

Spring Grove Hospital Center Police Department Court Commitment/Incarceration Procedures

I. Purpose

To provide protocols and guidelines to transfer the care and custody of DHMH patients to the care and custody of federal, State and local governmental detention centers in a safe and timely manner.

II. Policy

The State of Maryland, Department of Mental Health and Hygiene (DHMH), Spring Gove Hospital Center and its Police and Forensic Units are responsible for the safe and timely transfer of patients from custody of DHMH to the custody of the Federal, State, and local governmental detention centers.

III. Procedures

The transfer of DHMH patients to Federal, State, and local governmental detention centers are usually but not always known in advance of the patient's scheduled court hearing.

A. Advance notifications Court Commitments:

In those incidents when the patient's pending incarceration is known by DHMH, the SGHC Forensics' Office will coordinate the dissemination of information between the treatment team and the SGHC Police Department. The Police Officer will check with the Direct Care Assistant (DCA) and verify they have patient's After Care Plan for the detention center. The SGHC Police Officer shall follow reasonable directions from the court as to the manner of delivering the patient to the detention center.

B. Unforeseen Court Commitments:

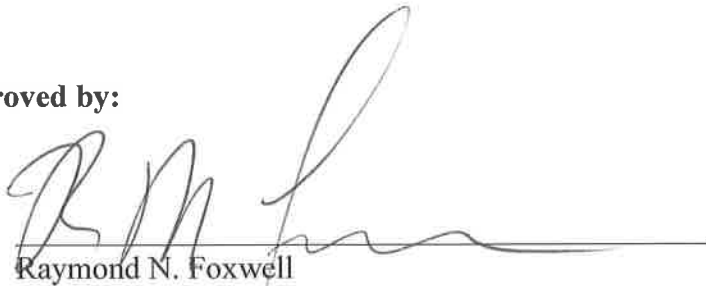
In those incidents where the incarceration of a DHMH and or the SGHC Forensics' Unit was unforeseen, the SGHC Police Officer will immediately notify the Senior SGHC Police Officer On Duty and the SGHC Forensics' Unit (410.402.7951). The SGHC Police Officer will provide the senior On Duty Police Officer and the SGHC Forensics Unit with the name of the patient, the period of incarceration the Judge imposed, the Judge's name, and the court room number. The SGHC Forensic Unit will contact the detention facility and provide them with the information and request that they contact the court clerk to obtain a copy of the clerk's work sheet, which should denote the Judge's incarceration order. The detention center will then determine if they will take possession of the patient/defendant or if the SGHC Police will transport the patient to the detention center.

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The Spring Grove Police Officer will advise the senior On Duty Police Officer how the patient/defendant will be transported to the detention center and will deliver copies of the court papers to the SGHC Forensic Unit upon their return to the SGHC Campus.

End of Directive

Approved by:



Raymond N. Foxwell
Spring Grove Hospital Police Chief



Paul Beeker
Spring Grove Hospital Center COO

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Date

RNF/tb

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