



**MCC NEW YORK
SPECIAL HOUSING UNIT
30 MINUTE CHECK SHEET**

**ZA
TIER-G**



DATE: 08/10/2019

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	1209	1210	[REDACTED]	8:00-8:30 AM				4:00-4:30 PM			
12:30- 1:00 AM	1241	1242	[REDACTED]	8:30- 9:00 AM				4:30-5:00 PM			
1:00-1:30 AM	111	112	[REDACTED]	9:00-9:30 AM				5:00 -5:30 PM			
1:30-2:00 AM	134	138	[REDACTED]	9:30-10:00 AM				5:30-6:00 PM			
2:00-2:30 AM	204	208	[REDACTED]	10:00-10:30 AM				6:00-6:30 PM			
2:30-3:00 AM	241	242	[REDACTED]	10:30-11:00 AM				6:30-7:00 PM			
3:00-3:30 AM	304	308	[REDACTED]	11:00-11:30 AM				7:00-7:30 PM			
3:30-4:00 AM	343	344	[REDACTED]	11:30-12:00 AM				7:30-8:00 PM			
4:00-4:30 AM	416	417	[REDACTED]	12:00-12:30 PM				8:00-8:30 PM			
4:30-5:00 AM	440	441	[REDACTED]	12:30- 1:00 PM				8:30- 9:00 PM			
5:00 -5:30 AM	508	509	[REDACTED]	1:00-1:30 PM				9:00-9:30 PM			
5:30-6:00 AM	541	542	[REDACTED]	1:30-2:00 PM				9:30-10:00 PM			
6:00-6:30 AM	610	611	[REDACTED]	2:00-2:30 PM				10:00-10:30 PM			
6:30-7:00 AM			[REDACTED]	2:30-3:00 PM				10:30-11:00 PM			
7:00-7:30 AM				3:00-3:30 PM				11:00-11:30 PM			
7:30-8:00 AM				3:30-4:00 PM				11:30-12:00 PM			

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 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 a.m. – 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
ZA
TIER-H



DATE: 08/10/2019

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 ¹¹	12 ¹²		8:00-8:30 AM				4:00-4:30 PM			
12:30- 1:00 AM	12 ⁴⁸	12 ⁴⁴		8:30- 9:00 AM				4:30-5:00 PM			
1:00-1:30 AM	1 ¹³	1 ¹⁴		9:00-9:30 AM				5:00 -5:30 PM			
1:30-2:00 AM	1 ³⁷	1 ³⁸		9:30-10:00 AM				5:30-6:00 PM			
2:00-2:30 AM	2 ¹¹	2 ²²		10:00-10:30 AM				6:00-6:30 PM			
2:30-3:00 AM	2 ⁴⁸	2 ⁴⁰		10:30-11:00 AM				6:30-7:00 PM			
3:00-3:30 AM	3 ¹¹	3 ⁵²		11:00-11:30 AM				7:00-7:30 PM			
3:30-4:00 AM	3 ⁴³	3 ⁴⁴		11:30-12:00 AM				7:30-8:00 PM			
4:00-4:30 AM	4 ¹⁰	4 ¹²		12:00-12:30 PM				8:00-8:30 PM			
4:30-5:00 AM	4 ⁴⁰	4 ⁴¹		12:30- 1:00 PM				8:30- 9:00 PM			
5:00 -5:30 AM	5 ¹⁰	5 ¹¹		1:00-1:30 PM				9:00-9:30 PM			
5:30-6:00 AM	5 ⁴³	5 ⁴⁴		1:30-2:00 PM				9:30-10:00 PM			
6:00-6:30 AM	6 ¹²	6 ¹³		2:00-2:30 PM				10:00-10:30 PM			
6:30-7:00 AM				2:30-3:00 PM				10:30-11:00 PM			
7:00-7:30 AM				3:00-3:30 PM				11:00-11:30 PM			
7:30-8:00 AM				3:30-4:00 PM				11:30-12:00 PM			

MORNING WATCH OPERATIONS LIEUTENANT		DAY WATCH OPERATIONS LIEUTENANT		EVENING WATCH OPERATIONS LIEUTENANT	
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A staff member must 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 _____

EFTA00025436



**MCC NEW YORK
SPECIAL HOUSING UNIT
30 MINUTE CHECK SHEET
ZA
TIER-J**



DATE: 08/10/2019

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	1205	1206	[REDACTED]	8:00-8:30 AM				4:00-4:30 PM			
12:30- 1:00 AM	1239	1238	[REDACTED]	8:30- 9:00 AM				4:30-5:00 PM			
1:00-1:30 AM	107	108	[REDACTED]	9:00-9:30 AM				5:00 -5:30 PM			
1:30-2:00 AM	135	136	[REDACTED]	9:30-10:00 AM				5:30-6:00 PM			
2:00-2:30 AM	205	200	[REDACTED]	10:00-10:30 AM				6:00-6:30 PM			
2:30-3:00 AM	239	240	[REDACTED]	10:30-11:00 AM				6:30-7:00 PM			
3:00-3:30 AM	305	306	[REDACTED]	11:00-11:30 AM				7:00-7:30 PM			
3:30-4:00 AM	339	340	[REDACTED]	11:30-12:00 AM				7:30-8:00 PM			
4:00-4:30 AM	412	413	[REDACTED]	12:00-12:30 PM				8:00-8:30 PM			
4:30-5:00 AM	436	437	[REDACTED]	12:30- 1:00 PM				8:30- 9:00 PM			
5:00 -5:30 AM	504	505	[REDACTED]	1:00-1:30 PM				9:00-9:30 PM			
5:30-6:00 AM	534	538	[REDACTED]	1:30-2:00 PM				9:30-10:00 PM			
6:00-6:30 AM	606	607	[REDACTED]	2:00-2:30 PM				10:00-10:30 PM			
6:30-7:00 AM			[REDACTED]	2:30-3:00 PM				10:30-11:00 PM			
7:00-7:30 AM				3:00-3:30 PM				11:00-11:30 PM			
7:30-8:00 AM				3:30-4:00 PM				11:30-12:00 PM			

MORNING WATCH OPERATIONS LIEUTENANT	[REDACTED]	DAY WATCH OPERATIONS LIEUTENANT		EVENING WATCH OPERATIONS LIEUTENANT	
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A staff member must 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.

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MCC NEW YORK
SPECIAL HOUSING UNIT
30 MINUTE CHECK SHEET
ZA
TIER-K



DATE: 08/10/2019

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	1207	1208		8:00-8:30 AM				4:00-4:30 PM			
12:30- 1:00 AM	1259	1240		8:30- 9:00 AM				4:30-5:00 PM			
1:00-1:30 AM	109	110		9:00-9:30 AM				5:00 -5:30 PM			
1:30-2:00 AM	134	138		9:30-10:00 AM				5:30-6:00 PM			
2:00-2:30 AM	267	268		10:00-10:30 AM				6:00-6:30 PM			
2:30-3:00 AM	241	245		10:30-11:00 AM				6:30-7:00 PM			
3:00-3:30 AM	307	308		11:00-11:30 AM				7:00-7:30 PM			
3:30-4:00 AM	341	342		11:30-12:00 AM				7:30-8:00 PM			
4:00-4:30 AM	414	415		12:00-12:30 PM				8:00-8:30 PM			
4:30-5:00 AM	438	439		12:30- 1:00 PM				8:30- 9:00 PM			
5:00 -5:30 AM	506	507		1:00-1:30 PM				9:00-9:30 PM			
5:30-6:00 AM	539	540		1:30-2:00 PM				9:30-10:00 PM			
6:00-6:30 AM	608	609		2:00-2:30 PM				10:00-10:30 PM			
6:30-7:00 AM				2:30-3:00 PM				10:30-11:00 PM			
7:00-7:30 AM				3:00-3:30 PM				11:00-11:30 PM			
7:30-8:00 AM				3:30-4:00 PM				11:30-12:00 PM			

MORNING WATCH OPERATIONS LIEUTENANT	DAY WATCH OPERATIONS LIEUTENANT	EVENING WATCH OPERATIONS LIEUTENANT
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REVIEWED BY MORNING WATCH LIEUTENANT _____

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30 MINUTE CHECK SHEET**

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DATE: 08/10/2019



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	1201	1202	[REDACTED]	8:00-8:30 AM				4:00-4:30 PM			
12:30- 1:00 AM	1233	1234	[REDACTED]	8:30- 9:00 AM				4:30-5:00 PM			
1:00-1:30 AM	103	104	[REDACTED]	9:00-9:30 AM				5:00 -5:30 PM			
1:30-2:00 AM	131	132	[REDACTED]	9:30-10:00 AM				5:30-6:00 PM			
2:00-2:30 AM	201	202	[REDACTED]	10:00-10:30 AM				6:00-6:30 PM			
2:30-3:00 AM	235	236	[REDACTED]	10:30-11:00 AM				6:30-7:00 PM			
3:00-3:30 AM	301	302	[REDACTED]	11:00-11:30 AM				7:00-7:30 PM			
3:30-4:00 AM	333	334	[REDACTED]	11:30-12:00 AM				7:30-8:00 PM			
4:00-4:30 AM	404	405	[REDACTED]	12:00-12:30 PM				8:00-8:30 PM			
4:30-5:00 AM	430	431	[REDACTED]	12:30- 1:00 PM				8:30- 9:00 PM			
5:00 -5:30 AM	500	501	[REDACTED]	1:00-1:30 PM				9:00-9:30 PM			
5:30-6:00 AM	533	534	[REDACTED]	1:30-2:00 PM				9:30-10:00 PM			
6:00-6:30 AM	602	603	[REDACTED]	2:00-2:30 PM				10:00-10:30 PM			
6:30-7:00 AM			[REDACTED]	2:30-3:00 PM				10:30-11:00 PM			
7:00-7:30 AM			[REDACTED]	3:00-3:30 PM				11:00-11:30 PM			
7:30-8:00 AM			[REDACTED]	3:30-4:00 PM				11:30-12:00 PM			

MORNING WATCH OPERATIONS LIEUTENANT	[REDACTED]	DAY WATCH OPERATIONS LIEUTENANT	[REDACTED]	EVENING WATCH OPERATIONS LIEUTENANT	[REDACTED]
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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	1203	1204		8:00-8:30 AM				4:00-4:30 PM			
12:30- 1:00 AM	1235	1236		8:30- 9:00 AM				4:30-5:00 PM			
1:00-1:30 AM	105	106		9:00-9:30 AM				5:00 -5:30 PM			
1:30-2:00 AM	133	134		9:30-10:00 AM				5:30-6:00 PM			
2:00-2:30 AM	203	204		10:00-10:30 AM				6:00-6:30 PM			
2:30-3:00 AM	233	234		10:30-11:00 AM				6:30-7:00 PM			
3:00-3:30 AM	303	304		11:00-11:30 AM				7:00-7:30 PM			
3:30-4:00 AM	333	334		11:30-12:00 AM				7:30-8:00 PM			
4:00-4:30 AM	403	404		12:00-12:30 PM				8:00-8:30 PM			
4:30-5:00 AM	433	434		12:30- 1:00 PM				8:30- 9:00 PM			
5:00 -5:30 AM	502	503		1:00-1:30 PM				9:00-9:30 PM			
5:30-6:00 AM	533	534		1:30-2:00 PM				9:30-10:00 PM			
6:00-6:30 AM	604	605		2:00-2:30 PM				10:00-10:30 PM			
6:30-7:00 AM				2:30-3:00 PM				10:30-11:00 PM			
7:00-7:30 AM				3:00-3:30 PM				11:00-11:30 PM			
7:30-8:00 AM				3:30-4:00 PM				11:30-12:00 PM			

MORNING WATCH OPERATIONS LIEUTENANT		DAY WATCH OPERATIONS LIEUTENANT		EVENING WATCH OPERATIONS LIEUTENANT	
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