



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	135	[REDACTED]	9:30-10:00 AM				5:30-6:00 PM			
2:00-2:30 AM	207	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	305	[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			[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.

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 <sup>11</sup>	12 <sup>12</sup>	[REDACTED]	8:00-8:30 AM				4:00-4:30 PM			
12:30-1:00 AM	12 <sup>43</sup>	12 <sup>44</sup>	[REDACTED]	8:30-9:00 AM				4:30-5:00 PM			
1:00-1:30 AM	1 <sup>13</sup>	1 <sup>14</sup>	[REDACTED]	9:00-9:30 AM				5:00-5:30 PM			
1:30-2:00 AM	1 <sup>:37</sup>	1 <sup>38</sup>	[REDACTED]	9:30-10:00 AM				5:30-6:00 PM			
2:00-2:30 AM	2 <sup>11</sup>	2 <sup>12</sup>	[REDACTED]	10:00-10:30 AM				6:00-6:30 PM			
2:30-3:00 AM	2 <sup>45</sup>	2 <sup>46</sup>	[REDACTED]	10:30-11:00 AM				6:30-7:00 PM			
3:00-3:30 AM	3 <sup>11</sup>	3 <sup>12</sup>	[REDACTED]	11:00-11:30 AM				7:00-7:30 PM			
3:30-4:00 AM	3 <sup>43</sup>	3 <sup>44</sup>	[REDACTED]	11:30-12:00 AM				7:30-8:00 PM			
4:00-4:30 AM	4 <sup>14</sup>	4 <sup>15</sup>	[REDACTED]	12:00-12:30 PM				8:00-8:30 PM			
4:30-5:00 AM	4 <sup>40</sup>	4 <sup>41</sup>	[REDACTED]	12:30-1:00 PM				8:30-9:00 PM			
5:00-5:30 AM	5 <sup>10</sup>	5 <sup>11</sup>	[REDACTED]	1:00-1:30 PM				9:00-9:30 PM			
5:30-6:00 AM	5 <sup>43</sup>	5 <sup>44</sup>	[REDACTED]	1:30-2:00 PM				9:30-10:00 PM			
6:00-6:30 AM	6 <sup>12</sup>	6 <sup>13</sup>	[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 30 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: 08/10/2019

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	12:05	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	5:34	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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CAPTAIN \_\_\_\_\_



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	[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	307	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	608	609	[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

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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 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 <sup>01</sup>	12 <sup>02</sup>	[REDACTED]	8:00-8:30 AM				4:00-4:30 PM			
12:30- 1:00 AM	12 <sup>33</sup>	12 <sup>34</sup>	[REDACTED]	8:30- 9:00 AM				4:30-5:00 PM			
1:00-1:30 AM	1 <sup>03</sup>	1 <sup>04</sup>	[REDACTED]	9:00-9:30 AM				5:00-5:30 PM			
1:30-2:00 AM	1 <sup>31</sup>	1 <sup>32</sup>	[REDACTED]	9:30-10:00 AM				5:30-6:00 PM			
2:00-2:30 AM	2 <sup>01</sup>	2 <sup>02</sup>	[REDACTED]	10:00-10:30 AM				6:00-6:30 PM			
2:30-3:00 AM	2 <sup>35</sup>	2 <sup>36</sup>	[REDACTED]	10:30-11:00 AM				6:30-7:00 PM			
3:00-3:30 AM	3 <sup>01</sup>	3 <sup>02</sup>	[REDACTED]	11:00-11:30 AM				7:00-7:30 PM			
3:30-4:00 AM	3 <sup>33</sup>	3 <sup>34</sup>	[REDACTED]	11:30-12:00 AM				7:30-8:00 PM			
4:00-4:30 AM	4 <sup>04</sup>	4 <sup>05</sup>	[REDACTED]	12:00-12:30 PM				8:00-8:30 PM			
4:30-5:00 AM	4 <sup>30</sup>	4 <sup>31</sup>	[REDACTED]	12:30- 1:00 PM				8:30- 9:00 PM			
5:00-5:30 AM	5 <sup>00</sup>	5 <sup>01</sup>	[REDACTED]	1:00-1:30 PM				9:00-9:30 PM			
5:30-6:00 AM	5 <sup>33</sup>	5 <sup>34</sup>	[REDACTED]	1:30-2:00 PM				9:30-10:00 PM			
6:00-6:30 AM	6 <sup>02</sup>	6 <sup>03</sup>	[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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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	1203	1204	[REDACTED]	8:00-8:30 AM				4:00-4:30 PM			
12:30- 1:00 AM	1235	1236	[REDACTED]	8:30- 9:00 AM				4:30-5:00 PM			
1:00-1:30 AM	105	106	[REDACTED]	9:00-9:30 AM				5:00-5:30 PM			
1:30-2:00 AM	133	134	[REDACTED]	9:30-10:00 AM				5:30-6:00 PM			
2:00-2:30 AM	203	204	[REDACTED]	10:00-10:30 AM				6:00-6:30 PM			
2:30-3:00 AM	228	230	[REDACTED]	10:30-11:00 AM				6:30-7:00 PM			
3:00-3:30 AM	303	304	[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	408	409	[REDACTED]	12:00-12:30 PM				8:00-8:30 PM			
4:30-5:00 AM	434	435	[REDACTED]	12:30- 1:00 PM				8:30- 9:00 PM			
5:00-5:30 AM	502	503	[REDACTED]	1:00-1:30 PM				9:00-9:30 PM			
5:30-6:00 AM	535	536	[REDACTED]	1:30-2:00 PM				9:30-10:00 PM			
6:00-6:30 AM	604	605	[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

DAY WATCH  
OPERATIONS  
LIEUTENANT

EVENING WATCH  
OPERATIONS  
LIEUTENANT

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