

## **INMATE HYGIENE**

STANDARD NO(S):

NYSSA # 151

DATE:

December 7, 2009  
REVISED: 03/05/2012  
REVISED: 01/14/2015  
REVISED: 01/15/2015

REFER TO:

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I. OBJECTIVE:

To promote and maintain standards for inmate hygiene.

II. POLICY:

It is the policy of the Seneca County Correctional Facility to establish standards of inmate personal hygiene that comply with federal, state, and local laws regarding health and sanitary requirements. Officers will hold inmates responsible for their personal cleanliness in accordance with New York State Minimum Standard Part 7005 and the facility will provide supplies and facilities consistent with minimum standard requirements.

III. DETAILS:

- A. Inmates will be required to maintain personal body cleanliness. Hot showers are made available daily within each housing unit. All inmates will be fully dressed when going to and coming from the shower.
- B. Inmates may have a beard and/or mustache. Hair may be grown to any length providing it does not create a health or safety issue.
- C. Inmates will be allowed to shave daily.
- D. Inmates will not be allowed to shave their heads.

IV. HAIRCUTS AND HAIRSTYLES:

- A. A licensed barber will be available on a regular basis for the cutting of inmate's hair.
- B. All barber equipment will be inspected by the Booking Officer or Escort Officer upon admittance to and exiting from the facility.

- C. Any inmate wishing to receive a haircut will complete Form CF-011 (Request for Barber Services) before the end of the “C” shift prior to the day of haircuts.
- D. All haircuts will be conducted in the housing unit multi purpose room unless otherwise specified by the Shift Supervisor.
- E. All Housing Unit Officers will inspect their units’ multi purpose room prior to the commencement of and upon completion of haircuts and provide for any necessary cleaning.
- F. Indigent inmates and inmate workers will receive one haircut per month at facility expense. All other inmates will be charged a fee per haircut which will be deducted from their commissary account.
- G. If the growth or cutting of an inmate’s hair creates an identification change, a new photograph will be taken of the inmate.
- H. Inmate workers who refuse to comply with the minimum standard and facility policy regarding food service assignments will be assigned to other duties or, at the discretion of the Shift Supervisor, be returned to general population.
- I. Should examination of an inmate’s hair reveal the presence of a health condition that may threaten the health of other persons, medical treatment will be initiated immediately. Such medical treatment may include the cutting of an inmate’s hair only upon the written determination by the facility physician that such action is necessary. Such hair cutting will be performed under the direct supervision of the facility physician or nurse.

V. SHAVING:

- A. The Shift Supervisor will transfer razors to each Housing Unit Officer who will begin passing razors, ~~and~~ shave cream and nail clippers for daily shaving at 0800 hours in accordance with previously submitted requests that have been completed by the Housing Unit Officers on the previous day using Form CF-012 (Razor Distribution).
- B. It will be the Housing Unit Officers responsibility to inspect each razor and nail clipper to ensure they are in good repair and fully intact before distributing.
- C. The Housing Unit Officer will document distribution and condition of each razor and nail clipper on Form CF-012 (Razor Distribution).
- D. All razors and nail clipper will be returned by each inmate to the Housing Unit Officer no later than 0900 hours.
- E. Each individual razor and nail clipper returned will be inspected to ensure it is fully intact and then documented as retrieved on Form CF-012.

- F.** If any razor or nail clipper is returned not fully intact, the Shift Supervisor will be notified to resolve the matter.
- G.** All razors and nail clippers including any unused, will be returned to the Sergeant's Office no later than 0930 hours.
- H.** The shift supervisor will ensure the count is the same as that of the CF-012.
- I.** The Shift Supervisor will discard all used razors and ensure all unused razors are transferred back to the secure storage area where an inventory will be maintained.
- J.** Nail clippers will be delivered to medical where they will be properly sanitized. Once sanitized they will be returned to the sergeants office where they will be placed in use for the following day.