

MARICOPA COUNTY SHERIFF'S OFFICE

Bureau of Internal Oversight

Audits and Inspections Unit



February 2025 Custody Facility and Property Inspection

Inspection # BI2025-0027

The Audits and Inspections Unit (AIU) of the Sheriff's Office Bureau of Internal Oversight (BIO) will conduct Custody Bureau Facility and Property Inspections on a bimonthly basis. The purpose of this inspection is to ensure compliance with Office Policies and to promote proper handling of Property and Evidence. To achieve this, inspectors will select for an on-site inspection, one of the MCSO facilities/divisions and conduct an inspection using the *Custody Bureau Facility and Property Inspection Matrix* developed by the AIU.

Matrix Procedures:

Because of the size and complexity of the various facilities and other divisions, for larger facilities, the inspectors may randomly select up to five areas of the selected facility or division for inspection. On the day of the inspection, using the "Omnigo" Property and Evidence tracking system, a current printout of all outstanding Property and Evidence records for the facility/division being inspected will be obtained.

Criteria:

CP-6, *Blood Borne Pathogens*
DA-1, *Emergency Procedures for Custody Bureau Facilities*
DA-2, *Inspection and Testing of Emergency Equipment*
DB-1, *Inmate Custody Records and Files*
DB-2, *Shift Logs and Hardbound Logbooks*
DB-3, *Custody Facility Security Surveillance Systems*
DG-3, *4th Avenue Jail Safety and Sanitation*
DG-4, *Kitchen Security and Knife-Utensil Control*
DH-2, *Control Rooms and Security Equipment*
DH-5, *Custody Key Control*
DH-6, *Inmates Supervision, Security Walks, and Headcounts*
DL-2, *Custody Bureau Facility Inspections*
DL-3, *Inmate Hygiene*
GA-3, *Division Operations Manual*
GB-2, *Command Responsibility*
GD-1, *General Office Procedures*
GD-4, *Use of Tobacco Products*
GD-15, *Emergency Evacuation Plans*
GE-3, *Property Management and Evidence Control*
GE-4, *Use, Assignment, and Operation of Vehicles*
GF-3, *Criminal History Record Information and Public Records*
GM-1, *Electronic Communications, Data and Voice Mail*

Conditions:

On February 19, 2025, a Facility and Property inspection was conducted for the Custody Hospital Unit (CHU). The CHU is a subunit of the Inmate Medical Services (IMS) division. The CHU operates out of their office located at the Valleywise Health Medical Center (VHMC). The VHMC is one of the various medical facilities operated by Valleywise Health, a Maricopa County Special Health Care District. The VHMC is located at 2601 E. Roosevelt Street, Phoenix, AZ 85008.

The CHU has a unique and critical mission within the MCSO. When an inmate that is being housed at one of the various MCSO jails requires medical treatment beyond the capabilities of what the Correction Health Services (CHS) can provide at their assigned facility, the inmate is transported to a local hospital. The movement of the inmate from the jail to the

hospital is accomplished by either ambulance or CHU transport van, depending on the medical needs of the inmate and the urgency of the care required. The medical needs and the urgency of treatment also determines to which hospital the inmate will be taken. The CHU division not only coordinates and provides for the safe transportation of the inmate, it also ensures the safety and security of the inmate, medical staff, and the public while the inmate receives necessary medical treatment at one of the various hospitals throughout the Phoenix metropolitan area.

A second facet of the mission of the CHU is the coordination with CHS for the transportation of inmates that require access to routine specialized medical treatment and/or follow-up clinical visits for care not otherwise available at the CHS medical facilities within the MCSO jails. These treatments/appointments require that inmates be transported and escorted by CHU officers to appointments at the Valleywise Health network of providers and specialists located throughout the Phoenix metropolitan area.

The Inmate Medical Services division is headed by a Captain and the Custody Hospital Unit is currently led by a lieutenant and staffed by 40 detention officers and 7 sergeants. The CHU operates 24 hours a day, 365 days a year. As of the end of 2024, the division received and processed in excess of 2,900 inmate transport for emergency room treatment at the various Phoenix area hospitals. The division also transported inmates to nearly 3,000 medical appointments at the various clinics and network providers.

Upon arrival at the CHU office located at the VHMC, the AIU inspection team was met by the CHU lieutenant and the Field Training Officer (FTO). A short in-brief was conducted where the inspection process was explained. After the in-brief, the inspection team and escorts broke into 2 separate inspection groups to conduct the inspection more efficiently. After the inspection was completed, an informal briefing was conducted with the commander and FTO. The inspectors briefed on their findings and observations. A summary of the inspection findings and observations follows:

Section 1 Administration/Supervision:

The escorting personnel, as well as other staff on duty, expeditiously provided every document that was requested, answered all questions posed, and indicated where files, documents, and records were stored.

The CHU is in full compliance with the inspection requirements for this section.

Section 2 Facility and Operations:

The areas under the purview of the CHU were clean and presented a professional work environment. All areas where CHU operates within the VHMC were inspected. Because of the unique requirements that exist when inmates are admitted to the VHMC, an admitted inmate was randomly selected by the inspection team for a visit. During this visit, the safety and security practices were observed by the inspection team. Personnel providing security were observed and positively interacted with the AIU inspectors. The inmate and the room they were in appeared safe and appropriately secured in accordance with applicable MCSO policies and CHU security protocols.

In addition to inspection of the physical plant, a review of certain required electronic recordkeeping entries was also performed. During the review of these records, the inspector noted 100% compliance with the required entries and documentations in the various shift logs for the unit.

The CHU is in full compliance with the inspection requirements for this section.

Section 3 Property and Evidence:

Because of the unique operational circumstances of the Custody Hospital Unit, assigned personnel do not routinely handle inmate property and/or evidence. The inspection team queried on-duty personnel on their process, and they verbally outlined their procedures which demonstrated their knowledge of current policy and procedures for impounding found property and/or evidence. The inspection team reviewed with supervisory personnel the policy requirements in case found property and/or evidence needs to be processed, including the safeguarding the property, pulling a “Found Property” Incident Report (IR), and the need to promptly transfer the found property and/or evidence to the Property Management Division.

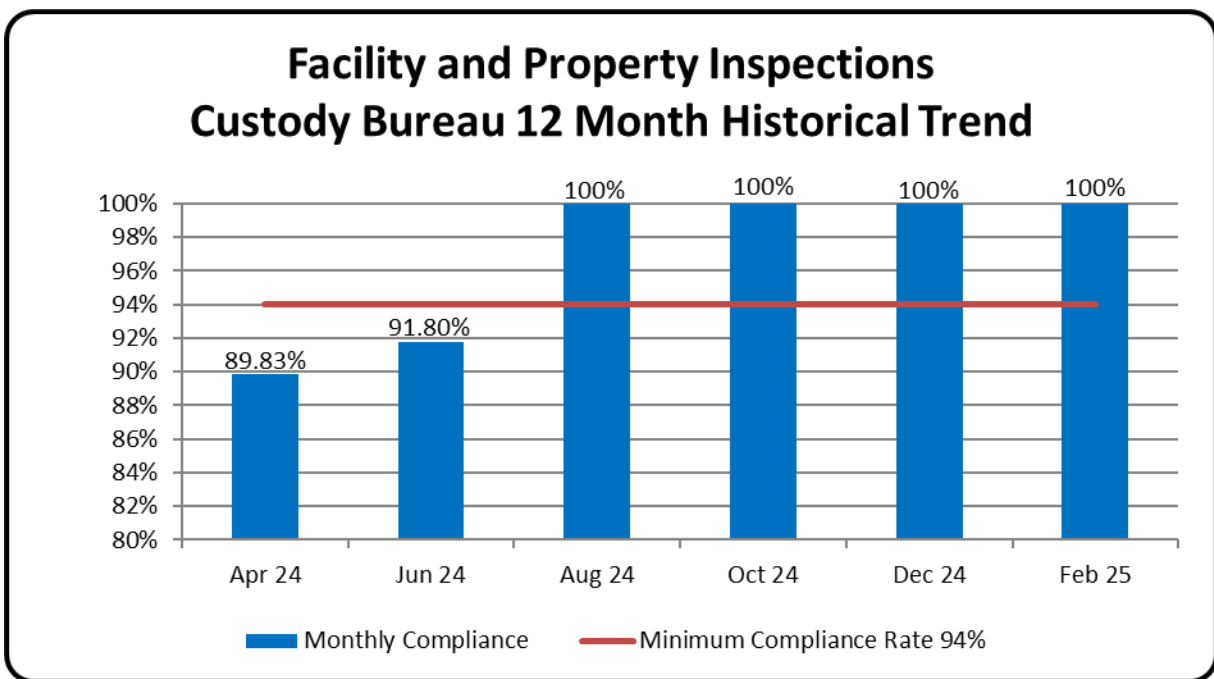
The CHU is in full compliance with the inspection requirements for this section.

Additional Observations:

Throughout the inspection visit, the inspectors were granted full access to all office spaces, storage rooms, filing cabinets, desk drawers, and any other containers found.

Additionally, during the inspection, no evidence was discovered indicating that MCSO equipment was being used in a manner that discriminates or denigrates anyone on the basis of race, color, nationality/national origin, immigration status, age, religious beliefs/religion, gender, culture/cultural group, sexual orientation, gender identity/expression, veteran status, ancestry, physical or mental disability, ethnic background, or socioeconomic status, or that property and/or evidence was being mishandled.

Below is the 12-month historical comparison of compliance rates for the Custody Bureau Facility and Property inspections.



Action Required:

Inspection *BI2025-0027* resulted in **100%** overall compliance with **No** *BIO Action* forms requested.

Notes:

All supporting documentation (working papers) is included in the inspection file number *BI2025-0027* and contained within IA Pro.

Date Inspection Started: February 14, 2025
Date Completed: February 19, 2025
Timeframe Inspected: February 14 to February 19, 2025
Assigned Inspector: Sr. Auditor M. Rodriguez A9047

I have reviewed this inspection report.

Lt Andrew Rankin S1839

03/13/2025

Lieutenant A. Rankin S1839
Commander, Audits and Inspections Unit
Bureau of Internal Oversight

Date