



MCC NEW YORK  
SPECIAL HOUSING UNIT  
30 MINUTE CHECK SHEET  
ZB



DATE: 7.27.19

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	1201am	1203am	[REDACTED]	6:00-6:30 AM	820	824	[REDACTED]	4:00-4:30 PM	473	406	[REDACTED]
12:30- 1:00 AM	1231am	1233am	[REDACTED]	6:30- 9:00 AM	841	847	[REDACTED]	4:30-5:00 PM	432	435	[REDACTED]
1:00-1:30 AM	101am	103am	[REDACTED]	9:00-9:30 AM	918	920	[REDACTED]	5:00 -5:30 PM	500	504	[REDACTED]
1:30-2:00 AM	131am	133am	[REDACTED]	9:30-10:00 AM	936	939	[REDACTED]	5:30-6:00 PM	535	538	[REDACTED]
2:00-2:30 AM	201am	203am	[REDACTED]	10:00-10:30 AM	1003	1005	[REDACTED]	6:00-6:30 PM	608	610	[REDACTED]
2:30-3:00 AM	231am	233am	[REDACTED]	10:30-11:00 AM	1049	1052	[REDACTED]	6:30-7:00 PM	637	639	[REDACTED]
3:00-3:30 AM	301am	303am	[REDACTED]	11:00-11:30 AM	1107	11.0	[REDACTED]	7:00-7:30 PM	714	713	[REDACTED]
3:30-4:00 AM	331am	333am	[REDACTED]	11:30-12:00 AM	1143	1145	[REDACTED]	7:30-8:00 PM	742	745	[REDACTED]
4:00-4:30 AM	401am	403am	[REDACTED]	12:00-12:30 PM	1212	1214	[REDACTED]	8:00-8:30 PM	814	817	[REDACTED]
4:30-5:00 AM	431am	433am	[REDACTED]	12:30- 1:00 PM	1237	1240	[REDACTED]	8:30- 9:00 PM	847	849	[REDACTED]
5:00 -5:30 AM	501am	503am	[REDACTED]	1:00-1:30 PM	109	111	[REDACTED]	9:00-9:30 PM	917	920	[REDACTED]
5:30-6:00 AM	531am	533am	[REDACTED]	1:30-2:00 PM	133	135	[REDACTED]	9:30-10:00 PM	949	952	[REDACTED]
6:00-6:30 AM	601am	603am	[REDACTED]	2:00-2:30 PM	202	204	[REDACTED]	10:00-10:30 PM	1020	1024	[REDACTED]
6:30-7:00 AM	631am	633am	[REDACTED]	2:30-3:00 PM	236	238	[REDACTED]	10:30-11:00 PM	1053	1053	[REDACTED]
7:00-7:30 AM	701am	703am	[REDACTED]	3:00-3:30 PM	316	319	[REDACTED]	11:00-11:30 PM	1115	1128	[REDACTED]
7:30-8:00 AM	731am	733am	[REDACTED]	3:30-4:00 PM	337	339	[REDACTED]	11:30-12:00 PM	1156	1156	[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 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



ZB

DATE: 7/29/19

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	12:15	[REDACTED]	8:00-8:30 AM	8:06	8:16	[REDACTED]	4:00-4:30 PM	4:01	4:03	[REDACTED]
12:30- 1:00 AM	12:30	12:45	[REDACTED]	8:30- 9:00 AM	8:45	8:48	[REDACTED]	4:30-5:00 PM	4:36	4:39	[REDACTED]
1:00-1:30 AM	1:10	1:15	[REDACTED]	9:00-9:30 AM	9:13	9:15	[REDACTED]	5:00-5:30 PM	5:13	5:16	[REDACTED]
1:30-2:00 AM	1:40	1:45	[REDACTED]	9:30-10:00 AM	9:37	9:39	[REDACTED]	5:30-6:00 PM	5:42	5:45	[REDACTED]
2:00-2:30 AM	2:05	2:10	[REDACTED]	10:00-10:30 AM	10:20	10:22	[REDACTED]	6:00-6:30 PM	6:15	6:18	[REDACTED]
2:30-3:00 AM	2:35	2:40	[REDACTED]	10:30-11:00 AM	10:51	10:53	[REDACTED]	6:30-7:00 PM	6:54	6:57	[REDACTED]
3:00-3:30 AM	3:00	3:05	[REDACTED]	11:00-11:30 AM	11:01	11:04	[REDACTED]	7:00-7:30 PM	7:19	7:22	[REDACTED]
3:30-4:00 AM	3:30	3:35	[REDACTED]	11:30-12:00 AM	11:41	11:44	[REDACTED]	7:30-8:00 PM	7:48	7:51	[REDACTED]
4:00-4:30 AM	4:00	4:05	[REDACTED]	12:00-12:30 PM	12:16	12:19	[REDACTED]	8:00-8:30 PM	8:02	8:05	[REDACTED]
4:30-5:00 AM	4:40	4:45	[REDACTED]	12:30- 1:00 PM	12:43	12:47	[REDACTED]	8:30- 9:00 PM	8:37	8:40	[REDACTED]
5:00-5:30 AM	5:05	5:10	[REDACTED]	1:00-1:30 PM	1:23	1:24	[REDACTED]	9:00-9:30 PM	9:11	9:14	[REDACTED]
5:30-6:00 AM	5:35	5:40	[REDACTED]	1:30-2:00 PM	1:36	1:38	[REDACTED]	9:30-10:00 PM	9:40	9:43	[REDACTED]
6:00-6:30 AM	6:00	6:05	[REDACTED]	2:00-2:30 PM	2:02	2:04	[REDACTED]	10:00-10:30 PM	10:00	10:03	[REDACTED]
6:30-7:00 AM	6:40	6:45	[REDACTED]	2:30-3:00 PM	2:37	2:40	[REDACTED]	10:30-11:00 PM	10:31	10:34	[REDACTED]
7:00-7:30 AM	7:00	7:05	[REDACTED]	3:00-3:30 PM	3:15	3:17	[REDACTED]	11:00-11:30 PM	11:13	11:16	[REDACTED]
7:30-8:00 AM	7:31	7:35	[REDACTED]	3:30-4:00 PM	3:37	3:38	[REDACTED]	11:30-12:00 PM	11:42	11:46	[REDACTED]

MORNING WATCH  
OPERATIONS  
LIEUTENANT

DAY WATCH  
OPERATIONS  
LIEUTENANT

EVENING WATCH  
OPERATIONS  
LIEUTENANT

All officers shall 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

Handwritten header text at the top of the page, possibly a title or date.

Large, stylized handwritten text on the left side of the page, likely a signature or name.

A large grid of handwritten text, possibly a ledger or record book, with multiple columns and rows.

Handwritten text or signatures located below the main grid area.

Additional handwritten text or notes at the bottom of the page.