

Fifteen Minute Room Checks

Rhode Island Department of Children, Youth, and Families
Division of Juvenile Correctional Services: RI Training School

Policy: 1200.0839

Effective Date: May 17, 2010

Version: 1

To ensure the safety and security of the residents and to safeguard against possible escapes, self injury or other harmful situations, visual contact is made with the resident at fifteen minute intervals while the resident is in his/her room. These room checks are recorded as described in the attached procedure.

Related Procedure

[Fifteen Minute Rooms Checks](#)

Related Policy

[Incentive System - Points and Levels](#)

[General Discipline](#)

[Discipline for Academic and Vocational Classes](#)

[Behavior Report](#)

[Major Discipline Review](#)

[Administrative Classification to Restrictive Status](#)

[Lock Up](#)

[Resident Handbook](#)

Fifteen Minute Room Checks

Procedure from Policy 1200.0839: Fifteen Minute Room Checks

- A. On all shifts, staff check rooms occupied by residents at least once every fifteen minutes unless more frequent contact has been ordered.
 - 1. One staff member is assigned to and is responsible for making fifteen minute room checks unless someone is otherwise designated by supervisory personnel. The assigned staff member is identified in the Unit Log Book.
 - 2. The portable Watch Tour Wand is utilized by staff making the fifteen minute room checks.
 - 3. The staff making the fifteen minute room checks visually confirms the appropriate status of each resident using the night light for each room as necessary.
 - 4. In the event that the Watch Tour Wand is inoperable or unavailable, a directive is issued by the Superintendent or designee to utilize the fifteen (15) minute room check report forms 044A and 044B.
 - 5. Changes of assignment require supervisory or administrative approval and must be noted in the Unit Log Book.
 - 6. The portable Watch Tour Wand is properly secured at all times and kept in an area designated by the Unit Manager.
 - 7. Upon completing the tour of duty, the Watch Tour Wand is loaded on its downloading/recharging dock, which is kept in an area designated by the Unit Manager.

- B. Paragraphs A and B are consistent with American Correctional Association Standards 3-JDF-3A-06; 3-JTS-3A-06; 3-JDF-3A-09; 3-JTS-3A-09; 3-JDF-3C-07; 3-JTS-3C-07; 3-JDF-3E-04; and 3-JTS-3E-04.