I. ENVIRONMENTAL HEALTH EVALUATION[[1]](#footnote-1)

**Adult Type I, II, III and IV Facilities**

| **ARTICLE/SECTION** | **YES** | **NO** | **N/A** | **COMMENTS** |
| --- | --- | --- | --- | --- |
| Approach for Providing Food Service Food served in the facility is prepared in the facility. If "No," respond to items 1 and 2 below prior to continuing with the checklist. |  |  |  |  |
| 1. Food is prepared at another city or county detention facility. |  |  |  |  |
| 1. Food is contracted through a private vendor who had been inspected and complies with provisions of CalCode. |  |  |  |  |
| **ARTICLE 11. MEDICAL/MENTAL HEALTH SERVICES** | | | | |
| 1230 Food Handlers The responsible physician, in cooperation with the food services manager and the facility administrator, shall develop written procedures for medical screening of incarcerated food service workers prior to working in the facility kitchen. |  |  |  |  |
| There shall be written procedures for education and ongoing monitoring and cleanliness of these workers in accordance with standards set forth in Health and Safety Code, California Retail Food Code. |  |  |  |  |
| **Article 12. Food** | | | | |
| 1243 Food Service Plan Facilities shall have a written food service plan that shall comply with the applicable California Retail Food Code. In facilities with an average daily population of 100 or more, there shall be employed or available, a trained experienced food services manager to prepare and implement a food service plan. In facilities of less than an average daily population of 100 that do not employ or have a food services manager available, the facility administrator shall prepare a food service plan. The plan shall include, but not limited to, the following policies and procedures: |  |  |  |  |
| (a) menu planning; |  |  |  |  |
| (b) purchasing; |  |  |  |  |
| (c) storage and inventory control; |  |  |  |  |
| (d) food preparation and handling, including provisions for food that is found to be contaminated, expired, showing obvious signs of spoilage, or otherwise not fit for human consumption; |  |  |  |  |
| (e) food serving; |  |  |  |  |
| (f) transporting food; |  |  |  |  |
| (g) orientation and ongoing training; |  |  |  |  |
| (h) personnel supervision; |  |  |  |  |
| (i) budgets and food cost accounting; |  |  |  |  |
| (j) documentation and record keeping; |  |  |  |  |
| (k) emergency feeding plan; |  |  |  |  |
| (l) waste management; |  |  |  |  |
| (m) maintenance and repair; and |  |  |  |  |
| (n) three-day mainline sample tray. |  |  |  |  |
| **1245** **Kitchen Facilities, Sanitation, and Food Service**  (a) Kitchen facilities, sanitation, and food preparation, service, and storage shall comply with standards set forth in Health and Safety Code, Division 104, Part 7, Chapters 1-13, Sections 113700 et seq. California Retail Food Code. |  |  |  |  |
| (b) In facilities where incarcerated people prepare meals for self-consumption or where frozen meals or pre-prepared food from other permitted food facilities (see Health and Safety Code Section 114381) are (re)heated and served, the following applicable California Retail Food Code standards may be waived by the local health officer:  (1) H & S Sections 114130-114141; |  |  |  |  |
| (2) H & S Sections 114099.6, 114095-114099.5, 114101-114109, 114123, and 114125, if a domestic or commercial dishwasher capable of providing heat to the surface of the utensils of a temperature of at least 165 degrees Fahrenheit, is used for the purpose of cleaning and sanitizing multi-service utensils and multi-service consumer utensils; |  |  |  |  |
| (3) H & S Sections 114149-114149.3 except that, regardless of such a waiver, the facility shall provide mechanical ventilation sufficient to remove gases, odors, steam, heat, grease, vapors and smoke from the kitchen; |  |  |  |  |
| (4) H & S Sections 114268-114269; and, |  |  |  |  |
| (5) H & S Sections 114279-114282. |  |  |  |  |
| **1246** **Food Serving and Supervision**  Policies and procedures shall be developed and implemented to ensure that appropriate work assignments are made and food handlers are adequately supervised. Food shall be prepared and served only under the immediate supervision of a staff member. |  |  |  |  |
| Article 13. Clothing and Personal Hygiene | | | | |
| **1260** **Standard Institutional Clothing**  The standard issue of climatically suitable clothing to incarcerated people held after arraignment in all but Court Holding, Temporary Holding and Type IV facilities shall include, but not be limited to:  (a) clean socks and footwear; |  |  |  |  |
| (b) clean outergarments; and, |  |  |  |  |
| (c) clean undergarments; |  |  |  |  |
| (1) for males - shorts and undershirt, and |  |  |  |  |
| (2) for females - bra and two pairs of panties. |  |  |  |  |
| The person’s personal undergarments and footwear may be substituted for the institutional undergarments and footwear specified in this regulation. This option notwithstanding, the facility has the primary responsibility to provide the personal undergarments and footwear. |  |  |  |  |
| All issued and exchanged clothing shall be clean and free of holes or tears, reasonably fitted, durable, easily laundered and repaired. |  |  |  |  |
| Undergarments shall be clean, free of holes or tears, and substantially free of stains. |  |  |  |  |
| Individuals shall be able to select the garment type more compatible with their gender identity and gender expression. |  |  |  |  |
| **1261** **Special Clothing**  Provision shall be made to issue suitable additional clothing, essential for incarcerated people to perform such special work assignments as food service, medical, farm, sanitation, mechanical, and other specified work. |  |  |  |  |
| All issued clothing must be clean, free of holes and tears. |  |  |  |  |
| **1262** **Clothing Exchange**  There shall be written policies and procedures developed by the facility administrator for the scheduled exchange of clothing. |  |  |  |  |
| Unless work, climatic conditions, illness, or California Retail Food Code necessitates more frequent exchange, outergarments, except footwear, shall be exchanged at least once each week. |  |  |  |  |
| Undergarments and socks shall be exchanged twice each week. |  |  |  |  |
| 1263 Clothing Supply There shall be a quantity of clean clothing, bedding, and linen available for actual and replacement needs of the population. |  |  |  |  |
| Written policy and procedures shall specify handling of laundry that is known or suspected to be contaminated with infectious material. |  |  |  |  |
| **1264** **Control of Vermin in Personal Clothing**  There shall be written policies and procedures developed by the facility administrator to control the contamination and/or spread of vermin in all incarcerated people’s personal clothing. |  |  |  |  |
| Infested clothing shall be cleaned, disinfected, or stored in a closed container so as to eradicate or stop the spread of the vermin. |  |  |  |  |
| **1265** **Issue of Personal Care Items**  There shall be written policies and procedures developed by the facility administrator for  the issue of personal hygiene items. |  |  |  |  |
| Each menstruating person shall be provided with sanitary napkins, panty liners, and tampons as requested with no maximum allowance. |  |  |  |  |
| Each person to be held over 24 hours who is unable to supply themself with the following personal care items, because of either indigency or the absence of a canteen, shall be issued:  (a) toothbrush, |  |  |  |  |
| (b) dentifrice, |  |  |  |  |
| (c) soap, |  |  |  |  |
| (d) comb, and |  |  |  |  |
| (e) shaving implements. |  |  |  |  |
| Personal care items shall be issued within the first 12 hours of housing assignment. |  |  |  |  |
| Incarcerated persons shall not be required to share any personal care items listed in items “a” through “d.” |  |  |  |  |
| Incarcerated people will not share disposable razors. |  |  |  |  |
| Double edged safety razors, electric razors, and other shaving instruments capable of breaking the skin, when shared among incarcerated people, must be disinfected between individual uses by the method prescribed by the State Board of Barbering and Cosmetology in Sections 979 and 980, Division 9, Title 16, California Code of Regulations. |  |  |  |  |
| **1266** **Showering**  There shall be written policies and procedures developed by the facility administrator for showering/bathing. |  |  |  |  |
| Incarcerated persons shall be permitted to shower/bathe upon assignment to a housing unit and at least every other day or more often if possible. |  |  |  |  |
| Absent exigent circumstances, no person shall be prohibited from showering at least every other day following assignment to a housing unit. If showering is prohibited, it must be approved by the facility manager or designee, and the reason(s) for prohibition shall be documented. |  |  |  |  |
| 1. **Hair Care Services**   (a) Hair care services shall be available. |  |  |  |  |
| (b) Except those who may not shave for reasons of identification in court, incarcerated people shall be allowed to shave daily and receive hair care services at least once a month. The facility administrator may suspend this requirement in relation to people who are considered to be a danger to themselves or others. |  |  |  |  |
| (c) Equipment shall be disinfected, after each use, by a method approved by the State Board of Barbering and Cosmetology to meet the requirements of Title 16, Division 9, Sections 979 and 980, California Code of Regulations. |  |  |  |  |
| **Article 14. Bedding and Linen** | | | | |
| **1270** **Standard Bedding and Linen Issue**  The standard issue of clean suitable bedding and linens, for each incarcerated person entering a living area who is expected to remain overnight, shall include, but not be limited to: |  |  |  |  |
| (a) one serviceable mattress which meets the requirements of Section 1272 of these regulations; |  |  |  |  |
| (b) one mattress cover or one sheet; |  |  |  |  |
| (c) one towel; and, |  |  |  |  |
| (d) one blanket or more depending upon climatic conditions. |  |  |  |  |
| Policy and procedure shall require that items (a), (b), and (d) above be provided prior to the first night in the facility. |  |  |  |  |
| Two blankets or sleep bag may be issued in place of one mattress cover or one sheet at the request of the incarcerated person. |  |  |  |  |
| **1271** **Bedding and Linen Exchange**  There shall be written policies and procedures developed by the facility administrator for the scheduled exchange of laundered and/or sanitized bedding and linen issued to each person housed. |  |  |  |  |
| Washable items such as sheets, mattress covers, and towels shall be exchanged for clean replacement at least once each week. |  |  |  |  |
| If a top sheet is not issued, blankets or sleep bags shall be laundered or dry cleaned at least once a month or more often if necessary. If a top sheet is issued, blankets shall be laundered or dry cleaned at least every three months. |  |  |  |  |
| Mattress shall be free of holes and tears. Mattress with holes, tears, or lack sufficient padding shall be replaced upon request with mattresses that meet the requirement of Section 1270. |  |  |  |  |
| **1272** **Mattresses**  Any mattress issued to an incarcerated person in any facility shall be enclosed in an easily cleaned, non-absorbent ticking, and conform to the size of the bunk as referenced in Title 24, Part 2, Section 1231.3.5, Beds (*Note:* at least 30” wide X 76” long). |  |  |  |  |
| Any mattress purchased for issue to an incarcerated person in a facility which is locked to prevent unimpeded access to the outdoors shall be certified by the manufacturer as meeting all requirements of the State Fire Marshal and the Bureau of Home Furnishings' test standard for penal mattresses at the time of purchase. |  |  |  |  |
| Article 15. Facility Sanitation and Safety | | | | |
| **1280** **Facility Sanitation, Safety and Maintenance**  The facility administrator shall develop written policies and procedures for the maintenance of an acceptable level of cleanliness, repair and safety throughout the facility. |  |  |  |  |
| Such a plan shall provide for a regular schedule of housekeeping tasks and inspections to identify and correct unsanitary or unsafe conditions or work practices which may be found. |  |  |  |  |
| Medical care housing as described in Title 24, Part 2, Section 1231.2.14, shall be cleaned and sanitized according to policies and procedures established by the health authority. |  |  |  |  |

Summary of environmental health evaluation:

1. This document is intended for use as a tool during the inspection process; this worksheet may not contain each Title 15 regulation that is required. Additionally, many regulations on this worksheet are SUMMARIES of the regulation; the text on this worksheet may not contain the entire text of the actual regulation. Please refer to the complete California Code of Regulations, Title 15, Minimum Standards for Local Facilities, Division 1, Chapter 1, Subchapter 4 for the complete list and text of regulations. [↑](#footnote-ref-1)