

INMATE TABLETS

STANDARD NO(S):

NYSSA #

DATE:

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REFER TO:

Joshua Gilmartin
Donald Borland

I. PURPOSE:

The establishment of the inmate tablet program provides staff with an effective behavioral management tool, allowing access only to those inmates who meet acceptable standards of conduct. In an effort to reduce recidivism, and improve the overall mental hygiene of the inmate population, the tablet program provides educational material to develop life and job skills, media such as news, sports, music, and movies, as well as an additional method to communicate with family and friends.

II. DEFINITION(S):

1. **Tablet:** A portable computer that uses a touchscreen as its primary input device. Service provider information and tablet specifications are on file with the Chief Administrative Officer.

III. POLICY:

It is the policy of the Seneca County Correctional Facility to implement an inmate tablet program which provides staff an effective behavioral management tool, aids in offender rehabilitation, and is executed in a manner which maintains the safety, security, and good order of the facility.

IV. DETAILS:

A. Admission -

1. During the admission process, inmates will read a “Tablet Information & Notification Form (CF-???).” This form gives an overview of tablet use, including available functions, and cost information. After review, inmates will sign the form, indicating they understand that they are responsible for any damage to the tablet, and that all activity while using the tablet will be monitored.

B. Housing Unit –

1. The Housing Unit Officer on the 2300 to 0700 shift is responsible for ensuring each tablet is sufficiently charged for use.
2. The Housing Unit Officer will utilize the “Tablet Distribution Form (CF-???)” to document an inmate’s requested use of a tablet. Inmates can request to sign up for one (1) scheduled session per day, between the hours of 0900 and 1500 the day before tablet is to be used.
3. Daily sessions are scheduled as follows:
 - 1200 to 1400
 - 1730 to 1930
 - 2000 to 2130
4. Before distribution, each tablet is to be inspected for damage. Upon discovery of any abnormalities, the tablet will be immediately taken out of circulation. Notification will be made to the Shift Supervisor.
5. The Housing Unit Officer will distribute tablets at scheduled times, documenting the corresponding tablet serial number on the Tablet Distribution Form.
6. Tablets will be used in the inmate’s cell only. The Housing Unit Officer will terminate the tablet privilege of any inmate attempting to use their assigned tablet in an unauthorized area.
7. Earphones will remain in the inmate’s cell at all times
8. Sharing tablets is strictly prohibited. The Housing Unit Officer will confiscate any tablet being used by an unauthorized inmate.
9. The Housing Unit Officer will inspect tablets for damage at the end of each session.

C. Booking –

1. After completion of the classification process, the Booking Officer will provide the inmate with his or her four (4) digit personal identification generated by the Cobra Banker program.

D. Qualifications for Use –

Inmates who meet the following criteria will be eligible to use a tablet:

- Not currently under Formal Disciplinary Sanctions
- Not currently under Informal Disciplinary Sanctions
- No pending Disciplinary Hearing(s)
- No Disciplinary sanctions being held in abeyance
- Not under Administrative Segregation
- Completed the Classification Process