



**OFFICE OF THE COUNTY SHERIFF**  
**Montgomery County, Maryland**  
*Darren M. Popkin, Sheriff*



**GENERAL OPERATIONAL PROCEDURES**

<b><u>Subject:</u></b> <b>Response to Medical Emergencies Within the Judicial Center</b>	<b><u>Number:</u></b> <b>3.17</b>	<b><u>Effective Date:</u></b> <b>06/02/11</b>
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Purpose: This directive establishes procedures for responding to medical emergencies within the Judicial Center. A coordinated effort is essential to the well being of staff and visitors. **(41.2.4, 73.2.1.c)**

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**I. Deputies Responsibilities (41.2.4)**

In the event of a medical emergency within the Judicial Center deputies ***must***:

- A. Render first aid to the sick ***or*** injured person.
- B. Notify the Court and Transportation Section Supervisor, via radio, of the following information:
  - (1) The location of the sick ***or*** injured person;
  - (2) The nature of the illness or injury; and
  - (3) The need for ***Montgomery County Fire and Rescue Service (MCFRS)*** or additional deputies to respond to the medical emergency.
    - (a) If MCFRS is needed and there is a phone available, a deputy on the scene will call 911 to provide the needed information to the 911 dispatcher.***
- C. If assigned courtroom duty, deputies must:
  - (1) Secure any prisoners in the courtroom holding cell before taking any action.
  - (2) Secure, if feasible, sick or injured prisoners who cannot be moved to a holding cell due to the nature of the sickness ***or*** injury.

- (3) Transport any sick *or* injured prisoner requiring hospitalization according to ***General Operational Procedure 3.02***, Custody and Transporting Prisoners.

## **II. Supervisors Responsibilities**

Upon notification of a medical emergency within the Judicial Center, **a** Court and Transportation **Section** Supervisor **must**:

- A. Assign deputies to respond to the location with a first aid kit *or other medical equipment as needed*.
  - (1) *A defibrillator is located on the lobby level at the Monroe Street security station.*
  - (2) *Elevator override keys are located in the security monitor room and in the Court and Transportation section. (73.2.1.b)*
- B. If *needed*, notify **MCFRS** and assign a **Courthouse Security** deputy, with an elevator over-ride key, to the lobby area of the Judicial Center to escort **MCFRS** personnel to the scene of the medical emergency.
- C. Notify the **Sheriff and Chief Deputy** of the incident *through the chain of command. (11.4.5)*
- D. **Assign** the senior ranking deputy on the scene of the medical emergency to complete an Incident Report (MCSO9) prior to the end of their tour of duty.

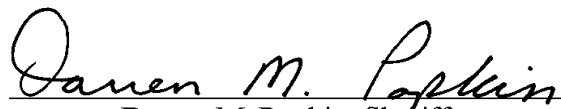
## **III. CALEA Standards**

*11.4.5, 41.2.4, 73.2.1.b, 73.2.1.c*

## **IV. Cancellation**

This directive cancels and replaces General Operational Procedures 3.17, Effective Date: **05/01/1995. Shred replaced directive.**

AUTHORITY:

  
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