

Here is an example of what the Daily Training Bulletins look like:

Home page notifies the user they have an assignment:

Daily Training Bulletin	
Manual: All	
Inmate Safety Checks	Thu, Aug 17 2023
Suicide Prevention and Intervention	Thu, Aug 17 2023

Here is the example, the user should read the scenario, manual reference, analysis, and conclusion:

Inmate Safety Checks

Topic: Inmate Management
Accreditation Standard:
DTB Date: 08/17/2023

Scenario:

Correctional officer Samantha Johnson walks the corridors outside the segregation unit. As she makes her rounds, she notices a new nurse, Jessica Adams, looking perplexed and scanning the hall. Curious, Correctional officer Johnson walks over to Nurse Adams. "Do you need help?"

"I'm so relieved to see a familiar face," Nurse Adams says. "I'm concerned about an inmate in segregation. I'm hoping that he can be monitored more closely for safety reasons." She explains that she is confused about how inmate safety checks are documented.

Correctional officer Johnson nods understandingly, and asks Nurse Adams to follow her to the Booking.

A few minutes later, Correctional officer Johnson sits down at a computer station and says, "Safety checks are an essential part of what we do to ensure the well-being of inmates." She opens our Inmate Safety Checks Policy on the computer. "Every inmate in this facility is checked at least every 60 minutes on an irregular schedule and more frequently if necessary."

"I've been told that this information requires documentation, but nobody ever showed me or explained how that's done," Nurse Adams replies.

ISSUE: How do we document inmate safety checks?

Manual:

531.3 SAFETY CHECKS

531.3 SAFETY CHECKS

The staff shall adhere to the following procedures when conducting safety checks (Wis. Admin. Code DOC § 350.18):

- a. Safety checks shall be conducted on an irregular schedule (staggered) so that inmates cannot predict when the checks will occur.
- b. Safety checks shall be done by personal observation of the correctional officer and shall be sufficient to determine whether the inmate is experiencing any stress or trauma.
- c. Cameras and monitors may supplement the required visual observation safety checks but they shall not replace the need for direct visual observation.
- d. Safety checks will be clearly documented on permanent logs in accordance with the agency Daily Activity Logs and Shift Reports Policy.
- e. Actual times of the checks and notations should be recorded on the daily activity logs.
- f. Log entries shall never be made in advance of the actual check. Log entries made in this manner do not represent factual information and are prohibited.
- g. Special management inmates may be checked more frequently as detailed in the Specialized Housing Policy.

Analysis:

Safety checks of inmates in our jail are conducted on a regular basis, according to a specified procedure that includes direct observation of each inmate. Members who conduct safety checks are also required to follow procedure when documenting the checks in permanent logs as outlined in our policy.

Conclusion:

When documenting inmate safety checks, members are required to document the actual times and relevant notations on the daily activity log. Log entries shall never be made in advance of the actual check as they do not represent factual information.

Next

Cancel

After reading the DTB, click on “NEXT” and it will take the user the quiz:

Inmate Safety Checks

Topic: Inmate Management

Accreditation Standard:

DTB Date: 08/17/2023

Question:

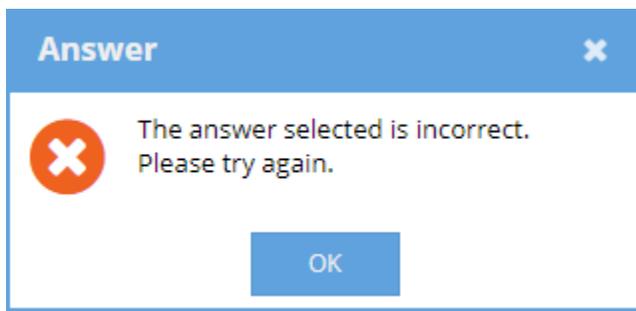
When conducting safety checks, _____ of the checks and notations should be recorded on the daily activity logs.

- Actual times
- Best-guessed times
- Most convenient times
- On-the-hour times

Close

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Select the answer. If you get the answer wrong, you will get this message:



Once you select the correct answer and submit:

Daily Training Bulletin ✕

Inmate Safety Checks

Topic: Inmate Management
Accreditation Standard:
DTB Date: 08/17/2023

Question:

When conducting safety checks, _____ of the checks and notations should be recorded on the daily activity logs.

- Actual times
- Best-guessed times
- Most convenient times
- On-the-hour times

You will get this message:

Congratulations ✕

You have successfully completed your Daily Training Bulletin

When you return to your home screen, the completed DTB is gone and you start the next one in the same manner.

Daily Training Bulletin Manual: 🔔

Suicide Prevention and Intervention Thu, Aug 17 2023

Some DTB's may reference two policy sections, here is an example:

Daily Training Bulletin ✕

Suicide Prevention and Intervention

Topic: Medical and Mental Health

Accreditation Standard:

DTB Date: 08/17/2023

Scenario:

Correctional officer Chris Kingsley is conducting an inmate safety check. The usual silence of the evening is interrupted by the sounds of crying coming from Inmate Glen Ryan's cell.

"Is everything OK?" asks Correctional officer Kingsley.

"I wish everything were OK, but my life is a wreck. My wife filed for divorce and wants custody of our three kids. Now I have nothing left to live for."

As Inmate Ryan continues to explain his situation, he grows increasingly emotional, and he begins to shake.

Inmate Ryan's statements, coupled with his emotional state, make Correctional officer Kingsley think Inmate Ryan may be a suicide risk.

ISSUE: What should Correctional officer Kingsley do in this situation?

Manual:

718.5 SCREENING AND INTERVENTION

Manual:

718.5 SCREENING AND INTERVENTION

All inmates shall undergo medical and mental health screening during the intake process. This includes obtaining documented information from the arresting or transporting agency regarding an inmate's potential for suicide or self-harm (Wis. Admin. Code DOC § 350.17(1)).

A portion of the intake medical screening is devoted to assessing inmates at risk for suicide.

Upon an arrestee entering the facility, he/she should be assessed by custody staff for the ability to answer medical and mental health screening questions.

Any inmate who appears to be unable to answer the initial medical screening questions shall be examined by a qualified health care professional at a designated hospital and receive medical clearance before acceptance into the jail. Inmates who refuse to answer these questions shall be placed under observation until the screening can be completed or until sufficient information is obtained to allow the staff to make appropriate decisions concerning housing and care.

Staff members shall promptly refer any inmate who is at risk for suicide to a supervisor, classification, health services, and mental health services. The inmate shall remain under direct and constant observation in a safe setting until designated staff makes appropriate health care and housing decisions (Wis. Admin. Code DOC 350.18(1); Wis. Admin. Code DOC § 350.17).

718.6 SUICIDE WATCH

If an inmate is placed on suicide watch by a qualified mental health care professional or correctional officer, a supervisor shall be notified. If a qualified mental health care professional is not present in the jail, the Jail Captain or Lieutenant may make the decision to keep the inmate on suicide watch but should notify a qualified mental health care professional within 12 hours and assessment conducted as soon as practicable (Wis. Admin. Code DOC § 350.17(5)).

Inmates placed on suicide watch shall be closely monitored and housed in a cell that has been designed to be suicide resistant. Prior to housing the inmate, the staff should carefully inspect the cell for objects that may pose a threat to the inmate's safety (Wis. Admin. Code DOC § 350.17(3)).

Qualified mental health care professionals are primarily responsible for the treatment of inmates on suicide watch. Correctional officers and general employees are responsible for the physical safety of the inmates. All staff members should coordinate their efforts to ensure that inmates do not have the means or the opportunity to injure themselves (Wis. Admin. Code DOC § 350.17(7)).

An observation log shall be maintained for each inmate on suicide watch. A staff member shall be designated to make a direct visual observation of the inmate at no less than 15-minute irregular intervals (Wis. Admin. Code DOC § 350.18(1)). A Jail Captain or Lieutenant must observe the inmate at least once every eight hours. A qualified health care professional must observe the inmate at least once per day. Each staff member who is required to observe the inmate shall make notations in the observation log documenting the time of observation and a brief description of the inmate's behavior.

An inmate classified as actively suicidal must be continuously monitored by direct visual observation of a correctional officer. While monitoring may be supplemented by video monitoring, it may never be a substitute for direct visual monitoring (Wis. Admin. Code DOC § 350.18(2)).

The status of suicidal inmates should be readily identifiable in a manner discernible by the staff. If an inmate's clothing presents a risk to the inmate or others, the inmate shall be required to wear a security garment that minimizes the risk and does not unnecessarily stigmatize the inmate. Use of the security garment shall be documented in the inmate's health record. Suicidal inmates shall not be permitted to retain undergarments unless the inmate is female and currently menstruating. Inmates shall not have any other item that can be fashioned into an implement for hanging (e.g., plastic bags, shoelaces, sheets). Inmates shall not be permitted to keep personal property while housed on suicide watch. Inmates on suicide watch shall not be permitted to possess razors or other sharp objects, such as pencils, items with staples, or any other item that may be used to cause a self-inflicted injury. Physical restraints should only be used as a last resort measure. The decision to use or discontinue use of restraints should be made in consultation with qualified health care professionals.

Inmates who are not actively suicidal but who have expressed suicidal thoughts or have a recent history of self-injurious behavior should be observed by staff at irregular intervals, not to exceed every 15 minutes (Wis. Admin. Code DOC § 350.17; Wis. Admin. Code DOC § 350.18).

Analysis:

Inmate Ryan is showing signs of emotional distress associated with the separation from his spouse and children and has expressed sentiments that are possibly suicidal. When a member identifies an inmate who displays suicidal signs, the member has a responsibility to make a prompt notification as outlined in our policy. The inmate must remain under direct and constant observation in a safe setting until designated staff makes appropriate health care and housing decisions.

Conclusion:

Correctional officer Kingsley must immediately notify a qualified health care professional and the Jail Captain or Lieutenant, who may make the decision to place the inmate on suicide watch. Inmate Ryan must also be closely monitored and housed in a cell that has been designed to be suicide resistant.

Next

Cancel

Suicide Prevention and Intervention

Topic: Medical and Mental Health

Accreditation Standard:

DTB Date: 08/17/2023

Question:

A correctional officer observing an inmate who displays suicidal signs shall do all of the following, *except*:

- Immediately notify the Shift Commander.
- Immediately notify a qualified health care professional.
- Leave the inmate alone while they try to find a supervisor.
- None of the above.

Submit Answer

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When all DTB's are complete:

Daily Training Bulletin Manual: 

No Content Actions