



MCC NEW YORK  
SPECIAL HOUSING UNIT  
30 MINUTE CHECK SHEET

ZB



DATE: 8-7-19

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	12:10	12:15	[REDACTED]	6:00-6:30 AM	806	808	[REDACTED]	4:00-4:30 PM	4:00	4:02	[REDACTED]
12:30- 1:00 AM	12:35	12:45	[REDACTED]	6:30- 9:00 AM	847	849	[REDACTED]	4:30-5:00 PM	4:30	4:32	[REDACTED]
1:00-1:30 AM	1:10	1:15	[REDACTED]	9:00-9:30 AM	911	913	[REDACTED]	5:00-5:30 PM	5:00	5:03	[REDACTED]
1:30-2:00 AM	1:40	1:45	[REDACTED]	9:30-10:00 AM	942	944	[REDACTED]	5:30-6:00 PM	5:30	5:33	[REDACTED]
2:00-2:30 AM	2:25	2:30	[REDACTED]	10:00-10:30 AM	1061	1003	[REDACTED]	6:00-6:30 PM	6:00	6:03	[REDACTED]
2:30-3:00 AM	2:40	2:45	[REDACTED]	10:30-11:00 AM	1034	1036	[REDACTED]	6:30-7:00 PM	6:30	6:33	[REDACTED]
3:00-3:30 AM	3:00	3:05	[REDACTED]	11:00-11:30 AM	1112	1114	[REDACTED]	7:00-7:30 PM	7:00	7:03	[REDACTED]
3:30-4:00 AM	3:35	3:40	[REDACTED]	11:30-12:00 AM	1148	1150	[REDACTED]	7:30-8:00 PM	7:30	7:30	[REDACTED]
4:00-4:30 AM	4:00	4:05	[REDACTED]	12:00-12:30 PM	1216	1219	[REDACTED]	8:00-8:30 PM	8:00	8:03	[REDACTED]
4:30-5:00 AM	4:35	4:40	[REDACTED]	12:30- 1:00 PM	1234	1237	[REDACTED]	8:30- 9:00 PM	8:30	8:33	[REDACTED]
5:00-5:30 AM	5:10	5:15	[REDACTED]	1:00-1:30 PM	114	116	[REDACTED]	9:00-9:30 PM	9:00	9:03	[REDACTED]
5:30-6:00 AM	5:40	5:45	[REDACTED]	1:30-2:00 PM	131	133	[REDACTED]	9:30-10:00 PM	9:30	9:33	[REDACTED]
6:00-6:30 AM	6:00	6:05	[REDACTED]	2:00-2:30 PM	210	212	[REDACTED]	10:00-10:30 PM	10:00	10:03	[REDACTED]
6:30-7:00 AM	6:40	6:45	[REDACTED]	2:30-3:00 PM	256	252	[REDACTED]	10:30-11:00 PM	10:30	10:33	[REDACTED]
7:00-7:30 AM	7:00	7:05	[REDACTED]	3:00-3:30 PM	301	303	[REDACTED]	11:00-11:30 PM	11:00	11:03	[REDACTED]
7:30-8:00 AM	7:30	7:35	[REDACTED]	3:30-4:00 PM	339	340	[REDACTED]	11:30-12:00 PM	11:30	11:33	[REDACTED]

MORNING WATCH  
OPERATIONS  
LIEUTENANT

[REDACTED]

DAY WATCH  
OPERATIONS  
LIEUTENANT

[REDACTED]

EVENING WATCH  
OPERATIONS  
LIEUTENANT

[REDACTED]

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 \_\_\_\_\_



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



DATE: 08/07/2019

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	1211	1212	[REDACTED]	8:00-8:30 AM	811	812	[REDACTED]	4:00-4:30 PM	410	411	[REDACTED]
12:30-1:00 AM	1240	1241	[REDACTED]	8:30-9:00 AM	842	844	[REDACTED]	4:30-5:00 PM	442	443	[REDACTED]
1:00-1:30 AM	117	118	[REDACTED]	9:00-9:30 AM	918	919	[REDACTED]	5:00-5:30 PM	508	509	[REDACTED]
1:30-2:00 AM	139	140	[REDACTED]	9:30-10:00 AM	951	952	[REDACTED]	5:30-6:00 PM	540	541	[REDACTED]
2:00-2:30 AM	204	205	[REDACTED]	10:00-10:30 AM	1022	1023	[REDACTED]	6:00-6:30 PM	612	613	[REDACTED]
2:30-3:00 AM	234	235	[REDACTED]	10:30-11:00 AM	1053	1054	[REDACTED]	6:30-7:00 PM	642	643	[REDACTED]
3:00-3:30 AM	306	307	[REDACTED]	11:00-11:30 AM	1125	1126	[REDACTED]	7:00-7:30 PM	712	713	[REDACTED]
3:30-4:00 AM	333	334	[REDACTED]	11:30-12:00 AM	1147	1148	[REDACTED]	7:30-8:00 PM	741	742	[REDACTED]
4:00-4:30 AM	412	413	[REDACTED]	12:00-12:30 PM	1221	1222	[REDACTED]	8:00-8:30 PM	809	810	[REDACTED]
4:30-5:00 AM	434	435	[REDACTED]	12:30-1:00 PM	1253	1254	[REDACTED]	8:30-9:00 PM	848	849	[REDACTED]
5:00-5:30 AM	506	507	[REDACTED]	1:00-1:30 PM	128	129	[REDACTED]	9:00-9:30 PM	918	919	[REDACTED]
5:30-6:00 AM	536	537	[REDACTED]	1:30-2:00 PM	200	200	[REDACTED]	9:30-10:00 PM	942	943	[REDACTED]
6:00-6:30 AM	612	613	[REDACTED]	2:00-2:30 PM	220	221	[REDACTED]	10:00-10:30 PM	1012	1013	[REDACTED]
6:30-7:00 AM	636	637	[REDACTED]	2:30-3:00 PM	251	252	[REDACTED]	10:30-11:00 PM	1042	1043	[REDACTED]
7:00-7:30 AM	710	711	[REDACTED]	3:00-3:30 PM	323	324	[REDACTED]	11:00-11:30 PM	1114	1115	[REDACTED]
7:30-8:00 AM	738	739	[REDACTED]	3:30-4:00 PM	350	351	[REDACTED]	11:30-12:00 PM	1141	1142	[REDACTED]

MORNING WATCH OPERATIONS LIEUTENANT	[REDACTED]	DAY WATCH OPERATIONS LIEUTENANT	[REDACTED]	EVENING WATCH OPERATIONS LIEUTENANT	[REDACTED]
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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 \_\_\_\_\_



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



DATE: 08/07/2019

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	1213	1214	[REDACTED]	8:00-8:30 AM	813	814	[REDACTED]	4:00-4:30 PM			
12:30- 1:00 AM	1242	1243	[REDACTED]	8:30- 9:00 AM	845	846	[REDACTED]	4:30-5:00 PM			
1:00-1:30 AM	119	1120	[REDACTED]	9:00-9:30 AM	921	922	[REDACTED]	5:00 -5:30 PM			
1:30-2:00 AM	141	142	[REDACTED]	9:30-10:00 AM	953	955	[REDACTED]	5:30-6:00 PM			
2:00-2:30 AM	202	203	[REDACTED]	10:00-10:30 AM	1024	1029	[REDACTED]	6:00-6:30 PM			
2:30-3:00 AM	232	233	[REDACTED]	10:30-11:00 AM	1055	1056	[REDACTED]	6:30-7:00 PM			
3:00-3:30 AM	304	305	[REDACTED]	11:00-11:30 AM	1127	1128	[REDACTED]	7:00-7:30 PM			
3:30-4:00 AM	331	332	[REDACTED]	11:30-12:00 AM	1149	1150	[REDACTED]	7:30-8:00 PM			
4:00-4:30 AM	410	411	[REDACTED]	12:00-12:30 PM	1223	1224	[REDACTED]	8:00-8:30 PM			
4:30-5:00 AM	432	433	[REDACTED]	12:30- 1:00 PM	1255	1256	[REDACTED]	8:30- 9:00 PM			
5:00 -5:30 AM	504	505	[REDACTED]	1:00-1:30 PM	130	131	[REDACTED]	9:00-9:30 PM			
5:30-6:00 AM	534	535	[REDACTED]	1:30-2:00 PM	145	146	[REDACTED]	9:30-10:00 PM			
6:00-6:30 AM	610	611	[REDACTED]	2:00-2:30 PM	222	223	[REDACTED]	10:00-10:30 PM			
6:30-7:00 AM	634	635	[REDACTED]	2:30-3:00 PM	253	254	[REDACTED]	10:30-11:00 PM			
7:00-7:30 AM	708	709	[REDACTED]	3:00-3:30 PM	325	326	[REDACTED]	11:00-11:30 PM			
7:30-8:00 AM	736	737	[REDACTED]	3:30-4:00 PM	353	354	[REDACTED]	11:30-12:00 PM			

MORNING WATCH OPERATIONS LIEUTENANT	[REDACTED]	DAY WATCH OPERATIONS LIEUTENANT	[REDACTED]	EVENING WATCH OPERATIONS LIEUTENANT	[REDACTED]
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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 \_\_\_\_\_



MCC NEW YORK  
SPECIAL HOUSING UNIT  
30 MINUTE CHECK SHEET

L-TIER

DATE: 08/07/2019

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	1202	1204	[REDACTED]	8:00-8:30 AM	803	804	[REDACTED]	4:00-4:30 PM	402	403	[REDACTED]
12:30- 1:00 AM	1231	1233	[REDACTED]	8:30- 9:00 AM	834	835	[REDACTED]	4:30-5:00 PM	434	435	[REDACTED]
1:00-1:30 AM	110	111	[REDACTED]	9:00-9:30 AM	910	911	[REDACTED]	5:00-5:30 PM	502	503	[REDACTED]
1:30-2:00 AM	132	133	[REDACTED]	9:30-10:00 AM	942	943	[REDACTED]	5:30-6:00 PM	532	533	[REDACTED]
2:00-2:30 AM	210	211	[REDACTED]	10:00-10:30 AM	1014	1015	[REDACTED]	6:00-6:30 PM	604	605	[REDACTED]
2:30-3:00 AM	240	241	[REDACTED]	10:30-11:00 AM	1045	1046	[REDACTED]	6:30-7:00 PM	634	635	[REDACTED]
3:00-3:30 AM	312	313	[REDACTED]	11:00-11:30 AM	1117	1118	[REDACTED]	7:00-7:30 PM	704	705	[REDACTED]
3:30-4:00 AM	339	340	[REDACTED]	11:30-12:00 AM	1139	1140	[REDACTED]	7:30-8:00 PM	733	734	[REDACTED]
4:00-4:30 AM	418	419	[REDACTED]	12:00-12:30 PM	1213	1214	[REDACTED]	8:00-8:30 PM	802	803	[REDACTED]
4:30-5:00 AM	443	444	[REDACTED]	12:30- 1:00 PM	1245	1246	[REDACTED]	8:30- 9:00 PM	834	835	[REDACTED]
5:00-5:30 AM	512	513	[REDACTED]	1:00-1:30 PM	120	121	[REDACTED]	9:00-9:30 PM	910	911	[REDACTED]
5:30-6:00 AM	542	543	[REDACTED]	1:30-2:00 PM	152	153	[REDACTED]	9:30-10:00 PM	934	935	[REDACTED]
6:00-6:30 AM	618	619	[REDACTED]	2:00-2:30 PM	212	213	[REDACTED]	10:00-10:30 PM	1004	1005	[REDACTED]
6:30-7:00 AM	644	645	[REDACTED]	2:30-3:00 PM	243	244	[REDACTED]	10:30-11:00 PM	1036	1037	[REDACTED]
7:00-7:30 AM	716	717	[REDACTED]	3:00-3:30 PM	315	316	[REDACTED]	11:00-11:30 PM	1106	1107	[REDACTED]
7:30-8:00 AM	744	745	[REDACTED]	3:30-4:00 PM	342	343	[REDACTED]	11:30-12:00 PM	1132	1133	[REDACTED]

MORNING WATCH OPERATIONS LIEUTENANT	[REDACTED]	DAY WATCH OPERATIONS LIEUTENANT	[REDACTED]	EVENING WATCH OPERATIONS LIEUTENANT	[REDACTED]
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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 \_\_\_\_\_



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

DATE: 08/07/2019

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		8:00-8:30 AM	805	806		4:00-4:30 PM	404	405	
12:30- 1:00 AM	1234	1235		8:30- 9:00 AM	836	837		4:30-5:00 PM	436	437	
1:00-1:30 AM	111	112		9:00-9:30 AM	912	913		5:00-5:30 PM	504	505	
1:30-2:00 AM	133	134		9:30-10:00 AM	944	945		5:30-6:00 PM	534	535	
2:00-2:30 AM	211	212		10:00-10:30 AM	1016	1017		6:00-6:30 PM	606	607	
2:30-3:00 AM	241	242		10:30-11:00 AM	1047	1048		6:30-7:00 PM	636	637	
3:00-3:30 AM	310	311		11:00-11:30 AM	1119	1120		7:00-7:30 PM	706	707	
3:30-4:00 AM	337	338		11:30-12:00 AM	1141	1142		7:30-8:00 PM	735	736	
4:00-4:30 AM	416	417		12:00-12:30 PM	1215	1216		8:00-8:30 PM	804	805	
4:30-5:00 AM	441	442		12:30- 1:00 PM	1247	1248		8:30- 9:00 PM	836	837	
5:00-5:30 AM	510	511		1:00-1:30 PM	122	123		9:00-9:30 PM	912	913	
5:30-6:00 AM	540	541		1:30-2:00 PM	154	155		9:30-10:00 PM	936	937	
6:00-6:30 AM	616	617		2:00-2:30 PM	214	215		10:00-10:30 PM	1006	1007	
6:30-7:00 AM	642	643		2:30-3:00 PM	245	246		10:30-11:00 PM	1038	1039	
7:00-7:30 AM	714	715		3:00-3:30 PM	317	318		11:00-11:30 PM	1108	1109	
7:30-8:00 AM	742	743		3:30-4:00 PM	344	345		11:30-12:00 PM	1134	1135	

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 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 \_\_\_\_\_



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



ZA

TIER-J

DATE: 08/07/2019

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	807	808		4:00-4:30 PM	406	407	
12:30- 1:00 AM	1236	1237		8:30- 9:00 AM	838	839		4:30-5:00 PM	438	439	
1:00-1:30 AM	113	114		9:00-9:30 AM	914	915		5:00 -5:30 PM	506	507	
1:30-2:00 AM	135	136		9:30-10:00 AM	946	947		5:30-6:00 PM	536	537	
2:00-2:30 AM	208	209		10:00-10:30 AM	1018	1019		6:00-6:30 PM	608	609	
2:30-3:00 AM	238	239		10:30-11:00 AM	1049	1050		6:30-7:00 PM	638	639	
3:00-3:30 AM	308	309		11:00-11:30 AM	1121	1122		7:00-7:30 PM	708	709	
3:30-4:00 AM	338	336		11:30-12:00 AM	1143	1144		7:30-8:00 PM	737	738	
4:00-4:30 AM	414	415		12:00-12:30 PM	1217			8:00-8:30 PM	806	807	
4:30-5:00 AM	439	440		12:30- 1:00 PM	1249			8:30- 9:00 PM	838	839	
5:00 -5:30 AM	508	509		1:00-1:30 PM	124			9:00-9:30 PM	914	915	
5:30-6:00 AM	538	539		1:30-2:00 PM	156			9:30-10:00 PM	938	939	
6:00-6:30 AM	604	605		2:00-2:30 PM	216			10:00-10:30 PM	1008	1009	
6:30-7:00 AM	640	641		2:30-3:00 PM	247			10:30-11:00 PM	1040	1041	
7:00-7:30 AM	712	713		3:00-3:30 PM	319			11:00-11:30 PM	1110	1111	
7:30-8:00 AM	740	741		3:30-4:00 PM	346			11:30-12:00 PM	1136	1137	

MORNING WATCH  
OPERATIONS  
LIEUTENANT

DAY WATCH  
OPERATIONS  
LIEUTENANT

EVENING WATCH  
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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 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 \_\_\_\_\_



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



DATE: 08/07/2019

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		8:00-8:30 AM	809	810		4:00-4:30 PM	408	409	
12:30- 1:00 AM	1238	1239		8:30- 9:00 AM	841	842		4:30-5:00 PM	440	441	
1:00-1:30 AM	115	116		9:00-9:30 AM	914	917		5:00 -5:30 PM	506	507	
1:30-2:00 AM	137	138		9:30-10:00 AM	948	949		5:30-6:00 PM	538	539	
2:00-2:30 AM	206	207		10:00-10:30 AM	1020	1021		6:00-6:30 PM	610	611	
2:30-3:00 AM	236	237		10:30-11:00 AM	1051	1052		6:30-7:00 PM	640	641	
3:00-3:30 AM	308	309		11:00-11:30 AM	1123	1124		7:00-7:30 PM	710	711	
3:30-4:00 AM	335	336		11:30-12:00 AM	1145	1146		7:30-8:00 PM	739	740	
4:00-4:30 AM	414	415		12:00-12:30 PM	1219	1220		8:00-8:30 PM	808	809	
4:30-5:00 AM	440	441		12:30- 1:00 PM	1251	1252		8:30- 9:00 PM	846	847	
5:00 -5:30 AM	508	509		1:00-1:30 PM	126	127		9:00-9:30 PM	916	917	
5:30-6:00 AM	544	545		1:30-2:00 PM	158	159		9:30-10:00 PM	940	941	
6:00-6:30 AM	608	609		2:00-2:30 PM	218	219		10:00-10:30 PM	1010	1011	
6:30-7:00 AM	638	639		2:30-3:00 PM	249	250		10:30-11:00 PM	1042	1043	
7:00-7:30 AM	712	713		3:00-3:30 PM	321	322		11:00-11:30 PM	1112	1113	
7:30-8:00 AM	740	741		3:30-4:00 PM	348	349		11:30-12:00 PM	1138	1140	

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 \_\_\_\_\_