

Separation Policy

945.1 PURPOSE AND SCOPE

The purpose is to establish and implement written policy and procedures regarding the separation of youth from group activities for reasons that include, but are not limited to, medical and mental health conditions, assaultive behavior, disciplinary consequences, self-placed separation, and protective custody. This policy applies to all juvenile facility staff.

945.1.1 DEFINITIONS

Definitions related to this policy include:

Separation – Limiting a youth's participation in regular programming for a specific purpose. Separation types include;

- (a) **Age of Majority (AOM)** – Youth 18 years of age, who have been arraigned in adult court for offenses committed while a juvenile or offenses committed as an adult, with no open juvenile cases.
- (b) **Exclusionary (EXC)** – Separating a youth based on their legal status according to California Penal Code (PC) Section 4030 (e).
- (c) **Medical Separation (MS)** – Youth separated for health related issues by Correctional Healthcare Services staff for the protection of the youth, other youth, and staff.
- (d) **Protective Custody (PC)** – Separating a youth from other youth to protect him or her from a dangerous situation.
- (e) **Receiver Separation (REC)** – Separating a youth upon initial admittance to a Riverside County juvenile facility, excluding intra-county transfers, to conduct additional observation and assessment for proper classification to reduce any potential risk to the youth, other youth, and/or staff.
- (f) **Room Confinement** – The placement of a youth in a locked room with minimal or no contact with persons other than correctional facility staff and attorneys. Room confinement does not include confinement of a youth in a locked single person room for brief periods as may be necessary for required institutional operations.
- (g) **Safety Room Separation (SRS)** – Separating a youth who presents an immediate danger to themselves or others, who exhibit behavior which results in the destruction of property or reveals the intent to cause self-inflicted physical harm.
- (h) **Self-Placed Separation (SPS)** – Separating a youth per their request.

Trauma-informed care – An organizational structure and system framework that involves understanding, recognizing, and responding to traumatic stress reactions and the effects of all types of trauma. Trauma-informed care also emphasizes raising awareness and providing resources about trauma and the impact of trauma on youth, family members and staff.

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945.2 AUTHORITY AND REFERENCES

- Board of State and Community Corrections Title 15 §§ 1328, 1352, 1354, 1354.5, & 1390;
- California Penal Code §§ 1332 & 4030(e);
- Policy 931: Safety Checks;
- Policy 942: Classification;
- Policy 954: Safety Room Procedures;
- Policy 955: Searches;
- Policy 1053: Room Confinement;
- Welfare and Institutions Code §§ 208.5, 209, 210 & 885.

945.3 POLICY

Separation is authorized pursuant to the guidelines set forth in this section. When requesting separation and when separation is authorized, staff should use approaches and responses that consider positive youth development and trauma informed care. Utilizing these approaches and responses reduces possible re-traumatization and increases positive rehabilitation outcomes. Individual youth needs should be considered to increase the positive development of each youth.

Separated youth shall not be denied normal privileges or participation in programs, except when necessary to accomplish the objective of separation. A review of all separated youth shall be conducted by the duty officer (DO) and unit staff on each shift to determine if separation remains necessary.

Youth shall not be separated from the general population or assigned to a single occupancy room based solely on the youth's actual or perceived race, ethnic group identification, ancestry, national origin, color, religion, gender, sexual orientation, gender identity, gender expression, mental or physical disability or HIV status. This section does not prohibit staff from placing a youth in a single occupancy room at the youth's specific request.

Any separation that results in a youth being placed in a room requires duty officer (DO) approval and/or notification and appropriate documentation in the Juvenile and Adult Management System (JAMS).

When the objective of separation is discipline, Title 15 §§ 1390 shall apply. Refer to Institutional Operations Policy 946.

945.4 SEPARATIONS

- (a) Age of Majority 18+ (AOM) – Youth over the age of 18, who only have a juvenile case, are not required to be separated from the facility's general population. Youth 18 years of age, who have been arraigned in adult court for offenses committed while a juvenile or offenses committed as an adult, with no open juvenile case, shall be placed on

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sight/sound separation of general population youth. Youth may be placed on AOM separation unless ordered housed in a Riverside County Juvenile Facility by the court. When placing a youth on AOM status, staff shall obtain DO approval. For process steps, refer to Standard Work.

- (b) Medical Separation (MS) – Youth may be placed on MS for health-related issues per Correctional Healthcare Services (CHS) staff only. Per CHS staff, for the protection of the youth, other youth and staff, youth on MS shall be separated from the group. On-site health care staff shall specify the health care needs and requirements for each youth on MS. Staff shall employ universal precautions and comply with the medical treatment plan while dealing with youth on medical separation status. A youth shall remain on MS until cleared by on-site health care staff. When placing a youth on MS status, staff shall notify the DO. For process steps, refer to Standard Work.
- (c) Protective Custody (PC) – Separating a youth from other youth to protect him or her from a dangerous situation. When placing a youth on PC status, staff shall obtain DO approval. For process steps, refer to Standard Work.
- (d) Exclusionary (EXC) – EXC status is based on the legal status of the youth. Misdemeanor warrants alleging offenses involving weapons, violence, or controlled substances do not require EXC status. Youth on formal probation with search terms do not require EXC status when booked on misdemeanor warrants. Refer to California Penal Code (PC) Section 4030(e). For process steps, refer to Standard Work.
 - 1. A youth is placed on EXC status if the booking offense is a misdemeanor and no weapons, violence or controlled substances were involved in the alleged offense.
 - 2. Out-of-state runaways shall be placed on EXC status.
 - 3. Material witnesses pursuant to 1332 PC shall be placed on EXC status.
 - 4.
 - 5. Staff supervising youth on EXC status shall:
 - A. Conduct pat-down searches on youth;
 - B. Conduct searches by use of hand-held metal detector wands;
 - C. Search youth's personal clothing after removal;
 - D. Ensure youth undress and shower out of staff's and other youth's view;
 - E. Ensure youth dress in juvenile facility clothing out of staff's and other youth's view; and,
 - F. Ensure youth are housed separately from the facility's general population until the detention hearing.
- (e) Receiving (REC) – Receiver status is used for separating a youth upon initial admittance to a Riverside County juvenile facility, excluding intra-county transfers, to conduct additional observation and assessment for proper classification to reduce any

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potential risk to the youth, other youth, and staff. REC status is not a requirement for all newly admitted youth. If a youth is placed on REC status, the staff shall evaluate the youth for integration into the group within 1 hour of the youth's arrival to the unit. Youth shall be removed from REC status within 2 hours. If removal from REC status is not appropriate within 2 hours, the youth shall be reevaluated for appropriate separation status. When placing a youth on REC status, staff shall obtain DO approval. For process steps, refer to Standard Work.

- (f) Self-Placed Separation (SPS) - Separating a youth per their request. Youth on SPS may be temporarily placed in a room. Youth may be removed from SPS, upon their request, at any time and rejoin the group. When placing a youth on SPS status, staff shall notify the DO. For process steps, refer to Standard Work.
- (g) Safety Room Separation (SRS) - Youth who present an immediate danger to themselves or others, or who exhibit behavior which results in the destruction of property may be placed in a safety room. Staff shall follow all guidelines set forth in Policy 954: Safety Room Procedures.

945.5 ROOM CONFINEMENT

When youth are placed in a locked room with minimal or no contact with persons other than correctional facility staff and attorneys, staff shall follow all guidelines set forth in Policy 1053: Room Confinement.

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Attachments:

1. [Self-Placed Separation \(SPS\) Request form](#)
2. [Receiver Separation form](#)
3. [Separation Report](#)