

# PATIENT RESTRICTED

Coalinga State Hospital

OPERATING MANUAL

SECTION - EMERGENCIES  
ADMINISTRATIVE DIRECTIVE NO. 302  
(Replaces A.D. No. 302 dated 2/16/07)

Effective Date: July 12, 2007

## SUBJECT: INDIVIDUAL ESCAPE AND NOTIFICATION POLICY

### I. PURPOSE

- A. Coalinga State Hospital (CSH) is a maximum-security hospital. It is the policy of the hospital to utilize structures, staff and procedures to prevent the unauthorized absence of any Individual, to apprehend any Individual who has escaped, to request other law enforcement and custodial agencies to aid such apprehension, and to warn any persons who may be threatened or endangered by an escaped Individual.
- B. The Chief of Protective Services or Senior Officer on scene is responsible for coordinating the search and apprehension of any escapee until relieved by a ranking officer or other jurisdictional agency (requires prior approval of Executive Director or Chief of Protective Services).

### II. AUTHORITY

Department of Mental Health Special Orders 212.02, 237.01, 261, 315.05, & 323.02;  
California Penal Code, Sections 836.6 (a), 4536, and 4536.5.

### III. POLICY

- A. The Watch Commander on duty will initiate the Department of Police Services' escape procedures whenever:
  - 1. Staff observation, or an actual Individual count, indicates that an Individual is missing;
  - 2. An employee who is escorting an Individual reports an escape; or
  - 3. Any verifiable report is received of anyone seeing an escaping Individual.
- B. Upon notification of an escape, the Police Services Watch Commander will immediately have the agencies listed below notified. The Commander will provide each agency with a complete physical description of the escapee, other pertinent information, as well as any known facts and if additional assistance is requested:
  - 1. Coalinga Police Department (559) 935-1525

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2. Pleasant Valley State Prison (559) 935-4900 Watch Commander
  3. Fresno Sheriff's Department (559) 488-3111
  4. California Highway Patrol (Coalinga) (559) 935-2093
  5. Huron Police Department (559) 945-2348
  6. Kings County Sheriff's Department (559) 584-9276
  7. Lemoore Police Department (559) 584-9276 or 924-9574
  8. Hanford Police Department (559) 585-2540 or 585-2535
- C. Upon notification of an escape, the Watch Commander will immediately notify the following individuals by telephone:
1. Hospital Administrator;
  2. Chief of Protective Services;
  3. Executive Officer of the Day (EOD), Medical Officer of the Day (MOD), and Nurse of the Day (NOD);
  4. All other notifications will be made by the NOD, including the Public Information Officer (PIO) and the Director of Standards Compliance.
- D. Upon notification of an escape, the Executive Director may convene an administrative group to compile clinical and legal information, formulate plans, provide information to persons who may be endangered, and release information to news media.
- E. Upon confirmation of an escapee at large, the Executive Director or Chief of Protective Services will order the release of information relevant to the time lapse since escapee was last observed and likelihood of escapee being in the proximate area of the hospital and/or surrounding community. Pursuant to California Penal Code, Sections 4536 (b) & 4536.5.
- F. The Director of Standards Compliance shall be responsible for notifying Licensing and Headquarters.

## IV. METHOD

- A. The on-duty Watch Commander will ensure an attempt to locate is immediately initiated by activating the Emergency Response Team (E.R.T.). The E.R.T. will respond pursuant to California Penal Code, Sections 836.6 (a) & 4536 (a), and any additionally appropriate criminal sections.

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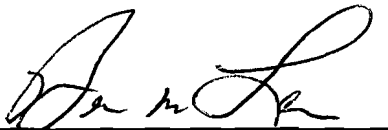
- B. The Watch Commander on duty at the time of an escape notification will insure that all associated police reports are completed prior to securing the watch.
- C. Whenever the escapee is a California Department of Corrections and Rehabilitation (CDCR) Individual, on Active Parole, or committed under 6600 et. al. sec of the Welfare & Institutions Code, the Chief of Protective Services or designee will immediately notify/telephone the Central Office Identification Unit of CDCR ((916) 445-6713) and the on-duty/on C site CDCR staff Watch Commander.

## V. PUBLIC INFORMATION NOTIFICATIONS

- A. The PIO is responsible to notify the Headquarters PIO, the media, local Assembly and Senate Representatives, and the hospital Advisory Board according to established time frames.
- B. The hospital's Information Release shall include the Individual's name, reason for commitment, age, physical description, pertinent alerts, and any other information the Executive Director considers essential in assisting in the apprehension of the Individual.

## VI. RETURN TO CUSTODY/TREATMENT

- A. An escapee who is apprehended and returned to CSH shall be administratively held until the Executive Director determines it is appropriate to discontinue or legally suitable for the Individual to be transferred to another setting.
- B. An Individual, committed from CDCR for treatment who escapes and is apprehended, shall be immediately returned to CDCR.



BEN MCLAIN  
Executive Director (Acting)

### Cross Reference(s):

A.D. No. 154 Public Relations