




Division of Pretrial
Detention and Services
Directive


Approved by:
Randall L. Watson
Acting Commissioner

Title: Laundry Services	Directive Number: DPDS.080.0009
Related MD Statute/Regulations: N/A	Supersedes: PDS #80-9 Effective April 23, 2005
Related Standards: ACA, 4-ALDF-1A02 and 4B MCCS, .04G and .04H NCCHC, J-B-02	Authorized by: Warden
	Effective Date: October 30, 2009
	Number of Pages: 2

.01 Purpose.

- A. This directive establishes policy for the provision of laundry services to the Division of Pretrial Detention and Services
- B. This directive assigns responsibility for the management and coordination of laundry services for all facilities within the Division.

.02 Scope.

This directive applies to all institution of the Division.

.03 Policy.

- A. It is the policy of the Division that detainee linen shall be collected cleaned and distributed in an efficient and orderly manner.
- B. Distribution and collection shall be controlled in such a manner as to promote
 - (1) Personal hygiene;
 - (2) Fire safety;
 - (3) Institutional security and
 - (4) The minimizing of possible contamination of the environment through soiled or infectious linen. Linen soiled with blood shall be handled in accordance with the handling of biohazard materials.

.04 Definitions.

- A. In this directive, the following terms have the meanings indicated.

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B. Terms Defined.

Linen in this directive refers to state-issued sheets, towels, washcloths, blankets, jumpsuits, and garments issued for work detail (e.g. dietary).

.05 Responsibility.

The Warden shall be responsible for the oversight of linen services within the institution and the issue and annual review of an institutional directive to include:

- (1) Establishment of linen allotments for general and special populations (e.g. suicide watch.);
- (2) A weekly linen exchange schedule throughout all facilities;
- (3) Linen exchange protocol for the safe handling of soiled/infectious items;
- (4) Collection/distribution records;
- (5) Protocol to request additional linen;
- (6) Designation of clean and dry storage areas;
- (7) Guidelines for proper maintenance and security of laundry areas; and
- (8) Measures necessary to ensure compliance with all applicable standards.

.06 Attachment(s).

There are no attachments to this Directive.

.07 History.

- A. This directive rescinds PDS 80-9, titled Laundry Services issued April 23, 2005.
- B. This directive supersedes provisions of any other prior existing Division communication with which it may be in conflict.
- C. This directive requires the promulgation of an institutional directive.