



**Regime/access to facilities - Prisoner placed in an observation or medical observation cell**

Senior Management visits	Once daily by the designated Superintendent or their delegate. Once per shift by the officer in charge of the unit/wing/cell block.
Officer checks and interaction	Every hour from initial placement by the wing officer or designated officer responsible for the prisoner in the observation/medical observation cell. The officer is to visually check the prisoner and, where appropriate, verbally interact with the prisoner to assess the prisoner's demeanour and welfare. The time of the check and any pertinent comments are to be noted in the relevant occurrence book in regards to the prisoner's demeanour or welfare. If applicable, an entry is to be made on the prisoner's ARMS or SAMS Supervision Log on TOMS.
Exercise	Minimum of one (1) hour daily out of cell. This hour is in addition to time out of cell for normal daily requirements (eg showering, visits).  Socialisation with other prisoners is a daily entitlement.
Meals	In cell or as the superintendent directs. Plastic utensils except where the superintendent orders otherwise. Coffee or tea may be provided outside normal meal times at the discretion of the officer in charge of the prisoner.
Visits	Normal. Special visits with peer support prisoners and external support persons are to be encouraged.
Gratuities	As specified for medically unfit prisoner in regulation 45C of the <a href="#">Prisons Regulations 1982</a> .
Spends	Type of goods at the discretion of superintendent.
Showers	Daily.
Religion	May receive visits from a chaplain or in accordance with section 53 of the <a href="#">Prisons Act 1981</a> .
Health Services/Assessment Counselling and Support staff	Normal access. Review by Health Services staff as soon as practicable after placement but within 24 hours and thereafter a minimum once per day. PCS to review as required. At the discretion of superintendent, access may be in sight of but out of hearing of an officer in an area suitable for the review.
Mail	Normal receipt and dispatch. At the request of the prisoner, writing materials and envelopes shall be made available for privileged correspondence.

Clothing	<p>Generally, prisoners placed in observation should be clothed in normal prison clothing; however the superintendent has the discretion to order non-tear clothing. At a minimum, the prisoner is to be provided non-tear clothing.</p> <p>If prison staff must remove the prisoner's clothing (ie during a strip search procedure), respect is to be given to the prisoner's dignity as best as practicable. If the clothing has been removed due to behavioural issues or concerns, as soon as the behaviour causing the concerns or issues ceases, clothing is to be provided.</p> <p>If the configuration of restraints prevents a prisoner from reclothing him/herself and behavioural issues preclude the removal of restraints, clothing shall be provided in such a way to maintain the prisoner's dignity.</p> <p>If clothing is removed due to behavioural issues or concerns or the prisoner refuses to wear the clothing provided, staff are to notate the circumstances surrounding the removal/refusal, the time of removal and the time of subsequent provision in the relevant occurrence book and in an incident report, if applicable.</p>
Movements	Under escort of an officer(s) as directed by the officer in charge.
Reading material	Reading material to be made available if requested by the prisoner. Provision of the material to be at the discretion of the superintendent.
Writing materials	Writing materials to be made available if requested by the prisoner. Provision of materials to be at the discretion of the superintendent.
Radio/cassette/television	Normal access to radio, television etc. Provision of the equipment to be at the discretion of the superintendent. Where practicable, any coaxial and electrical cables are to be kept to a maximum of 300mm. Allocation of such items shall be subject to an appropriate risk assessment of the prisoner's potential to self-harm.
Cell furniture	<p>No objects of a potentially injurious nature. Approved safe cell furniture. Water and toilet facilities to be in cell.</p> <p>A mattress and non-tear sheet/blanket shall be provided. If any bedding is removed due to behavioural issues, as soon as the prisoner displays conformist behaviour the items are to be returned. If bedding is removed due to behavioural issues, staff are to notate the circumstances surrounding the removal/refusal, the time of removal and the time of subsequent provision in the relevant occurrence book and in an incident report, if applicable.</p>
Hobby materials	At the discretion of the superintendent.
Study materials	At discretion of superintendent if part of an approved course of study.
Work	At the discretion of the superintendent.

Leave of absence	Leave of absence under s83 available (refer <a href="#">Policy Directive 9 - Permit for Absence</a> ).
Lights out	Normal.
Telephone Access	Normal. Officer initiated calls at discretion of Unit Manager.
Daily timetable	At the discretion of the superintendent.
Canteen goods	At the discretion of the superintendent, the prisoner may retain goods purchased at the canteen. Allocation of such items shall be subject to an appropriate risk assessment which focuses on the prisoner's potential to self-harm.
Property in storage	Access at the discretion of the superintendent. Allocation of such items shall be subject to an appropriate risk assessment of the prisoner's potential to self-harm.

## Approved

Commissioner  
(or delegate, per PD11):

Heather Harker

Signature:



**Date: 16 August 2013**

## Version history

Version	Approved	Effective from
1	First published	14 May 2001
2	Amended	30 July 2011
3	Amended	9 September 2013
4	Amended	22 December 2020