuated to the day room until the fire has been extinguished. Once extinguished, the OIC will evaluate the cell/tier. If the cell/tier is determined to be uninhabitable, the inmates assigned to the tier will be housed in alternative locations within SHU. If the cell/tier is determined to be suitable, the inmates will be returned to the cells they were previously assigned.
 - G. If any inmate floods his cell, water to the cell will be turned off and remain off until the cell is dried out.
 - H. An inmate who destroys state property will be required to pay for a replacement. Funds will be deducted from the inmate's account for this purpose. If the item is destroyed a second time, it will be removed and not replaced until the inmate has paid in full for the destroyed state property in question.
 - I. An inmate suspected of tampering with the recreation yard fencing will be barred from the recreation yard pending a disciplinary hearing. Additional loss of recreation yard time is authorized for this offense, if found guilty of tampering with the recreation yard fencing, additional loss of recreation yard time is an authorized punishment.
 - J. An inmate who verbally threatens to harm him/herself or who exhibit behavior that could result in an injury (e.g., banging one's head against the wall) or who has suffered a self-inflicted injury will be moved to the day room. The Mental Health Department and HSC will be notified immediately. If medical treatment is necessary, the inmate will be transported to the appropriate location for medical treatment. Inmates who verbally threaten to harm themselves will be moved to a day room pending a mental health interview.
 - K. Inmates who are genuinely mentally ill, as certified by the Mental Health Director/designee, will not be charged for any behavior associated with this illness.
 - L. All non C-5 inmates in SHU, except inmates in Punitive Segregation, shall be afforded the opportunity to have outside yard time every day for one hour. It is recognized that outside yard time may be temporarily limited by SHU security concerns and/or staffing limitations.
 - M. **SHU Case Management Plans**
After six consecutive months in SHU, a Case Management Plan shall be prepared. A new case management plan is required each time an inmate's C-5 classification is renewed after the first six months. The inmate's offender record shall be reviewed by the Unit Team. A case management plan shall be completed, which specifically states what the inmate must do to be reclassified to a lower security status and a timeframe for such reclassification. The completed case management plan will then be sent to the Warden for approval. A copy of the approved case management plan shall be given to the inmate.

REFERENCES:

Standards for the Administration of Correctional Agencies
Second Edition Standards

Standards for Adult Correctional Institutions
Fourth Edition Standards

Standards for Adult Community Residential Services
Fourth Edition Standards

Standards for Adult Probation and Parole Field Services
Third Edition Standards

Other

PPD 6.10
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