

ADMINISTRATIVE DEPRIVATION ORDERS

STANDARD NO(S):

NYSSA #

DATE:

December 09, 2013

REFER TO:

Roger O. Ward

I. OBJECTIVE:

Administrative Deprivation Orders will be used when deemed necessary to address safety and security concerns that cannot be adequately addressed via the facility's discipline procedure.

II. POLICY:

To ensure the safety, security and good order of the facility, Administrative Deprivation Orders will be used to provide for enhanced care and/or custody of those inmates whose circumstances or behavior require the same.

III. DETAILS:

A. When authorized, Administrative Deprivation Orders will be utilized to accomplish and document the following:

1. Long term administrative segregation.
2. Revocation or restriction of contact visitation.
3. Removal of facility or personal property from cell.
4. Revocation of or restriction from attending programs, activities or services.
5. Non-routine application of restraints during movement within the facility.
6. Imposition of alternative meals.

7. Other, e.g. (cell water).

- B.** Only Shift Supervisors, the Correction Lieutenant and the Chief Administrative Officer will have the authority to issue Administrative Deprivation Orders. If a Shift Supervisor or the Lieutenant issues an Administrative Deprivation Order, the C.A.O. will review such order within one business day. All Administrative Deprivation Orders will be reviewed by the C.A.O. at intervals not to exceed seven (7) days.
- C.** The following section includes information that Shift Supervisors, Lieutenant and C.A.O. will consider when determining the appropriateness of issuing an Administrative Deprivation Order.
1. Long term administrative segregation – will be reserved only for inmates having a documented history which provides substantial evidence that an imminent risk of victimization, assaultive behavior, or threat to custody exists if the inmate were to remain in general population.
 2. Revocation or restriction of contact visitation – will be reserved only for inmates that have violated facility visitation rules and/or have obtained or have conspired to obtain contraband through visitation.
 3. Revocation of or restriction from attending program, activities or services – will be reserved only for inmates, whose presence and participation in such would jeopardize the safety and security of the facility. An administrative deprivation order will be used for revocation and restricting attendance of any mandated program and when it is necessary to revoke or restrict attendance pending a discipline hearing of any non-mandated program that an inmate would otherwise be eligible to attend. Note: Issuance of an Administrative Deprivation Order for purposes of revoking or restricting educational services will require observance of procedures prescribed by 9 NYCRR, section 7070.7.
 4. Removal of facility or personal property from a cell – will be reserved for inmates that have demonstrated a propensity to tamper or misuse such property. Note: In the case of property removed for reasons other than as a suicide risk precaution, the deprivation will be reviewed each shift by the Shift Supervisor for purposes of determining whether continued deprivation is appropriate. Any continuation and the reasons for such will be documented by the Shift Supervisor.

5. Non-routine application of restraints during movement- will be reserved only for inmates that have demonstrated a propensity to be assaultive toward staff, assaultive toward other inmates when moving through the facility or to be a threat to custody. Note: Issuance of an Administrative Deprivation Order for this purpose will also require notification of SCOC using reportable incident procedures.
6. Imposition of alternative meals – will be reserved for inmates who engage in unhygienic acts, such as spitting or throwing feces or urine, or who use food or food service equipment in a manner that is a threat to the safety, security or good order of the facility, or the health or safety of any person. Note: Issuance of an Administrative Deprivation Order for this purpose shall require observance of procedures prescribed by 9 NYCRR, section 7009.6(c).
7. Other - other deprivations, such as cell water will only be restricted based on a documented showing that the restriction is necessary and reasonably related to a specific threat posed by an inmate. Note: Issuance of an Administrative Deprivation Order for purposes of restricting cell water will be reviewed each shift by the Shift Supervisor for purposes of determining whether continued deprivation is appropriate. Any continuation and the reasons for such will be documented by the Shift Supervisor.