



# RHODE ISLAND DEPARTMENT OF CORRECTIONS POLICY AND PROCEDURE

	<b>POLICY NUMBER:</b> 15.11-3 DOC	<b>EFFECTIVE DATE:</b> 05/23/11	<b>PAGE 1 OF 6</b>
	<b>SUPERCEDES:</b> 15.11-2 DOC	<b>DIRECTOR:</b> <span style="float: right;">Please use BLUE ink.</span> 	
<b>SECTION:</b> CLASSIFICATION		<b>SUBJECT:</b> "C" CATEGORY INMATES	
<b>AUTHORITY:</b> Rhode Island General Laws (RIGL) § 42-56-10 (22), Powers of the director			
<b>REFERENCES:</b> ACA # 4-4305 (Special Needs Inmates) RIDOC policies 9.14-4 DOC, Detecting Contraband on or in the Possession of Inmates-Detainees (Including Frisk, Strip and Body Cavity Searches), 9.19-1 DOC, Restraining Devices, 15.01-2 DOC, Classification Process and 24.03-4 DOC, Visits.			
<b>INMATE / PUBLIC ACCESS?</b>		<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
<b>AVAILABLE IN SPANISH?</b>		<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

I. **PURPOSE:**

To establish Department wide procedures for controlling and supervising inmates who are classified to "C" category.

II. **POLICY:**

Inmates are classified to "C" category when their pattern of conduct:

- Demonstrates chronic inability to adjust to the general population;
- Indicates maximum personal protection is required; or
- Constitutes a serious threat to the Adult Correctional Institutions (ACI).

III. PROCEDURES:

Inmates classified to "C" category require extremely close supervision and are subject to the following restrictions and controls:

- A. Housing: Separate living location - to be determined by the Director or designee.
- B. Meals: "C" category inmates consume meals in their cells, subject to the discretion of the Assistant Director for Institutions and Operations ("ADIO") or designee. All meal residues are removed by the housing module Correctional Officer thirty (30) minutes after meal delivery.
- C. Restraints: Restraints are applied whenever "C" category inmates are outside of their cells, secure shower areas, or secure exercise areas. Exceptions are granted only with the approval of the ADIO or designee.
  - 1. Handcuffs: "C" category inmates are cuffed behind their backs, palms facing out prior to their cell doors' being opened.
  - 2. Belly Chains: Belly chains are applied to "C" category inmates who are visiting the doctor or dentist, except as exempted by a Departmental physician, after consultation with the facility Warden, for medical reasons.
  - 3. Shackles: When departing or entering the "C" cell area, "C" category inmates are cuffed, shackled and escorted by at least one (1) Correctional Officer.
  - 4. After returning to the "C" cell area, "C" category inmates are strip searched in their cells.
- D. Visits: Non-contact visits are conducted outside the regular Visiting Room as determined by the ADIO or designee consistent with the provisions of RIDOC policy 24.03-3 DOC, Visits, or a successive policy.

E. Health:

1. Showers: minimum of three (3) per week; **daily whenever possible.**
2. Physician and Dentist: Request Form submitted to housing module Correctional Officer.
3. Medical Emergencies are attended to immediately.
4. Exercise: three (3) days per week, minimum; weekends and holidays excluded; outdoors only.
  - a. Once an inmate is out of his/her cell for recreation, he/she will be patted down before entering the secure exercise area.
  - b. Inmates are not permitted to return to their cells until termination of the recreation period.
  - c. Inmates are strip-searched before being secured in their cells following recreation.
  - d. Any violation of institutional rules and regulations is grounds for disciplinary action and immediate termination of recreation.
  - e. Inmates may not remove their shirts when engaged in outdoor recreation.

- F. Programming: "C" category inmates have use of educational materials and services recommended by the Education Unit and approved by the ADIO or designee. Any additional rehabilitative and educational programming may be authorized by the ADIO or designee.

Behavioral programming will be made available to facilitate adjustment to general population.

- G. Employment: "C" category inmates remain unemployed unless performing routine housekeeping duties within the unit, as authorized by the facility Warden.

H. Cells:

1. Will be maintained in an orderly and sanitary manner at all times.
2. Mattress will remain on the bed.
3. Bedding will be tucked under the mattress.
4. Clothing not being worn will be folded and properly stored or hung on hooks.
5. Are subject to search at any time.
6. Cell door and vents will not be obstructed.

I. Leisure Activities:

1. Televisions are **not** permitted.
2. Radios are permitted, with earphones only.
3. Reading material is subject to institutional/facility control. Library books or cart are available upon request (Request Form).

J. Store Orders: No glass.

K. Linen: Weekly change.

L. Laundry: Weekly privileges.

M. Mail: Usual facility mail privileges.

N. Clothing: Regulation, per facility. No "C" category inmate is allowed out of his/her cell unless in proper uniform.

O. Legal Assistance: Available upon request (Request Form). Interviews with law clerks are conducted in a secure area.

P. Requests to See Staff: Request Form or letter.

Q. Standards:

1. Clothing:

- (1) One pair of shower shoes
- (8) Eight pair of underwear (male inmates)
- (8) Eight pair of underpants (female inmates)
- (8) Eight undershirts
- (6) Six bras (female inmates)
- (2) Two pair of thermal underwear
- (1) One pair of regular footwear
- (8) Eight pair of socks
- (2) Two uniforms
- (1) One Kufi (only Muslim inmates; may only be worn when inside cell)

2. Personal Property:

- (1) One wristwatch
- (1) One wedding band
- (1) One religious medal with chain
- (2) Two large, legal size envelopes of legal material.  
Other legal material secured in traps and available on request.
- (1) One photo album
- (2) Two pair of prescription eyeglasses

3. Writing Materials:

- (2) Two books of stamps
- (2) Two pencils
- (2) Two pens
- (1) One writing pad
- (1) One box of envelopes

4. Personal Hygiene Supplies:

- (2) Two bars of soap
- (1) One toothpaste or powder
- (2) Two rolls of toilet paper
- (1) One comb
- (1) One skin cream

- (1) One Styrofoam cup
- (1) One toothbrush
- (1) One towel
- (1) One shaving cream
- (1) One disposable razor\*
- (1) One shampoo
- (1) One deodorant
- (1) One bath powder
- (1) One box tampons (female inmates)
- (1) One box sanitary napkins (female inmates)

\* Correctional Officers distribute and retrieve razors daily.