



University of Wisconsin–Madison Police

Policy: 70.1

SUBJECT: DETAINEE TRANSPORT

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POLICY:

Detainee transport by University of Wisconsin–Madison Police Department members shall be performed in a manner which will adequately provide for the safety and security of the prisoner, the transporting officer(s), and the general public.

DEFINITIONS:

“Custody” refers to the legal or physical control of a person in an area or facility or while in transit; legal, supervisory, or physical responsibility for a person.

“Detainee” refers to a person in the custody of agency personnel and whose freedom of movement is at the will of agency personnel.

“Disposable flex-cuffs” refer to commercially produced plastic flexible band cuff with a one-way locking system.

“Handcuffs” refer to commercially produced chain link or hinged type cuff capable of being double locked.

“Hobble device” refers to a commercially produced canvas cuff that is to be placed around the ankles of a detainee.

“Safety barrier” refers to an immovable partition, separating driver and rear seat passenger, utilized during prisoner transport.

“Transport belt” refers to a commercially produced heavy-duty leather or chain waist belt with a metal restraining ring for use with handcuffs or a chain waist belt with a metal restraining ring for use with handcuffs. These items are used for long-distance transportation when it is impractical to have a detainee’s wrists cuffed behind the back.

“Transport vehicle” refers to the vehicle used for transporting a prisoner from one point to another. The transport vehicle may be the patrol vehicle, such as in the case of transporting a prisoner after an arrest; a vehicle of a correction facility designated for prisoner transport but also used for other purposes; or a specially designed prisoner transport vehicle, such as a bus or van. This term does not refer to commercial vehicles, such as buses, trains, or airplanes that may be used for prisoner transport.

PROCEDURE:

70.1.1 DETAINEE SEARCH PRIOR TO TRANSPORT

The following shall govern a search of all detainees prior to transport:

- A. A sworn officer is responsible for completing a thorough search of a detainee for contraband and any weapons prior to transport.
- B. A detainee search prior to transport is also the responsibility of the sworn officer transporting the detainee who is already in custody.

70.1.2 TRANSPORT VEHICLE SEARCH

The following shall govern search procedures of a police vehicle used in detainee transport:

- A. Patrol officers must inspect their vehicle for duty readiness at the beginning of each shift. This inspection shall include an examination for weapons and contraband. Any items noted which may contribute to unsafe vehicle operations must be brought to the attention of the fleet manager via the vehicle maintenance worksheet.
- B. Whenever a detainee is transported in a police vehicle, a thorough search of the vehicle must be completed prior to and after transport. Any weapons and/or such contraband located during the search of the vehicle shall immediately be reported and the contraband inventoried according to Department procedures.

70.1.3 TRANSPORTING DETAINEES IN VEHICLES

The following shall govern the transport of detainees in vehicles:

- A. Detainees who are transported in a vehicle which has a safety barrier shall be secured in the rear passenger compartment, separated from the driver by the safety barrier. [REDACTED]
- B. [REDACTED]

70.1.4 INTERRUPTION OF TRANSPORT

The following shall govern procedures for detainee transports which are interrupted:

- A. Officer(s) transporting detainees should maintain routine visual contact during transportation. In the event that a detainee in custody must leave the transport vehicle during transportation, the transporting officer(s) will maintain physical control and visual observations at all times. [REDACTED]
- B. A primary responsibility of the transporting officer shall always be the custody and safety of the detainee. The transporting officer(s) will only vary from transportation status to render aid and assistance in life-threatening situations or at the direction of a supervisor or Officer in Charge (O.I.C.).

70.1.5 DETAINEE COMMUNICATION WITH OTHERS

The following shall govern the parameters of detainee communication with others:

- A. Officers transporting a detainee will not permit the detainee to talk with non-law enforcement personnel during transport. Conversations with non-law enforcement personnel may occur prior to transport or after transport to the designated facility.
- B. The transporting officer may act as a conduit of information and communicate to non-law enforcement personnel prior to or during transport.

70.1.6 DETAINEE TRANSPORT TO ANOTHER FACILITY

The following shall govern transport of detainees from one facility to another:

- A. [REDACTED]
- B. [REDACTED]
- C. The transporting officer shall deliver all necessary documentation to the receiving facility.
- D. The transporting officer will document the transfer of custody including the date and time of transfer.
- E. The transporting officer will advise the receiving agency of any potential medical risk or security risk.

70.1.7 PRECAUTIONS FOR TRANSPORTING DETAINEES

The following precautions shall be used for transporting detainees:

- A. [REDACTED]
- B. [REDACTED]

70.1.8 DETAINEE ESCAPE DURING TRANSPORT

The following shall govern procedures for detainee escape during transport:

- A. [REDACTED]
- B. Written reports indicating circumstances surrounding the escape shall be submitted prior to the end of the officer's tour of duty.
- C. Other actions involving a detainee escape may be initiated by the OIC, a supervisor, or the M.O.C.

70.1.9 NOTIFICATION OF SECURITY RISKS

The following shall govern the notification of security risks during prisoner escorts or transports:

- A. [REDACTED]
- [REDACTED]

70.1.10 DETAINEE RESTRAINT DURING TRANSPORT

The following provides procedures for use of restraining devices during detainee transport:

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

E. Detainees will not be positioned immobile, face down in a vehicle after the application of both arm and leg restraints.

F. [REDACTED]

70.1.11 TRANSPORTING SICK, INJURED, OR DETAINEES WITH DISABILITIES

The following shall govern transporting sick, injured or disabled detainees:

A. When a person has been taken into custody in the field and requires immediate medical attention due to injury or illness, the arresting officer shall request the Communications Center notify the Madison Fire Department to respond to the scene.

B. If a detainee requires hospital treatment, the detainee may be transported to a medical facility by ambulance. If the detainee refuses treatment and the attending paramedics and investigating officer determine that immediate treatment is not necessary, the detainee may be transported to a medical facility in a police vehicle.

C. As in the transport of any detainee, the safety of the transporting officer and the detainee are of primary concern. In transporting a detainee with a disability, special accommodations for transport may be required. Depending on the type of disability and special needs of the detainee, the transporting officer may utilize a vehicle other than a police vehicle.

D. [REDACTED]

70.1.12 DETAINEE SECURITY DURING MEDICAL CARE

The following shall prescribe procedures for detainee security during medical treatment:

A. Officer(s) will remain with the detainee during medical treatment [REDACTED]

- B. The use of restraints on a detainee receiving medical care shall be used at the discretion of the officer. The officer should base the decision on the circumstances at hand, the request of medical personnel, and the medical needs of the detainee. [REDACTED]
- C. After treatment has been provided and the detainee is released from the hospital, officers will transport the detainee to the designated holding facility, if necessary.
- D. When a detainee is admitted to the hospital, hospital security will be advised of the status of that person. Officers will notify the OIC of the admission of the detainee. If a determination is made that a guard must be posted with the detainee, the manager on call should be notified.

70.1.13 SPECIAL DETAINEE TRANSPORT SITUATIONS

The following shall provide general guidelines for special detainee transport situations:

- A. The Department shall not generally make allowances for prisoner transport for special situations, to include: attending funerals; visiting hospitals and critically ill persons; and attending the reading of a will. Such situations provide extraordinary opportunities for unauthorized personal contact, escape, or infliction of injury on self or others.
- B. Only in the most urgent or unusual circumstances will a prisoner be transported to a location other than a jail, detention center or other holding facility and then only with the approval of the police supervisor. If one is not available, the Manager on Call should be contacted for approval. When a special situation transport is approved, additional officers shall be assigned, with adequate preparation and surveillance.
- C. In the event of escape from custody by a detainee, immediate efforts shall be made for apprehension. The following steps shall be taken at the discretion of the Officer in Charge (O.I.C.), though not necessarily in the given order:

[REDACTED]

70.1.14 SEPARATION BY AGE AND GENDER

The following shall provide guidelines for separation by age and gender for detainee transports:

- A. Juvenile detainees will be transported in the same manner as adults. Adult and juvenile detainees will not be transported together in any vehicle.
- B. Detainees of the opposite sex will not be transported in the same passenger compartment. Transportation in separate, secure compartments of the transport vehicle is acceptable.

70.1.15 VEHICLE SAFETY BARRIERS

The following shall provide guidelines for vehicle safety barriers in police vehicles:

- A. All Department marked patrol vehicles shall be equipped with a safety barrier between the front and rear seats.
- B. Safety barriers may be utilized in unmarked police patrol vehicles.

70.1.16 VEHICLES MODIFIED TO PREVENT ESCAPE

The following shall outline procedures for vehicle modifications to prevent detainee escapes:

- A. All Department marked patrol vehicles shall be so designed or modified to prevent the occupants of the rear seat from opening the rear doors or windows without the aid of the vehicle operator.

- B. Even when safety barrier devices are employed, the detainee should be seat belted in, if possible.

70.1.17 DOCUMENTATION FOR DETAINEE TRANSPORTED FROM ONE FACILITY TO ANOTHER

The following defines the responsibilities of the officer transporting a detainee from one facility to another:

- A. The transporting officer should attempt to positively identify the detainee to be transported through the use of arrest reports, photographs, fingerprints, identifying scars, marks, tattoos, or other official documentation that may be used in the identification process.
- B. The transporting officers shall take all documentation necessary to ensure a smooth transition from one facility to another. The documentation may include, but not be limited to:
 - 1. Complaint
 - 2. Warrants
 - 3. Citations
 - 4. Affidavits
 - 5. Arrest reports
 - 6. Criminal histories
 - 7. Department of Transportation printouts
 - 8. Intake documentations
- C. In situations where a detainee has exhibited behavior that might indicate the potential for violence, suicide, or escape, the transporting officer shall immediately notify the receiving officers, deputies or other employees. The transporting officer shall indicate on the Arrest/Booking sheet or supplemental sheet any risk factors, e.g., combative, suicidal, or security risk because of prior arrests for escape, assault, murder, mental illness, etc.