

2945.2550 EMERGENCIES AND SPECIAL INCIDENTS.

Subpart 1. **Emergency plan.** The facility administrator shall develop a written emergency plan. The plan must include:

- A. location of alarms and fire fighting equipment;
- B. emergency drill policy;
- C. specific assignments and tasks for personnel;
- D. persons and emergency departments to be notified;
- E. a procedure for evacuation of detainees; and
- F. arrangements for temporary confinement of detainees.

Subp. 2. **Review of emergency policies.** The facility administrator or designee must review the emergency policies quarterly. Facilities with detention staff must have detention staff review the emergency policies quarterly.

Subp. 3. **Reporting of special incidents.** Incidents which endanger the lives or safety of staff or detainees or the physical plant of the facility must be reported. Reports must include the names of staff members and detainees involved, the nature of the special incident, actions taken, and the date and time of the incident. Special incidents include, for example:

- A. attempted suicide;
- B. suicide;
- C. homicide;
- D. death other than suicide or homicide;
- E. serious injury or illness incurred after detention;
- F. escape;
- G. fire causing serious damage or resulting in medical treatment for staff or detainees;
- H. riot;
- I. assaults requiring medical care;
- J. other serious disturbances;
- K. occurrences of infectious diseases and disposition of the occurrences; or
- L. sexual misconduct.

An incident must be reported to the department within ten days of the date of the incident in a format established by the department.

In the event of an emergency such as serious illness, accident, imminent death, or death, the detainee's family or others who maintain a close relationship must be notified.

Subp. 4. **Detainee death.** When a detainee's death occurs:

A. the date, time, and circumstances of the detainee's death must be recorded in the detainee's record;

B. if the detainee dies in the facility, the medical examiner or sheriff must be notified immediately;

C. personal belongings must be handled in a responsible and legal manner; and

D. records of a deceased detainee must be retained for a period of time in accordance with law.

Subp. 5. **Mass arrest.** A facility shall have a written plan that governs procedures to be followed in the event of a mass arrest that exceeds the approved capacity of the facility.

Statutory Authority: *MS s 241.021*

History: *17 SR 711; 39 SR 1203*

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