

Australian Capital Territory

Corrections Management (Court Transport Unit Person at Risk Management) Operating Procedure 2021

Notifiable instrument NI2021-206

made under the

Corrections Management Act 2007, s14 (Corrections policies and operating procedures)

1 Name of instrument

This instrument is the *Corrections Management (Court Transport Unit Person at Risk Management) Operating Procedure 2021*.

2 Commencement

This instrument commences on the day after its notification day.

3 Operating Procedure

I make this operating procedure to facilitate the effective and efficient management of correctional services.

Karen Doran
Deputy Director-General
Justice and Community Safety Directorate
31 March 2021



OPERATING PROCEDURE	Court Transport Unit Person at Risk Management
OPERATING PROCEDURE NO.	S4.224
SCOPE	Court Transport Unit

PURPOSE

To describe the procedures to be followed if a person is deemed a Person at Risk.

PRINCIPLES

1. Person At Risk Alert

- 1.1. Prior to and during an escort from court, a detainee may be considered a Person at Risk (PAR). This alert identifies that there is a potential risk involved when escorting, transporting and/or admitting the detainee to a correctional centre or other stated place.
- 1.2. A PAR alert may be implemented where a detainee:
 - is at-risk of self-harm or suicide;
 - has recently engaged in suicidal or self-harming behaviour.
- 1.3. A PAR alert can be initiated:
 - by police on transfer of custody of the detainee;
 - by an escorting officer;
 - at the request of:
 - a court, tribunal or the Sentence Administration Board;
 - the detainee's legal representative;
 - Forensic Mental Health Services (FMHS).
 - as a result of information provided to an escorting officer by any other party.
- 1.4. Detainees with a PAR alert must be placed on five (5) minute observations for escorts and an D30.F1: At-Risk Referral completed and provided to the FMHS on arrival at a correctional centre.
- 1.5. As far as practicable, detainees with a PAR alert will be escorted in an unsecure escort vehicle.
- 1.6. If the escort officer is unsure of the reason a detainee has been identified as PAR alert, they should confer with the Court Transport Unit (CTU) CO2 Area Supervisor, CO3 Area Manager or above in order to clarify with the originating source prior to undertaking the escort.

PROCEDURE

2. Mandatory transport and observations for PAR due to suicide and self-harm concerns

- 2.1. A detainee on a PAR alert due to suicide or self-harm concerns must be escorted in a sedan or Romeo 1 vehicle and placed on an S2 - awaiting assessment 15-minute observation regime, unless the detainee is physically accompanied by an escort officer who remains in direct contact and sight of the detainee at all times.

3. Upon arrival at a correctional centre/destination facility

- 3.1. The escort officers must ensure they make contact with the destination control room via radio or mobile phone at least five minutes prior to arrival.
- 3.2. The person is to be escorted to Admissions, with all accompanying documentation to be provided to the corrections officer at admissions.

4. PAR and Youth Detainees

- 4.1. The CTU will to the extent possible, ensure that priority is given to escorts involving young people/detainees identified as:
 - a high security risk;
 - having a known risk of harm to self or others, or a prevalence of behaviours that could pose a risk to staff and others;
 - requiring specialist treatment or care for mental illness, a medical condition or pregnancy.
- 4.2. Before a young person/detainee is conveyed from the ACT Courts to the Bimberi Youth Justice Centre, ACT Corrective Services will contact Bimberi and provide an estimated arrival time of CTU corrections officers at the centre as per the ACTCS and Bimberi MOU.
- 4.3. Where there are specific concerns as to the welfare of a young person/detainee, the CTU will contact Bimberi before leaving the ACT Courts Precinct to seek advice on how the young person/detainee should be managed during the escort. Where it is considered by the CTU and Bimberi that it would not be in the best interests of the young person/detainee to be escorted by the CTU, alternative transport arrangements for the young person/detainee will be discussed and agreed between the CTU and Bimberi.

Related policies and procedures

- D30.F1: At-Risk Referral
- Escorts Policy
- Escorts Procedure
- Memorandum Of Understanding ACT Corrective Services & Bimberi Residential Services
- Incident Reporting, Notifications and Debriefs Operating Policy
- Incident Reporting, Notifications and Debriefs Operating Procedure

Corinne Justason
Deputy Commissioner Custodial Operations
ACT Corrective Services
31 March 2021

Document details

Criteria	Details
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Date effective:	The day after the notification date
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Responsible Officer:	Director CTU
Compliance:	This operating procedure reflects the requirements of the <i>Corrections Management (Policy Framework) Policy 2020</i>

Version Control			
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