

**OLIVE VIEW-UCLA MEDICAL CENTER
POLICY & PROCEDURE**

**NUMBER: 190
VERSION: 3**

SUBJECT/TITLE: FORENSIC STAFF ORIENTATION

POLICY: Los Angeles County Sheriff shall provide orientation and education to forensic staff accompanying patients/prisoners to Olive View-UCLA Medical Center (OVMC) for treatment.

PURPOSE: To ensure forensic staff accompanying patients/prisoners to OVMC receive appropriate orientation and education regarding their responsibilities related to patient care at the facility. These include:

- How to interact with patient/prisoner;
- Procedures for responding to unusual clinical events and incidents;
- The hospital's channels of clinical, security and administrative communication; and
- The distinctions between forensic and medical/behavioral restraints.

DEPARTMENTS: All

DEFINITIONS: Forensic Staff are law enforcement personnel other than Los Angeles County Sheriff Department personnel assigned to OVMC, who are responsible for transporting patients/prisoners to/from OVMC and guarding patients/prisoners while at OVMC.

PROCEDURE: Forensic staff identifies himself/herself to security personnel located at every entrance to OVMC.

Before entering OVMC, Security personnel will enter forensic staff information into a log.

Once forensic staff personnel has been logged in, security personnel will provide each forensic staff person a brochure entitled, "Forensic Orientation for Law Enforcement agencies Guarding or Transporting a Patient/Prisoner within a ValleyCare Facility." (Attached)

It is incumbent upon the forensic staff person to read the brochure and familiarize himself/herself with the content contained in the Orientation brochure

Any patient/prisoner under forensic staff protection or custody shall have care coordinated to meet his/her clinical needs.

Forensic staff must consult with clinical staff before applying any restraints.

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Forensic staff shall ensure that patient rights are protected.

Forensic staff shall not leave the patient/prisoner without proper relief from the in-custody agency or Sheriff.

Should an emergency arise that requires the forensic staff to leave the area, he/she shall immediately notify the Sheriff at Extension 3409.

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References: The Joint Commission Human Resources Standard HR 01.04.01	
Approved by: VEC-2011Jan	Date: 01/24/2014
Review Date: 01/24/2017, 12/98, 2/02, 3/05	Revision Date: 1/08, 7/08, 12/13
Distribution: Olive View Hospital-Wide Policies	
Original Date: 10/30/98	