



**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		8:30-9:00 AM					4:30-5:00 PM			
1:00-1:30 AM	111	112		9:00-9:30 AM					5:00-5:30 PM			
1:30-2:00 AM	134	135		9:30-10:00 AM					5:30-6:00 PM			
2:00-2:30 AM	207	208		10:00-10:30 AM					6:00-6:30 PM			
2:30-3:00 AM	241	242		10:30-11:00 AM					6:30-7:00 PM			
3:00-3:30 AM	304	308		11:00-11:30 AM					7:00-7:30 PM			
3:30-4:00 AM	313	344		11:30-12:00 AM					7:30-8:00 PM			
4:00-4:30 AM	416	417		12:00-12:30 PM					8:00-8:30 PM			
4:30-5:00 AM	440	441		12:30-1:00 PM					8:30-9:00 PM			
5:00-5:30 AM	508	509		1:00-1:30 PM					9:00-9:30 PM			
5:30-6:00 AM	511	512		1:30-2:00 PM					9:30-10:00 PM			
6:00-6:30 AM	610	611		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	[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 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.

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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	12 ¹¹	12 ¹²	[REDACTED]	8:00-8:30 AM				4:00-4:30 PM			
12:30-1:00 AM	12 ⁴⁵	12 ⁴⁴	[REDACTED]	8:30-9:00 AM				4:30-5:00 PM			
1:00-1:30 AM	1 ¹³	1 ¹⁴	[REDACTED]	9:00-9:30 AM				5:00-5:30 PM			
1:30-2:00 AM	1:37	138	[REDACTED]	9:30-10:00 AM				5:30-6:00 PM			
2:00-2:30 AM	2 ¹¹	2 ²⁰	[REDACTED]	10:00-10:30 AM				6:00-6:30 PM			
2:30-3:00 AM	2 ⁴⁵	2 ⁴⁶	[REDACTED]	10:30-11:00 AM				6:30-7:00 PM			
3:00-3:30 AM	3 ¹¹	3 ²	[REDACTED]	11:00-11:30 AM				7:00-7:30 PM			
3:30-4:00 AM	3 ⁴³	3 ⁴⁴	[REDACTED]	11:30-12:00 AM				7:30-8:00 PM			
4:00-4:30 AM	4 ¹⁰	4 ¹¹	[REDACTED]	12:00-12:30 PM				8:00-8:30 PM			
4:30-5:00 AM	4 ⁴⁰	4 ⁴¹	[REDACTED]	12:30-1:00 PM				8:30-9:00 PM			
5:00-5:30 AM	5 ¹⁰	5 ¹¹	[REDACTED]	1:00-1:30 PM				9:00-9:30 PM			
5:30-6:00 AM	5 ⁴³	5 ⁴⁴	[REDACTED]	1:30-2:00 PM				9:30-10:00 PM			
6:00-6:30 AM	6 ¹²	6 ¹³	[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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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 10 minutes apart. All observations must be documented.

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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	12:05	12:06	[REDACTED]	8:00-8:30 AM				4:00-4:30 PM			
12:30-1:00 AM	12:39	12:38	[REDACTED]	8:30-9:00 AM				4:30-5:00 PM			
1:00-1:30 AM	1:07	1:08	[REDACTED]	9:00-9:30 AM				5:00-5:30 PM			
1:30-2:00 AM	1:35	1:36	[REDACTED]	9:30-10:00 AM				5:30-6:00 PM			
2:00-2:30 AM	2:05	2:06	[REDACTED]	10:00-10:30 AM				6:00-6:30 PM			
2:30-3:00 AM	2:39	2:40	[REDACTED]	10:30-11:00 AM				6:30-7:00 PM			
3:00-3:30 AM	3:05	3:06	[REDACTED]	11:00-11:30 AM				7:00-7:30 PM			
3:30-4:00 AM	3:39	3:40	[REDACTED]	11:30-12:00 AM				7:30-8:00 PM			
4:00-4:30 AM	4:12	4:13	[REDACTED]	12:00-12:30 PM				8:00-8:30 PM			
4:30-5:00 AM	4:36	4:37	[REDACTED]	12:30-1:00 PM				8:30-9:00 PM			
5:00-5:30 AM	5:04	5:05	[REDACTED]	1:00-1:30 PM				9:00-9:30 PM			
5:30-6:00 AM	5:39	5:38	[REDACTED]	1:30-2:00 PM				9:30-10:00 PM			
6:00-6:30 AM	6:06	6:07	[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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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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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	[REDACTED]	8:00-8:30 AM				4:00-4:30 PM			
12:30-1:00 AM	1251	1240	[REDACTED]	8:30-9:00 AM				4:30-5:00 PM			
1:00-1:30 AM	109	110	[REDACTED]	9:00-9:30 AM				5:00-5:30 PM			
1:30-2:00 AM	137	138	[REDACTED]	9:30-10:00 AM				5:30-6:00 PM			
2:00-2:30 AM	267	268	[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	207	308	[REDACTED]	11:00-11:30 AM				7:00-7:30 PM			
3:30-4:00 AM	341	342	[REDACTED]	11:30-12:00 AM				7:30-8:00 PM			
4:00-4:30 AM	414	415	[REDACTED]	12:00-12:30 PM				8:00-8:30 PM			
4:30-5:00 AM	438	439	[REDACTED]	12:30-1:00 PM				8:30-9:00 PM			
5:00-5:30 AM	506	507	[REDACTED]	1:00-1:30 PM				9:00-9:30 PM			
5:30-6:00 AM	539	540	[REDACTED]	1:30-2:00 PM				9:30-10:00 PM			
6:00-6:30 AM	1006	1008	[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		EVENING WATCH OPERATIONS LIEUTENANT	
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12:00-12:30 AM	12 ⁰¹	12 ⁰²	[REDACTED]	8:00-8:30 AM				4:00-4:30 PM			
12:30- 1:00 AM	12 ³³	12 ³⁴	[REDACTED]	8:30- 9:00 AM				4:30-5:00 PM			
1:00-1:30 AM	1 ⁰³	1 ⁰⁴	[REDACTED]	9:00-9:30 AM				5:00-5:30 PM			
1:30-2:00 AM	1 ³¹	1 ³²	[REDACTED]	9:30-10:00 AM				5:30-6:00 PM			
2:00-2:30 AM	2 ⁰¹	2 ⁰²	[REDACTED]	10:00-10:30 AM				6:00-6:30 PM			
2:30-3:00 AM	2 ³⁵	2 ³⁶	[REDACTED]	10:30-11:00 AM				6:30-7:00 PM			
3:00-3:30 AM	3 ⁰¹	3 ⁰²	[REDACTED]	11:00-11:30 AM				7:00-7:30 PM			
3:30-4:00 AM	3 ³³	3 ³⁴	[REDACTED]	11:30-12:00 AM				7:30-8:00 PM			
4:00-4:30 AM	4 ⁰⁶	4 ⁰⁷	[REDACTED]	12:00-12:30 PM				8:00-8:30 PM			
4:30-5:00 AM	4 ³⁰	4 ³¹	[REDACTED]	12:30- 1:00 PM				8:30- 9:00 PM			
5:00-5:30 AM	5 ⁰⁰	5 ⁰¹	[REDACTED]	1:00-1:30 PM				9:00-9:30 PM			
5:30-6:00 AM	5 ³³	5 ³⁴	[REDACTED]	1:30-2:00 PM				9:30-10:00 PM			
6:00-6:30 AM	6 ⁰²	6 ⁰³	[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			
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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	12 ⁰³	12 ⁰⁴	[REDACTED]	8:00-8:30 AM				4:00-4:30 PM			
12:30-1:00 AM	12 ³⁵	12 ³⁶	[REDACTED]	8:30-9:00 AM				4:30-5:00 PM			
1:00-1:30 AM	1 ⁰⁵	1 ⁰⁶	[REDACTED]	9:00-9:30 AM				5:00-5:30 PM			
1:30-2:00 AM	1 ³³	1 ³⁴	[REDACTED]	9:30-10:00 AM				5:30-6:00 PM			
2:00-2:30 AM	2 ⁰³	2 ⁰⁴	[REDACTED]	10:00-10:30 AM				6:00-6:30 PM			
2:30-3:00 AM	2 ²⁸	2 ²⁸	[REDACTED]	10:30-11:00 AM				6:30-7:00 PM			
3:00-3:30 AM	3 ⁰³	3 ⁰⁴	[REDACTED]	11:00-11:30 AM				7:00-7:30 PM			
3:30-4:00 AM	3 ³³	3 ³⁴	[REDACTED]	11:30-12:00 AM				7:30-8:00 PM			
4:00-4:30 AM	4 ⁰⁸	4 ⁰⁹	[REDACTED]	12:00-12:30 PM				8:00-8:30 PM			
4:30-5:00 AM	4 ³⁴	4 ³⁵	[REDACTED]	12:30-1:00 PM				8:30-9:00 PM			
5:00-5:30 AM	5 ⁰²	5 ⁰³	[REDACTED]	1:00-1:30 PM				9:00-9:30 PM			
5:30-6:00 AM	5 ³⁰	5 ³¹	[REDACTED]	1:30-2:00 PM				9:30-10:00 PM			
6:00-6:30 AM	6 ⁰⁴	6 ⁰⁵	[REDACTED]	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			
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