

10A NCAC 14J .0203 is proposed for readoption with substantive changes as follows:

10A NCAC 14J .0203 CONTENTS OF OPERATIONS MANUAL

(a) The operations manual shall include written policies and procedures that address the following areas:

- (1) administration and ~~management~~; management of inmates;
- (2) admissions, ~~transportation~~ transportation, and release;
- (3) ~~classification~~; classification for the placement and housing of inmates, as set forth in Rule .0301(a) of this Subchapter;
- (4) security and supervision;
- (5) inmate rules and discipline;
- (6) management of special inmates;
- (7) legal rights of inmates;
- (8) health, mental health, ~~mental retardation~~ developmental disability, intellectual disability, and substance ~~abuse~~ use disorder services;
- (9) food services;
- (10) program services;
- (11) work release;
- (12) opportunities for exercise;
- (13) access to legal assistance or legal materials;
- (14) grievance procedures;
- (15) visitation and mail policies;
- (16) religious activities;
- (17) ~~sanitation~~; sanitation procedures that comply with Rule .0701 of this Subchapter;
- (18) emergency ~~plans~~; plans for a fire or an emergency situation that includes rioting, bomb threats, escapes, and the taking of hostages;
- (19) a disaster plan as required by Rule .0403(d) of this Subchapter;
- (20) a suicide prevention program;
- (21) waiving any medical fees for indigent inmates, as required by G.S. 153A-225;
- (22) use of force; and
- (23) use of restraints.

(b) ~~The most recent editions of the following references are available as guides for developing policies and procedures:~~

- (1) ~~Appalachian State University, Model Policies and Procedures Manual for North Carolina Jails;~~
- (2) ~~American Correctional Association, Standards for Adult Local Detention Facilities;~~
- (3) ~~American Correctional Association, Standards for Small Jails;~~
- (4) ~~National Commission on Correctional Health Care, Standards for Health Services in Jails.~~

1 ~~These references shall be available for inspection or loan from the Section. Consultation and technical assistance shall~~
2 ~~be available from the Section. The Section can also provide information regarding outside agencies with additional~~
3 ~~resources for developing policies and procedures. In compliance with G.S. 153A-220(1), the Construction Section~~
4 ~~shall provide consultation and technical assistance to a jail upon request.~~

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6 *History Note: Authority G.S. 153A-221;*

7 *Eff. June 1, 1990. ~~1990~~;*

8 *Readopted Eff. December 1, 2018.*