

1 10A NCAC 14J .0203 is readopted with changes as published in 32:14 NCR 1371-1387 as follows:

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3 **10A NCAC 14J .0203 CONTENTS OF OPERATIONS MANUAL**

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

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

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

- 34 (1) ~~Appalachian State University, Model Policies and Procedures Manual for North Carolina Jails;~~
35 (2) ~~American Correctional Association, Standards for Adult Local Detention Facilities;~~
36 (3) ~~American Correctional Association, Standards for Small Jails;~~
37 (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. July 1, 2019.*