



MCC NEW YORK
SPECIAL HOUSING UNIT
30 MINUTE CHECK SHEET
ZA
TIER-G



DATE: 08/08/2019

TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE
12:00-12:30 AM	12 ¹³	12 ¹⁵	[REDACTED]	8:00-8:30 AM				4:00-4:30 PM	405	406	[REDACTED]
12:30- 1:00 AM	12 ⁴⁵	12 ⁴⁶	[REDACTED]	8:30- 9:00 AM				4:30-5:00 PM	432	432	[REDACTED]
1:00-1:30 AM	1 ¹⁴	1 ¹⁵	[REDACTED]	9:00-9:30 AM				5:00 -5:30 PM	505	506	[REDACTED]
1:30-2:00 AM	1 ⁵³	1 ⁵⁴	[REDACTED]	9:30-10:00 AM				5:30-6:00 PM	536	536	[REDACTED]
2:00-2:30 AM	2 ¹⁹	2 ²⁰	[REDACTED]	10:00-10:30 AM				6:00-6:30 PM	601	601	[REDACTED]
2:30-3:00 AM	2 ³⁶	2 ³⁷	[REDACTED]	10:30-11:00 AM				6:30-7:00 PM	634	634	[REDACTED]
3:00-3:30 AM	3 ⁰⁹	3 ⁰⁹	[REDACTED]	11:00-11:30 AM				7:00-7:30 PM	701	701	[REDACTED]
3:30-4:00 AM	3 ³⁵	3 ³⁶	[REDACTED]	11:30-12:00 AM				7:30-8:00 PM	734	734	[REDACTED]
4:00-4:30 AM	4 ²³	4 ²⁴	[REDACTED]	12:00-12:30 PM				8:00-8:30 PM	800	801	[REDACTED]
4:30-5:00 AM	4 ⁴⁴	4 ⁴⁵	[REDACTED]	12:30- 1:00 PM				8:30- 9:00 PM	835	835	[REDACTED]
5:00 -5:30 AM	5 ⁰⁹	5 ¹¹	[REDACTED]	1:00-1:30 PM				9:00-9:30 PM	903	903	[REDACTED]
5:30-6:00 AM	5 ⁴⁰	5 ⁴¹	[REDACTED]	1:30-2:00 PM				9:30-10:00 PM	935	935	[REDACTED]
6:00-6:30 AM	6 ²¹	6 ²²	[REDACTED]	2:00-2:30 PM				10:00-10:30 PM	1006	1007	[REDACTED]
6:30-7:00 AM	6 ³⁴	6 ³⁵	[REDACTED]	2:30-3:00 PM				10:30-11:00 PM	1032	1032	[REDACTED]
7:00-7:30 AM	7 ⁰¹	7 ⁰²	[REDACTED]	3:00-3:30 PM				11:00-11:30 PM	1104	1106	[REDACTED]
7:30-8:00 AM	7 ³²	7 ³³	[REDACTED]	3:30-4:00 PM				11:30-12:00 PM	1134	1134	[REDACTED]

MORNING WATCH
OPERATIONS
LIEUTENANT

DAY WATCH
OPERATIONS
LIEUTENANT

EVENING WATCH
OPERATIONS
LIEUTENANT

A staff member must observe all inmates confined in a continuous locked down status, such as administrative detention or disciplinary segregation, at least once in the first 30 minute period of the hour (example, 12:00 a.m. – 12:30 a.m.) followed by another round in the second 30 minutes period of the same hour (example, 12:30 am – 1:00 a.m.), thus ensuring an inmate is observed at least twice per hour. These rounds are to be conducted on an irregular schedule and no more than 40 minutes apart. All observations must be documented.

REVIEWED BY MORNING WATCH LIEUTENANT _____

CAPTAIN _____



**MCC NEW YORK
SPECIAL HOUSING UNIT
30 MINUTE CHECK SHEET
ZA
TIER-H**



DATE: 08/08/2019

TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE
12:00-12:30 AM	12 ¹⁵	12 ¹⁷	[REDACTED]	3:00-8:30 AM				4:00-4:30 PM	4 ³⁶	4 ⁰⁷	[REDACTED]
12:30- 1:00 AM	12 ⁴⁶	12 ⁴⁷	[REDACTED]	9:30- 9:00 AM				4:30-5:00 PM	4 ³⁰	4 ³¹	[REDACTED]
1:00-1:30 AM	1 ¹⁵	1 ¹⁶	[REDACTED]	9:00-9:30 AM				5:00-5:30 PM	5 ⁰⁷	5 ⁰⁸	[REDACTED]
1:30-2:00 AM	1 ⁵⁴	1 ⁵⁵	[REDACTED]	10:30-10:00 AM				5:30-6:00 PM	5 ³⁷	5 ³⁸	[REDACTED]
2:00-2:30 AM	2 ²⁰	2 ²¹	[REDACTED]	10:00-10:30 AM				6:00-6:30 PM	6 ⁰⁰	6 ⁰⁰	[REDACTED]
2:30-3:00 AM	2 ³⁷	2 ³⁸	[REDACTED]	10:30-11:00 AM				6:30-7:00 PM	6 ³⁵	6 ³⁵	[REDACTED]
3:00-3:30 AM	3 ¹¹	3 ¹³	[REDACTED]	11:00-11:30 AM				7:00-7:30 PM	7 ⁰⁰	7 ⁰⁰	[REDACTED]
3:30-4:00 AM	3 ³⁰	3 ³¹	[REDACTED]	11:30-12:00 AM				7:30-8:00 PM	7 ³⁵	7 ³⁵	[REDACTED]
4:00-4:30 AM	4 ²⁴	4 ²⁵	[REDACTED]	12:00-12:30 PM				8:00-8:30 PM	8 ⁰⁰	8 ⁰⁰	[REDACTED]
4:30-5:00 AM	4 ⁴⁵	4 ⁴⁶	[REDACTED]	12:30- 1:00 PM				8:30- 9:00 PM	8 ³⁶	8 ³⁶	[REDACTED]
5:00-5:30 AM	5 ¹¹	5 ¹³	[REDACTED]	1:00-1:30 PM				9:00-9:30 PM	9 ⁰²	9 ⁰²	[REDACTED]
5:30-6:00 AM	5 ⁴¹	5 ⁴²	[REDACTED]	1:30-2:00 PM				9:30-10:00 PM	9 ³⁶	9 ³⁶	[REDACTED]
6:00-6:30 AM	6 ²⁰	6 ²¹	[REDACTED]	2:00-2:30 PM				10:00-10:30 PM	10 ⁰⁸	10 ⁰⁹	[REDACTED]
6:30-7:00 AM	6 ³⁵	6 ³⁶	[REDACTED]	2:30-3:00 PM				10:30-11:00 PM	10 ³¹	10 ³¹	[REDACTED]
7:00-7:30 AM	7 ⁰⁰	7 ⁰⁰	[REDACTED]	3:00-3:30 PM				11:00-11:30 PM	11 ⁰⁷	11 ⁰⁷	[REDACTED]
7:30-8:00 AM	7 ³¹	7 ³²	[REDACTED]	3:30-4:00 PM				11:30-12:00 PM	11 ³¹	11 ³¹	[REDACTED]

MORNING WATCH
OPERATIONS
LIEUTENANT

DAY WATCH
OPERATIONS
LIEUTENANT

EVENING WATCH
OPERATIONS
LIEUTENANT

A staff member must observe all inmates confined in a continuous locked down status, such as administrative detention or disciplinary segregation, at least once in the first 30 minute period of the hour (example, 12:00 a.m. – 12:30 a.m.) followed by another round in the second 30 minutes period of the same hour (example, 12:30 am – 1:00 a.m.), thus ensuring an inmate is observed at least twice per hour. These rounds are to be conducted on an irregular schedule and no more than 40 minutes apart. All observations must be documented.

REVIEWED BY MORNING WATCH LIEUTENANT _____

CAPTAIN _____

MCC NEW YORK
SPECIAL HOUSING UNIT
30 MINUTE CHECK SHEET
ZA
TIER-J

DATE: 08/08/2019

TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE
12:00-12:30 AM	12 ⁰⁹	12 ¹¹	[REDACTED]	8:00-8:30 AM	8 ⁰⁷	8 ⁰⁸	[REDACTED]	4:00-4:30 PM	4 ⁰³	4 ⁰³	[REDACTED]
12:30- 1:00 AM	12 ⁴³	12 ⁴⁴	[REDACTED]	8:30- 9:00 AM	8 ³⁹	8 ⁴⁰	[REDACTED]	4:30-5:00 PM	4 ³⁴	4 ³⁵	[REDACTED]
1:00-1:30 AM	1 ¹²	1 ¹³	[REDACTED]	9:00-9:30 AM	9 ⁰⁶	9 ⁰⁷	[REDACTED]	5:00 -5:30 PM	5 ⁰²	5 ⁰³	[REDACTED]
1:30-2:00 AM	1 ⁵¹	1 ⁵²	[REDACTED]	9:30-10:00 AM	9 ⁴⁴	9 ⁴⁵	[REDACTED]	5:30-6:00 PM	5 ³⁴	5 ³⁴	[REDACTED]
2:00-2:30 AM	2 ¹⁷	2 ¹⁸	[REDACTED]	10:00-10:30 AM	10 ¹⁵	10 ¹⁶	[REDACTED]	6:00-6:30 PM	6 ⁰³	6 ⁰³	[REDACTED]
2:30-3:00 AM	2 ³⁴	2 ³⁵	[REDACTED]	10:30-11:00 AM	10 ³³	10 ³⁴	[REDACTED]	6:30-7:00 PM	6 ³²	6 ³²	[REDACTED]
3:00-3:30 AM	3 ⁰⁵	3 ⁰⁷	[REDACTED]	11:00-11:30 AM	11 ⁰³	11 ⁰⁴	[REDACTED]	7:00-7:30 PM	7 ⁰³	7 ⁰⁴	[REDACTED]
3:30-4:00 AM	3 ³³	3 ³⁴	[REDACTED]	11:30-12:00 AM	11 ³²	11 ⁴⁴	[REDACTED]	7:30-8:00 PM	7 ³²	7 ³²	[REDACTED]
4:00-4:30 AM	4 ²¹	4 ²²	[REDACTED]	12:00-12:30 PM	12 ⁰⁵	12 ⁰⁶	[REDACTED]	8:00-8:30 PM	8 ⁰⁵	8 ⁰⁶	[REDACTED]
4:30-5:00 AM	4 ⁴²	4 ⁴³	[REDACTED]	12:30- 1:00 PM	12 ³⁸	12 ³⁹	[REDACTED]	8:30- 9:00 PM	8 ³²	8 ³³	[REDACTED]
5:00 -5:30 AM	5 ⁰⁵	5 ⁰⁷	[REDACTED]	1:00-1:30 PM	1 ⁰⁷	1 ⁰⁷	[REDACTED]	9:00-9:30 PM	9 ⁰⁵	9 ⁰⁵	[REDACTED]
5:30-6:00 AM	5 ³⁸	5 ³⁹	[REDACTED]	1:30-2:00 PM	1 ⁵⁵	1 ⁵⁶	[REDACTED]	9:30-10:00 PM	9 ³¹	9 ³²	[REDACTED]
6:00-6:30 AM	6 ²³	6 ²⁴	[REDACTED]	2:00-2:30 PM	2 ⁰²	2 ⁰²	[REDACTED]	10:00-10:30 PM	10 ⁰²	10 ⁰²	[REDACTED]
6:30-7:00 AM	6 ³²	6 ³³	[REDACTED]	2:30-3:00 PM	2 ³⁸	2 ³⁹	[REDACTED]	10:30-11:00 PM	10 ³⁵	10 ³⁵	[REDACTED]
7:00-7:30 AM	7 ⁰⁴	7 ⁰⁴	[REDACTED]	3:00-3:30 PM	3 ⁰⁶	3 ⁰⁷	[REDACTED]	11:00-11:30 PM	11 ⁰³	11 ⁰⁴	[REDACTED]
7:30-8:00 AM	7 ³⁵	7 ³⁵	[REDACTED]	3:30-4:00 PM	3 ³³	3 ³⁴	[REDACTED]	11:30-12:00 PM	11 ³⁶	11 ³⁶	[REDACTED]

MORNING WATCH OPERATIONS LIEUTENANT	[REDACTED]	DAY WATCH OPERATIONS LIEUTENANT	[REDACTED]	EVENING WATCH OPERATIONS LIEUTENANT	[REDACTED]
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A staff member must observe all inmates confined in a continuous locked down status, such as administrative detention or disciplinary segregation, at least once in the first 30 minute period of the hour (example, 12:00 a.m. – 12:30 a.m.) followed by another round in the second 30 minutes period of the same hour (example, 12:30 am – 1:00 a.m.), thus ensuring an inmate is observed at least twice per hour. These rounds are to be conducted on an irregular schedule and no more than 40 minutes of observations must be documented.

REVIEWED BY MORNING WATCH LIEUTENANT

CAPTAIN



MCC NEW YORK
 SPECIAL HOUSING UNIT
 30 MINUTE CHECK SHEET
 ZA
 TIER-K



DATE: 08/08/2019

TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE
12:00-12:30 AM	12 ¹¹	12 ¹³	[REDACTED]	0-8:30 AM	8 ⁰⁹	8 ¹⁰	[REDACTED]	4:00-4:30 PM	4 ⁰⁴	4 ⁰⁴	[REDACTED]
12:30- 1:00 AM	12 ⁴⁴	12 ⁴⁵	[REDACTED]	0- 9:00 AM	8 ³³	8 ³⁴	[REDACTED]	4:30-5:00 PM	4 ³³	4 ³³	[REDACTED]
1:00-1:30 AM	1 ¹³	1 ¹⁴	[REDACTED]	0-9:30 AM	9 ⁰⁹	9 ¹⁰	[REDACTED]	5:00 -5:30 PM	5 ⁰⁴	5 ⁰⁴	[REDACTED]
1:30-2:00 AM	1 ⁵²	1 ⁵³	[REDACTED]	0-10:00 AM	9 ²⁸	9 ³¹	[REDACTED]	5:30-6:00 PM	5 ³⁵	5 ³⁵	[REDACTED]
2:00-2:30 AM	2 ¹⁸	2 ¹⁹	[REDACTED]	00-10:30 AM	10 ¹⁰	10 ¹¹	[REDACTED]	6:00-6:30 PM	6 ⁰²	6 ⁰²	[REDACTED]
2:30-3:00 AM	2 ³⁵	2 ³⁶	[REDACTED]	30-11:00 AM	10 ³⁹	10 ⁴⁰	[REDACTED]	6:30-7:00 PM	6 ³³	6 ³³	[REDACTED]
3:00-3:30 AM	3 ⁰⁷	3 ⁰⁹	[REDACTED]	00-11:30 AM	11 ⁰⁸	11 ⁰⁹	[REDACTED]	7:00-7:30 PM	7 ⁰²	7 ⁰²	[REDACTED]
3:30-4:00 AM	3 ³⁴	3 ³⁵	[REDACTED]	30-12:00 AM	11 ⁴⁰	11 ⁴¹	[REDACTED]	7:30-8:00 PM	7 ³³	7 ³³	[REDACTED]
4:00-4:30 AM	4 ²²	4 ²³	[REDACTED]	00-12:30 PM	12 ¹⁶	12 ¹⁸	[REDACTED]	8:00-8:30 PM	8 ⁰³	8 ⁰⁴	[REDACTED]
4:30-5:00 AM	4 ⁴³	4 ⁴⁴	[REDACTED]	30- 1:00 PM	12 ³⁰	12 ³¹	[REDACTED]	8:30- 9:00 PM	8 ³³	8 ³⁴	[REDACTED]
5:00 -5:30 AM	5 ⁰¹	5 ⁰⁹	[REDACTED]	0-1:30 PM	1 ⁰¹	1 ⁰²	[REDACTED]	9:00-9:30 PM	9 ⁰⁴	9 ⁰⁴	[REDACTED]
5:30-6:00 AM	5 ³⁹	5 ⁴⁰	[REDACTED]	0-2:00 PM	1 ³³	1 ³⁴	[REDACTED]	9:30-10:00 PM	9 ³³	9 ³⁴	[REDACTED]
6:00-6:30 AM	6 ²²	6 ²³	[REDACTED]	0-2:30 PM	2 ⁰⁵	2 ⁰⁶	[REDACTED]	10:00-10:30 PM	10 ⁰³	10 ⁰⁴	[REDACTED]
6:30-7:00 AM	6 ³³	6 ³⁴	[REDACTED]	0-3:00 PM	2 ³⁷	2 ³⁸	[REDACTED]	10:30-11:00 PM	10 ³³	10 ³⁴	[REDACTED]
7:00-7:30 AM	7 ⁰³	7 ⁰³	[REDACTED]	0-3:30 PM	3 ⁰²	3 ⁰³	[REDACTED]	11:00-11:30 PM	11 ⁰⁵	11 ⁰⁵	[REDACTED]
7:30-8:00 AM	7 ³⁴	7 ³⁴	[REDACTED]	0-4:00 PM	3 ⁴¹	3 ⁴²	[REDACTED]	11:30-12:00 PM	11 ³⁵	11 ³⁵	[REDACTED]

MORNING WATCH OPERATIONS LIEUTENANT	[REDACTED]	DAY WATCH OPERATIONS LIEUTENANT	[REDACTED]	EVENING WATCH OPERATIONS LIEUTENANT	[REDACTED]
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A staff member must observe all inmates confined in a continuous locked down status, such as administrative detention or disciplinary segregation, at least once in the first 30 minute period of the hour (example, 12:00 a.m. – 12:30 a.m.) followed by another round in the second 30 minutes period of the same hour (example, 12:30 am – 1:00 a.m.), thus ensuring an inmate is observed at least once per hour. These rounds are to be conducted on an irregular schedule and no more than 40 minutes apart. All observations must be documented.

REVIEWED BY MORNING WATCH LIEUTENANT _____
 CAPTAIN _____



MCC NEW YORK
SPECIAL HOUSING UNIT
30 MINUTE CHECK SHEET
M-TIER

DATE: 08/08/2019

TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE
12:00-12:30 AM	12 ⁰⁷	12 ⁰⁹	[REDACTED]	8:00-8:30 AM	8 ⁰⁵	8 ⁰⁶	[REDACTED]	4:00-4:30 PM	4 ⁰²	4 ⁰²	[REDACTED]
12:30-1:00 AM	12 ⁴²	12 ⁴³	[REDACTED]	8:30-9:00 AM	8 ²¹	8 ³⁴	[REDACTED]	4:30-5:00 PM	4 ³⁵	4 ³⁶	[REDACTED]
1:00-1:30 AM	1 ¹¹	1 ¹²	[REDACTED]	9:00-9:30 AM	9 ⁰⁷	9 ⁰⁸	[REDACTED]	5:00-5:30 PM	5 ⁰¹	5 ⁰¹	[REDACTED]
1:30-2:00 AM	1 ⁵⁰	1 ⁵¹	[REDACTED]	9:30-10:00 AM	9 ⁴¹	9 ⁴²	[REDACTED]	5:30-6:00 PM	5 ³²	5 ³³	[REDACTED]
2:00-2:30 AM	2 ¹⁶	2 ¹⁷	[REDACTED]	10:00-10:30 AM	10 ⁰⁶	10 ¹⁷	[REDACTED]	6:00-6:30 PM	6 ⁰⁴	6 ⁰⁴	[REDACTED]
2:30-3:00 AM	2 ³³	2 ³⁴	[REDACTED]	10:30-11:00 AM	10 ⁴⁴	10 ⁴⁵	[REDACTED]	6:30-7:00 PM	6 ³¹	6 ³¹	[REDACTED]
3:00-3:30 AM	3 ⁰²	3 ⁰⁵	[REDACTED]	11:00-11:30 AM	11 ⁰¹	11 ⁰²	[REDACTED]	7:00-7:30 PM	7 ⁰⁵	7 ⁰⁵	[REDACTED]
3:30-4:00 AM	3 ³²	3 ³³	[REDACTED]	11:30-12:00 AM	11 ³¹	11 ³²	[REDACTED]	7:30-8:00 PM	7 ³¹	7 ³¹	[REDACTED]
4:00-4:30 AM	4 ²⁰	4 ²¹	[REDACTED]	12:00-12:30 PM	12 ⁰³	12 ⁰⁴	[REDACTED]	8:00-8:30 PM	8 ⁰⁷	8 ⁰⁷	[REDACTED]
4:30-5:00 AM	4 ⁴¹	4 ⁴²	[REDACTED]	12:30-1:00 PM	12 ³⁵	12 ³⁶	[REDACTED]	8:30-9:00 PM	8 ³¹	8 ³²	[REDACTED]
5:00-5:30 AM	5 ⁰³	5 ⁰⁵	[REDACTED]	1:00-1:30 PM	1 ⁰⁷	1 ⁰⁸	[REDACTED]	9:00-9:30 PM	9 ⁰⁶	9 ⁰⁶	[REDACTED]
5:30-6:00 AM	5 ³⁷	5 ³⁹	[REDACTED]	1:30-2:00 PM	1 ³⁵	1 ⁴⁰	[REDACTED]	9:30-10:00 PM	9 ³¹	9 ³¹	[REDACTED]
6:00-6:30 AM	6 ²⁴	6 ²⁵	[REDACTED]	2:00-2:30 PM	2 ⁴	2 ¹²	[REDACTED]	10:00-10:30 PM	10 ⁰¹	10 ⁰²	[REDACTED]
6:30-7:00 AM	6 ³¹	6 ³²	[REDACTED]	2:30-3:00 PM	2 ³⁵	2 ³⁴	[REDACTED]	10:30-11:00 PM	10 ³⁶	10 ³⁷	[REDACTED]
7:00-7:30 AM	7 ⁰⁵	7 ⁰⁵	[REDACTED]	3:00-3:30 PM	3 ⁰⁵	3 ⁰⁶	[REDACTED]	11:00-11:30 PM	11 ⁰¹	11 ⁰²	[REDACTED]
7:30-8:00 AM	7 ³⁶	7 ³⁶	[REDACTED]	3:30-4:00 PM	3 ⁷	3 ⁸	[REDACTED]	11:30-12:00 PM	11 ³⁸	11 ³⁸	[REDACTED]

MORNING WATCH
OPERATIONS
LIEUTENANT

DAY WATCH
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EVENING WATCH
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A staff member must observe all inmates confined in a continuous locked down status, such as administrative detention or disciplinary segregation, at least once in the first 30 minute period of the hour (example, 12:00 a.m. – 12:30 a.m.) followed by another round in the second 30 minutes period of the same hour (example, 12:30 am – 1:00 a.m.), thus ensuring an inmate is observed at least twice. These rounds are to be conducted on an irregular schedule and no more than 40 minutes apart. All observations must be documented.

REVIEWED BY MORNING WATCH LIEUTENANT

CAPTAIN



MCC NEW YORK
SPECIAL HOUSING UNIT
30 MINUTE CHECK SHEET

L-TIER

DATE: 08/08/2019

TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE
12:00-12:30 AM	12 ⁰⁵	12 ⁰⁷	[REDACTED]	8:00-8:30 AM	8 ⁰¹	8 ⁰²	[REDACTED]	4:00-4:30 PM	4 ⁰¹	4 ⁰¹	[REDACTED]
12:30- 1:00 AM	12 ⁴¹	12 ⁴²	[REDACTED]	8:30- 9:00 AM	8 ³¹	8 ³²	[REDACTED]	4:30-5:00 PM	4 ³¹	4 ³⁷	[REDACTED]
1:00-1:30 AM	1 ¹⁰	1 ¹¹	[REDACTED]	9:00-9:30 AM	9 ⁰¹	9 ⁰²	[REDACTED]	5:00 -5:30 PM	5 ⁰⁰	5 ⁰⁰	[REDACTED]
1:30-2:00 AM	1 ⁴⁹	1 ⁵⁰	[REDACTED]	9:30-10:00 AM	9 ³¹	9 ³²	[REDACTED]	5:30-6:00 PM	5 ³¹	5 ³¹	[REDACTED]
2:00-2:30 AM	2 ¹⁵	2 ¹⁶	[REDACTED]	10:00-10:30 AM	10 ⁰²	10 ⁰²	[REDACTED]	6:00-6:30 PM	6 ⁰⁵	6 ⁰⁵	[REDACTED]
2:30-3:00 AM	2 ³²	2 ³³	[REDACTED]	10:30-11:00 AM	10 ³¹	10 ³²	[REDACTED]	6:30-7:00 PM	6 ³⁰	6 ³⁰	[REDACTED]
3:00-3:30 AM	3 ⁰⁰	3 ⁰²	[REDACTED]	11:00-11:30 AM	11 ⁰¹	11 ⁰²	[REDACTED]	7:00-7:30 PM	7 ⁰⁶	7 ⁰⁷	[REDACTED]
3:30-4:00 AM	3 ³⁰	3 ³²	[REDACTED]	11:30-12:00 AM	11 ³¹	11 ³²	[REDACTED]	7:30-8:00 PM	7 ³⁰	7 ³⁰	[REDACTED]
4:00-4:30 AM	4 ¹⁹	4 ²⁰	[REDACTED]	12:00-12:30 PM	12 ⁰¹	12 ⁰²	[REDACTED]	8:00-8:30 PM	8 ⁰⁸	8 ⁰⁸	[REDACTED]
4:30-5:00 AM	4 ⁴⁰	4 ⁴¹	[REDACTED]	12:30- 1:00 PM	12 ³¹	12 ³²	[REDACTED]	8:30- 9:00 PM	8 ³⁰	8 ³⁰	[REDACTED]
5:00 -5:30 AM	5 ⁰¹	5 ⁰³	[REDACTED]	1:00-1:30 PM	1 ⁰¹	1 ⁰²	[REDACTED]	9:00-9:30 PM	9 ⁰¹	9 ⁰⁷	[REDACTED]
5:30-6:00 AM	5 ³⁶	5 ³⁷	[REDACTED]	1:30-2:00 PM	1 ³¹	1 ³²	[REDACTED]	9:30-10:00 PM	9 ³⁰	9 ³⁰	[REDACTED]
6:00-6:30 AM	6 ²⁵	6 ²⁶	[REDACTED]	2:00-2:30 PM	2 ⁰¹	2 ⁰²	[REDACTED]	10:00-10:30 PM	10 ⁰⁰	10 ⁰⁰	[REDACTED]
6:30-7:00 AM	6 ³⁰	6 ³¹	[REDACTED]	2:30-3:00 PM	2 ³¹	2 ³²	[REDACTED]	10:30-11:00 PM	10 ³⁸	10 ³⁹	[REDACTED]
7:00-7:30 AM	7 ⁰⁵	7 ⁰⁶	[REDACTED]	3:00-3:30 PM	3 ⁰⁰	3 ⁰¹	[REDACTED]	11:00-11:30 PM	11 ⁰⁰	11 ⁰⁰	[REDACTED]
7:30-8:00 AM	7 ³⁷	7 ³⁷	[REDACTED]	3:30-4:00 PM			[REDACTED]	11:30-12:00 PM	11 ³⁹	11 ³⁹	[REDACTED]

MORNING WATCH
OPERATIONS
LIEUTENANT

DAY WATCH
OPERATIONS
LIEUTENANT

EVENING WATCH
OPERATIONS
LIEUTENANT

A staff member must observe all inmates confined in a continuous locked down status, such as administrative detention or disciplinary segregation, at least once in the first 30 minute period of the hour (example, 12:00 a.m. – 12:30 a.m.) followed by another round in the second 30 minutes period of the same hour (example, 12:30 am – 1:00 a.m.), thus ensuring an inmate is observed at least once per hour. These observations are to be conducted on an irregular schedule and no more than 40 minutes after the hour. All observations must be documented.

REVIEWED BY MORNING WATCH LIEUTENANT _____

CAPTAIN _____



MCC NEW YORK
SPECIAL HOUSING UNIT
30 MINUTE CHECK SHEET



ZB

DATE: 8/8/19

TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE
12:00-12:30 AM	12:00	12:30	[REDACTED]	8:00-8:30 AM	8:25	8:27	[REDACTED]	4:00-4:30 PM	4:00	4:05	[REDACTED]
12:30- 1:00 AM	12:30	12:55	[REDACTED]	8:30- 9:00 AM	8:46	8:48	[REDACTED]	4:30-5:00 PM	4:33	4:37	[REDACTED]
1:00-1:30 AM	1:00	1:03	[REDACTED]	9:00-9:30 AM	9:12	9:14	[REDACTED]	5:00 -5:30 PM	5:08	5:10	[REDACTED]
1:30-2:00 AM	1:30	1:33	[REDACTED]	9:30-10:00 AM	9:50	9:52	[REDACTED]	5:30-6:00 PM	5:32	5:34	[REDACTED]
2:00-2:30 AM	2:00	2:03	[REDACTED]	10:00-10:30 AM	10:17	10:19	[REDACTED]	6:00-6:30 PM	6:05	6:07	[REDACTED]
2:30-3:00 AM	2:30	2:33	[REDACTED]	10:30-11:00 AM	10:41	10:43	[REDACTED]	6:30-7:00 PM	6:34	6:38	[REDACTED]
3:00-3:30 AM	3:00	3:03	[REDACTED]	11:00-11:30 AM	11:22	11:24	[REDACTED]	7:00-7:30 PM	7:07	7:09	[REDACTED]
3:30-4:00 AM	3:30	3:30	[REDACTED]	11:30-12:00 AM	11:44	11:46	[REDACTED]	7:30-8:00 PM	7:35	7:36	[REDACTED]
4:00-4:30 AM	4:00	4:05	[REDACTED]	12:00-12:30 PM	12:26	12:28	[REDACTED]	8:00-8:30 PM	8:02	8:04	[REDACTED]
4:30-5:00 AM	4:30	4:33	[REDACTED]	12:30- 1:00 PM	12:40	12:42	[REDACTED]	8:30- 9:00 PM	8:30	8:32	[REDACTED]
5:00 -5:30 AM	5:00	5:05	[REDACTED]	1:00-1:30 PM	1:11	1:13	[REDACTED]	9:00-9:30 PM	9:08	9:09	[REDACTED]
5:30-6:00 AM	5:30	5:33	[REDACTED]	1:30-2:00 PM	1:37	1:39	[REDACTED]	9:30-10:00 PM	9:37	9:40	[REDACTED]
6:00-6:30 AM	6:00	6:00	[REDACTED]	2:00-2:30 PM	2:09	2:11	[REDACTED]	10:00-10:30 PM	10:01	10:05	[REDACTED]
6:30-7:00 AM	6:30	6:33	[REDACTED]	2:30-3:00 PM	2:50	2:51	[REDACTED]	10:30-11:00 PM	10:34	10:36	[REDACTED]
7:00-7:30 AM	7:00	7:03	[REDACTED]	3:00-3:30 PM	3:23	3:25	[REDACTED]	11:00-11:30 PM	11:10	11:13	[REDACTED]
7:30-8:00 AM	7:30	7:33	[REDACTED]	3:30-4:00 PM	3:39	3:41	[REDACTED]	11:30-12:00 PM	11:44	11:47	[REDACTED]

MORNING WATCH
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A staff member must observe all inmates confined in a continuous locked down status, such as administrative detention or disciplinary segregation, at least once in the first 30 minute period of the hour (example, 12:00 a.m. – 12:30 a.m.) followed by another round in the second 30 minutes period of the same hour (example, 12:30 am – 1:00 a.m.), thus ensuring an inmate is observed at least twice per hour. These rounds are to be conducted on an irregular schedule and no more than 40 minutes apart. All observations must be documented.

REVIEWED BY MORNING WATCH LIEUTENANT _____

CAPTAIN _____