

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

DATE: 07/22/2019

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	8:07	8:08	[REDACTED]	4:00-4:30 PM	4:12	4:13	[REDACTED]
12:30- 1:00 AM	12:35	12:06	[REDACTED]	8:30- 9:00 AM	8:35	8:36	[REDACTED]	4:30-5:00 PM	4:38	4:39	[REDACTED]
1:00-1:30 AM	1:05	1:06	[REDACTED]	9:00-9:30 AM	9:09	9:10	[REDACTED]	5:00 -5:30 PM	5:11	5:12	[REDACTED]
1:30-2:00 AM	1:35	1:36	[REDACTED]	9:30-10:00 AM	9:40	9:41	[REDACTED]	5:30-6:00 PM	5:32	5:33	[REDACTED]
2:00-2:30 AM	2:05	2:06	[REDACTED]	10:00-10:30 AM	10:14	10:15	[REDACTED]	6:00-6:30 PM	6:09	6:10	[REDACTED]
2:30-3:00 AM	2:35	2:36	[REDACTED]	10:30-11:00 AM	10:44	10:45	[REDACTED]	6:30-7:00 PM	6:40	6:41	[REDACTED]
3:00-3:30 AM	3:05	3:06	[REDACTED]	11:00-11:30 AM	11:08	11:09	[REDACTED]	7:00-7:30 PM	7:11	7:12	[REDACTED]
3:30-4:00 AM	3:35	3:36	[REDACTED]	11:30-12:00 AM	11:50	11:51	[REDACTED]	7:30-8:00 PM	7:38	7:39	[REDACTED]
4:00-4:30 AM	4:05	4:06	[REDACTED]	12:00-12:30 PM	12:18	12:19	[REDACTED]	8:00-8:30 PM	8:12	8:13	[REDACTED]
4:30-5:00 AM	4:35	4:06	[REDACTED]	12:30- 1:00 PM	12:50	12:51	[REDACTED]	8:30- 9:00 PM	8:51	8:55	[REDACTED]
5:00 -5:30 AM	5:05	5:06	[REDACTED]	1:00-1:30 PM	1:11	1:12	[REDACTED]	9:00-9:30 PM	9:11	9:12	[REDACTED]
5:30-6:00 AM	5:35	5:36	[REDACTED]	1:30-2:00 PM	1:46	1:47	[REDACTED]	9:30-10:00 PM	9:40	9:41	[REDACTED]
6:00-6:30 AM	6:05	6:06	[REDACTED]	2:00-2:30 PM	2:18	2:19	[REDACTED]	10:00-10:30 PM	10:40	10:41	[REDACTED]
6:30-7:00 AM	6:35	6:36	[REDACTED]	2:30-3:00 PM	2:50	2:51	[REDACTED]	10:30-11:00 PM	10:41	10:42	[REDACTED]
7:00-7:30 AM	7:05	7:06	[REDACTED]	3:00-3:30 PM	3:11	3:12	[REDACTED]	11:00-11:30 PM	11:13	11:14	[REDACTED]
7:30-8:00 AM	7:35	7:36	[REDACTED]	3:30-4:00 PM	3:50	3:51	[REDACTED]	11:30-12:00 PM	11:40	11:41	[REDACTED]

MORNING WATCH
OPERATIONS
LIEUTENANT

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: 07/22/2019

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	8:06	8:09	[REDACTED]	4:00-4:30 PM	4:07	4:08	[REDACTED]
12:30- 1:00 AM	12:36	12:37	[REDACTED]	8:30- 9:00 AM	8:36	8:37	[REDACTED]	4:30-5:00 PM	4:39	4:40	[REDACTED]
1:00-1:30 AM	1:06	1:07	[REDACTED]	9:00-9:30 AM	9:10	9:11	[REDACTED]	5:00 -5:30 PM	5:11	5:12	[REDACTED]
1:30-2:00 AM	1:36	1:37	[REDACTED]	9:30-10:00 AM	9:41	9:42	[REDACTED]	5:30-6:00 PM	5:40	5:41	[REDACTED]
2:00-2:30 AM	2:06	2:07	[REDACTED]	10:00-10:30 AM	10:15	10:16	[REDACTED]	6:00-6:30 PM	6:11	6:12	[REDACTED]
2:30-3:00 AM	2:36	2:37	[REDACTED]	10:30-11:00 AM	10:45	10:46	[REDACTED]	6:30-7:00 PM	6:50	6:51	[REDACTED]
3:00-3:30 AM	3:06	3:07	[REDACTED]	11:00-11:30 AM	11:11	11:12	[REDACTED]	7:00-7:30 PM	7:11	7:12	[REDACTED]
3:30-4:00 AM	3:36	3:37	[REDACTED]	11:30-12:00 AM	11:38	11:39	[REDACTED]	7:30-8:00 PM	7:40	7:41	[REDACTED]
4:00-4:30 AM	4:06	4:07	[REDACTED]	12:00-12:30 PM	12:11	12:12	[REDACTED]	8:00-8:30 PM	8:08	8:09	[REDACTED]
4:30-5:00 AM	4:36	4:37	[REDACTED]	12:30- 1:00 PM	12:50	12:51	[REDACTED]	8:30- 9:00 PM	8:37	8:38	[REDACTED]
5:00 -5:30 AM	5:06	5:07	[REDACTED]	1:00-1:30 PM	1:08	1:09	[REDACTED]	9:00-9:30 PM	9:13	9:14	[REDACTED]
5:30-6:00 AM	5:36	5:37	[REDACTED]	1:30-2:00 PM	1:46	1:47	[REDACTED]	9:30-10:00 PM	9:42	9:43	[REDACTED]
6:00-6:30 AM	6:06	6:07	[REDACTED]	2:00-2:30 PM	2:08	2:09	[REDACTED]	10:00-10:30 PM	10:12	10:13	[REDACTED]
6:30-7:00 AM	6:36	6:37	[REDACTED]	2:30-3:00 PM	2:40	2:41	[REDACTED]	10:30-11:00 PM	10:43	10:44	[REDACTED]
7:00-7:30 AM	7:06	7:07	[REDACTED]	3:00-3:30 PM	3:11	3:12	[REDACTED]	11:00-11:30 PM	11:15	11:16	[REDACTED]
7:30-8:00 AM	7:36	7:37	[REDACTED]	3:30-4:00 PM	3:40	3:41	[REDACTED]	11:30-12:00 PM	11:42	11:43	[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

L-TIER

DATE: 07/22/2019

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 ⁰¹	12 ⁰²	[REDACTED]	8:00-8:30 AM	8 ⁰²	8 ⁰⁴	[REDACTED]	4:00-4:30 PM	16 ⁰²	16 ⁰⁴	[REDACTED]
12:30- 1:00 AM	12 ³¹	12 ³²	[REDACTED]	8:30- 9:00 AM	8 ³¹	8 ³²	[REDACTED]	4:30-5:00 PM	16 ³²	16 ³⁴	[REDACTED]
1:00-1:30 AM	1 ⁰¹	1 ⁰²	[REDACTED]	9:00-9:30 AM	9 ⁰⁵	9 ⁰⁶	[REDACTED]	5:00 -5:30 PM	17 ⁰⁷	17 ⁰⁹	[REDACTED]
1:30-2:00 AM	1 ³¹	1 ³²	[REDACTED]	9:30-10:00 AM	9 ³⁷	9 ³⁸	[REDACTED]	5:30-6:00 PM	17 ³⁶	17 ³⁸	[REDACTED]
2:00-2:30 AM	2 ⁰¹	2 ⁰²	[REDACTED]	10:00-10:30 AM	10 ¹⁰	10 ¹¹	[REDACTED]	6:00-6:30 PM	18 ⁰¹	18 ⁰³	[REDACTED]
2:30-3:00 AM	2 ³¹	2 ³²	[REDACTED]	10:30-11:00 AM	10 ⁴⁰	10 ⁴¹	[REDACTED]	6:30-7:00 PM	18 ³³	18 ³⁷	[REDACTED]
3:00-3:30 AM	3 ⁰¹	3 ⁰²	[REDACTED]	11:00-11:30 AM	11 ¹⁵	11 ¹⁶	[REDACTED]	7:00-7:30 PM	17 ¹¹	17 ¹²	[REDACTED]
3:30-4:00 AM	3 ³¹	3 ³²	[REDACTED]	11:30-12:00 AM	11 ⁴⁶	11 ⁴⁸	[REDACTED]	7:30-8:00 PM	17 ⁴⁶	17 ⁴⁹	[REDACTED]
4:00-4:30 AM	4 ⁰¹	4 ⁰²	[REDACTED]	12:00-12:30 PM	12 ²⁰	12 ²¹	[REDACTED]	8:00-8:30 PM	18 ¹¹	18 ¹²	[REDACTED]
4:30-5:00 AM	4 ³¹	4 ³²	[REDACTED]	12:30- 1:00 PM	12 ⁴⁶	12 ⁴⁷	[REDACTED]	8:30- 9:00 PM	18 ⁴⁶	18 ⁴⁹	[REDACTED]
5:00 -5:30 AM	5 ⁰¹	5 ⁰²	[REDACTED]	1:00-1:30 PM	1 ⁰⁸	1 ⁰⁹	[REDACTED]	9:00-9:30 PM	19 ¹⁰	19 ¹¹	[REDACTED]
5:30-6:00 AM	5 ³¹	5 ³²	[REDACTED]	1:30-2:00 PM	1 ³⁹	1 ⁴⁰	[REDACTED]	9:30-10:00 PM	19 ³²	19 ³³	[REDACTED]
6:00-6:30 AM	6 ⁰¹	6 ⁰²	[REDACTED]	2:00-2:30 PM	2 ¹²	2 ¹³	[REDACTED]	10:00-10:30 PM	10 ¹⁰	10 ¹¹	[REDACTED]
6:30-7:00 AM	6 ³¹	6 ³²	[REDACTED]	2:30-3:00 PM	2 ⁴⁶	2 ⁴⁷	[REDACTED]	10:30-11:00 PM	10 ³³	10 ³⁴	[REDACTED]
7:00-7:30 AM	7 ⁰¹	7 ⁰²	[REDACTED]	3:00-3:30 PM	3 ¹¹	3 ¹²	[REDACTED]	11:00-11:30 PM	11 ⁰⁵	11 ⁰⁶	[REDACTED]
7:30-8:00 AM	7 ³¹	7 ³²	[REDACTED]	3:30-4:00 PM	3 ³¹	3 ³²	[REDACTED]	11:30-12:00 PM	11 ³²	11 ³³	[REDACTED]

MORNING WATCH
OPERATIONS
LIEUTENANT

[REDACTED]

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 per inmate per hour. All observations must be documented.

REVIEWED BY MORNING WATCH LIEUTENANT

CAPTAIN

[REDACTED]



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

DATE: 7/22/2019

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	12:01	12:02	[REDACTED]	8:00-8:30 AM	8 ⁰⁴	8 ⁰⁵	[REDACTED]	4:00-4:30 PM	4 ⁰⁶	4 ⁰⁷	[REDACTED]
12:30- 1:00 AM	12:31	12:32	[REDACTED]	8:30- 9:00 AM	8 ³²	8 ³³	[REDACTED]	4:30-5:00 PM	4 ³⁵	4 ⁴⁰	[REDACTED]
1:00-1:30 AM	1:01	1:02	[REDACTED]	9:00-9:30 AM	9 ⁰⁶	9 ⁰⁷	[REDACTED]	5:00 -5:30 PM	5 ¹⁸	5 ¹⁹	[REDACTED]
1:30-2:00 AM	1:31	1:32	[REDACTED]	9:30-10:00 AM	9 ³⁷	9 ³⁸	[REDACTED]	5:30-6:00 PM	5 ⁴⁸	5 ⁴⁹	[REDACTED]
2:00-2:30 AM	2:01	2:02	[REDACTED]	10:00-10:30 AM	10 ¹¹	10 ¹²	[REDACTED]	6:00-6:30 PM	6 ¹¹	6 ¹²	[REDACTED]
2:30-3:00 AM	2:31	2:32	[REDACTED]	10:30-11:00 AM	10 ⁴¹	10 ⁴²	[REDACTED]	6:30-7:00 PM	6 ³⁷	6 ³⁸	[REDACTED]
3:00-3:30 AM	3:02	3:03	[REDACTED]	11:00-11:30 AM	11 ⁰⁶	11 ⁰⁷	[REDACTED]	7:00-7:30 PM	7 ¹¹	7 ¹²	[REDACTED]
3:30-4:00 AM	3:32	3:33	[REDACTED]	11:30-12:00 AM	11 ⁴⁰	11 ⁴¹	[REDACTED]	7:30-8:00 PM	7 ⁴⁸	7 ⁴⁹	[REDACTED]
4:00-4:30 AM	4:02	4:03	[REDACTED]	12:00-12:30 PM	12 ¹²	12 ¹³	[REDACTED]	8:00-8:30 PM	8 ¹³	8 ¹⁴	[REDACTED]
4:30-5:00 AM	4:32	4:33	[REDACTED]	12:30- 1:00 PM	12 ³⁵	12 ⁴⁰	[REDACTED]	8:30- 9:00 PM	8 ⁴⁷	8 ⁴⁸	[REDACTED]
5:00 -5:30 AM	5:02	5:03	[REDACTED]	1:00-1:30 PM	1 ¹²	1 ¹³	[REDACTED]	9:00-9:30 PM	9 ¹²	9 ¹³	[REDACTED]
5:30-6:00 AM	5:32	5:33	[REDACTED]	1:30-2:00 PM	1 ³⁹	1 ⁴⁰	[REDACTED]	9:30-10:00 PM	9 ³⁴	9 ³⁵	[REDACTED]
6:00-6:30 AM	6:02	6:03	[REDACTED]	2:00-2:30 PM	2 ¹⁵	2 ¹⁹	[REDACTED]	10:00-10:30 PM	10 ¹²	10 ¹³	[REDACTED]
6:30-7:00 AM	6:32	6:33	[REDACTED]	2:30-3:00 PM	2 ³⁶	2 ³⁷	[REDACTED]	10:30-11:00 PM	10 ³⁵	10 ³⁶	[REDACTED]
7:00-7:30 AM	7:02	7:03	[REDACTED]	3:00-3:30 PM	3 ⁰⁶	3 ⁰⁷	[REDACTED]	11:00-11:30 PM	11 ⁰⁷	11 ⁰⁸	[REDACTED]
7:30-8:00 AM	7:32	7:33	[REDACTED]	3:30-4:00 PM	3 ⁰⁷	3 ¹⁶	[REDACTED]	11:30-12:00 PM	11 ³⁴	11 ³⁵	[REDACTED]

MORNING WATCH
OPERATIONS
LIEUTENANT

DAY WATCH
OPERATIONS
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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.

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12:00-12:30 AM	12:03	12:04	[REDACTED]	8:00-8:30 AM	8 ⁰⁵	8 ⁰⁶	[REDACTED]	4:00-4:30 PM	4 ⁰⁶	4 ⁰⁹	[REDACTED]
12:30- 1:00 AM	12:33	12:34	[REDACTED]	8:30- 9:00 AM	8 ³³	8 ³⁴	[REDACTED]	4:30-5:00 PM	4 ³⁸	4 ³⁹	[REDACTED]
1:00-1:30 AM	1:03	1:04	[REDACTED]	9:00-9:30 AM	9 ⁰²	9 ⁰⁸	[REDACTED]	5:00 -5:30 PM	5 ¹²	5 ¹³	[REDACTED]
1:30-2:00 AM	1:33	1:34	[REDACTED]	9:30-10:00 AM	9 ³⁸	9 ³⁹	[REDACTED]	5:30-6:00 PM	5 ³⁷	5 ³⁸	[REDACTED]
2:00-2:30 AM	2:03	2:04	[REDACTED]	10:00-10:30 AM	10 ¹²	10 ¹³	[REDACTED]	6:00-6:30 PM	6 ¹¹	6 ¹²	[REDACTED]
2:30-3:00 AM	2:33	2:34	[REDACTED]	10:30-11:00 AM	10 ¹²	10 ¹³	[REDACTED]	6:30-7:00 PM	6 ⁴⁰	6 ⁴¹	[REDACTED]
3:00-3:30 AM	3:03	3:04	[REDACTED]	11:00-11:30 AM	11 ¹⁵	11 ¹⁶	[REDACTED]	7:00-7:30 PM	7 ¹¹	7 ¹²	[REDACTED]
3:30-4:00 AM	3:33	3:34	[REDACTED]	11:30-12:00 AM	11 ³⁸	11 ³⁹	[REDACTED]	7:30-8:00 PM	7 ⁴⁰	7 ⁴⁶	[REDACTED]
4:00-4:30 AM	4:03	4:04	[REDACTED]	12:00-12:30 PM	12 ¹⁹	12 ²⁰	[REDACTED]	8:00-8:30 PM	8 ¹²	8 ¹³	[REDACTED]
4:30-5:00 AM	4:33	4:34	[REDACTED]	12:30- 1:00 PM	12 ³¹	12 ³⁸	[REDACTED]	8:30- 9:00 PM	8 ³¹	8 ³⁸	[REDACTED]
5:00 -5:30 AM	5:03	5:04	[REDACTED]	1:00-1:30 PM	1 ¹¹	1 ¹²	[REDACTED]	9:00-9:30 PM	9 ¹¹	9 ¹²	[REDACTED]
5:30-6:00 AM	5:33	5:34	[REDACTED]	1:30-2:00 PM	1 ³⁸	1 ³⁹	[REDACTED]	9:30-10:00 PM	9 ³⁶	9 ³⁷	[REDACTED]
6:00-6:30 AM	6:03	6:04	[REDACTED]	2:00-2:30 PM	2 ¹¹	2 ¹²	[REDACTED]	10:00-10:30 PM	10 ¹⁴	10 ¹⁵	[REDACTED]
6:30-7:00 AM	6:33	6:34	[REDACTED]	2:30-3:00 PM	2 ⁴⁰	2 ⁴¹	[REDACTED]	10:30-11:00 PM	10 ³⁷	10 ³⁸	[REDACTED]
7:00-7:30 AM	7:03	7:04	[REDACTED]	3:00-3:30 PM	3 ¹³	3 ¹⁴	[REDACTED]	11:00-11:30 PM	11 ⁰⁹	11 ¹⁰	[REDACTED]
7:30-8:00 AM	7:33	7:34	[REDACTED]	3:30-4:00 PM	3 ⁴⁰	3 ⁴¹	[REDACTED]	11:30-12:00 PM	11 ³⁶	11 ³⁷	[REDACTED]

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2:30-3:00 AM	2:34	2:35	[REDACTED]	10:30-11:00 AM	10:43	10:44	[REDACTED]	6:30-7:00 PM	6:40	6:41	[REDACTED]
3:00-3:30 AM	3:04	3:05	[REDACTED]	11:00-11:30 AM	11:18	11:19	[REDACTED]	7:00-7:30 PM	7:11	7:12	[REDACTED]
3:30-4:00 AM	3:34	3:35	[REDACTED]	11:30-12:00 AM	11:36	11:37	[REDACTED]	7:30-8:00 PM	7:40	7:41	[REDACTED]
4:00-4:30 AM	4:04	4:05	[REDACTED]	12:00-12:30 PM	12:12	12:13	[REDACTED]	8:00-8:30 PM	8:12	8:13	[REDACTED]
4:30-5:00 AM	4:34	4:35	[REDACTED]	12:30- 1:00 PM	12:48	12:49	[REDACTED]	8:30- 9:00 PM	8:37	8:38	[REDACTED]
5:00 -5:30 AM	5:04	5:05	[REDACTED]	1:00-1:30 PM	1:20	1:21	[REDACTED]	9:00-9:30 PM	9:08	9:09	[REDACTED]
5:30-6:00 AM	5:34	5:35	[REDACTED]	1:30-2:00 PM	1:40	1:41	[REDACTED]	9:30-10:00 PM	9:38	9:39	[REDACTED]
6:00-6:30 AM	6:04	6:05	[REDACTED]	2:00-2:30 PM	2:10	2:11	[REDACTED]	10:00-10:30 PM	10:16	10:17	[REDACTED]
6:30-7:00 AM	6:34	6:35	[REDACTED]	2:30-3:00 PM	2:38	2:39	[REDACTED]	10:30-11:00 PM	10:39	10:40	[REDACTED]
7:00-7:30 AM	7:04	7:05	[REDACTED]	3:00-3:30 PM	3:11	3:12	[REDACTED]	11:00-11:30 PM	11:11	11:12	[REDACTED]
7:30-8:00 AM	7:34	7:35	[REDACTED]	3:30-4:00 PM	3:30	3:31	[REDACTED]	11:30-12:00 PM	11:38	11:39	[REDACTED]

MORNING WATCH
OPERATIONS
LIEUTENANT

[REDACTED]

MORNING 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

ZB

DATE: 7/22/18

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	816	819	[Redacted]	4:00-4:30 PM	401	404	[Redacted]
12:30- 1:00 AM	12:30	1:00	[Redacted]	8:30- 9:00 AM	841	844	[Redacted]	4:30-5:00 PM	436	439	[Redacted]
1:00-1:30 AM	1:00	1:30	[Redacted]	9:00-9:30 AM	915	917	[Redacted]	5:00 -5:30 PM	510	513	[Redacted]
1:30-2:00 AM	1:30	2:00	[Redacted]	9:30-10:00 AM	942	945	[Redacted]	5:30-6:00 PM	544	547	[Redacted]
2:00-2:30 AM	2:00	2:30	[Redacted]	10:00-10:30 AM	1010	1013	[Redacted]	6:00-6:30 PM	605	608	[Redacted]
2:30-3:00 AM	2:30	3:00	[Redacted]	10:30-11:00 AM	1032	1034	[Redacted]	6:30-7:00 PM	658	659	[Redacted]
3:00-3:30 AM	3:00	3:30	[Redacted]	11:00-11:30 AM	1119	1121	[Redacted]	7:00-7:30 PM	722	725	[Redacted]
3:30-4:00 AM	3:30	4:00	[Redacted]	11:30-12:00 AM	1136	1139	[Redacted]	7:30-8:00 PM	753	756	[Redacted]
4:00-4:30 AM	4:00	4:30	[Redacted]	12:00-12:30 PM	1203	1205	[Redacted]	8:00-8:30 PM	815	816	[Redacted]
4:30-5:00 AM	4:30	5:00	[Redacted]	12:30- 1:00 PM	1231	1233	[Redacted]	8:30- 9:00 PM	839	842	[Redacted]
5:00 -5:30 AM	5:00	5:30	[Redacted]	1:00-1:30 PM	109	112	[Redacted]	9:00-9:30 PM	910	913	[Redacted]
5:30-6:00 AM	5:30	6:00	[Redacted]	1:30-2:00 PM	138	141	[Redacted]	9:30-10:00 PM	944	947	[Redacted]
6:00-6:30 AM	6:00	6:30	[Redacted]	2:00-2:30 PM	206	211	[Redacted]	10:00-10:30 PM	1000	1003	[Redacted]
6:30-7:00 AM	6:30	7:00	[Redacted]	2:30-3:00 PM	235	240	[Redacted]	10:30-11:00 PM	1035	1038	[Redacted]
7:00-7:30 AM	7:00	7:30	[Redacted]	3:00-3:30 PM	309	305	[Redacted]	11:00-11:30 PM	1105	1104	[Redacted]
7:30-8:00 AM	7:30	8:00	[Redacted]	3:30-4:00 PM	337	335	[Redacted]	11:30-12:00 PM	1154	1159	[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