

DEPARTMENT OF HUMAN SERVICES  
DIVISION OF JUVENILE JUSTICE SERVICES  
POLICY AND PROCEDURES

Policy No: 05-06

Effective Date: 08/14/08

Revision Date: 09/05/19

Subject: Use of Restraint Devices

**I. Policy Statement**

Restraint devices may be used on juveniles in Division facilities/programs to 1) enhance security when juveniles are being transported, or 2) protect juveniles who are dangerous to themselves or others, and 3) in accordance with the facility/program operations manual and the restraint matrix in this policy. Restraint devices shall not be used as a form of discipline.

**II. Rationale**

The purpose of this policy is to establish guidelines for the use of restraint devices on juveniles in the Division's facilities/programs.

**III. Definitions**

“Mechanical Restraint” is a type of restraint device, such as handcuffs, shackles or plastic zip-cuffs, used to secure a juvenile’s arms or legs either during transport or when they present a threat of physical injury to self or others.

“Protective Headgear” is a type of protective device used to safeguard against head trauma when a juvenile is banging their head against a wall or other dangerous object.

“Safety Garment” is a suicide prevention garment used to help protect a juvenile from self-harming behaviors.

“Zip Cuff” is a type of specialized restraint device which is a plastic strap that may be used to restrain a juvenile’s hands or feet when standard handcuffs or shackles are not available.

“Transport” is the process of moving a juvenile in a vehicle outside of a secure facility.

“Spit Hood” is a restraint device intended to prevent someone from spitting or biting.

**IV. Procedures**

Division staff shall complete the Division’s current crisis intervention training which includes protocols and procedures for use of the following approved restraint devices: mechanical restraints (e.g., handcuffs and shackles, belly chains), and protective headgear. Additional restraint procedures, specific to each facility/program, shall be described in the respective Operations Manuals and training in such procedures shall be provided at the facility/program level.

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A. Use of Restraint Devices

1. Restraint devices shall be used with caution and only to the extent necessary to maintain safety and security after less restrictive options have proven unsuccessful. The use of restraint devices shall be limited to:
  - a. precaution against escape during transport;
  - b. protection of the juvenile against self-injury; and,
  - c. prevention of injury to others.
2. Restraint devices shall never be used as punishment.
3. Restraint devices shall not be modified.
4. Approval for the use of restraint devices may be given by the lead staff on shift and shall be immediately confirmed by the supervisor, Assistant Program Director (APD) or designee. The name of the administrator giving authorization shall be added to the incident report.
5. Restraint devices shall not be used for more time than is reasonably necessary to gain control. Staff shall remove restraint devices when it is safe to do so as determined by a reasonable level of calmness and the ability to process.
6. Staff shall remain in immediate physical proximity with no barriers and direct line-of-sight supervision of juveniles who are placed in restraint devices.
7. Juveniles shall never be left alone while restrained.
8. Staff shall maintain hands on assistance for juveniles who are walking in leg restraints to prevent falling and possible injury.
9. Staff shall not use a restraint device to bind a juvenile to an object or to another person.
10. Excluding transports, staff shall promptly notify appropriate medical staff and a qualified mental health professional for evaluation/consultation whenever restraint devices are used.
11. Whenever restraint devices are used (excluding transports), involved staff shall complete incident reports and notify a supervisor, parent/guardian, case manager (where applicable) and APD, or designee in accordance with Division policy 05-15.

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**B. Restraint Devices Matrix**

This matrix is designed to inform staff at Division facilities/programs when and under what circumstances the use of restraint devices is authorized. Please refer to the written policy and procedures for clarification.

<b>Correctional Facilities</b>			
	<b>Conditions for Use of Restraint Devices</b>		
	During Transfer to & from SF	Risk of Self-injury	Risk of Injury to others
Secure Facilities	√	√	√
Detention Centers	√	√	√

<b>Community-Based Programs</b>			
Case Management	No	No	No
Gemstone	No	√	√
DSI	No	No	No
Youth Services	No	No	No
Shelter	No	No	No

**C. Transporting with Restraint Devices**

1. Staff shall handcuff a juvenile with arms to the front of the juvenile’s body and attached to a belly chain when available, and shall also shackle the juvenile’s ankles when transporting to or from a secure facility.
2. In the event of an emergency which requires evacuation, juveniles may be transported using zip cuffs as the restraint device when standard handcuffs or shackles are in limited supply.

**D. Use of Protective Headgear**

1. Staff may use protective headgear for a juvenile engaging in injurious behavior (e.g., banging their head against a wall or other object). The decision to use protective headgear shall be made by the lead staff on shift, and be approved by the supervisor, APD or designee immediately. The name of the administrator giving authorization shall be added to the incident reports.

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2. Staff shall exercise patience and caution when initiating the use of headgear to avoid escalation of a juvenile's problematic behavior. Staff shall encourage juveniles and gain compliance through discussion and negotiation. Staff shall not take down or restrain a juvenile for the sole purpose of forcing the juvenile to wear the headgear.
3. Whenever protective headgear is used, involved staff shall complete incident reports and notify a supervisor, parent/guardian, case manager (where applicable) and APD, or designee in accordance with Division policy 05-15.

E. Use of Safety Garments

1. Staff may use a suicide prevention safety garment when necessary for a juvenile engaging in injurious behavior.
2. Staff shall exercise patience and caution when initiating the use of a safety garment to avoid escalation of a juvenile's problematic behavior. Staff shall encourage and gain compliance through discussion and negotiation. Staff shall not take down or restrain a juvenile for the sole purpose of forcing the juvenile to wear a safety garment.
3. Whenever a safety garment is used, involved staff shall complete incident reports and notify a supervisor, parent/guardian, case manager (where applicable) and APD, or designee in accordance with Division policy 05-15.

F. Use of a Spit Hood

1. A spit hood may be used on a juvenile when they are actively attempting to spit on staff or residents.
2. Whenever a spit hood is used, involved staff shall complete incident reports and notify a supervisor, parent/guardian, case manager (where applicable) and APD, or designee in accordance with Division policy 05-15.

G. Use of Restraint Devices on Pregnant Juveniles in a Secure Facility to prevent falls

1. To prevent falls, staff shall modify procedures for a juvenile who are pregnant.
2. Staff shall handcuff with arms to the front of the juvenile's body, without the use of a belly chain, rather than utilizing full restraints (belly chain & shackles).
3. Additional staff may be utilized to enhance security.
4. During medical visits or once the juvenile is in the hospital's care, staff shall remove the handcuffs to facilitate the medical evaluation and treatment of the juvenile and the baby.

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5. The pregnant juvenile shall not be restrained during labor, delivery, or recovery.
6. Staff shall apply leg shackles only after the juvenile has been medically cleared by a physician.
7. Handcuffs will not be reapplied until the juvenile is transported back to the facility.

G. Use of Restraint Devices on Juveniles with Medical Issues

1. To prevent falls, staff shall modify procedures for a juvenile with a medical issue.
2. Staff shall shackle without the use of handcuffs if a juvenile has a cast or splint on their arm.
3. Staff shall handcuff and use a belly chain without the use of shackles if a juvenile has a cast or splint on their leg.
4. Staff shall consult the facility APD for conditions outside of those outlined above.
5. In emergency situations and at the request of medical personnel, staff may remove or modify mechanical restraint procedures in order to facilitate treatment.

**II. Continuous Renewal**

This policy shall be reviewed every three (3) years to determine its effectiveness and appropriateness. This policy may be reviewed before that time to reflect substantive change. This policy has been reviewed by the Division of Juvenile Justice Services Executive Management Team, and is approved upon the signature of the Director.



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Brett Peterson, Director  
Division of Juvenile Justice Services

10/11/2019

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Signature Date