



MCC NEW YORK  
SPECIAL HOUSING UNIT  
30 MINUTE CHECK SHEET  
ZB



DATE: 7-7-19

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	1204	1207	[REDACTED]	8:00-8:30 AM	808	810	[REDACTED]	4:00-4:30 PM	4:03	4:06	[REDACTED]
12:30- 1:00 AM	1236	1239	[REDACTED]	8:30- 9:00 AM	833	835	[REDACTED]	4:30-5:00 PM	4:32	4:34	[REDACTED]
1:00-1:30 AM	101	103	[REDACTED]	9:00-9:30 AM	904	907	[REDACTED]	5:00 -5:30 PM	5:09	5:11	[REDACTED]
1:30-2:00 AM	132	134	[REDACTED]	9:30-10:00 AM	9:30	9:34	[REDACTED]	5:30-6:00 PM	5:31	5:33	[REDACTED]
2:00-2:30 AM	205	208	[REDACTED]	10:00-10:30 AM	10:05	10:08	[REDACTED]	6:00-6:30 PM	6:03	6:06	[REDACTED]
2:30-3:00 AM	236	237	[REDACTED]	10:30-11:00 AM	10:31	10:34	[REDACTED]	6:30-7:00 PM	6:30	6:31	[REDACTED]
3:00-3:30 AM	303	305	[REDACTED]	11:00-11:30 AM	11:02	11:05	[REDACTED]	7:00-7:30 PM	7:00	7:05	[REDACTED]
3:30-4:00 AM	335	338	[REDACTED]	11:30-12:00 AM	11:32	11:36	[REDACTED]	7:30-8:00 PM	7:34	7:37	[REDACTED]
4:00-4:30 AM	408	410	[REDACTED]	12:00-12:30 PM	12:03	12:07	[REDACTED]	8:00-8:30 PM	8:09	8:11	[REDACTED]
4:30-5:00 AM	439	442	[REDACTED]	12:30- 1:00 PM	12:31	12:34	[REDACTED]	8:30- 9:00 PM	8:40	8:42	[REDACTED]
5:00 -5:30 AM	502	504	[REDACTED]	1:00-1:30 PM	1:01	1:05	[REDACTED]	9:00-9:30 PM	9:20	9:22	[REDACTED]
5:30-6:00 AM	536	538	[REDACTED]	1:30-2:00 PM	1:33	1:37	[REDACTED]	9:30-10:00 PM	9:40	9:42	[REDACTED]
6:00-6:30 AM	609	600	[REDACTED]	2:00-2:30 PM	2:02	2:04	[REDACTED]	10:00-10:30 PM	10:05	10:08	[REDACTED]
6:30-7:00 AM	640	643	[REDACTED]	2:30-3:00 PM	2:31	2:34	[REDACTED]	10:30-11:00 PM	10:40	10:42	[REDACTED]
7:00-7:30 AM	711	714	[REDACTED]	3:00-3:30 PM	3:00	3:04	[REDACTED]	11:00-11:30 PM	11:17	11:20	[REDACTED]
7:30-8:00 AM	742	745	[REDACTED]	3:30-4:00 PM	3:32	3:35	[REDACTED]	11:30-12:00 PM	11:40	11:45	[REDACTED]

MORNING WATCH OPERATIONS LIEUTENANT

[REDACTED]

DAY WATCH OPERATIONS LIEUTENANT

[REDACTED]

EVENING WATCH OPERATIONS LIEUTENANT

[REDACTED]

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

[REDACTED]



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



DATE: 07/07/2019

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	12:06	12:07	[REDACTED]	8:00-8:30 AM	810	811	[REDACTED]	4:00-4:30 PM	427	428	[REDACTED]
12:30- 1:00 AM	12:38	12:39	[REDACTED]	8:30- 9:00 AM	841	842	[REDACTED]	4:30-5:00 PM	440	442	[REDACTED]
1:00-1:30 AM	1:05	1:06	[REDACTED]	9:00-9:30 AM	925	924	[REDACTED]	5:00 -5:30 PM	524	524	[REDACTED]
1:30-2:00 AM	1:35	1:36	[REDACTED]	9:30-10:00 AM	956	957	[REDACTED]	5:30-6:00 PM	554	555	[REDACTED]
2:00-2:30 AM	2:06	2:07	[REDACTED]	10:00-10:30 AM	1020	1021	[REDACTED]	6:00-6:30 PM	613	614	[REDACTED]
2:30-3:00 AM	2:37	2:38	[REDACTED]	10:30-11:00 AM	1048	1049	[REDACTED]	6:30-7:00 PM	646	647	[REDACTED]
3:00-3:30 AM	3:10	3:11	[REDACTED]	11:00-11:30 AM	1150	1151	[REDACTED]	7:00-7:30 PM	724	725	[REDACTED]
3:30-4:00 AM	3:35	3:36	[REDACTED]	11:30-12:00 AM	1210	1214	[REDACTED]	7:30-8:00 PM	742	743	[REDACTED]
4:00-4:30 AM	4:06	4:07	[REDACTED]	12:00-12:30 PM	1244	1245	[REDACTED]	8:00-8:30 PM	820	821	[REDACTED]
4:30-5:00 AM	4:36	4:37	[REDACTED]	12:30- 1:00 PM	1233	1234	[REDACTED]	8:30- 9:00 PM	843	844	[REDACTED]
5:00-5:30 AM	5:06	5:07	[REDACTED]	1:00-1:30 PM	111	112	[REDACTED]	9:00-9:30 PM	919	920	[REDACTED]
5:30-6:00 AM	5:35	5:36	[REDACTED]	1:30-2:00 PM	133	134	[REDACTED]	9:30-10:00 PM	941	942	[REDACTED]
6:00-6:30 AM	6:08	6:09	[REDACTED]	2:00-2:30 PM	211	212	[REDACTED]	10:00-10:30 PM	1013	1014	[REDACTED]
6:30-7:00 AM	6:36	6:37	[REDACTED]	2:30-3:00 PM	233	234	[REDACTED]	10:30-11:00 PM	1046	1047	[REDACTED]
7:00-7:30 AM	7:08	7:06	[REDACTED]	3:00-3:30 PM	305	306	[REDACTED]	11:00-11:30 PM	1123	1124	[REDACTED]
7:30-8:00 AM	7:34	7:40	[REDACTED]	3:30-4:00 PM	337	338	[REDACTED]	11:30-12:00 PM	1144	1145	[REDACTED]

MORNING WATCH  
OPERATIONS  
LIEUTENANT

[REDACTED]

DAY WATCH  
OPERATIONS  
LIEUTENANT

[REDACTED]

EVENING WATCH  
OPERATIONS  
LIEUTENANT

[REDACTED]

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 a day. These rounds are to be documented.

REVIEWED BY MORNING WATCH LIEUTENANT

CAPTAIN

[REDACTED]



MCC NEW YORK  
SPECIAL HOUSING UNIT  
30 MINUTE CHECK SHEET



ZA  
TIER-H

DATE: 07/07/2019

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	12:08	[REDACTED]	8:00-8:30 AM	812	813	[REDACTED]	4:00-4:30 PM	429	43	[REDACTED]
12:30- 1:00 AM	12:39	12:40	[REDACTED]	8:30- 9:00 AM	843	844	[REDACTED]	4:30-5:00 PM	444	445	[REDACTED]
1:00-1:30 AM	1:06	1:07	[REDACTED]	9:00-9:30 AM	927	928	[REDACTED]	5:00 -5:30 PM	529	530	[REDACTED]
1:30-2:00 AM	1:36	1:37	[REDACTED]	9:30-10:00 AM	958	959	[REDACTED]	5:30-6:00 PM	506	557	[REDACTED]
2:00-2:30 AM	2:07	2:08	[REDACTED]	10:00-10:30 AM	1095	1096	[REDACTED]	6:00-6:30 PM	615	616	[REDACTED]
2:30-3:00 AM	2:38	2:39	[REDACTED]	10:30-11:00 AM	1046	1047	[REDACTED]	6:30-7:00 PM	648	649	[REDACTED]
3:00-3:30 AM	3:11	3:12	[REDACTED]	11:00-11:30 AM	1152	1153	[REDACTED]	7:00-7:30 PM	726	727	[REDACTED]
3:30-4:00 AM	3:36	3:37	[REDACTED]	11:30-12:00 AM	1215	1216	[REDACTED]	7:30-8:00 PM	744	745	[REDACTED]
4:00-4:30 AM	4:07	4:08	[REDACTED]	12:00-12:30 PM	1246	1247	[REDACTED]	8:00-8:30 PM	822	823	[REDACTED]
4:30-5:00 AM	4:37	4:38	[REDACTED]	12:30- 1:00 PM	1233	1234	[REDACTED]	8:30- 9:00 PM	845	846	[REDACTED]
5:00 -5:30 AM	5:07	5:08	[REDACTED]	1:00-1:30 PM	101	102	[REDACTED]	9:00-9:30 PM	921	922	[REDACTED]
5:30-6:00 AM	5:36	5:37	[REDACTED]	1:30-2:00 PM	135	136	[REDACTED]	9:30-10:00 PM	943	944	[REDACTED]
6:00-6:30 AM	6:09	6:10	[REDACTED]	2:00-2:30 PM	205	206	[REDACTED]	10:00-10:30 PM	1015	1016	[REDACTED]
6:30-7:00 AM	3:37	3:38	[REDACTED]	2:30-3:00 PM	231	232	[REDACTED]	10:30-11:00 PM	1048	1049	[REDACTED]
7:00-7:30 AM	7:06	7:07	[REDACTED]	3:00-3:30 PM	301	302	[REDACTED]	11:00-11:30 PM	1125	1126	[REDACTED]
7:30-8:00 AM	7:40	7:41	[REDACTED]	3:30-4:00 PM	333	334	[REDACTED]	11:30-12:00 PM	1148	1149	[REDACTED]

MORNING WATCH  
OPERATIONS  
LIEUTENANT

[REDACTED SIGNATURE]

DAY WATCH  
OPERATIONS  
LIEUTENANT

[REDACTED SIGNATURE]

EVENING WATCH  
OPERATIONS  
LIEUTENANT

[REDACTED SIGNATURE]

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. Observations must be conducted on an irregular schedule and no more than 40 minutes a day must be documented.

REVIEWED BY MORNING WATCH LIEUTENANT \_\_\_\_\_

CAPTAIN \_\_\_\_\_

[REDACTED SIGNATURE]



MCC NEW YORK  
SPECIAL HOUSING UNIT  
30 MINUTE CHECK SHEET

L-TIER

DATE: 07/07/2019

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	12:02	12:03	[REDACTED]	8:00-8:30 AM	802	809	[REDACTED]	4:00-4:30 PM	415	420	[REDACTED]
12:30- 1:00 AM	12:34	12:35	[REDACTED]	8:30- 9:00 AM	893	894	[REDACTED]	4:30-5:00 PM	435	441	[REDACTED]
1:00-1:30 AM	1:01	1:02	[REDACTED]	9:00-9:30 AM	917	918	[REDACTED]	5:00-5:30 PM	518	521	[REDACTED]
1:30-2:00 AM	1:31	1:32	[REDACTED]	9:30-10:00 AM	948	949	[REDACTED]	5:30-6:00 PM	540	547	[REDACTED]
2:00-2:30 AM	2:02	2:03	[REDACTED]	10:00-10:30 AM	1015	1016	[REDACTED]	6:00-6:30 PM	605	606	[REDACTED]
2:30-3:00 AM	2:33	2:34	[REDACTED]	10:30-11:00 AM	1054	1055	[REDACTED]	6:30-7:00 PM	638	639	[REDACTED]
3:00-3:30 AM	3:05	3:06	[REDACTED]	11:00-11:30 AM	1116	1117	[REDACTED]	7:00-7:30 PM	715	716	[REDACTED]
3:30-4:00 AM	3:31	3:32	[REDACTED]	11:30-12:00 AM	1142	1143	[REDACTED]	7:30-8:00 PM	734	735	[REDACTED]
4:00-4:30 AM	4:02	4:03	[REDACTED]	12:00-12:30 PM	1205	1206	[REDACTED]	8:00-8:30 PM	812	813	[REDACTED]
4:30-5:00 AM	4:33	4:34	[REDACTED]	12:30- 1:00 PM	1236	1237	[REDACTED]	8:30- 9:00 PM	835	836	[REDACTED]
5:00-5:30 AM	5:02	5:03	[REDACTED]	1:00-1:30 PM	101	102	[REDACTED]	9:00-9:30 PM	911	912	[REDACTED]
5:30-6:00 AM	5:31	5:32	[REDACTED]	1:30-2:00 PM	133	134	[REDACTED]	9:30-10:00 PM	933	934	[REDACTED]
6:00-6:30 AM	6:04	6:05	[REDACTED]	2:00-2:30 PM	207	208	[REDACTED]	10:00-10:30 PM	1005	1006	[REDACTED]
6:30-7:00 AM	6:32	6:33	[REDACTED]	2:30-3:00 PM	238	239	[REDACTED]	10:30-11:00 PM	1038	1039	[REDACTED]
7:00-7:30 AM	7:01	7:02	[REDACTED]	3:00-3:30 PM	303	304	[REDACTED]	11:00-11:30 PM	1115	1116	[REDACTED]
7:30-8:00 AM	7:35	7:36	[REDACTED]	3:30-4:00 PM	333	334	[REDACTED]	11:30-12:00 PM	1136	1137	[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 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: 07/07/2019

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	12:03	12:04	[REDACTED]	8:00-8:30 AM	8:04	8:05	[REDACTED]	4:00-4:30 PM	421	422	[REDACTED]
12:30- 1:00 AM	12:35	12:36	[REDACTED]	8:30- 9:00 AM	8:35	8:36	[REDACTED]	4:30-5:00 PM	436	437	[REDACTED]
1:00-1:30 AM	1:02	1:03	[REDACTED]	9:00-9:30 AM	9:19	9:20	[REDACTED]	5:00 -5:30 PM	522	523	[REDACTED]
1:30-2:00 AM	1:32	1:33	[REDACTED]	9:30-10:00 AM	9:50	9:51	[REDACTED]	5:30-6:00 PM	548	549	[REDACTED]
2:00-2:30 AM	2:03	2:04	[REDACTED]	10:00-10:30 AM	10:17	10:18	[REDACTED]	6:00-6:30 PM	607	608	[REDACTED]
2:30-3:00 AM	2:34	2:35	[REDACTED]	10:30-11:00 AM	10:54	10:57	[REDACTED]	6:30-7:00 PM	640	641	[REDACTED]
3:00-3:30 AM	3:06	3:07	[REDACTED]	11:00-11:30 AM	11:18	11:19	[REDACTED]	7:00-7:30 PM	718	719	[REDACTED]
3:30-4:00 AM	3:32	3:33	[REDACTED]	11:30-12:00 AM	11:44	11:45	[REDACTED]	7:30-8:00 PM	736	737	[REDACTED]
4:00-4:30 AM	4:03	4:04	[REDACTED]	12:00-12:30 PM	12:07	12:08	[REDACTED]	8:00-8:30 PM	814	815	[REDACTED]
4:30-5:00 AM	4:34	4:35	[REDACTED]	12:30- 1:00 PM	12:28	12:39	[REDACTED]	8:30- 9:00 PM	837	838	[REDACTED]
5:00 -5:30 AM	5:03	5:04	[REDACTED]	1:00-1:30 PM	1:03	1:04	[REDACTED]	9:00-9:30 PM	913	914	[REDACTED]
5:30-6:00 AM	5:32	5:33	[REDACTED]	1:30-2:00 PM	1:38	1:39	[REDACTED]	9:30-10:00 PM	935	936	[REDACTED]
6:0-6:30 AM	6:05	6:06	[REDACTED]	2:00-2:30 PM	2:04	2:05	[REDACTED]	10:00-10:30 PM	1007	1008	[REDACTED]
6:30-7:00 AM	6:33	6:34	[REDACTED]	2:30-3:00 PM	2:33	2:34	[REDACTED]	10:30-11:00 PM	1040	1041	[REDACTED]
7:00-7:30 AM	7:02	7:03	[REDACTED]	3:00-3:30 PM	3:07	3:08	[REDACTED]	11:00-11:30 PM	1117	1118	[REDACTED]
7:30-8:00 AM	7:36	7:37	[REDACTED]	3:30-4:00 PM	3:38	3:39	[REDACTED]	11:30-12:00 PM	1158	1139	[REDACTED]

MORNING WATCH  
OPERATIONS  
LIEUTENANT

[REDACTED]

DAY WATCH  
OPERATIONS  
LIEUTENANT

[REDACTED]

EVENING WATCH  
OPERATIONS  
LIEUTENANT

[REDACTED]

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

[REDACTED]



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SPECIAL HOUSING UNIT  
30 MINUTE CHECK SHEET  
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DATE: 07/07/2019

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	12:06	[REDACTED]	8:00-8:30 AM	808	809	[REDACTED]	4:00-4:30 PM	425	426	[REDACTED]
12:30- 1:00 AM	12:37	12:38	[REDACTED]	8:30- 9:00 AM	839	840	[REDACTED]	4:30-5:00 PM	440	441	[REDACTED]
1:00-1:30 AM	1:04	1:05	[REDACTED]	9:00-9:30 AM	923	924	[REDACTED]	5:00 -5:30 PM	527	528	[REDACTED]
1:30-2:00 AM	1:34	1:35	[REDACTED]	9:30-10:00 AM	954	955	[REDACTED]	5:30-6:00 PM	552	553	[REDACTED]
2:00-2:30 AM	2:05	2:06	[REDACTED]	10:00-10:30 AM	1021	1022	[REDACTED]	6:00-6:30 PM	611	612	[REDACTED]
2:30-3:00 AM	2:36	2:37	[REDACTED]	10:30-11:00 AM	1050	1051	[REDACTED]	6:30-7:00 PM	644	645	[REDACTED]
3:00-3:30 AM	3:08	3:09	[REDACTED]	11:00-11:30 AM	1148	1149	[REDACTED]	7:00-7:30 PM	722	723	[REDACTED]
3:30-4:00 AM	3:34	3:35	[REDACTED]	11:30-12:00 AM	1211	1212	[REDACTED]	7:30-8:00 PM	740	741	[REDACTED]
4:00-4:30 AM	4:05	4:06	[REDACTED]	12:00-12:30 PM	1242	1243	[REDACTED]	8:00-8:30 PM	818	819	[REDACTED]
4:30-5:00 AM	4:36	4:36	[REDACTED]	12:30- 1:00 PM	1253	12:34	[REDACTED]	8:30- 9:00 PM	841	842	[REDACTED]
5:00-5:30 AM	5:05	5:06	[REDACTED]	1:00-1:30 PM	101	102	[REDACTED]	9:00-9:30 PM	917	918	[REDACTED]
5:30-6:00 AM	5:34	5:35	[REDACTED]	1:30-2:00 PM	132	134	[REDACTED]	9:30-10:00 PM	939	940	[REDACTED]
6:00-6:30 AM	6:07	6:08	[REDACTED]	2:00-2:30 PM	201	202	[REDACTED]	10:00-10:30 PM	1011	1012	[REDACTED]
6:30-7:00 AM	6:35	6:36	[REDACTED]	2:30-3:00 PM	238	239	[REDACTED]	10:30-11:00 PM	1040	1045	[REDACTED]
7:00-7:30 AM	7:04	7:05	[REDACTED]	3:00-3:30 PM	310	311	[REDACTED]	11:00-11:30 PM	1121	1122	[REDACTED]
7:30-8:00 AM	7:38	7:39	[REDACTED]	3:30-4:00 PM	337	338	[REDACTED]	11:30-12:00 PM	1142	1143	[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 per hour. These rounds must be documented.

REVIEWED BY MORNING WATCH LIEUTENANT  
CAPTAIN