



POLICY & PROCEDURES

.2301 GENERAL

- (a) **Modified Housing** is the assignment of regular population offenders to an area designated to provide increased security and observation. Offenders assigned to a **Modified Housing Unit** will receive the same privileges as offenders in regular population. Because they pose a threat to the security of the institution, some of their privileges maybe limited. Prior to establishment of a **Modified Housing area**, the Facility Head must make a written request up the Chain of Command, for final approval by the **Prisons Director**. After final approval and prior to the establishment of the housing unit, the Facility Head will also notify the offender population by posting notifications in areas that are accessible to the offender population.

Offenders that have exhibited behavioral problems, gang affiliation/involvement, strong-arming/intimidation tactics or have been determined a threat to the security or the orderly operation of the institution will be candidates for **Modified Housing**. Offenders completing **Restrictive Housing for Disciplinary Purposes (RHDP)** for A and B Class Offenses, who have a chronic history of rule violations or pose a threat to the security of the Institution or who has demonstrated institutional violence will be candidates for **Modified Housing**. The Facility Head or designee will have the discretion to select offenders for this population when housing issues, security issues, etc. arise.

- (b) When an offender assigned to the **Modified Housing Unit** receives an infraction, he will be transferred to the **Restrictive Housing Unit**. Upon completion of **restrictive housing**, the offender will be returned to **Modified Housing** unless referred for Control Housing.

.2302 PROCEDURES

- (a) Offenders will be referred for assignment to **Modified Housing** based on the established criteria. If the **unit authority** determines that the offender meets the criteria for assignment to **Modified Housing**, the **case will be forwarded to the facility authority for final approval**.
- (b) Offenders assigned to Close Observation Regular Population Housing will be assigned for a minimum of ninety (90) days. Any recommendation for removal prior to this time will be made in a recommendation by the Case Manager, Unit Manager, or the **SRG Officer** to the **Facility Head** for consideration to be removed from **Modified Housing**.
- (c) Offenders that have exhibited behavioral problems as listed may be referred for assignment to **Modified Housing** without receiving formal disciplinary action.

.2303 OFFENDER ORIENTATION

- (a) Every offender assigned to **Modified** Housing will receive a formal orientation on the expectations while housed in the **Modified** Housing Unit. All offenders assigned will be given a copy of the housing rules.
- (b) Offenders in **Modified** Housing who comply with all rules and regulations, will be evaluated a minimum of every ninety (90) days for consideration for release back into the general offender population. Offenders must meet the following minimum criteria before consideration is given for release back into the general population
 - (1) Remain free **of rule violations** for ninety (90) days
 - (2) Participate in one or more group activities for a minimum of thirty (30) days

.2304 MEALS

- (a) Offenders assigned to **Modified Housing** will be served meals in accordance to the Master Menu.
- (b) The Facility Head will determine the location as to where meals will be served.
- (c) Meals may be delivered or offenders may be escorted to the dining hall. The Facility Head will develop a procedure for feeding this population that is conducive to the facility operation.
- (d) When offenders are escorted to the dining hall it will be done so in an orderly fashion with offenders walking a single-file line. The feeding of **Modified Housing** offenders will occur at the completion of the meal for the general offender population.
- (e) The Food Service Staff will monitor the preparation of food trays for quality, quantity, and contraband.

.2305 DAYROOM/EXERCISE/SHOWER PERIODS

- (a) Offenders assigned to **Modified** Housing will receive **more than three (3)** hours per day of dayroom/indoor recreation privileges and **programmatic activities**. Offenders will have the opportunity to shower during this period of time. The number of offenders for dayroom and indoor recreation should be limited to a manageable number to ensure appropriate custody and security.
- (b) Any offender may refuse exercise/shower by refusing to comply with security procedures or threatening action which presents an immediate danger to the safety of staff or other offenders.

- (c) Offenders assigned to **Modified Housing** will be given the opportunity to exercise on the recreation yard a minimum of three (3) times per week, weather permitting. Outdoor exercise will be conducted in an orderly fashion with the assigned offenders exercising in groups. No other population will exercise on the recreation yard with the offenders assigned to **Modified Housing**. The number of offenders allowed on the exercise yard at any given time should be limited to a manageable number to ensure appropriate custody and security.

.2306 CANTEEN

- (a) Offenders assigned to **Modified Housing** will be given the opportunity to access items from the canteen at a minimum of three (3) times per week.
- (b) Purchases will be consistent with those offenders assigned to the general population.

.2307 RADIOS

Offenders assigned to **a Modified Housing** Unit will be allowed to possess radios.

.2308 TRUST FUND

Offenders assigned to **a Modified Housing** Unit will be allowed the same trust fund withdrawal limit as offenders in general population.

.2309 MAIL

Mail procedures for offenders assigned to **a Modified Housing** Unit will be consistent with DOP policy for all offenders in the general population.

.2310 TELEPHONES

Offenders assigned to **a Modified Housing** Unit will be allowed to make a minimum of two (2) personal telephone calls per month in accordance to DOP policy.

.2311 TELEVISIONS

All assigned offenders will receive television privileges during times the dayroom is open. Units will develop a schedule that dictates and limits the number of offenders allowed outside of their cells for dayroom activities.

.2312 ACCESS TO HEALTH CARE

- (a) Offenders will receive the same access to health care as those offenders assigned to the general population.
- (b) Each facility will develop a Standard Operating Procedure that will outline the procedures to facilitate the movement of offenders to the medical treatment area. Facilities should attempt to ensure that these offenders not come into direct contact with offenders assigned to the **regular** general population. If that is not possible, this contact should be as limited as possible.

.2313 TOBACCO USE

- (a) Offenders assigned to **Modified Housing** will be subject to the same prohibition of smoking as all offenders in the general population.
- (b) No offender will be allowed to smoke inside any State owned building.

.2314 LIBRARY

- (a) Library Services will be provided for offenders assigned to **a Modified Housing** Unit. The facility will implement a schedule to accomplish this task. The Facility Head has the option to provide library services on or off the unit depending on the operational issues of the facility.

.2315 VISITING

- (a) All visits will be scheduled by appointment.
- (b) All visits will be non-contact and limited to one (1) hour in duration
- (c) The Facility Head will designate the visitation schedule for offenders assigned to **a Modified Housing** Unit.

.2316 HAIRCUTS

Assigned offenders will have the opportunity to receive barber service a minimum of two (2) times per month as dictated by the Unit's schedule. Additional opportunities as required for personal hygiene reasons will be determined by the Facility Head.

.2317 WORK ASSIGNMENTS

- (a) All offenders will be required to clean their assigned cell prior to the daily inspection by Correctional Staff.
- (b) Offenders will perform janitorial duties while assigned to the **Modified Housing** Unit.

- (c) Offenders assigned to a **Modified Housing** Unit may be assigned to a program or regular duty assignment by the Unit Manager.

.2318 PROGRAM SERVICES

- (a) Offenders in Youth facilities will be provided mandatory educational services on the unit.
- (b) Group activities may be limited to a manageable number designated by the Unit Manager and Programs staff. All programs will be delivered in the dayroom. Participation will be **mandatory** for offenders to progress from a **Modified Housing** area back into the **regular** general population. When and where possible, Facilities will provide some type of C.B.I. program for this population.

.2319 RELIGIOUS SERVICES

- (a) Religious Services will be provided and coordinated to this population by the Chaplaincy Staff.

.2320 RULES

- (a) Specific rules will be developed and implemented for offenders assigned to **Modified Housing** by the Facility Head.
- (b) The **Modified** Housing Area should have an approved structured schedule posted for staff and offenders. Deviations from this schedule will be approved by the Facility Head or designee.



05-12-16

Prisons Director

Date

c.2300_05_12_16.doc