



Division of Correction

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Title: Record of Segregation Confinement	Directive Number: DOC.110.0005
Related MD Statute/Regulations: Inapplicable	Supersedes: DOC.110.0005 dated June 13, 2008
Related ACA Standards: 4-4253	Authorized By: Custody and Security Operations
Related MCCS Standards: .01P	Issue Date: December 31, 2010
Related DOC Directives: DOC. 100.0001; DOC 100.0002, Case Management Manual	Effective Date: December 31, 2010
Related DOC Code of Maryland Regulations: 12.14.04.01	Number of Pages: 2

### Division of Correction Directive

#### .01 Purpose.

This directive establishes a record of segregation confinement.

#### .02 Scope.

This directive applies to a staff member working in segregation housing and an inmate who is living in segregation housing.

#### .03 Policy.

The Division of Correction shall document and permanently record in an inmate's base file, segregation confinement activity.

#### .04 Definitions.

A. In this directive, the following terms have the meaning indicated.

B. Terms defined.

None.

#### .05 Responsibility.

A. A Special Confinement Housing Officer or designee shall:

- (1) Establish and maintain a *Record of Segregation Confinement*, DOC Form 110.0005aR, for each inmate assigned to:

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**Record of Segregation Confinement**  
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(a) Administrative segregation;

(b) Disciplinary segregation; or

(c) Protective custody.

(2) Document an inmate's out of cell activities, showers, daily behaviors, visits, and interviews as they occur; and

(3) At the end of each month, or when an inmate is released from segregation or protective custody status, send the *Record of Segregation Confinement*, Appendix 1 to this directive, to the case management department, for inclusion in the inmate's base file.

B. A managing official or a designee may not devise a facility directive, but shall incorporate procedures to carryout this directive in the Special Confinement Housing Officer facility post order addendum.

**.06 Attachment(s).**

Appendix 1, *Record of Segregation Confinement*, DOC Form 110.0005aR.

**.07 History.**

This directive supersedes:

A. DOC.110.0005 dated June 13, 2008;

B. DOC.110.0005 dated June 3, 2008; and

C. DOC.110.0005 dated May 1, 2004.

**.08 Distribution.**

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