

## **HANDCUFFS, TRANSPORTATION BELTS, SHACKLES, AND FLEX CUFFS**

- AUTHORITY:** Administrative Directive  
 California Code of Regulations, Title 15, Section 1357 and 1358.5  
**California Penal Code 3407**  
 Welfare and Institutions Code, Section 222  
 Welfare and Institutions Code, Section 210.6  
 Tiffany v. the Superior Court of Los Angeles County, No. B193134
- RESCINDS:** Procedure Manual Item 3-1-006, dated 01/29/21
- FORMS:** Special Incident Report  
 Use of Force Report
- PURPOSE:** To describe the safe and appropriate use of handcuffs, transportation belts, shackles, and flex cuffs.

### I. General Information

- A. **Identification of acceptable restraint devices, staff approved to utilize restraint devices, and the required training.**
- B. **The circumstances leading to the application of restraints must be documented.**
- C. **An individual assessment of the need to apply restraints for movement or transportation that includes consideration of less restrictive alternatives, considerations of a youth's known medical or mental health conditions, trauma-informed approaches, and a process for documentation and supervisor review and approval.**
- D. **Consideration of safety and security of the facility, with a clearly defined expectation that restraint devices shall not be used for the purposes of discipline or retaliation.**
- E. **The use of restraints on pregnant youth is limited in accordance with Penal Code Section 6030 (f) and Welfare and Institution Code Section 222.**

### II. Procedure

- A. **All Staff will receive proper Juvenile Correctional Officer Core Course training. All staff will receive Bi-annual refresher training on the use of restraints. And having knowledge of the use of mechanical restraints is important, as they are potentially dangerous weapons and, further, they may not prevent escape.**
  - 1. **When using mechanical restraints, remember that they do not completely immobilize youth.**

2. **Attaching handcuffs to a transportation belt further restricts the hands, but youth can still kick and run.**
  3. **Every staff is personally responsible for properly applying mechanical restraints. Staff is not to assume such hardware is secure and properly attached and must perform a physical inspection, especially when supervising youth already secured by such hardware.**
- B. **The use of mechanical restraints is limited to:**
1. **Movement/escort within the facility based on the need as determined by the individual assessment completed at intake or reassessment based on behavior or circumstances.**
  2. **During transportation outside the facility based on the need as determined by the individual assessment completed at intake or reassessment based on behavior or circumstances.**
  3. **To overcome resistance and control the threat of imminent harm to self or others.**
- C. Please refer to PMI **3-6-001 Use of Force – Facilities** for information on the use of mechanical restraints in use-of-force incidents.
- D. WIC 210.6 allows mechanical restraints to be used when transporting a youth outside of the facility with the following requirements:
1. The mechanical restraints are necessary to prevent harm to the youth or another person, or the youth presents a substantial flight risk.
  2. The least restrictive form of restraint shall be used consistent with the legitimate security needs of the youth.
- E. The use of mechanical restraints requires an individual assessment of the youth. At the time of booking, an initial evaluation is completed on the need for handcuffs and restraints during movement and transportation based on the youth's history of non-conforming conduct and behavior.
1. The initial evaluation is completed at intake, and the recommendation is documented on the Restraints in Court Recommendation form (see attached form- commonly referred to as a Tiffany A. form). The Restraints in Court Recommendation form is uploaded into ICMS documents. At the youth's arraignment and at every subsequent hearing, the judicial officer makes the determination if the youth is to be restrained in court.
  2. The criteria for restraints being warranted is the same, whether it is for a movement within the facility, transportation outside the facility, or a court appearance. Once the judicial officer makes the determination if restraints are warranted, the decision is noted on the face sheet of the youth's filed and reflected on the unit room roster.

3. When new information or behavior warrants a change in the recommendation for restraints, the new recommendation shall be approved by the unit SJCO or Duty Officer, **documented in ICMS on the "transport" tab and enter all pertinent information for the need for mechanical devices, also add to Unit Activities and reflected on the face sheet of the youth's file.**

F. Restrictions

1. Mechanical restraint devices shall not be used for the purpose of discipline, punishment, or retaliation.
2. The use of restraint devices that attach a youth to a wall, floor, or other fixture, including a restraint chair, or thorough affixing of hands of hands and feet together behind the back (hogtying) is prohibited.

G. Medical Considerations

1. Staff must take in to account any known medical conditions that would **preclude** certain restraint devices or techniques, which restraint devices are appropriate based on known medical conditions, and the signs/symptoms that would indicate a need for immediate medical/mental health referral. Staff shall also be aware of the location of and be trained in the use of Automatic External Defibrillator devices (AED's), as well as be currently certified in first aid and Cardiopulmonary resuscitation (CPR) prior to using any physical, mechanical or chemical restraints on youth.
2. Youth with medical considerations are generally identifiable by unique wristbands.
3. Pregnant youth present special circumstances **requiring** a higher level of consideration **before** any physical, mechanical, or chemical restraint.
  - a. A youth known to be pregnant or in recovery after delivery shall [REDACTED] [REDACTED] The least restrictive means of restraint shall be utilized.
  - b. A youth in labor, during delivery, or in recovery after delivery shall [REDACTED] deemed necessary for the safety and security of the youth, the staff, or the public.
  - c. Restraints shall be removed when a professional who is currently responsible for the medical care of a pregnant youth during a medical emergency, labor, delivery, or recovery after delivery determines the removal of restraints is medically necessary.
  - d. Upon confirmation of a youth's pregnancy, she shall be advised, orally or in writing, of the facility's policies governing pregnant youth.
  - e. DJCOs shall seek supervisory approval prior to using physical, mechanical, or chemical restraints on a pregnant youth, except in

exigent circumstances where undue delay would jeopardize the safety and security of staff, youth, or others.

H. Documentation

1. In cases where mechanical restraints are used to overcome resistance or to control the threat of imminent harm to self or others, staff shall complete a Use of Force Report. The time a youth is placed into restraints and the time they are taken out of restraints shall be clearly noted on the Use of Force Report form. **Documentation will include medical and mental health services completed for the youth.**
2. Each facility will keep a master inventory of handcuffs/transportation belts/shackles at their assigned location; notification of location changes will be made by the Assistant Director or **designee** and reported to the supervisors.

III. Applications

A. Handcuff Application

1. When applying handcuffs, have the youth [REDACTED], then apply the handcuffs.
2. The [REDACTED] to allow easy access when the handcuffs are removed.
3. Perform a handcuff fit check. This check is conducted by [REDACTED]  
[REDACTED] This action is only performed on compliant youth. If the youth is noncompliant, wait until compliance is gained before performing check. To prevent over tightening after application, always [REDACTED].
4. To prevent youth from [REDACTED].

B. Transportation Belt Application

1. When using a transportation belt, place the [REDACTED]
2. [REDACTED].
3. Once the belt is on, place the [REDACTED] Be certain that the [REDACTED] application.

C. Shackles Application

1. To apply shackles, have the [REDACTED] him/her, to [REDACTED].
2. Use **the** same procedures as handcuffs in regard to keyholes and safety locks.
3. To prevent youth from using a partially removed shackle as a weapon, firmly grasp the removed shackle until both are completely removed.

D. Flex Cuffs Application

1. To apply flex cuffs, have the youth [REDACTED] the [REDACTED].
2. [REDACTED]
3. Flex cuffs can [REDACTED] available for doing so and should be present when applying flex cuffs. Do not use a [REDACTED].

E. Keep all [REDACTED]. Do no [REDACTED] youth.

F. Always take a [REDACTED] when transporting a youth in handcuffs or shackles.

G. During transportation and supervision, check the [REDACTED]

H. If the youth complains of pain when handcuffs and/or shackles are removed, have the youth checked by the medical staff, and document the medical evaluation and any action in a Special Incident Report (SIR).

I. Except in emergencies, male and female youth are not to be handcuffed together.

J. Return handcuffs, transportation belts, shackles, and keys to the assigned location within the facility.

**REFERENCES:**

Procedures:	1-5-402	Handcuffs - Assignment
	2-1-002	Transportation Security
	3-10-003	Deterrence of Unacceptable Behavior
	3-6-001	Use of Force - Facilities
	3-6-003	Oleoresin Capsicum (OC) Spray - Facilities
	3-3-005	Assistance Calls
	3-6-005	Tubes and Martin Chains- <b>Juvenile Hall</b>

Policies:	D-2	Use of Physical Restraint/Corporal Punishment
	D-4	Handcuffs
	D-6	Transportation of Probationers and Custody Transportation

K.Carvo

**APPROVED BY:**