
KANSAS CITY, KANSAS POLICE

GENERAL ORDER

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REFERENCE: CALEA Ch. 1 & 71

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CROSS REFERENCE:

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- A. To establish guidelines for the safe and efficient transport of prisoners.

II. PROCEDURE

A. Search of Prisoner Prior to Transport

1. Officers transporting prisoners are responsible for their safety and security. Prisoners will be thoroughly searched for weapons or articles that could be used as weapons prior to being placed in the transporting vehicle. This will include:
 - a. Incident to initial arrest.
 - b. When receiving prisoners from another officer or jurisdiction.
2. Weapons, contraband, evidence, and other items discovered on the prisoner will be taken and secured in accordance with procedures for recovering property.

B. Examination and Search of Transport Vehicles

1. Each time a prisoner is transported, the vehicle to be used for the transportation of the prisoner(s) will be searched for weapons and/or contraband, without exception. The vehicle will be searched both prior to and after transporting prisoners. Since any district vehicle may be used for transporting prisoners, each officer shall inspect their assigned vehicle at the start of each shift. This will be done to insure that the vehicle does not contain weapons and/or contraband and is in safe working condition.

C. Security of Prisoners in Transport

1. Prisoners should only be transported in a vehicle equipped with a "cage", whenever possible, for the safety of both the prisoner and the officer. The transporting officer must keep the prisoner under observation at all times. No more than two prisoners will be transported in a "caged" unit. If more than two prisoners require transport, the Prisoner Transport Vehicle (PTV) or additional units should be requested. If only one prisoner is transported, they should be placed in the right rear seat of the "caged" unit. This will allow better observation of the prisoner by the officer.
 - a. If there are no caged units or PTV's available, and a second officer is available, the prisoner will be transported in the back seat with an officer seated in the back seat to watch the arrestee. The arrestee will be seat belted in the rear passenger side seat.
 - b. The preferred method of prisoner transport is to use a vehicle equipped with a barrier. However, if there are no caged vehicles or a PTV available and it is impractical for a second officer to assist in the transport, the officer may transport without a cage when the prisoner appears to be cooperative and non-combative and the officer believes it is safe to do so.
2. Prisoners will be secured in the back seat of the car or PTV with the safety belt, when one is available. If there is a specific reason why a particular arrestee cannot be seat belted due to the safety of the officer or the arrestee, the officer will document why a seatbelt could not be applied in the arrest report.
3. Prisoners will be transported by the most direct route from point of origin to the destination. Under no circumstances will stops be made at the request of the prisoner once en route.
4. Under normal circumstances, prisoners will be handcuffed with their arms behind their backs while in transport.
5. Mentally handicapped or dangerous prisoners should be transported by the PTV when possible. If the PTV is unavailable, two units should be utilized to transport the individual.

6. Officers must use discretion in the use of restraints on physically handicapped persons with regard to the degree of handicap, strength of the prisoner, prisoner mobility, nature of offense, and mental state of the prisoner. Arrangements will be made in advance for transport of prisoners requiring special equipment (wheelchairs, crutches, etc.).
7. While a prisoner is in transport, he shall not be permitted to communicate with others.

D. Response to Calls for Service While Transporting Prisoners

1. Officers transporting prisoners will not normally stop to respond to calls for service. Transporting officers will render service only in clearly life-threatening situations. Before stopping, the officer will insure that the risk to the prisoner is minimal.

E. Escape of Prisoner

1. If a prisoner should escape from custody, the transporting officer will take the following actions:
 - a. Notify the dispatcher immediately of the location, prisoner description, charges, direction and mode of travel, and description of any accomplices.
 - b. Request that the dispatcher notify surrounding agencies and request their assistance when applicable.
 - c. Notify immediate supervisor.
 - d. Coordinate with assisting units in search for and apprehension of the escapee until relieved by the supervisor. Prior to completing their tour of duty, the transporting officer shall make an escape offense report and an investigative report detailing the escape and actions taken by the officer.

F. Security of Prisoners Transported to Medical Facilities

1. Restraints will be used at the officer's discretion with regard being given to the nature of illness or injury, prisoner's mental state, mobility, and seriousness of the offense. The transporting officer will remain with the prisoner at all times while at the medical care facility unless otherwise directed by the attending physician for medical reasons. Prisoners with life threatening illness or serious injuries will be transported by ambulance. An officer may be assigned by the shift supervisor to either ride with the prisoner or to escort the ambulance.
2. If a prisoner being held for a minor offense is admitted to a medical facility, the officer will immediately notify the shift supervisor. The shift supervisor will make a determination if the officer should remain with the prisoner. If the supervisor authorizes, the officer will make arrangements with security staff at the medical facility to notify the Unified Government Communications Center when the prisoner can be released. This will be done by completing the "Patient Release Notification" Form and providing a copy to the necessary medical facility personnel and security staff. The officer will also notify security staff of the prisoner's past behavior, seriousness of the offense, and any other pertinent security information.
3. If a prisoner being held for a felony offense is admitted to a medical treatment facility two officers shall remain with the prisoner who will be handcuffed or shackled. If medical personnel request that the suspect's restraints be removed indefinitely the Division Commander will be notified prior to their removal. The shift supervisors will be responsible for scheduling 24-hour security of the prisoner, until felony charges are filed. After filing a felony charge, the Sheriff's Office takes responsibility for the prisoner.

G. Transporting Prisoners with Disabilities.

1. Employees should use appropriate precautions and safety techniques in arresting all people, whether or not they have a disability. Officers should follow all policies and standard techniques for arrest when taking a person with disabilities into custody.
2. Consideration should be given to the special needs of some people with disabilities in an arrest situation. Response in these situations requires discretion and will be based, in great part, on the officer's knowledge of characteristics and severity of the disability, the level of resistance exhibited by the suspect, and immediacy of the situation. In arrest situations, employees may encounter the following:
 - a. A person whose disability affects the muscular or skeletal system may not be able to be restrained using handcuffs or other standard techniques. Alternative methods should be sought after a Field Supervisor is notified, responds, and authorizes such method of transport. Upon Supervisor approval, the Communications Unit will contact Fire Department Unit #41, the FD-EMS Field Supervisor, who will determine the appropriate transport. A Kansas City, Kansas Police Officer will accompany the prisoner in the back of the ambulance to the Wyandotte County Jail. The Police Department will assume responsibility for the transporting of the prisoner's wheelchair to the jail since it cannot be appropriately secured in the back of the ambulance. The prisoner will be transported on the cot with arms handcuffed in front. The prisoner's legs may also be restrained by Police Department personnel or as appropriate by Fire Department personnel.
 - b. Some people with disabilities require physical aids (canes, wheel chairs, leg braces) to maintain their mobility. Once the immediate presence of danger has diminished and the suspect is safely in custody (for questioning, etc.), every effort should be made to return the device. If mobility aids must be withheld, the prisoner must be closely monitored to ensure that his or her needs are met.
 - c. Prescribed medication may be required at regular intervals by people with disabilities (diabetes, epilepsy). Medical personnel (the suspect's physician, on-call medical staff, emergency room medical staff) should be contacted immediately to determine the importance of administering the medication, potential for overdose, etc.

- d. Some people with disabilities may not have achieved communications comprehension levels sufficient to understand their individual rights in an arrest situation. (For people who are deaf, there is no sign language for the term "waive" in regard to the Miranda rights. Yet, in an effort to be cooperative, a suspect who is deaf may acknowledge that he or she is willing to give up his or her rights.) Officers must take extra care to ensure that the rights of the accused are protected.

H. Vehicles Utilized for Prisoner Transport

1. Prisoners should be transported only in vehicles, which are equipped with a "cage", which separates the front seating area from the rear seating area. Door handles and window cranks will be removed from the rear doors of the vehicles, if necessary, to prevent their use by the prisoner. The rear doors will be kept locked while in transit and the locking mechanism will be accessible from the front area of the vehicle.
2. A Prisoner Transport Vehicle (PTV) may be used when available to transport any prisoner to the Detention Center. If a PTV is going to transport, the arresting officer will complete all reports necessary for booking and turn them over to the transporting officer prior to transport. The PTV may transport multiple prisoners, however, male and female prisoners will not be transported in the same enclosed section (cage) of the Prisoner Transport Vehicle.
3. A Prisoner Transport Vehicle (PTV) will be used to transport combative prisoners. Officers may secure a combative prisoner's legs with a leg restraint (strap) to prevent injury to officers or the prisoner.

I. Prisoner Identification

1. Prisoners being transported from other detention facilities will be positively identified prior to transport. This will be accomplished by the transporting officer utilizing all available material. This could include; warrant information, any records that might accompany the prisoner, etc. Any identification information on the prisoner should be kept with the prisoner and given to booking personnel.

J. Transporting Persons of the Opposite Sex

1. Anytime a member of the Department transports a member of the opposite sex in a Department vehicle, the following procedure will be utilized.
 - a. Officers will provide their radio numbers, starting locations, destination, race and sex of the prisoner and the starting mileage in a radio broadcast to dispatch prior to transporting a prisoner.
 - b. Upon arrival at the destination, officers will advise dispatch and relay the ending mileage.
 - c. The dispatcher will acknowledge both transmissions and state the exact time (including seconds) of broadcasts.
2. Officers are not required to supply this information when transporting department personnel, family members and departmentally approved ride-alongs.