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## 5139-36-10 Security and control.

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(A) The CCF shall have written policy and procedure, practice restricting the use of "response to resistance" to instances of justifiable self defense, protection of others, protection of property, and prevention of escapes, and then only as a last resort and in accordance with appropriate statutory authority. In no event are responses to resistance justifiable as punishment. A written report is prepared following all "response to resistance" and is submitted to administrative staff for review.

In accordance with Executive Order 2000-13S "Establishing Restraint Policies Including a Ban on Prone Restraints." The use of prone restraint is prohibited across all state systems. Prone restraint is defined as all items or measures used to limit or control the movement or normal functioning of any portion, or all, of an individual's body while the individual is in a face down position for an extended period of time. Prone restraint includes physical or mechanical restraints.

(B) The use of "response to resistance" shall be documented and include, but not be limited to:

- (1) Who was involved
- (2) The response to resistance that was used
- (3) Justification for the use of response to resistance

(C) The CCF shall have a written policy, procedure, and practice provide for and documents the examination and/or treatment by CCF medical personnel or outside emergency medical services of juveniles and/or staff involved in any response to resistance, when:

- (1) A person involved has suffered physical injury
- (2) A person involved complains of an injury or requests medical assistance

(D) The CCF shall have written policies and procedures require reporting of suspected or alleged juvenile abuse or neglect incidents to the public children services agency or law enforcement agency of appropriate jurisdiction and the court which has placed the juvenile.

(E) The CCF shall cooperate with the public children services agency or law enforcement agency during an investigation of suspected or alleged juvenile abuse or neglect. Cooperation shall include, but not limited to, permitting access to:

- (1) The alleged juvenile victim
- (2) The alleged perpetrator

(3) Witnesses

(4) Staff

(5) Incident report or logs

(a) Medical and dental records

(b) Personnel records

(c) Training records

(d) Procedural records

(e) Photographs, video documentation

(f) Other records, which relate to the investigation of alleged juvenile abuse or neglect.

(6) There exist written policies and procedures concerning security and control, which are available to all personnel. Their policies and procedures are reviewed annually and updated as necessary.

(7) The use of chemical agents and related restraining devices is prohibited. Written policy and procedure govern the availability, control and use of approved security devices. Security devices are used only in accordance with the written policy and procedure. A written report is prepared following all uses of "response to resistance" and restraints, and is submitted and reviewed by the CCF director..

(8) The CCF shall have a written policy and procedure require that all security perimeter entrances, exterior doors and all doors the CCF director determines should be locked are kept locked, except when used for admission or exit of employees, detained juveniles or visitors, and in emergencies.

(9) The CCF shall have a written policy and procedure require that staff maintain a permanent log that records routine information and emergency situations, and unusual incidents.

(10) The policy regarding searches for the control of contraband is published, made available to staff and juveniles and reviewed at least annually and updated if necessary. Personal jewelry is discouraged and should be considered as contraband.

(11) The CCF shall have a written policy and procedure provide for the least intrusive method of search consistent with the safety and security of the CCF. Frisk searches and/or strip searches are conducted without specific authorization only upon entry to the CCF and at all other times are based upon a reasonable belief that the juvenile is carrying contraband. Manual or instrument inspection of the juvenile's lower body cavity or cavities is conducted only when there is reason to do so and when authorized by the CCF and medical professional.

(12) All strip searches and body cavity searches will be conducted in privacy. Manual or instrument inspection of lower body cavity or cavities

should only be done by medical staff. All strip searches and body cavity searches of female juveniles may be conducted only by female staff. Such searches of male residents may be conducted only by male staff. However, a physician or nurse may conduct searches of juveniles of either sex. Strip searches may not be conducted in the presence of the opposite sex.

(13) Firearms are not permitted in the CCF except in emergency situations. Staff are prohibited from bringing in and/or possessing any weapon, chemical agent, or any object which presents the potential of being used as a weapon.

(14) The CCF shall have locked storage (e.g., weapons locker/cabinet) for the temporary securing of weapons when police and other authorized persons enter the security perimeter.

(15) The CCF shall have a written policy, procedure, and practice governing the control and use of keys/keycards to include, but not limited to the following:

(a) A key control center which is secured and inaccessible to unauthorized persons at all times.

(b) An accounting procedure for issuing and returning keys/key cards.

(c) A procedure for the immediate reporting and repairing of any broken or malfunctioning key/key card or lock.

(d) A set of duplicate keys to be maintained in a separate, secure place, which is readily accessible during emergencies.

(e) Keys operating locks to outside doors and/or gates shall be secured and not readily accessible to unauthorized persons within the security perimeter.

(f) Emergency keys and keys to control security areas are clearly marked and issued in accordance with written procedures established by the CCF administrator.

(g) Precautions taken to ensure the security of all non-key operated locking devices (e.g., electrical switches, levers).

(16) The CCF shall have a written policy and procedure governing the control and use of tools, medical and culinary equipment.

(17) The use of restraining devices, including four and five point restraints, is discouraged. CCF written policy and procedure provide that instruments of restraint are never applied as punishment and are applied only in accordance with written policy and procedure.

(18) The CCF shall have written policy and procedures governing safety and security precautions for agency vehicles.

(19) The CCF shall have a written policy, procedure, and practice requiring at least a weekly inspection and maintenance of all security devices, and corrective action is initiated when necessary.

Effective: 02/07/2014

R.C. [119.032](#) review dates: 11/14/2013 and 11/14/2018

Promulgated Under: [111.15](#)

Statutory Authority: [5139.04](#)

Rule Amplifies: [5139.23](#) , [5139.33](#) , [5139.36](#)

Prior Effective Dates: 2/3/2004



Route: [Ohio Administrative Code](#) » [5139 Department of Youth Services](#) » [Chapter 5139-36 Community Corrections Facility](#)

## 5139-36-16 Juvenile rights, control and treatment.

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(A) The CCF shall have a written policy and procedure which prohibits facility employees from violating any civil rights of juveniles.

(B) The CCF shall have a written policy to ensure that CCF staff and the CCF program protect the following rights of juveniles:

- (1) The right to a reasonable amount of privacy.
- (2) The right to have his/her opinions heard and be included, to the greatest extent possible, when any decisions are being made which affect his/her life.
- (3) The right to receive adequate and appropriate food, clothing, and housing.
- (4) The right to his/her own money and personal property in accordance with the juvenile's case plan.
- (5) The right to participate in an appropriate educational and/or vocational program.
- (6) The right to timely medical care, dental, and mental health services.
- (7) The right to reasonable and confidential access to counsel through attorneys and their authorized representatives as well as access to courts and legal materials.
- (8) The right to appropriate family contact through visitation, mail and telephone and access to parents or legal guardians.
- (9) The right to access to obstetrical, gynecological, family planning, health education, and pregnancy management services for female juveniles.
- (10) The right to report incidents of sexual abuse, sexual assault and sexual harassment to a designated staff member other than an immediate point-of-contact line staff member.

(C) The CCF shall have a written policy and procedure that allows the CCF director to enforce any restrictions or temporary suspension upon the juvenile's rights.

- (1) Inform the juvenile of the conditions of and reasons for restriction or temporary suspension of his/her rights.
- (2) Place a written report summarizing the conditions of and reasons for restriction or temporary suspension of the juvenile's rights in that juvenile's case record.

(3) Review this decision at least monthly.

(D) When a restriction of a juvenile's rights affects another individual, the CCF shall have provisions for informing the individual of the conditions of, and reasons for the actions.

(E) The CCF shall have a written policy, procedure and practice when allowing freedom in personal grooming and dress except when a valid interest justifies otherwise.

(F) The CCF shall have written policies and procedures regarding the photographing and audio or audio-visual recordings of juveniles in their custody which require that:

(1) The written consent of a juvenile and the juvenile's parent(s) or guardian be obtained before the juvenile is photographed for fund raising or program publicity purposes.

(2) All photographs and recordings are used in a manner which respects the dignity and confidentiality of the juvenile.

(G) The CCF shall have written policies protecting juveniles from being used as human subjects and regarding the participation of juveniles in research projects.

(H) A CCF shall develop and implement, a written set of policies and procedures regarding discipline, control and treatment of juveniles. These policies and procedures shall be explained to each juvenile, all staff, and a copy provided to persons or agencies who desire to place a juvenile at the CCF.

(I) The discipline policies and procedures of the CCF shall incorporate the philosophy that discipline is to be both constructive and educational in nature. The CCF's discipline policies and procedures shall prohibit all acts of punishments including, but not limited to:

(1) Any type of physical punishment inflicted in any manner upon the body such as spanking, punching, paddling, shaking, biting, or roughly handling a juvenile.

(2) The assignment of physically strenuous harsh work or exercises, when used solely as a means of punishment

(3) Requiring or forcing a juvenile to maintain an uncomfortable position, such as squatting or bending, or requiring a juvenile to continuously repeat physical movements when used solely as a means of punishment.

(4) Group punishments for the behavior of an individual, except in accordance with a recognized therapeutic modality and as described by written CCF policy.

(5) Verbal abuse or derogatory remarks.

(6) Denial of planned and required recreational activity.

(7) The denial of social or casework services, medical treatment, or

educational services.

(8) The deprivation of meals, although scheduled meals may be provided individually.

(9) The denial of sleep.

(10) The denial of shelter, clothing, bedding, or restroom facilities.

(11) Inappropriate or intentionally painful physical restraint.

(12) Organized social ostracism, such as codes of silence.

(13) The use of chemical restraints, except by order of a physician.

(14) The use of mechanical restraints with approval by the department of youth services.

(J) CCF shall develop and implement, a written set of policies and procedures regarding discipline, control, and treatment of juveniles. These policies and procedures shall be explained to each juvenile, all staff, and a copy provided to persons or agencies who desire to place a juvenile at the CCF.

(K) Discipline shall be delegated only to persons who are employees of the CCF. Juveniles shall not discipline other juveniles except as part of an organized self-government program that is conducted in accordance with written policy and directly supervised by designated staff of the CCF.

(L) Written policy, procedure and practice provide that the facility does not discriminate on the basis of race, religion, national origin, gender, sexual orientation or disability.

(M) A CCF shall use an isolation room only in accordance with written CCF policy, which has the prior approval of the Ohio department of youth services, and if revised resubmitted for approval.

Effective: 02/07/2014

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Promulgated Under: [111.15](#)

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<p>POLICY NUMBER <b>301.05</b></p>	<p>POLICY TITLE: <b>Managing Youth Resistance</b></p>	
 <p>EFFECTIVE DATE: <b>April 15, 2002</b></p> <p>REVISION DATE (S): <b>September 27, 2006</b> <b>October 1, 2009</b> <b>July 1, 2011</b> <b>February 1, 2012</b> <b>November 1, 2013</b></p>	<p>AMERICAN CORRECTIONAL ASSOCIATION (ACA) STANDARDS</p>	
	<p><u>CENTRAL ADMINISTRATION</u> : <b>None</b></p>	
	<p><u>CORRECTIONAL TRAINING ACADEMY</u>: <b>None</b></p>	
	<p><u>JUVENILE CORRECTIONAL FACILITY</u>: <b>3-JTS-3A-26; 3-JTS-3A-31 M; 4-JCF-2A-27M; 4-JCF-2A-29 M</b></p>	
	<p><u>JUVENILE PROBATION &amp; AFTERCARE</u>: <b>None</b></p>	
	<p><u>JUVENILE COMMUNITY RESIDENTIAL FACILITIES</u>: <b>3-JCRF-3A-02</b></p>	
	<p>STANDARD OPERATING PROCEDURE</p>	<p><b>Required</b></p>
	<p>LOCAL PROCEDURE</p>	<p><b>Required</b></p>
	 <p>Harvey J. Reed, Director</p>	

**I. Policy Provision**

It shall be the policy of Ohio Department of Youth Services (ODYS) to manage youth resistance with tools such as advanced verbal strategies, seclusion, mechanical restraints and planned use of force. Use of force shall be limited to exceptional circumstances when all other appropriate pro-active, non-physical behavioral management techniques have been exhausted and have failed. When use of force is necessary, staff shall employ only the minimum amount of physical control necessary to stabilize the situation. The use of excessive force is prohibited.

ODYS shall at all times, provide youth in facilities with safe living conditions. The use of physical force is restricted to instances of justifiable self defense, protection of others, protection of property, prevention of self-injury, and prevention of escapes, and then only as a last resort in accordance with agency preparation and training of staff. In no event is physical force justifiable as punishment. Persons injured in an incident receive immediate examination and treatment. A written report is prepared following all uses of force and is submitted to administrative staff for review. [3-JTS-3A-31M, 4-JCF-2A-29M, 3-JCRF-3A-02]. ODYS shall take appropriate measures to ensure that youth are protected from abuse and neglect, use of excessive force, undue seclusion, and undue restraint.

The use of chemical agents and related security devices shall be prohibited within all ODYS facilities during non-critical incidents [3-JTS-3A-26; 4-JCF-2A-27M]. Refer to DYS Policy 301.14 regarding Critical Incident Management of incidents involving

Riot/Disturbance, Hostage Situation, Escape or Natural or Man-made Disaster including a fire or pandemic event.

## **II. Applicability**

This policy shall apply to all ODYS personnel and DYS invitees whose duties may require managing resistant youth behavior. Except for critical incidents identified in 301.14 involving Riot/Disturbance, Hostage Situation, Escape or Natural or Man-made Disaster, DYS invitees shall not bring any weapons into DYS facilities.

## **III. Definitions**

Advanced Verbal Strategies – Techniques used by staff in verbal persuasion to include verbal prompting, directing statements, re-direction, and coaching using behavioral management skills.

DYS Invitee – a person or entity present at a DYS facility to assist DYS in fulfilling its mission and/or statutory function.

Enforcement Necessity – a determination made by staff as a result of a youth currently threatening the safety of others by refusing to leave a place after being asked to leave because the youth is inciting youth to hurt themselves or others; or the youth's behavior is escalating to the point that further de-escalation techniques need to take place in another location.

Mechanical Restraint – The use of a mechanical device applied to a youth as a means of physical response. These restraints are used as a preventive measure to reduce risk during the movement of youth, to control combative behaviors towards others or destructive behaviors towards self or property. Mechanical restraints include immobilization restraints, precautionary restraints and protective devices.

Planned Use of Force (PUOF) – a predetermined application of approved physical interventions by staff in situations where it is necessary to establish and maintain control and minimize the potential for breaches of security and injury to parties directly involved as well as others. Planned Use of Force can only take place where no immediate enforcement necessity exists.

Seclusion – The involuntary confinement of a youth alone in his own room or in a safe room for a period of time of up to twenty-four hours.

#### **IV. Procedure**

- A. Staff shall use the least restrictive level of response that is reasonably expected to be effective under the circumstances. Staff shall choose a reasonable level of response to gain control of the situation based on departmental procedures.
- B. Advanced verbal strategies shall be the preferred response to youth resistance and shall be utilized, whenever practical, to assist a youth in maintaining or regaining self-control. The use of profanity, racial, gender, sexual orientation or ethnic slang to manage youth behavior shall be prohibited by ODYS staff as outlined in policy 301.04 Verbal Abuse.
- C. The following Standard Operating Procedures outline the specific requirements.
  - 1. 301.05.01. Use of Force
  - 2. 301.05.02 Planned Use of Force
  - 3. 301.05.03 Mechanical Restraints
  - 4. 301.05.04 Seclusion

#### **V. Attachments**

None

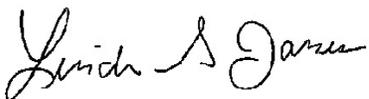
#### **VI. Monitoring**

Monitoring and annual review of this policy shall be the responsibility of the Bureau Chief of Facility Programs or designee.

#### **VII. References**

None.

## Ohio Department of Youth Services Standard Operating Procedure

Standard Operating Procedure Number: <b>301.05.01</b>	Title: <b>Use of Force</b>	Effective Date: <b>October 1, 2009</b>
Local Procedure: <b>Prohibited</b>	Division: <b>Facility Programs and Operations Bureau of Facility Operations</b>	Revision Date: <b>March 1, 2010 March 11, 2010 July 1, 2011 April 16, 2012 November 1, 2013</b>
ACA Standards: <b>3-JTS-3A-26; 3-JTS-3A-31 M; 4-JCF-2A-29 M, 3 JCRF-3A-02</b>		
 Assistant Director	 Bureau Chief, Bureau of Facility Operations	 Medical Director

### I. Purpose

Pursuant to ODYS Policy 301.05 Managing Youth Behavior, this standard operating procedure shall provide rules and procedure for use of force and physical response in reaction to inappropriate youth behavior. The use of physical response shall be limited to exceptional circumstances when all other appropriate pro-active, non-physical behavioral management techniques have been exhausted whenever practical. Physical response shall be used as the last resort and may only be used in instances of justifiable self defense from assault by a youth, protection of others, protection of property, prevention of self-injury, and to prevent escape. When use of physical response is necessary, staff shall employ only the minimum amount of physical control necessary to stabilize the situation considering the youth's capabilities/characteristics. Physical response shall be utilized to immobilize/neutralize the aggressive behavior and shall not be used by staff to punish or retaliate against a youth. Every use of Physical Response shall be documented, reported, and, when necessary, investigated both to protect staff from unfounded allegations and to eliminate the unwarranted use of Physical Response. [3-JTS-3A-31, 4-JCF-4A-29 M]

Verbal strategies shall be the preferred response to youth resistance and shall be exhausted whenever practical, to assist a youth in maintaining or regaining self-control. The use of profanity, racial, gender, sexual orientation or ethnic slang by ODYS staff to manage youth behavior is strictly prohibited.

In addition, pursuant to the Governor's Executive Order 2009-13S, the use of prone restraint is prohibited across all state systems.

## II. Applicability

This Standard Operating Procedure (SOP) applies to all Ohio Department of Youth Services (ODYS) personnel.

## III. Definitions

Activity Management System (AMS) – A database system designed to document and track incidents and grievances which occur within the jurisdiction of DYS.

Critical Incidents – Incidents which require investigation by the Chief Inspector's Office and shall be reported to the Chief Inspector's Office within one (1) hour of occurrence or knowledge of occurrence, utilizing the Emergency Hotline reporting system.

Emergency Defense – Highest level of staff physical response which is applied in certain limited circumstances to prevent an act which could result in death or severe bodily injury to oneself or to others.

Enforcement Necessity – A determination made by staff that a youth's actions pose an immediate security threat that must be resolved. Examples may be: a youth currently threatening the safety of others by refusing to leave a place after being asked to leave because the youth is inciting youth to hurt themselves or others; or the youth's behavior is escalating to the point that further de-escalation techniques need to take place in another location.

Facility Intervention Administrator (FIA) – A position at a DYS institution whose primary duties include reviewing all use of force incidents within the institution.

Immediate Enforcement – When a youth is affirmatively physically violently engaged and poses an immediate danger towards self or others. Staff shall identify the need for physical force and shall choose a reasonable level of response that is proportionate to the youth's behavior, in order to gain control of the situation.

Lethal Engagement – An act or behavior by youth which could result in death or severe bodily injury to oneself or others.

Mechanical Restraint – The use of a mechanical device applied to a youth as a means of physical response. These restraints are used as a preventive measure to reduce risk during the movement of youth, to control combative behaviors towards others or destructive behaviors towards self or property. Mechanical restraints include immobilization restraints, precautionary restraints and protective devices.

Non-Critical Incidents – Incidents which require investigation by site personnel.

Physical Advantage – An act of aggression by a youth who has gained superiority or control over their intended target and there is a risk of serious harm or destruction.

Physical Engagement – Any youth acting on and in the process of causing harm or destruction to another person or property.

Physical Escort – Touching of the arm, elbow, and shoulder or back for the purpose of directing the youth from one location to another.

Physically Resisting Rules – When a youth is currently physically violent and poses an immediate danger towards self or others or is causing a serious disruption in an area where there is a clear enforcement necessity to move the youth.

Physical Response – Any physical action exerted by staff to compel or constrain a youth, also referred as use of force.

Positional Asphyxia – The reduction of oxygen in the bloodstream and tissues due to an impairment of a person's respiratory system caused by body positioning or the application of external weight/pressure.

Prone Restraint – All items or measures used to limit or control the movement or normal functioning of any portion, or all, of an individual's body while the individual is in a face-down position for an extended period of time. Prone restraint includes physical or mechanical restraints. The use of prone restraint is prohibited across all state systems.

Resistant/No Threat – Disobedience of rules or regulations that poses no intent to harm or create disruption.

Serious Incidents – Incidents which require investigation by the Chief Inspector's Office and shall be reported to the Chief Inspector's Office by the end of the current shift in which the incident occurred utilizing an email alert notice.

Staff Assistance – Personnel that report to a specific location to help with an incident upon request.

Staff Presence – Staff that are present at the on-set of an incident that determines the need for assistance or immediate response.

Supervisory Staff – Superintendent, Deputy Superintendent, Operations Administrator, Unit Manager Administrator, Operations Manager, Unit Manager, Social Worker Supervisor, Principal or Assistant Principal.

Targeted Engagement – A physical act by a youth that poses a potential risk to cause harm or destruction to another person or property.

Threatening Movement – A physical act by a youth that poses a potential risk to cause harm or destruction but no intended target has been identified, i.e.-balled fist, raised hands, pacing, flinching, etc.

Time and Distance – Allowing adequate time and space between the staff and youth in an effort to reduce any sense of aggression.

Trained Methods of Manual Restraint – Use of hands-on techniques as a means of physical response.

Transitional Hold – A brief physical/manual positioning of an individual face-down for the purpose of quickly and effectively gaining physical control of that individual in order to prevent harm to self and others, or prior to transport to enable the individual to be transported safely.

Verbal Strategies – Verbal persuasion which shall include verbal prompting, directive statements, re-direction, and coaching using behavioral management skills.

Verbal Threat – A spoken declaration of intent to cause harm or disruption.

Youth Resistance Grid – A guide to describe youth who are demonstrating resistance.

#### **IV. Procedure**

##### **A. Resistant Youth**

1. A resistant youth shall be described as one of the following:
  - a. Resistant/No Threat
  - b. Verbally Threatening
  - c. Threatening with Movement
  - d. Physically Resisting Rules
  - e. Targeted Engagement
  - f. Physical Engagement
  - g. Physical Advantage
  - h. Lethal Engagement

This information can also be found in attachment, ODYS Form 301.05.01.G Youth Resistance Grid.

2. Staff shall exhaust verbal strategies which may include verbal response, verbal persuasion, verbal prompting, re-direction, and coaching using behavioral management skills. This shall be thoroughly documented through the use of video and written documentation.
3. Physical response is needed **only** under the following circumstances after staff have attempted and exhausted a hierarchy of non-physical alternatives:
  - a. When a youth is currently physically violent and poses an immediate danger towards self or others, or
  - b. When a youth is affirmatively physically resisting institutional rules and poses an immediate danger to self or others
  - c. Or is causing a serious disruption where there is a clear enforcement necessity to move the youth.
4. When the need for physical response has been identified, the **least amount** of physical response appropriate to the risk posed by youth is required. Once control through physical response is established, efforts to temper or moderate the physical response shall occur.

#### B. Approved Use of Physical Response

1. Agency trained techniques are limited to:
  - a. Staff Presence
  - b. Verbal Strategies
  - c. Time & Distance
  - d. Staff Assistance
  - e. Physical Escort Technique
  - f. Trained Methods of Manual Restraint
  - g. Transitional Hold
  - h. Mechanical Restraints
  - i. Emergency Defense, under certain limited circumstances; and

2. Other non-prohibited methods of reasonable manual restraint that under the totality of circumstances existing at the time:
  - a. are more practical than the agency-trained methods of restraint, taking into account the youth's and staff's particular vulnerability to harm;
  - b. involve a use of physical response that is measured and progressive to a degree no greater than that which is necessary to achieve the objective of immobilizing the aggression; and
  - c. Do not unduly risk serious harm or needless pain to the youth or staff.

#### C. Prohibited Use of Physical Response

Prohibited techniques or practices of physical response that unduly risk serious harm or needless pain to the youth includes the intentional, knowing, or reckless use of any of the following techniques:

1. Chokeholds placed on youth or restricting respiration in any way.
2. Using any method that is capable of causing loss of consciousness or harm to the neck.
3. Pinning down with knees to torso, head and/or neck.
4. Slapping, punching, kicking, or hitting.
5. Using pressure point, pain compliance and joint manipulation techniques other than those approved and trained by ODYS.
6. Modifying mechanical restraint equipment or applying any cuffing technique that connects handcuffs behind the back to leg shackles.
7. Dragging or lifting of the youth by the hair or ear or by any type of mechanical restraint.
8. Applying any type of physical response to a youth's wrist, once the youth is placed in handcuffs.
9. Using other youth or untrained staff to assist with the restraint.
10. Securing a youth to another youth or to a fixed object, other than to an agency-approved restraint bed.
11. Prone Restraint

#### D. Safeguards to Avoid Positional Asphyxia

During any physical response that leads to transitional hold, staff shall be aware of safeguards to avoid positional asphyxia. Staff shall:

1. Place a person in the face up position as soon as possible and should never restrict respiration in any way, such as applying pressure to a youth's back or chest
2. Respond to any person's complaint that they cannot breathe
3. Recognize that just because a person can speak does not mean that they have adequate oxygen

#### E. Planned Use of Force

For use of force incidents that can be planned, please refer to ODYS SOP 301.05.02 Planned Use of Force.

#### F. Notification and Documentation

1. Failure to report, submitting an incomplete report and/or falsifying a report is prohibited and shall be subject to discipline. All staff present during a physical response shall complete a thorough report.
2. When immediate physical response is used, the staff member involved in the incident shall immediately notify the Unit Manager (UM, if available, and the Operations Manager (OM). During a planned intervention, the OM or UM shall be contacted.
3. Notification to medical personnel of all incidents of physical response is required. Any immediate health concerns are required to be included in the notification. DYS direct care staff and other personnel are trained in emergency procedures and shall respond and administer first aid as appropriate to the situation until medical staff arrive. Extreme caution shall be exercised when a non-medical staff is attempting to identify an injury to a youth. If any doubt exists, contact medical staff by phone or radio for immediate assessment and treatment.
  - a. Persons injured in an incident must receive an immediate medical examination and treatment. [3-JTS-3A-29, 4-JCF-2A-29]
  - b. In the event no apparent injury has occurred, a nurse shall assess the youth in the clinic as early as possible but no later than three hours of notification that a physical response has occurred. It is the responsibility of the unit staff to monitor the youth and work towards de-escalating the youth so that he/she can

be transported to the clinic for assessment. Operation Managers also have a responsibility to ensure this medical assessment occurs within the three hours.

- c. The nurse shall document the assessment of the youth's medical condition in the Activity Management System (AMS) on ODYS Form 403.20.01.A Youth Injury and Assessment Form and make a notation on the Interdisciplinary Progress Notes, pursuant to ODYS SOP 403.20.01 First Aid and Emergency Care. [3-JTS-3A-29, 4-JCF-2A-29]
  - d. The completed ODYS Form 403.20.01.A Youth Injury and Assessment Form shall be printed and placed in the youth's medical record.
  - e. The nurse shall photograph all visible injuries.
4. All physical response incidents shall be documented on ODYS Form 301.05.01.B Youth Intervention Report. All staff that observed or were present at the incident and/or the physical response shall complete ODYS Form 301.05.01.C Responder Report. All documentation shall be submitted to the OM as soon as possible following the incident and no later than departing the institution for the day.
  5. Any staff member placing a youth in seclusion shall obtain prior verbal authorization from the OM or UM. If there is an immediate necessary enforcement of seclusion needed, the OM or UM shall be notified no later than five (5) minutes following the seclusion. For guidelines and procedures on Seclusion, please refer to ODYS SOP 301.05.04 Seclusion – Reporting, Monitoring and Documentation Requirements.
  6. When a youth is placed in seclusion as a result of the physical response, staff shall conduct visual observation, including interaction with the youth and document the youth's behavior on the ODYS Form 301.05.01.D Youth Intervention Monitoring Log. The following shall also occur:
    - a. Visual checks shall occur, including verbal interaction with the youth, at variable intervals not to exceed fifteen (15) minutes [3-JTS-3E-04, 4-JCF-3C-03]
    - b. ODYS Form 301.05.01.D Youth Intervention Monitoring Log shall be maintained on the door where the youth is being secluded
    - c. The Youth Specialist shall document in the Unit Log when the youth starts seclusion and when the seclusion has ended
  7. Staff shall also ensure that ODYS Form 301.05.01.A Youth Behavioral Incident Report (YBIR) is completed with the youth's signature obtained. In the event the youth refuses to sign the YBIR, two staff witnesses shall document the refusal on the YBIR. A copy of the YBIR shall be provided to the youth within twenty-four

hours after the incident or determination of the actual violation. In the charging party's absence, the OM shall provide the YBIR to the youth.

G. Following a physical response, the OM shall:

1. Ensure that staff involved completes ODYS Form 301.05.01.B Youth Intervention Report or ODYS Form 301.05.01.C Responder Report. The OM shall also insure the ODYS Form 301.05.01.A Youth Behavior Incident Report is completed.
2. Ensure that nursing staff or the facility Health Services Administrator is notified.
3. Ensure ODYS Form 301.05.01.D Youth Intervention Monitoring Log is present when seclusion is used after the Physical Response and all entries are made in accordance with ODYS SOP 301.05.04 Seclusion.
4. No youth shall be kept in seclusion for more than 3 hours without the Unit Manager (UM), or in his or her absence the Operations Manager (OM), evaluating the need for continued seclusion.
5. Request approval from the Superintendent for seclusion beyond twenty four (24) hours using ODYS Form 301.05.01.E Authorization for Extended Seclusion Beyond 4 Hours. Once this form is completed, it shall be scanned into AMS as part of the incident packet. If the youth remains in seclusion, authorization and completion of a new form is needed as each 24 hour period expires.
6. Complete an AMS incident and intervention report no later than end of shift. The AMS report shall reflect a summary of the incident based on review of all written documentation submitted as well as information obtained through interview of staff and/or youth. If video is accessible to the OM, this too shall be reviewed.
7. Information to be entered/scanned into AMS as attachments shall include:
  - a. ODYS Form 301.05.01.A Youth Behavior Incident Report;
  - b. ODYS Form 301.05.01.B Youth Intervention Report;
  - c. ODYS Form 301.05.01.C Responder Report;
  - d. ODYS Form 301.05.01.D Youth Intervention Monitoring Log;
  - e. ODYS Form 301.05.01.E Authorization for Extended Seclusion Beyond 24 Hours; and
  - f. Pictures of any visible injuries to youth or staff.

8. Report Physical Response Incidents Pursuant to ODYS Policy 101.14 Incident Reporting.
- H. Facility Intervention Administrator (FIA), Operations Administrator (OA) and Deputy Superintendent of Direct Review of Physical Response Incidents
1. In all cases where the Chief Inspector's Office does not conduct the investigation, the FIA shall review all physical response incidents as part of their standard AMS review to determine if :
    - a. there was a need for physical response;
    - b. the physical response was the least amount appropriate to the risk posed by the youth;
    - c. the incident created a threat as perceived by a reasonable staff person;
    - d. upon control being established, efforts were made to temper or moderate the physical response;
    - e. injuries were evaluated based on the need for force, the amount of force applied, the perceived threat, the proportionality of the force and the risk posed by the youth; and
    - f. policy and procedure were followed.
  2. Each person noted in Section H of this SOP shall have 2 business days to review the Use of Force upon receiving the incident packet. This review shall be completed within 2 business days of receiving the incident packet. This review shall be documented on the ODYS Form 301.05.01.F Use of Force Incident Review Form and documented in the Administrative Review Summary section of AMS. This form shall also be scanned into AMS. If the FIA, Deputy Superintendent of Direct or the OA were involved in the Use of Force, they shall not participate in the use of force review and shall not be one of the two who complete the Use of Force Incident Review Form.
  3. Following the completion of ODYS Form 301.05.01.F Use of Force Incident Review Form the Deputy Superintendent of Direct or OA determines there is evidence of a violation of ODYS SOP 301.05.01 Use of Force, which is non-critical in nature, the incident shall be referred for an informal training session or determined it shall be referred to investigation at the site level. However, the Superintendent (or designee) or the Deputy Director of Facility Programs and Operations (or designee) may request a non-critical incident be investigated by the Chief Inspector's Office.

4. Following the completion of ODYS Form 301.05.01.F Use of Force Incident Review Form, the Deputy Superintendent of Direct determines there is evidence of a violation of ODYS SOP 301.05.01 Use of Force, that is serious in nature, the incident shall be referred to investigation by the Chief Inspector's Office. The Chief Inspector's Office also conducts all investigations that are determined to be critical in nature.
5. The Superintendent shall review 10% of all use of force incidents each month. The review shall be documented on ODYS Form 301.05.01.F Use of Force Incident Review.
6. Staff involved in a physical response shall not participate as a member in any interdisciplinary hearing related to the incident nor shall he or she be assigned to complete an investigation on the incident.
7. Staff assigned to conduct investigations shall do so in accordance with ODYS Policy 101.15 Investigations.

**I. Quality Assurance**

It shall be the responsibility of the Division of Facility Programs and Operations to monitor 5% of all use of force incidents quarterly. This 5% shall be randomly selected from AMS. Feedback to the sites on the outcome of the review shall be provided.

**J. Training**

1. Annual training for institutional staff shall include Use of Force policy review, Planned Intervention Training to include hand-held camera usage, Verbal Strategies, Report Writing and Work Rules Training specific to Use of Force.
2. All institutional staff shall receive 4 hours of quarterly training on Management of Youth Resistance approved manual restraint.

**V. Attachments**

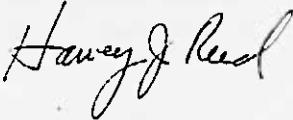
301.05.01.A	Youth Behavior Incident Report (YBIR)
301.05.01.B	Youth Intervention Report
301.05.01.C	Responder Report
301.05.01.D	Youth Intervention Monitoring Log
301.05.01.E	Authorization for Extended Seclusion (Beyond 24hrs)
301.05.01.F	Use of Force Incident Review Form
301.05.01.G	Youth Resistance Grid

## **VI. Monitoring**

Monitoring and annual review of this SOP shall be the responsibility of the Bureau Chief of Facility Operations.

## **VII. References**

None.

<b>POLICY NUMBER</b> <b>303.02</b>	<b>POLICY TITLE: Individual Response to Acts of Violence (IRAV) - Seclusion Assessment Process</b>	
  <b>EFFECTIVE DATE:</b> <b>October 4, 2010</b>  <b>REVISION DATE (S):</b> <b>January 21, 2013</b> <b>March 29, 2013</b> <b>November 1, 2013</b>	<b>AMERICAN CORRECTIONAL ASSOCIATION (ACA) STANDARDS</b>	
	<b>CENTRAL ADMINISTRATION: NONE</b>	
	<b>CORRECTIONAL TRAINING ACADEMY: NONE</b>	
	<b>JUVENILE CORRECTIONAL FACILITY: 4-JCF-3B-10</b>	
	<b>JUVENILE PROBATION &amp; AFTERCARE: NONE</b>	
	<b>JUVENILE COMMUNITY RESIDENTIAL FACILITIES: NONE</b>	
	<b>STANDARD OPERATING PROCEDURE</b>	<b>Prohibited</b>
<b>LOCAL PROCEDURE</b>	<b>Prohibited</b>	
 <b>Harvey J. Reed, Director</b>		

### I. Policy Provision

It is the policy of the Ohio Department of Youth Services to immediately and consistently address youth acts of violence (AOV) toward other youth and/or staff. The immediate intervention shall be seclusion for the youth involved for a minimum cooling off period of 3 hours. Not later than 3 hours following the incident, the youth involved shall be assessed using the Individualized Response to Acts of Violence (IRAV) Seclusion Assessment. Completion of the assessment shall provide a means to safely remove a youth who has allegedly committed an act of violence from seclusion, when they no longer pose a risk to others while awaiting their Intervention Hearing. The completion of the IRAV Seclusion Assessment is required to assure the length of time in seclusion is appropriate and that a youth is returned to school and other programming at the earliest and safest moment.

### II. Applicability

This policy shall apply to all facility staff whose duties require managing youth behavior and intervening if and when a youth exhibits violent behavior.

### **III. Definitions**

**Acts of Violence (AOV)** – Aggressive acts, often resulting in physical contact, with potential risk of serious injury, rapid escalation and disruption to the safe operation of the facility. These acts include fighting, assault on other youth, assault against staff and riot or disturbance.

**Aggravating Circumstances** – factors that should be weighed for override considerations in the final scoring criteria which will provide justification for assigning a greater action taken than the scoring criteria specifies. Such factors may include, but are not limited to use of a weapon or second AOV within the past 7 days.

**Assessor** – an individual trained in the proper use of the IRAV Seclusion Assessment, who is designated by the Superintendent to complete the assessment and determine appropriate length of stay in seclusion.

**Mitigating Circumstances** – those factors that should be weighed for override considerations in the final scoring criteria providing justification for lessening the scored action taken. Such factors may include, but are not limited to mental illness, cognitive developmental disability and/or serious personal concerns and actions (loss/grief, self-defense, etc.).

### **IV. Procedure**

#### **A. Individualized Response to Acts of Violence (IRAV)**

1. A Youth who is charged with an AOV shall be placed in seclusion immediately.
2. While a youth is serving a cooling off period of a minimum of 3 hours, a designated assessor shall conduct an assessment utilizing ODYS Form 303.02.A IRAV – Seclusion Assessment to determine whether the youth can be safely released from seclusion when they no longer pose a risk to others while awaiting a determination on whether they will attend an IH Hearing.
3. At the point a youth demonstrates calm behavior and is able to converse about his or her AOV, a Thinking Report will be provided to complete.
  - a. The Thinking Report will be offered at the time the IH Notice is delivered to the youth to sign or no later than the three (3) hour mark.
  - b. If a youth is still angry and/or acting out, the Thinking Report will be offered at the next check.
4. A youth must meet three conditions to be released prior to the IRAV prescribed maximum time. They include:

- a. Satisfactorily complete a Thinking Report regarding the AOV
  - b. Process the Thinking Report with a clinician or management staff member
  - c. Make a written commitment to no additional AOVs. This will be documented in the "Comments & Observations" section of ODYS Form 303.02.B IRAV Pre-Hearing Safe to Release Checks.
5. The purpose of the above conditions is to provide an opportunity for a youth to demonstrate that he/she has processed their AOV actions and have demonstrated that they no longer pose a danger to others.
  6. There are specific times designated for the Unit Manager/Operations Manager to provide the youth the opportunity to meet the three conditions for safe release. As conditions are met, they shall be documented on ODYS Form 303.02.B IRAV Pre-Hearing Safe to Release Checks Form. If the time of the check is during sleeping hours, the youth will be assessed for safe release no later than 9:00am the following morning.
  7. Once a youth has met all three conditions and no longer poses a danger to others, he or she may be considered safe to return to regular programming.
  8. Any youth who remains in Pre-Hearing seclusion for an AOV for 24 hours or more shall be provided a treatment assignment from a Social Worker. It shall be noted in the case note database that the treatment assignment was provided.

#### **B. Acts of Violence**

An AOV is considered a high or severe rule violation requiring immediate confinement to ensure the safety of the juvenile, other juveniles, staff and the security of the facility. (4-JCF-3B-10) An AOV includes the following:

1. Fighting
2. Assault on Youth
3. Assault on Staff
4. Inciting and/or Engaging in a Riot or Disturbance as defined by AMS Classification Codes.
5. Sexual Assault
6. Sexual Misconduct

### **C. Assessment Process**

1. ODYS Form 303.02.A IRAV Seclusion Assessment shall be completed by one of the following trained staff members who were not involved in the incident.
  - a. Site Deputy Superintendent
  - b. Unit Management Administrator
  - c. Social Work Supervisor
  - d. Operations Administrator
  - e. Other trained individuals approved by the Superintendent
2. Directly following an act of violence incident, the Operations Manager (OM) on duty shall alert the scheduled assessor that an assessment must be completed as soon as possible but no later than 3 hours from the time the youth was placed in seclusion.
3. The assessor shall complete ODYS Form 303.02.A IRAV Seclusion Assessment, and shall score the assessment per the guidelines described in the IRAV Seclusion Assessment Operations Manual.
4. The completed form shall be returned to Operations and the OM on duty shall scan the form into AMS by incident number and file under incident documentation.

### **D. Assessment Categories and Criteria**

- A. The assessment instrument shall include eight categories to weigh the seriousness of the act of violence which are described in detail in the IRAV Seclusion Assessment Operations Manual. These shall include:
  - a. Incident Classification (Type of Act of Violence)
  - b. Youth Classification (Security Risk Level)
  - c. Extent of Injury to Youth or Staff
  - d. Managing Youth Resistance (MYR)
  - e. High Risk Safety/Security Vulnerability
  - f. Imminent Risk of Harm

- g. **Scope of Incident (Number of Youth Involved)**
  - h. **Youth Behavior while in Seclusion**
- B. Each assessment category includes 3 – 5 specific criteria which shall be used to determine the number of points assigned.
- C. In the event more than one criterion applies, only the highest point value shall be given.
- D. The total category score, along with other factors, determines the range of time that a youth is projected to remain in seclusion.
- E. Overrides**
- 1. Aggravating and/or mitigating circumstances shall be considered and documented in the appropriate section on the assessment form (Refer to the IRAV Seclusion Assessment Operations Manual for more detail and examples.).
  - 2. Comments made by the assessor in the override section shall be specific, clear and self-explanatory.
  - 3. Criteria within a specific category that is already scored shall not be used to justify an override.
  - 4. Overrides shall be used minimally and reserved for the most unusual or serious cases.
  - 5. Total scores may be adjusted up or down based on clearly documented aggravating and/or mitigating circumstances.
- F. Scoring Criteria**
- 1. The Scoring criteria shall be used to determine the action to be taken while a youth is awaiting the Intervention Hearing.
  - 2. Actions taken are based on the Risk Level scored as detailed in the IRAV Seclusion Assessment Operations Manual and shall include:
    - a. Risk Level A - Youth shall remain in AOV Pre-Hearing Seclusion a minimum of 48 hours and a maximum of 60 hours. Youth shall be assessed at 48 hours and every 3 hours thereafter to determine if he/she is considered safe to release prior to the 60 hour mark.
    - b. Risk Level B - Youth shall remain in AOV Pre-Hearing Seclusion a minimum of 12 hours and a maximum of 48 hours. Youth shall be assessed at 12 hours

and every 3 hours thereafter to determine if he/she is considered safe to release prior to the 48 hour mark.

- c. Risk Level C - Youth shall be removed from AOV Pre-Hearing Seclusion a minimum of 3 hours and a maximum of 12 hours. Youth shall be assessed at 3 hours and every 3 hours thereafter to determine if he/she is considered safe to release prior to the 12 hour mark.
3. Should a youth remains in AOV Pre-Hearing Seclusion beyond 24 hours the assessor shall act on behalf of the Superintendent to approve seclusion periods beyond 24 hours at each 24 hour interval but must make notification to the Superintendent and document the notification. (4-JCF-3B-10)
4. Youth who are placed in AOV Pre-Hearing Seclusion may be subject to an Intervention Hearing in accordance with DYS Policy 303.01.03 Youth Intervention Hearings.
5. Youth who attend an Intervention Hearing and receive seclusion as a sanction, shall have an opportunity to be educated outside of his/her room during school hours on days that they are scheduled to serve the seclusion. Determination on whether a youth can safely be educated outside of the room shall be made after a review of the Youth Monitoring Log by both the unit staff and the teacher. If a disagreement between the unit staff and teacher occurs, the Unit Manager Administrator shall make the final determination.

#### G. Restrictions

1. Though a youth may be eligible for release from AOV Pre-Hearing Seclusion certain restrictions may be applied to assist the youth in maintaining appropriate behavior prior to his/her Intervention Hearing.
2. These restrictions may include but are not limited to:
  - a. Limited Unit Restriction which expects the youth to fully participate in school, meals and other structured programming, but excludes the youth from special events.
  - b. Cafeteria Restriction may be applied if the incident occurred during meal time. This restriction shall require a carry back meal be provided to the youth.
  - c. Youth Restriction which restricts the youth from having contact with certain identified youth who may have been involved directly or indirectly in the AOV.
3. Restrictions shall be documented in the space provided on ODYS Form 303.02.A or 303.02.C IRAV Seclusion Assessment.

## **H. Evaluation and Quality Assurance**

1. The Bureau Chief of Facility Operations or designee shall monitor IRAV at all ODYS facilities.
2. Based on information gathered, the data shall be compared, analyzed and monitored to look for trends.

## **V. Attachments**

303.02.A	IRAV Seclusion Assessment
303.02.B	IRAV Pre-Hearing Safe to Release Checks
303.02.C	IRAV Seclusion Assessment-Sexual Misconduct
303.02.D	IRAV Sexual Misconduct Pre-Hearing Safe to Release Checks

## **VI. Monitoring**

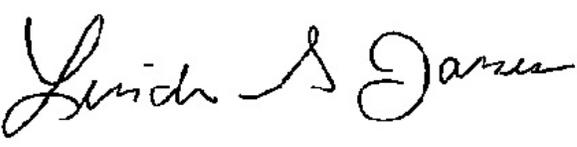
This policy shall be reviewed annually and updated as needed by the Deputy Director, Division of Facility Programs and Operations and the Bureau Chief, Facility Operations.

## **VII. References**

None.



# Ohio Department of Youth Services Standard Operating Procedure

Standard Operating Procedure Number: <b>301.05.04</b>	Title: <b>Seclusion Reporting, Monitoring and Documentation Requirements</b>	Effective Date: <b>April 15, 2002</b>
Local Procedure: <b>Prohibited</b>	Division:	Revision Date: <b>September 27, 2006 July 26, 2007 April 15, 2014</b>
ACA Standards: <b>3-JTS-3E-04, 3-JTS-3E-05, 3-JTS-3C-06, 3-JTS-3C-07, 3-JTS-3C-08</b>	<b>Bureau of Facility Operations</b>	
 Assistant Director		 Bureau Chief Bureau of Facility Operations

## I. Purpose

Pursuant to the Ohio Department of Youth Services (ODYS) Policy 301.05 Management Youth Resistance, this Standard Operating Procedure (SOP) shall be to provide guidelines for reporting, monitoring and documenting when a youth is placed in seclusion. Because it is the Department’s goal to limit the use of seclusion, seclusion shall be used as a last resort after other less restrictive interventions have been used to manage youth behavior.

Youth placed in seclusion shall be checked visually by staff at least every 15 minutes and shall be visited at least once each day by personnel from administrative, clinical, social work, religious, or medical units. A log shall be kept that records the authorization for the confinement, persons visiting the youth, the person authorizing release from confinement and the time of release. [3-JTS-3E-04] Youth placed in seclusion shall be afforded living conditions and privileges approximating those available to the general population. Exceptions shall be justified by clear and substantiated evidence. [3-JTS-3E-05]

## II. Applicability

This SOP applies to all ODYS personnel who may be required to use seclusion while managing youth.

## III. Definitions

Activity Management System (AMS) – A database system designed to document and track incidents and grievances which occur within the jurisdiction of ODYS.

Extended Seclusion – The involuntary confinement of a youth alone in his or her own room or in a safe-room beyond 24 hours.

Safe-Room – a secure area in which youth are placed alone for a period of involuntary confinement.

Seclusion – The involuntary confinement of a youth alone in his own room or in a safe room for a period of time of up to twenty-four hours.

Youth Behavioral Incident Report (YBIR) – A report written by an employee who is charging a youth with a violation of a Rule of Youth Conduct.

#### **IV. Procedure**

A. Any staff member placing a youth in seclusion shall:

1. Obtain verbal authorization from the Unit Administrator/Operations Manager when placing youth in seclusion.
2. Report the incident to the Unit Administrator or, in his or her absence, the Operations Manager immediately but no later than 5 minutes following the seclusion in critical situations where seclusion is necessary prior to supervisory approval.
3. Request assistance from operations when a planned physical response is necessary to place a youth in seclusion.
4. If physical response is used to place a youth in seclusion, refer to ODYS SOP 301.05.01 Use of Force.
5. Conduct a search of the youth and the room for potentially dangerous items prior to placing the youth in the room, if possible. Document the search and all findings on ODYS Form 301.08.05.A Institutional Area Search Report.
6. Advise the youth of the reason for seclusion and conditions for release and allow the youth the opportunity to explain the behavior leading to the seclusion. [3-JTS-3C-06]
7. Conduct visual observation, including interaction with the youth, and document the youth's behavior on ODYS Form 301.05.01.D Youth Intervention Monitoring Log at variable intervals not to exceed fifteen (15) minutes. [3-JTS-3E-04] This log shall be maintained on the youth's door while the youth is in seclusion.
8. Seclusions resulting from less serious incidents shall be short in duration, with the time period of 15-60 minutes specified at the beginning of the seclusion. [3-JTS-3C-08]

9. Document in the unit log when a youth was placed in and removed from seclusion.
10. Complete ODYS Form 301.05.01.A Youth Behavioral Incident Report (YBIR), and forward to the Unit Administrator or in his or her absence the Operations Manager prior to the conclusion of shift. If the youth refuses to sign the YBIR two staff members shall witness the refusal and sign and date the YBIR.
  - a. If the youth is unavailable to sign the YBIR due to injury or other circumstances beyond ODYS control, the staff member shall forward the YBIR to the Unit Administrator who shall make a notation on the YBIR and obtain the youth's signature when the youth becomes available.
  - b. If the youth is unable to sign the YBIR prior to the end of the shift due to behavior that poses a risk to the safety and security of the institution or others, the original YBIR shall remain with the unit staff and the signature shall be obtained when the youth has regained control of his or her behavior from the staff releasing the youth from seclusion. A copy of the YBIR shall be forwarded to the UA/OM. Once the signature is obtained, the staff releasing the youth from seclusion shall forward the completed YBIR to the Unit Administrator or in his or her absence the Operations Manager.
11. Report any health or mental health concerns immediately to nursing staff and/or mental health staff and Unit Administrator or, in his or her absence, the Operations Manager.
12. Obtain additional authorization from the Unit Administrator or, in his or her absence, the Operations Manager should a youth require seclusion beyond one hour.
13. Notify the Unit Administrator or, in his or her absence, the Operations Manager when the youth is ready to be taken out of seclusion.
14. Remove the youth from seclusion with staff assistance when the youth demonstrates he/she no longer poses a significant danger or threat to self, others or the institution. The youth may assist in determining an end to the seclusion by making commitments to cease the behavior and show efforts toward resolving the issue that resulted in the seclusion. [3-JTS-3C-07] The UA or, in his/her absence, the OM, shall approve the release.
15. Document the release time on ODYS Form 301.05.01.D Youth Intervention Monitoring Log. The Youth Specialist shall make notation of the youth's removal time in the Unit Log.

16. No youth is to be kept in seclusion for more than 3 hours without the Unit Administrator, or in his or her absence the Operations Manager, evaluating the need for continued seclusion.

B. Unit Administrator/Operations Manager shall:

1. Document all incidents of youth placement in seclusion on ODYS Form 301.12.A Daily Shift Report under Activities and Significant Incidents.
2. Complete the AMS Incident Report documenting the seclusion no later than the end of the shift.
3. Ensure, if physical response is used, all reports are completed in accordance with ODYS SOP 301.05.01 Use of Force.
4. Ensure that the appropriate ODYS staff completes ODYS Form 301.05.01.D Youth Intervention Monitoring Log.
5. Ensure that prior to placement in seclusion, the youth and the room are searched for any potentially dangerous items, if possible. The youth shall be placed in an assigned room or safe-room.
6. Ensure that the youth has been informed of the reason for placement in seclusion and the conditions of release.
7. Notify nursing staff immediately when a youth is placed in seclusion and physical response is used or once a youth has been placed in seclusion without the need for physical response. No medical evaluation is necessary when a youth is placed in seclusion without the use of physical response.
8. When a youth has been kept in seclusion for 3 hours, evaluate the need for continued seclusion. If it is determined the youth should remain in seclusion, notify the Superintendent of the authorized seclusion, and document the evaluation and notification on ODYS Forms 301.05.01.D Youth Intervention Monitoring Log and 301.12.A Daily Shift Report under Activities and Significant Incidents.
9. Interview the youth once every 3 hours thereafter, to evaluate the need for continued seclusion. Document the interview on the Youth Intervention Monitoring Log and on the Youth Intervention Operations Log.
10. Prior to seclusion beyond 24 hours from the time seclusion was implemented, Unit Administrator, or in his or her absence the Operations Manager, shall obtain authorization from the Superintendent for extended seclusion. This review and authorization shall reoccur every 24 hours while the youth remains in extended seclusion.

11. Report any health or mental health concerns immediately to nursing and/or mental health staff and/or the facility Health Services Administrator.
12. Record the time the youth is released from seclusion on ODYS Form 301.12.A Daily Shift Report under Activities and Significant Incidents.
13. Notify nursing staff that the youth has been released from seclusion or extended seclusion.

C. Nurse shall:

1. Respond and complete an assessment of all youth placed in seclusion by the use of physical response and document his or her medical conditions on ODYS Form 403.20.01.A Youth Injury and Assessment.
2. Evaluate the youth upon notification or no later than one hour from the time the youth was placed in seclusion. The nurse shall document his or her assessment and medical condition of the youth on ODYS Form 403.20.01.A Youth Injury and Assessment and in the youth's medical record, Interdisciplinary Progress Notes.
3. See all youth remaining in extended seclusion at least once a day until the youth is removed from seclusion.
4. Refer to 404.03 Suicide Prevention and Response when mental status concerns exist.
  5. Notify the Operations Manager of the mental status concerns in writing by use of ODYS Form 403.15.01.A Chronic Care Clinic and Initial Baseline Medical Data. A copy of the form shall be placed in the youth's medical record. If a referral was made to a mental health professional, the nurse shall also attach a copy of this form to the referral.

D. Superintendent shall:

1. Evaluate the circumstances surrounding the Unit Administrator/Operations Manager's request for extended seclusion and approve and document upon justification, or arrange for the immediate release of the youth. This evaluation shall reoccur for every twenty-four hours the youth remains in extended seclusion.
2. The superintendent shall order the release from seclusion or extended seclusion, any youth who no longer presents a danger or liability to other youth, staff or the institution.
3. Ensure that youth quality of life is maintained, including but not limited to: normal meals, fluids and reasonable bathroom privileges. Youth in extended seclusion shall shower, change clothing and be provided one (1) hour of large muscle activity daily and shall be provided regular programming, education and

counseling (including religious counseling). Youth in seclusion during normal waking hours shall be allotted clothing (consisting of shirt, trousers or shorts, socks, underclothing) appropriate to the temperature and conditions of the youth's room or safe-room. Youth in seclusion overnight shall be provided with a bed, mattress, bed sheets and pillow. Should self harm issues be evident, refer to ODYS Policy 404.03 Suicide Prevention and Response, in regard to clothing and bedding requirements.

**V. Attachments**

None.

**VI. Monitoring**

Monitoring and annual review of this SOP shall be the responsibility of the Bureau Chief of Facility Operations or designee.

**VII. References**

None.

# Department of Youth Services

## Youth Resistance Grid

<p><b>Resistance No Threat</b> Examples: Failure to obey an order, won't move, etc. that doesn't involve an immediate security threat</p>	<p><b>Verbal Threat</b> Examples: Swearing, Yelling, Making Threats, etc. unaccompanied by physically threatening movement</p>	<p><b>Threatening Movements</b> Examples: balled fist, raised hand(s), pacing, flinching, etc.</p>	<p><b>Physically Resisting Rules</b> Examples: Throwing items, blocking door, creating immediate threat of security or safety issues</p>	<p><b>Targeted Engagement</b> Examples: moving towards another with raised fists, swinging at, getting in personal space, throwing at, etc.</p>	<p><b>Physical Engagement</b> Examples: Striking, grabbing, pushing, punching, etc.</p>	<p><b>Physical Advantage</b> Examples: Youth has obtained a physical advantage over staff</p>	<p><b>Lethal Engagement</b> Examples: Imminent serious physical harm or threat such as from a knife or other weapon</p>
<b>No Immediate Threat</b>		<b>Possible Threat</b>		<b>Immediate Threat</b>			

# Management of Youth Resistance

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## Use of Force Training

**301.05** Management of Youth Resistance

**301.05.01** Use of Force

# Objectives

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1. After completing a group crossword, participants will match policy terms with their corresponding definition.
  2. Following a group activity, participants will match definition and behavior to each resistant youth descriptor.
  3. Upon completion of a group activity, participants will match example scenarios to resistant youth categories.
  4. After a group activity, participants will determine approved versus prohibited use of physical responses.
  5. Upon completion of a group activity, participants will match example scenarios to physical responses.
  6. Following a presentation, participants will list the three actions to decrease risk of positional asphyxia.
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# Objectives

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7. After a lecture, participants will identify the primary duty of the Incident Commander in a planned use of force.
8. Following discussion and group activity, participants will list the six standards that determines whether force is deemed appropriate or inappropriate.
9. Following a group activity students will be able to identify level of youth resistance, appropriate staff responses, and how it is evaluated for the 6 point Physical Intervention Incident Review.
10. Following presentation, participants will identify the six things that can be realized as a result of the use of time and distance.
11. Following a video scenario participants will complete documentation according to policy guidelines and this presentation.

# Use of Force Legal Standard

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- ❑ “The State shall, at all times provide youth in Facilities with safe living conditions”
  - ❑ “The State shall take appropriate measures to ensure that youth are protected from abuse and neglect, use of excessive force, undue seclusion, undue restraint and over familiarization.”
  - ❑ This standard taken from S.H. Settlement Agreement
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# 301.05 Management of Youth Resistance- Policy Statement

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- It shall be the policy of Ohio Department of Youth Services (ODYS) to manage youth resistance with tools such as advanced verbal strategies, seclusion, mechanical restraints and planned use of force. Use of force shall be limited to exceptional circumstances when all other appropriate pro-active, non-physical behavioral management techniques have been exhausted and have failed. When use of force is necessary, staff shall employ only the minimum amount of physical control necessary to stabilize the situation. The use of excessive force is prohibited.
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# Safe Environment

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The use of physical force is restricted to instances of:

- justifiable self defense,
- protection of others,
- prevention of self-injury,
- protection of property,
- prevention of escapes

These five reasons are often given as the legal use of physical force. So if this is when it is considered permissible to use force – does that mean it is “**right**” to use force in these circumstances? With your group discuss and answer yes or no/why or why not.

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# Safe Environment

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The use of physical force is restricted to instances of justifiable self defense, protection of others, prevention of self-injury, protection of property and prevention of escapes **AND it is then only used as a last resort in accordance with appropriate statutory authority and consistent with agency preparation and training of staff.**

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# Safe Environment

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- ❑ In no event is physical force justifiable as punishment.
  - ❑ The use of profanity, racial, gender, sexual orientation or ethnic slang to manage youth behavior shall be prohibited by ODYS staff as outlined in policy 301.04 Verbal Abuse.
  - ❑ The use of chemical agents and related security devices shall be prohibited within all ODYS facilities during non-critical incidents.
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# Least Restrictive

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- ❑ Staff shall use the least restrictive level of response that is reasonably expected to be effective under the circumstances. Staff shall choose a reasonable level of response to gain control of the situation based on departmental procedures.
  - ❑ Advanced verbal strategies shall be the preferred response to youth resistance and shall be utilized, whenever practical, to assist a youth in maintaining or regaining self-control.
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# Decision making activity

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- Youth Thomas has just punched YS Winters in the face with a closed fist and then sits down in a chair. You are the next staff to arrive, what are you going to do?
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# Decision making activity

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- Youth Barcus has told staff that he is going to turn over the card table if staff does not give him a Mountain Dew to go with his snack. What are you going to do?
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# Verbal Abuse Activity

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- ❑ Youth Jones is cussing YS Smith out. YS Smith loses his temper and punches Youth Jones in the face. YS Harris witnesses this altercation. Neither officer reports the punch in their Incident Reports.
  - ❑ Who may be held accountable, which may result in disciplinary action?
-

# Verbal Abuse Activity

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- ❑ YS Trout and YS Monty confronted a youth at lunch. YS Trout asked the youth if he was ever going to grow up. YS Trout then told the youth that he was going to be a lifetime drain on his taxes and that he is a piece of s@#\$.
  - ❑ Who may be held accountable, which may result in disciplinary action?
-

# Safe Environment

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- ❑ Persons injured in an incident are to receive immediate examination and treatment.
  - ❑ A written report is prepared following all uses of force and is submitted to administrative staff for review.
  - ❑ ODYS shall take appropriate measures to ensure that youth are protected from abuse and neglect, use of excessive force, undue seclusion, and undue restraint.
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# Summary Policy/SOP

## Statement Review

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- Pursuant to policy 301.05 Managing Youth Behavior this standard operating procedure shall provide rules and procedure for use of force and physical response in reaction to inappropriate youth behavior. The use of physical response shall be limited to exceptional circumstances when all other appropriate pro-active, non-physical behavioral management techniques have been exhausted whenever practical. Physical response shall be used as the last resort and may only be used in instances of self defense from assault by a youth, protection of others, protection of property, prevention of self-injury, and to prevent escape. When use of physical response is necessary, staff shall employ only the minimum amount of physical control necessary to stabilize the situation. Physical response shall be utilized to immobilize/neutralize the aggressive behavior and shall not be used by staff to punish or retaliate against a youth. Every use of Physical Response shall be documented, reported, and, when necessary, investigated both to protect staff from unfounded allegations and to eliminate the unwarranted use of Physical Response.
  - Advanced verbal strategies shall be the preferred response to youth resistance and shall be exhausted whenever practical, to assist a youth in maintaining or regaining self-control. The use of profanity, racial, gender, sexual orientation or ethnic slang by ODYS staff to manage youth behavior is strictly prohibited.
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# Definitions

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- With your table group complete the Managing Youth Resistance – Use of Force Policy/SOP Definitions Crossword Puzzle.**
  - The Managing Youth Resistance – Use of Force Policy/SOP Definitions Handout may be used as a reference.**
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# Crossword Answer Key

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## Across

1. AVS
2. Enforcement Necessity
3. Critical Incidents
4. PUOF
5. Non Critical Incident
6. Methods Of Manual Restraint
7. Physically Resisting Rules
8. Staff Presence
9. Physical Engagement
10. Immediate Enforcement

## Down

1. Verbal Threat
2. Emergency Defense
3. Youth Resistance Grid
4. Resistant No Threat
5. Threatening Movement
6. Mechanical Restraint
7. Time and Distance
8. Targeted Engagement
9. Positional Asphyxia

## Down Continued

10. Lethal Engagement
  11. Physical Escort
  12. Physical Response
  13. Serious Incidents
  14. Seclusion
  15. Staff Assistance
  16. Physical Advantage
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# Resistant Youth

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- A resistant youth shall be described as one of the following:
    - Resistant/No Threat
    - Verbally Threatening
    - Threatening with Movement
    - Physically Resisting Rules
    - Targeted Engagement
    - Physical Engagement
    - Physical Advantage
    - Lethal Engagement
  - This information can also be found in attachment, 301.05.01.G, Youth Resistance Grid.
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# Resistant Youth Activity

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- With your team unscramble and match the correct definition and behavior examples to each Resistant Youth descriptor. The definition and behavior columns are mixed up. So with your team you need to find which definition and which behavior goes with Resistant/No Threat and then progress to the next one and continue until you complete the list.
-

# Resistant Youth Answer Key

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## Resistant Youth:

## Definition:

## Behavior Examples:

Resistant/No Threat \_\_F\_\_ \_8\_\_

**A.** An act or behavior by youth which could result in death or severe bodily injury to oneself or others.

**1.** Imminent serious physical harm or threat such as from a knife or other weapon.

Verbally Threatening \_\_H\_\_ \_3\_\_

**B.** Any youth acting on and in the process of causing harm or destruction to another person or property.

**2.** Body language, tensing, clenching fist, pacing, flinching, etc.

Threatening Movement \_\_C\_\_ \_2\_\_

**C.** A physical act by a youth that poses a potential risk to cause harm or destruction but no intended target has been identified.

**3.** Swearing, Yelling, Making Threats, etc. unaccompanied by physically threatening movement.

Physically Resisting Rules \_\_G\_\_ \_7\_\_

**D.** An act of aggression by a youth who has gained superiority or control over their intended target and there is a risk of serious harm or destruction.

**4.** Youth has obtained a physical advantage over staff.

Targeted Engagement \_\_E\_\_ \_6\_\_

**E.** A physical act by a youth that poses a potential risk to cause harm or destruction to a specific other person or property.

**5.** Striking, grabbing, pushing, punching, etc.

Physical Engagement \_\_B\_\_ \_5\_\_

**F.** Disobedience of rules or regulations that poses no intent to harm or create disruption.

**6.** Moving toward with raised fists, swinging at, getting in personal space, throwing at, etc.

Physical Advantage \_\_D\_\_ \_4\_\_

**G.** Disobedience of rules or regulations that cause harm or disruption to the order of the institution.

**7.** Throwing items, blocking door, creating security & safety issues.

Lethal Engagement \_\_A\_\_ \_1\_\_

**H.** A spoken declaration of intent to cause harm or disruption.

**8.** Failure to obey an order, won't move, etc. that doesn't involve an immediate security threat.

# Resistant Youth Scenario Activity

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- ❑ Refer to Resistant Youth Scenario Activity Handout.
  - ❑ With your group match each situation to one of the Resistant Youth categories.
  - ❑ Then determine according to the grid whether the situation is “not an immediate threat” or is “an immediate threat”. Be ready to explain your answer as well as describe other steps that should be taken (e.g. AVS, Time and Distance, Staff Assistance, etc.).
-

# Resistant Youth Scenario Activity

## Answer Key

<b>Resistant Youth:</b>	<b>Threat</b>	<b>Behavior Examples:</b>
Resistant/No Threat	NO	Youth Smith was given an early bed. He is sitting watching a movie with the other youth and ignores staff when they tell him it is time for him to go in for his early.
Verbally Threatening	NO	Youth Johnson got angry in English class when Teacher Hobble asked him to read aloud. Youth Johnson started cussing and told the teacher that he was going to jack her up for fronting him out.
Threatening Movement	NO	Youth Diaz was going through the food line and demanded more meat. The server told him each youth was limited to one piece. Youth Diaz made a fist and started pounding on the plexi-glass shield saying you will get yours.
Physically Resisting Rules	NO	The youth are lined up for rec. Youth James refuses to line up (remains sitting at one of the unit tables) saying he is not going. The Unit is double staffed. Other youth are getting loud and threatening James by saying they are going to "kick his ___" if he messes up rec for them.
Targeted Engagement	YES	Social Worker Holman told Youth Rodriguez he could not get a personal call tonight. He got angry and walked up to Holman with his chest puffed out. He moved right up to her using his height and additionally intimidated her by pointing his finger in her face and he said I will get that call right now or you will personally pay.
Physical Engagement	YES	Operations Manager Joshua instructed Youth Jackson to exit his room for it to be searched. Youth Jackson started pushing the OM out of the room saying you aren't tearing up my room while he tried to shut the door.
Physical Advantage	YES	Youth Strong punched YS Cornad and a wrestling match between the two followed resulting in youth Strong ending up on top pinning Cornad to the ground.
Lethal Engagement	YES	Youth Andrews knocked YS Swinger down to the ground. He then jumped on top of him and began hitting him hard, with his radio, in the head and face drawing blood.

# Verbal Strategies

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- Staff shall exhaust verbal strategies which may include verbal response, verbal persuasion, verbal prompting, re-direction, and coaching using behavioral management skills.
  - **This shall be thoroughly documented through the use of video and written documentation.**
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# Verbal Strategies (VS)

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Often staff assume talking to a youth equates to VS.  
However:

- ❑ Communications = VS
- ❑ Direction/Directive does **NOT** always = VS
- ❑ Confrontation does **NOT** = VS

Direction or Directive is often viewed by youth as power and control rather than choice resulting in defiance. Where as confrontational statements actually escalates a situation.

The VS goal is to get the youth talking through their problems to help them realize positive solutions to their problems. This takes time and patience to achieve success.

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# VS Activity

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- ❑ With your table group review the list of responses and determine which is an example of VS=V, Directive = D or Confrontational = C.
  - ❑ PART II: With your group pick three non-VS statements and rewrite them to be VS oriented.
-

# Activity Answer Key

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- V 1. Please tell me what it is that has you so upset today.
- C 2. Move now or I am going to move you.
- D 3. Up against the wall.
- C 4. You'll pay for this later.
- V 5. You seem upset today, has something happened that has you responding the way you are?
- D 6. You need to go now.
- V 7. You know you need to go to your room, why is it that you are not wanting to do this?
- C 8. You are going to your room one way or another.
- V 9. What is going on with you today?
- C 10. I am not waiting all day on you.
- D 11. You will follow our directions.
- D 12. Up out of the chair.
- V 13. What would help this situation for you?
- D 14. Lets head to the unit now.
- C 15. Grow up and act your age.

**PART II: Should have written them as open ended discussion questions.**

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# Physical Response

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- Physical response is needed **only** under the following circumstances after staff have attempted and exhausted a hierarchy of non-physical alternatives:
    - When a youth is currently physically violent and poses an immediate danger towards self or others, or
    - When a youth is affirmatively physically resisting institutional rules and poses an immediate danger to self or others
    - Or is causing a serious disruption where there is a clear enforcement necessity to move the youth.
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# Hierarchy Example:

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- **Two youth are fighting (When a youth is currently physically violent and poses an immediate danger towards self or others) therefore a fight breakup needs to occur. How do I demonstrate that I have “exhausted the hierarchy of non-physical alternatives?”**
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# Hierarchy Example:

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- Staff Presence – I am present;**
- Verbal Strategies – I am instructing them to break it up;**
- Time & Distance – Limited ability to allow due to immediate threat;**
- Staff Assistance – pushed mandown and waited for a second staff person to safely break up the fight;**
- Physical Escort Technique – Due to the physical engagement escort techniques are unsafe to apply at this point in this situation;**
- Trained Methods of Manual Restraint – physical response taken.**
- Seclusion- was warranted as a result of the incident.**

**All of the above must be documented in report to demonstrate hierarchy appropriately exhausted.**

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# Tempering

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- When the need for physical response has been identified, the **least amount** of physical response appropriate to the risk posed by youth is required. Once control through physical response is established, efforts to temper or moderate the physical response shall occur.
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# Approved Use of Staff Response

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- ❑ Agency trained techniques are limited to:
    - ❑ Staff Presence
      - Verbal Strategies
    - ❑ Time & Distance
    - ❑ Staff Assistance
    - ❑ Seclusion
    - ❑ Physical Escort Technique
    - ❑ Trained Methods of Manual Restraint
    - ❑ Transitional Hold
    - ❑ Mechanical Restraints
    - ❑ Emergency Defense, under certain limited circumstances; and
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# Transitional Hold

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- A brief physical/manual positioning of an individual face-down for the purpose of quickly and effectively gaining physical control of that individual in order to prevent harm to self and others, or prior to transport to enable the individual to be transported safely.
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# Other Non-Prohibited Methods

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- Other non-prohibited methods of reasonable manual restraint that under the totality of circumstances existing at the time:
    - are more practical than the agency-trained methods of restraint, taking into account the youth's and staff's particular vulnerability to harm;
    - involve a use of physical response that is measured and progressive to a degree no greater than that which is necessary to achieve the objective of immobilizing the aggression; and
    - Do not unduly risk serious harm or needless pain to the youth or staff.
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# Prohibited Use of Staff Response

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- Prohibited techniques or practices of physical response that unduly risk serious harm or needless pain to the youth includes the intentional, knowing, or reckless use of any of the following techniques:
  - Chokeholds placed on youth or restricting respiration in any way.
  - Using any method that is capable of causing loss of consciousness or harm to the neck.
  - Pinning down with knees to torso, head and/or neck.
  - Slapping, punching, kicking, or hitting.
  - Using pressure point, pain compliance and joint manipulation techniques other than those approved and trained by ODYS.
  - Modifying mechanical restraint equipment or applying any cuffing technique that connects handcuffs behind the back to leg shackles.
  - Dragging or lifting of the youth by the hair or ear or by any type of mechanical restraint.
  - Applying any type of physical response to a youth's wrist, once the youth is placed in handcuffs.
  - Using other youth or untrained staff to assist with the restraint.
  - Securing a youth to another youth or to a fixed object, other than to an agency-approved restraint bed.
  - Prone Restraint.
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# Prone Restraint

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- The use of the prone restraint is **prohibited** across all state systems. Prone restraint is defined as all items or measures used to limit or control the movement or normal functioning of any portion, or all, of an individual's body while the individual is in a face-down position for an extended period of time. Prone restraint includes physical or mechanical restraints.
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# Approved Use of Staff Responses

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## Use of Staff Response Activity

- Indicate for each of the items on the worksheet:
    - A = Approved Use of Staff Responses,
    - O = Other Non-Prohibited Methods of Reasonable Manual Restraint or
    - P = Prohibited Use of Physical Response.
  - EXAMPLE: 1. \_\_\_\_\_ Using pressure point, pain compliance and joint manipulation techniques other than those approved and trained by ODYS.
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# Use of Staff Response Activity

## Answer Key

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- \_\_P\_\_ Using pressure point, pain compliance and joint manipulation techniques other than those approved and trained by ODYS.
  - \_\_P\_\_ Using any method that is capable of causing loss of consciousness or harm to the neck.
  - \_\_A\_\_ Staff Assistance.
  - \_\_P\_\_ Securing a youth to another youth or to a fixed object, other than to an agency-approved restraint bed.
  - \_\_A\_\_ Physical Escort Technique.
  - \_\_P\_\_ Chokeholds placed on youth or restricting respiration in any way.
  - \_\_O\_\_ Are more practical than the agency-trained methods of restraint, taking into account the youth's and staff's particular vulnerability to harm.
  - \_\_P\_\_ Modifying mechanical restraint equipment or applying any cuffing technique that connects handcuffs behind the back to leg shackles.
  - \_\_A\_\_ Advanced Verbal Strategies.
  - \_\_P\_\_ Applying any type of physical response to a youth's wrist, once the youth is placed in handcuffs.
  - \_\_A\_\_ Time & Distance.
  - \_\_P\_\_ Pinning down with knees to torso, head and/or neck.
  - \_\_A\_\_ Transitional Hold.
  - \_\_O\_\_ Involve a use of physical response that is measured and progressive to a degree no greater than that which is necessary to achieve the objective of immobilizing the aggression.
  - \_\_P\_\_ Slapping, punching, kicking, or hitting.
  - \_\_A\_\_ Mechanical Restraints.
  - \_\_A\_\_ Emergency Defense, under certain limited circumstances.
  - \_\_O\_\_ Do not unduly risk serious harm or needless pain to the youth or staff.
  - \_\_P\_\_ Dragging or lifting of the youth by the hair or ear or by any type of mechanical restraint.
  - \_\_A\_\_ Trained Methods of Manual Restraint.
  - \_\_P\_\_ Using other youth or untrained staff to assist with the restraint.
  - \_\_P\_\_ Prone Restraint.
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# Staff Response Scenario Activity

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- With your table group match each of the following scenarios with one of the staff responses.
  - Be ready to share your responses with the rest of the class.
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# Staff Response Scenario Activity

## Answer Key

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Directions: A. Staff Presence, B. Advanced Verbal Strategies, C. Time & Distance, D. Staff Assistance, E. Physical Escort Technique, F. Trained Methods of Manual Restraint, G. Mechanical Restraints or H. Emergency Defense

- \_\_\_F\_\_\_ A youth swings at the YS who applies an outside wrist turn to control and restrain the youth until assistance is available.**
- \_\_\_H\_\_\_ A youth has knocked the YS to the ground and is on top of the JCO choking him. The YS can not shake the youth off and is having difficulty breathing. The YS strikes up at the youth's face punching him to break the choking grip and knock the youth off.**
- \_\_\_C\_\_\_ A youth who was very upset and refusing to follow direction finally sits down at a unit table. In an attempt to give the youth a chance to calm down and become cooperative, the Unit Manager backs away from the youth and goes over to talk to a couple of other youth at the next table over.**
- \_\_\_D\_\_\_ A youth is refusing to follow direction and is becoming more agitated while staff's efforts seem to be ineffective so the YS calls for another staff to come to the unit.**
- \_\_\_B\_\_\_ A youth is angry and pushes a chair across the floor. The Social Worker talked to the youth to try to ascertain the youth's issues and calm the situation.**
- \_\_\_A\_\_\_ Youth are getting loud while playing a game on the unit. The YS on the unit walks around the unit and moves closer to the loud youth.**
- \_\_\_G\_\_\_ Once restrained, handcuffs are applied to the youth prior to releasing the youth and escorting him to a designated room.**
- \_\_\_E\_\_\_ A youth that was acting out in the school has calmed down and is becoming cooperative. The Operation Manager walks him back to the unit while maintaining contact with the youth's elbow.**
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# Time and Distance

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- Of all the responses available to us the technique of Time and Distance is probably the most effective tool to de-escalate a situation and yet due to our impatience is not used as often or effectively as it should. This failure results in many use of force situations that should not occur. Later you will see how this is reviewed. For now let's look at the effects of each.
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# Time

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- Too often staff feel impatient to allow time to resolve an incident. During AVS training staff often say I don't have the time to sit there and talk to a kid. Yet the alternative is far worse and far more time consuming. Time is our friend in calming a situation and allowing it to resolve without the need for physical response. Take the time and use it effectively.



# Distance



# Distance



# Distance



# Benefits of Time and Distance

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- ❑ Reduction in Use of Force.
  - ❑ Reduction in Staff Injuries.
  - ❑ Reduction in Youth Injuries.
  - ❑ Reduction in Investigations.
  - ❑ Reduction in Disciplines tied to Excessive Use of Force.
  - ❑ Compliance with Stipulation Requirements.
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# Planned Use of Force

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- For use of force incidents that can be planned, please refer to Standard Operating Procedure, 301.05.02, Planned Use of Force.
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# Incident Action Guide

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- Creating Time and Distance

**FASTER**

**YOUTH**

**FEW**  
**MANY**

**ISOLATE**

**PHYSICALLY**

**ENGAGED**      **NOT ENGAGED**

1	2
4	3

**SLOWER**

**CONTAIN**

---

# Precautions for Planned Use of Force

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- ❑ The application of planned physical force shall not be considered as an option until all other reasonable alternatives have been attempted or are considered inappropriate due to the nature of the situation.
  - ❑ When the application of physical force is necessary, it shall be limited to the minimum degree reasonable and necessary to resolve the situation promptly and as safely as possible.
  - ❑ The application of planned physical force shall be discontinued at the first possible opportunity.
  - ❑ The application of planned physical force shall never be used as a means of punishment.
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# Justification

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- In the event a staff member determines that a planned use of force may be appropriate, the respective Unit Manager (UM) shall be contacted. In the event the UM is not available the on-duty Operations Manager (OM) or other available supervisor shall manage the situation. The designated supervisor that manages the PUOF shall be identified as the Incident Commander or IC.
  - The IC shall determine if a planned physical response is needed.
  - If the youth has a known mental health diagnosis or resides on a known mental health unit, consultation should take place with mental health staff, prior to any planned use of force where circumstances permit.
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# Preparation

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- ❑ When the IC responds to the location of the incident, electronic recording equipment shall be immediately activated to capture advanced verbal strategies and all other non-physical alternatives implemented by the responding staff members.
  - ❑ The IC shall appoint a specific staff member to operate the recording equipment and it shall remain on until the IC orders otherwise.
  - ❑ The camera shall record the event and maintain as clear a view as possible of the youth including subsequent escort and placement of the youth into a new housing area. Camera operators shall receive camera/video operation training.
  - ❑ The primary duty of the IC shall be to attempt to diffuse the need to use any physical response by exhausting all non-physical alternatives which may include utilizing advanced verbal strategies, verbal persuasion, contacting a staff member whom the youth has a rapport with and requesting their assistance, etc. The IC shall promote the use of time and distance to de-escalate the youth.
-

# Preparation

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- ❑ The IC shall plan the total physical response, coordinate staff actions and remain in command on-site during the tactical operation of the planned physical response. Only as a last resort should the IC operate recording equipment or become physically involved in the event.
  - ❑ The on-site IC shall consult with at least one other staff member to ensure all alternative non-physical options have been exhausted before a planned use of force is executed.
  - ❑ Prior to a PUOF, the IC in charge of the scene shall identify himself/herself and state for the camera the current date, time, and location where the incident is being recorded.
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# Preparation

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- The IC shall describe for the camera the justification for the physical response; identify the youth involved by name(s) and ODYS number(s), and the youth behavior(s) that validate the need for the physical response.

The need for physical response shall be identified as:

- The youth is currently physically violent and poses an immediate danger towards self or others
  - The youth is affirmatively physically resisting institutional rules and poses an immediate danger to self and others
  - Is causing a serious disruption where there is a clear enforcement necessity to move the youth.
-

# Preparation

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- The IC shall identify each staff member to be involved in the physical response and the specific role of each staff member in the planned response.
    - The face of each staff member shall be recorded during this introduction for later verification as needed.
    - If the staff members can be identified in the physical response by specific markings on their clothes or by other individual identifiers, these identifiers shall be documented for the camera during the staff introductions.
    - The staff member operating the camera shall also be introduced and identified for the electronic record.
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# Preparation

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- The use of any specific items (shields, helmets, etc.) during the physical response shall also be identified for the camera and their intended use shall be described.
  - Medical shall be notified before any PUOF takes place. Medical shall advise of any medical conditions or previous injuries that should be considered in the PUOF.
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# Avoidance

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- The IC shall verbally give the involved youth another opportunity to cease the identified behavior and comply with staff direction.
  - The youth shall be advised that his/her continued behavior shall result in a physical response by the staff and that his/her actions are being electronically recorded.
  - The IC shall continually reassess the situation. If the youth becomes compliant the planned use of force shall not take place. If the youth chooses not to change his/her behavior, a planned physical response, pursuant to this rule, may be used.
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# After Action

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- ❑ At the completion of the planned intervention each staff member shall be identified on camera and shall state and, if possible, reveal any injuries as a result of the physical response.
  - ❑ The camera may be shut off at the conclusion of the event, to be determined by the IC. The recorded image, whether on tape or in a digital file, shall be maintained by the facility for a minimum of two years.
  - ❑ The IC shall complete 301.05.02.A, Planned Use of Force Form prior to the end of his/her shift and ensure it is scanned into the Activity Management System (AMS).
  - ❑ All staff involved in the planned use of force, either directly or as a witness, shall complete all necessary documentation as described in Section IV F in SOP 301.05.01.
  - ❑ The IC shall ensure that all required documentation is produced and that all documentation is completed prior to release of any employee from the facility for that shift.
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# Notification and Documentation

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- ❑ Failure to report and/or falsifying a report is prohibited and shall be subject to discipline. All staff present during a physical response shall complete a report.
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# Documentation:

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- ❑ With your table group discuss the following scenario and outline everything that has to be documented regarding the situation.
  - ❑ Youth Smith was refusing to leave Mr. Riley's classroom. Youth Smith moments earlier had shoved Mr. Riley in the chest. A signal has been called and YS Jones has been asked to remove the youth from the classroom. Youth Smith is standing in the back of the classroom refusing to move. OM Thomas has now arrived to assist.
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# Notification and Documentation

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- When immediate physical response is used, the staff member involved in the incident shall immediately notify the Unit Manager (UM), if available, and the Operations Manager (OM). During a planned intervention, the OM or UM shall be contacted.
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# Notification and Documentation

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- Notification to medical personnel of all incidents of physical response is required. Any immediate health concerns are required to be included in the notification. DYS direct care staff and other personnel are trained in emergency procedures and shall respond and administer first aid as appropriate to the situation until medical staff arrive. Extreme caution shall be exercised when a non-medical staff is attempting to identify an injury to a youth. If any doubt exists, contact medical staff by phone or radio for immediate assessment and treatment.

- Continued

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# Notification and Documentation

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- Persons injured in an incident must receive an immediate medical examination and treatment.
- In the event no injury has occurred, a nurse shall assess the youth in the clinic as early as possible but no later than three hours of notification that a physical response has occurred. It is the responsibility of the unit staff to monitor the youth and work towards de-escalating the youth so that he/she can be transported to the clinic for assessment. OM's also have a responsibility to ensure this medical assessment occurs within three hours.
- The nurse shall document the assessment of the youth's medical condition in the Activity Management System (AMS) on the Youth Injury and Assessment Form, Form 403.20.01.A and make a notation on the Interdisciplinary Progress Notes, pursuant to Standard Operating Procedure (SOP) 403.20.01, First Aid and Emergency Care.
- The completed Form 403.20.01.A shall be printed and placed in the youth's medical record.
- The nurse shall photograph all visible injuries.

# Notification and Documentation

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- ❑ All physical response incidents shall be documented on the Youth Intervention Report, 301.05.01.B.
  - ❑ All staff that observed or were present at the incident and/or the physical response shall complete the Youth Intervention Responder Report, 301.05.01.C.
  - ❑ All documentation shall be submitted to the OM as soon as possible following the incident and no later than departing the institution for the day.
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# Written Documentation

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- All documentation of physical response shall include a complete reporting of the situation including what leads up to the use of force, attempts by staff to provide non-physical resolution and any other detail that will provide clarification to the incident happenings.
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# Notification and Documentation

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- Any staff member placing a youth in seclusion shall obtain prior verbal authorization from the OM or UM. If there is an immediate necessary enforcement of seclusion needed, the OM or UM shall be notified no later than five (5) minutes following the seclusion.
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# Notification and Documentation

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- When a youth is placed in seclusion as a result of the physical response, staff shall conduct visual observation, including interaction with the youth and document the youth's behavior on the Youth Intervention Monitoring Log, 301.05.01.D. The following shall also occur:
    - Visual checks shall occur, including verbal interaction with the youth, at variable intervals not to exceed fifteen (15) minutes. The Youth Intervention Monitoring Log, 301.05.01.D shall be maintained on the door where the youth is being secluded.
    - The YS shall document in the Unit Log when the youth starts seclusion and when the seclusion has ended.
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# Notification and Documentation

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- ❑ Staff shall also ensure that a Youth Behavioral Incident Report (YBIR), 301.05.01.A is completed with the youth's signature obtained.
  - ❑ In the event the youth refuses to sign the YBIR, two staff witnesses shall document the refusal on the YBIR.
  - ❑ A copy of the YBIR shall be provided to the youth within twenty-four hours after the incident or determination of the actual violation. In the charging party's absence, the OM shall provide the YBIR to the youth.
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# Following a physical response - the Operations Manager shall:

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- ❑ Ensure that staff involved completes the Youth Intervention Report, Form 301.05.01.B or the Youth Intervention Responder Report, Form 301.05.01.C.
  - ❑ The OM shall also insure the Youth Behavior Incident Report, Form 301.05.01.A is completed.
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# Following a physical response - the Operations Manager shall:

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- Ensure that nursing staff or the facility Health Services Administrator is notified.
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# Following a physical response - the Operations Manager shall:

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- ❑ Ensure the Youth Intervention Monitoring Log, Form 301.05.01.D, is present when seclusion is used after the Physical Response and all entries are made in accordance with SOP 301.05.05, Seclusion.
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# Following a physical response - the Operations Manager shall:

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- ❑ No youth shall be kept in seclusion for more than 3 hours without the Unit Manager (UM), or in his or her absence the Operations Manager (OM), evaluating the need for continued seclusion.
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# Following a physical response - the Operations Manager shall:

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- ❑ Request approval from the Superintendent for seclusion beyond twenty four (24) hours using Authorization for Extended Seclusion, Form 301.05.01.E.
  - ❑ Once this form is completed, it shall be scanned into AMS as part of the incident packet.
  - ❑ If the youth remains in seclusion, authorization and completion of a new form is needed as each 24 hour period expires.
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# Following a physical response - the Operations Manager shall:

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- ❑ Complete an AMS incident and intervention report no later than end of shift.
  - ❑ The AMS report shall reflect a summary of the incident based on review of all written documentation submitted as well as information obtained through interview of staff and/or youth.
  - ❑ If video is accessible to the OM, this too shall be reviewed.
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# Following a physical response - the Operations Manager shall:

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Information to be entered/scanned into AMS as attachments shall include:

- Youth Behavior Incident Report, Form 301.05.01.A
  - Youth Intervention Report, Form 301.05.01.B
  - Youth Intervention Responder Report, Form 301.05.01.C
  - Youth Intervention Monitoring Log, Form 301.05.01.D
  - Authorization for Extended Seclusion, Form 301.05.01.E
  - Pictures of any visible injuries to youth or staff
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# Following a physical response - the Operations Manager shall:

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- Report Physical Response Incidents Pursuant to ODYS Policy, 101.14, Incident Reporting.
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**In all cases where the Chief Inspector's Office does not conduct the investigation, the OA & Direct Deputy, shall review all physical response incidents to determine if:**

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1. There was a need for physical response;
  2. The physical response was the least amount appropriate to the risk posed by the youth;
  3. The incident created a threat as perceived by a reasonable staff person;
  4. Upon control being established, efforts were made to temper or moderate the physical response;
  5. Injuries were evaluated based on the need for force, the amount of force applied, the perceived threat, the proportionality of the force and the risk posed by the youth; and
  6. Policy and procedure were followed.
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# #1-Need For Force

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- ❑ The law prohibits unnecessary & excessive force
  - ❑ As a reviewer of force, it's critical to ask, *what precipitated the force*
  - ❑ If it can be established that the force was necessary, the reviewer must then evaluate the force to determine if it was excessive
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## #2-Amount Of Force

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- ❑ The reviewer must determine if the force was the least amount appropriate to the risk posed by the youth
  - ❑ The reviewer must be well informed and have knowledge of ODYS policy and procedure.
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# #3-Threat

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- ❑ The reviewer must determine the threat as perceived by a reasonable staff person.
- ❑ Force must be limited to youth who are currently physically violent towards self or others and/or a youth who is affirmatively physically resisting institutional rules where all non-physical alternatives have been exhausted and documented

## #4-Tempering & Moderating Force

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- The reviewer must determine if the minimum force necessary to prevent harm to persons or obtain compliance with institutional rules was demonstrated
  - Once control through force is established, were efforts then made to temper or moderate the force
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# #5-Injury

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- The reviewer must evaluate all injuries from force related incidents as it relates to:
    - the NEED for force
    - the AMOUNT of force used
    - the perceived THREAT and
    - the PROPORTIONALITY of the force and risk posed
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## #6 Policy & Procedure

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- Was the Managing Youth Resistance Policy and Use of Force SOP followed
- Was there a Supervisor present and supervising, to include directing staff
- Was the use of force promptly and adequately reported
- Was the written documentation completed according to policy
- Was the written documentation consistent with video, injuries and other available evidence

# Physical Response Review Activity

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- Youth Smith was being taunted by two other youth. YS Williams instructed the youth to move on and leave Smith alone. YS Williams saw that Smith was visibly upset so he talked to Smith for several minutes and Smith seemed to calm down and finally said he was cool. About 10 minutes later Smith walks across the unit and jaw busts the one youth. The two YS grab Smith each by his arms to pull him away from the other youth. He twists and fights back resulting in all three falling to the floor. Smith's arm gets caught under him as he falls and two of his fingers get broken. The two YS gain control of Smith and apply cuffs. They then both get off of him and help him off the floor. They escort him to his room and remove the cuffs once he is in the room and calm. They ask Smith if he is okay and he says his hand hurts real bad. They notify Medical immediately and contact the OM to report the incident. Then they complete the Youth Intervention Report, YBIR and Seclusion Log.
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# Physical Response Review Activity

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- While at Rec, Youth Harris became upset with GAT Skaggs. Youth kicked the basketball across the gym, made threats of harm towards GAT Skaggs and goes over and sits on the bleachers. YS Cartwright and Dunn arrive and direct youth Harris back to the unit. Youth Harris refuses to move so YS physically escort him out of the gym with a C-Grip Escort. While escorting him back to the unit, he becomes actively resistant by pulling away from staff so YS take him to the ground using an outside wrist turn. While on the ground, Youth Harris yells out – “Oh, my arm!”
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# Video Example #1

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- After watching the following video you will critique the incident report that was written about the incident.
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# Video Example #2

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- After watching the following video participants will write intervention and Responder reports pertaining to the incident.
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# Video Example #3

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- After watching the following video participants will write reports pertaining to the incident.
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# Positional Asphyxia

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- ❑ Reduction of Oxygen due to restriction of respiration that may be caused from:
    - ❑ Neck compression
    - ❑ Weight being placed on the body limiting the intake of air
    - ❑ Placing a prohibited article over the head to protect against spitting or biting (i.e.-shirt, towel)
    - ❑ Obstructing the airway when pulling the person's arms across the neck or chest area
  - ❑ Often worsened due to already heightened anxiety and adrenaline charge.
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# Positional Asphyxia

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- ❑ Extended use of prone positioning is extremely dangerous and prohibited. Restraining a youth on his/her stomach should only occur for brief periods of time (like when cuffing a youth) with attempts to quickly move a youth out of this position.
  - ❑ Transitional Hold - A brief physical/manual positioning of an individual face-down for the purpose of quickly and effectively gaining physical control of that individual in order to prevent harm to self and others, or prior to transport to enable the individual to be transported safely. This is the only acceptable use of prone positioning.
  - ❑ A majority of deaths have occurred in prone take-downs and in prone restraints especially when weight is applied to the back and the airway is restricted.
  - ❑ There are some physical and medical conditions that lead to higher risk of death related to prone restraint use including positional asphyxia, respiratory problems, obesity.
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# Actions to Decrease Risk of Positional Asphyxia:

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- ❑ Place a person in the face up position as soon as possible and should never restrict respiration in any way, such as applying pressure to a youth's back or chest;
  - ❑ Immediately respond to any person's complaint that they cannot breathe; and
  - ❑ Recognize that just because a person can speak does not mean that they have adequate oxygen.
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# Actions to Decrease Risk of Aspiration:

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- ❑ Monitor breathing closely (face visible)
  - ❑ If the person experiences semi-consciousness and/or unconsciousness, place them immediately on their side and check for aspiration; notify the medical department immediately.
  - ❑ If vomiting occurs, immediately turn the person on their side and clear their mouth of any matter; notify the medical department immediately.
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## Operations Adm. & Direct Deputy Review of Physical Response Incidents Will Include:

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- ❑ This review shall be completed within 48 business hours of receiving the incident packet.
  - ❑ This review shall be documented on the Use of Force Incident Review Form and documented in the Adm. Review Summary section of AMS.
  - ❑ This form shall also be scanned into AMS by the OA.
  - ❑ If the Direct Deputy or the OA were involved in the Use of Force, they shall not participate in the use of force review & shall not be one of the two who complete the Use of Force Incident Review Form.
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## Operations Adm. & Direct Deputy Review of Physical Response Incidents Will Include:

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- Following the completion of the Use of Force Incident Review Form, 301.05.01.F the Deputy Superintendent of Direct determines if there is evidence of a violation of Use of Force SOP, 301.05.01, that is non-critical in nature, the incident shall be referred to investigation at the site level.
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## Operations Adm. & Direct Deputy Review of Physical Response Incidents Will Include:

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- Following the completion of the Use of Force Incident Review Form, 301.05.01.F the Deputy Superintendent of Direct determines if there is evidence of a violation of Use of Force SOP, 301.05.01, that is serious in nature, the incident shall be referred to investigation by the Chief Inspector's Office.
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## Review of Physical Response Incidents Will Include:

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- The Superintendent (or designee) or the Deputy Director of Facility Programs and Operations (or designee) may request that an investigation of an incident be conducted by the Chief Inspector's Office.
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# Resistance Grid Scenarios

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- Youth Birch was instructed by YS Newell to put his cards away. Youth Birch got mad and approached YS Newell and grabbed him by the front of the shirt while drawing back his fist.
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# Resistance Grid Scenarios

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- Youth Monty has been removed from the school to the unit in order to serve a timeout. Youth Monty is told to sit on his door but the youth remains seated in the day area watching TV. The YS approaches the youth and the youth states that if anyone comes near him they are going to get punched.
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# Resistance Grid Scenarios

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- It is the first nice day in March and Cedar Unit decides to spend their recreation time on the ball field. At the conclusion of the activity staff tells the unit to line up and return to the unit. Youth Smith sits down on second base and states that it is too nice to go in. Cedar unit has the last scheduled rec. activity for the day.
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# Resistance Grid Scenarios

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- The last unit of the day is outside for recreation. The unit is instructed to line up and return to the unit due to a tornado warning being issued for the county. Youth Smith sits down stating he wants to see the storm and refuses to return to the unit.
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# Resistance Grid Scenarios

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- Youth Short has YS Long pinned to the ground and is beating the YS with a broken broom handle.
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# Resistance Grid Scenarios

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- Youth Martino was on the phone talking to his girlfriend and just found out that she was pregnant and he has been locked up for 12 months. Youth Martino stood up and began pacing around the day room with clinched fist. Youth Martino was cursing and crying.
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# Resistance Grid Scenarios

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- Youth Linvalle walked out of class and lies down in the hall. The class change bell is going to ring in 5 minutes and approximately 150 youth will be exiting their respective classes.
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# Resistance Grid Scenarios

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- Youth Bird jumped on top of youth Sears pinning him to the floor and began punching him in the face.
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# Resistance Grid Scenarios

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- Youth Turncoat was upset because YS Spears would not allow him to use the phone. Youth Turncoat draws back his fist and rushed towards YS Spears.
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## Review of Physical Response Incidents Will Include:

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- The Chief Inspector's Office conducts all investigations that are determined to be critical in nature.
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## Review of Physical Response Incidents Will Include:

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- ❑ The Superintendent shall review 10% of all use of force incidents each month.
  - ❑ Their review shall be documented in AMS.
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## Review of Physical Response Incidents Will Include:

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- Staff involved in a physical response shall not participate as a member in any interdisciplinary hearing related to the incident nor shall he or she be assigned to complete an investigation on the incident.
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# Review of Physical Response Incidents Will Include:

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- Staff assigned to conduct investigations shall do so in accordance with policy 101.15, Investigations.
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# Quality Assurance

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- It shall be the responsibility of the Division of Facility Programs and Operations to monitor 5% of all use of force incidents quarterly. This 5% shall be randomly selected from AMS. Feedback to the sites on the outcome of the review shall be provided.
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# Training

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- Annual training for institutional staff shall include Use of Force policy review, Planned Intervention Training, Advanced Verbal Strategies, Report Writing and Work Rules Training specific to Use of Force.
  - All institutional staff shall receive 8 hour training annually on Planned Intervention (hands on techniques).
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# Video Examples:

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- While watching the videos ask yourself - Was the action taken appropriate according to MYR/UOF Policy/SOP?
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# References:

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- ❑ **301.05** Management of Youth Resistance
- ❑ **301.05.01** Use of Force

## **Other Important References:**

- 301.04 Verbal Abuse
  - 301.05.02 Planned Use of Force
  - 301.05.03 Mechanical Restraints
  - 301.05.04 Mechanical Restraints Used for Psychiatric Purposes
  - 301.05.05 Seclusion
  - 301.05.06 Use of Seclusion on Mental Health Units
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# Forms/Attachments

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- 301.05.01.A Youth Behavior Incident Report (YBIR)**
  - 301.05.01.B Youth Intervention Report**
  - 301.05.01.C Youth Intervention Responder Report**
  - 301.05.01.D Youth Intervention Monitoring Log**
  - 301.05.01.E Authorization for Extended Seclusion (Beyond 24hrs)**
  - 301.05.01.F Use of Force Incident Review Form**
  - 301.05.01.G Youth Resistance Grid**
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# Summary

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- Remember, as a result of using TIME and DISTANCE - allowing the situation to calm thus resolving incidents by the lowest means necessary will allow us to realize the following:
    - Reduction in Staff Injuries
    - Reduction in Youth Injuries
    - Reduction in Use of Force
    - Reduction in Disciplines tied to Excessive Use of Force
    - Reduction in Investigations
    - Compliance with Stipulation Requirements
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# Evaluation

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- All participants will take a written examination and must achieve an 80% or above to successfully complete this training.
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