

COUNTY OF LOS ANGELES

PROBATION DEPARTMENT

DIRECTIVE

No.:	1519
Issued:	10/19/2024
Post Until:	11/19/2024

SUBJECT: BODY SCANNER POLICY

This policy is to establish guidelines for the use of body scanners at juvenile facilities to reveal the presence of metallic and non-metallic contraband hidden under the clothing of any person suspected of concealing contraband within the body without making physical contact or physically removing clothes. Body scanning may be used at intake, after visiting, and other circumstances that can jeopardize the safety and security of the youth while respecting their dignity and rights.

Scope

This policy applies to all youth in the custody of the Department, as well as the authorized personnel operating body scanners. To prevent the introduction, transfer, or concealment of weapons, drugs, and contraband inside the facility, all youth being booked and in custody may be scanned at any time. The use of imaging equipment will help deter contraband from entering the facility. All youth searches, including body scans, shall be conducted in compliance with legal standards.

Policy

The body scanner shall be used whenever reasonably practicable in place of a search, strip search, or body cavity search of youth unless one of those searches is reasonably necessary after the scan.

Requirements

The following requirements shall apply to the use of the Body Scanner:

- All youth, except those suspected or confirmed to be pregnant, shall undergo a body scan during the intake process. Female youth shall be asked if they are pregnant prior to a body scan. Staff shall not knowingly use a body scanner on a youth who is pregnant (Penal Code § 4030; 15 CCR 1360).
- Youth returning from any transportation outside the facility shall be scanned upon return to the facility prior to transfer to the housing unit or being integrated with other youth.
- Only staff members who have successfully completed training on the body scanner shall operate the equipment.

- Staff members conducting the body scan and those within sight of the visual display shall be of the same sex as the youth being scanned or adhere to the youth's stated gender search preference as indicated on the Unit Classification form (Penal Code § 4030; 15 CCR 1360). The body scanner viewing monitors shall not be in direct view of other youth.
- The body scanner shall not be utilized to scan any other person without prior approval from the Superintendent or the authorized designee.
 - Legal Standards: The use of the body scanner shall strictly adhere to all applicable legal standards and regulations, including but not limited to Penal Code § 4030 and 15 CCR 1360.
 - Radiation Safety Specs: Radiation safety specifications and protocols shall be followed at all times during the operation of the body scanner. Staff responsible for operating the scanner shall receive proper training in radiation safety and adhere to established safety procedures.
 - Any scan at or above 4 μ SV shall be approved by the Superintendent or the authorized designee. The Superintendent must provide reasons for approval in writing to the Chief Deputy.

Body Scan During Intake Process

- The Intake Officer shall only accept custody of the youth after the scan is complete and clear of contraband.
- An initial pat-down search shall be completed. The youth shall then be escorted to the body scanner equipment accompanied by the arresting/transporting officer. (Refer to the Searches policy)
- Youth shall not be permitted to use the restroom before being scanned.
- Youth shall be directed to stand on marked footprints and look at the figure painted on the wall of the machine. Handcuffs shall be removed whenever reasonably safe for a better scan. If the youth to be scanned is displaying hostile, aggressive, uncooperative, or recalcitrant behavior, handcuffs can be repositioned for scanning, or waist restraint cuffing may be applied.
- The officer shall conduct a full-body scan following the manufacturer's approved body scanner policy (The scan takes approximately 4 seconds).
- If the scan result is clear, the officer shall return the arresting/transporting officer's handcuffs and inform them to continue with the intake process.
- Physical force shall not be used to compel a youth's cooperation in the body scanning process. Refusal to participate in the body scanning process is grounds for reasonable

suspicion based on Penal Code § 4030 and Penal Code § 4031. Strip search procedures shall be followed. (Refer to the Searches policy)

- If a youth refuses to be scanned either after returning from transport outside the facility or when a contraband incident is suspected that youth shall remain segregated from all other youth, and strip search procedures shall be followed. (Refer to the Searches Policy)

Body Scan Anomalies

When contraband is found during the scan, the following actions shall be taken:

Initial Intake:

- The scanning officer shall ask the youth to identify the contraband.
- If the contraband is hidden outside the body, a thorough search and recovery of the contraband shall be completed by the arresting agency.
- If contraband is inside a body cavity and the youth is unable or unwilling to remove it, the Officer of the Day (OD) shall be notified, and the arresting agency shall be responsible for the medical treatment and/or retrieval of the foreign object prior to Probation taking control and custody of the youth.

In-Custody Youth

- The scanning officer shall inquire with the youth to identify the contraband.
- If the item(s) is believed to be a weapon, the OD and medical staff shall be immediately notified.
- Additional officers shall also be requested to assist in the safe retrieval and securing of the weapon(s) as quickly and safely as possible.
- If the contraband is hidden outside the body, a thorough search and recovery of the contraband shall be completed by the transferring officer.
- If contraband (other than a weapon) is inside a body cavity and the youth is unable or unwilling to safely and securely remove it, the OD shall be notified. The OD shall generate a medical referral for medical evaluation.
- When the youth returns from medical and/or the hospital, the Intake Officer shall restart the search and re-scan the youth to verify that all contraband was removed.
- In all cases where contraband has been identified during a scan, the OD shall respond with a camera to digitally record the retrieval of contraband in accordance with Title 15 § 3261.7.

- The OD is responsible for directing personnel on the retrieval of contraband and any use of force. (Refer to the Physical Intervention policy)
- All removed contraband shall be photographed and given to the reporting officer. (Refer to the Evidence Handling policy)

After obtaining the item(s), the youth shall be re-scanned (secondary body scan) to verify that all contraband was removed.

Note: When there is a reasonable articulable suspicion that a person poses a threat to the safety and security of the institution, upon obtaining voluntary consent, a body scanner may be utilized to address the suspicion. The Watch Commander shall provide approval prior to the scan.

Body Scan for In-Custody Youth

To prevent the introduction, transfer, or concealment of weapons, drugs, and contraband inside the facility, all in-custody youth may be scanned at any time. No specific articulable facts are required beyond routine security precautions necessary to safeguard the safety and security of the facility and the health and welfare of the youth population. Body scans shall be required following:

- Youth returning to the facility from court.
- Youth returning to the facility from an outside medical appointment.
- Youth returning from social or professional contact visits.
- Youth workers returning to their units after performing their assigned duties.
- Youth returning from temporary furlough or any other event that caused the youth to be removed from the secure area of the facility.
- Youth who demonstrate signs or symptoms of drug intoxication can be scanned after being medically cleared.
- Youth who are subject to an in-custody or criminal investigation involving weapons, drugs, or contraband.
- Information known to any officers or staff member that would indicate a youth or group of youth may be in possession of weapons, drugs, or contraband.

When the situation is made safe and secure, the facility must provide access to a phone for youth to call their attorney. Calls may be monitored for security but should allow private conversations as per legal guidelines.

Body Scan Refusal or Combative Youth

Youth who are combative and/or refuse to cooperate with the scanning process shall be subjected to strip search protocols. (Refer to the Strip Search and/or Visual Body Cavity Search policy)

Scan Records

Each youth's scan records shall be included in their file and PCMS to prevent exceeding annual scan limits upon transfer within juvenile facilities.

Body Scanner Machine

All operations and maintenance of the body scanner equipment shall adhere to the manufacturer's approved procedures and guidelines. Regular equipment inspections and maintenance schedules shall be maintained to ensure safe and effective operation. Any repair or maintenance needed for the body scanner shall be requested through the Probation Facilities Management System (PFMS). The Movement Control staff and/or OD shall submit a work order through PFMS for any maintenance problems that may exist. A copy of the email confirming the work order shall be filed in a binder in the Movement Control office.

In the event that the body scanner requires repair or maintenance outside of regular business hours, the OD shall promptly contact the vendor using the (800) number displayed on the body scanner machine. A message detailing the issue should be left with the vendor, and the OD is required to make a notation on the PFMS work order indicating the date and time of the call to the vendor.

In the event that the body scanner is not operational, staff members shall complete the following procedures.

1. Promptly notify the OD about the malfunction
2. Default to Intake Strip Search Procedures
3. All other procedures following the scan, including any necessary actions based on the results, shall remain consistent with the standard protocols.

Training

All staff members operating body scanners must undergo comprehensive training encompassing proper usage, youth rights awareness, and adherence to the established policy. There are two levels of training for Body Scanners: the Screener Level and the Management Level training.

Screener Level Training

The training for the Screener Level includes the fundamental aspects of radiation safety, understanding reaction sources, X-ray machines, dose measurement, and safety protocols. The course has a duration of two (2) hours, during which participants acquire knowledge in system operations, including powering up/down, logging in, and managing subject information. Hands-on training involves practical exercises in camera operation, scanning subjects, and troubleshooting. An annual refresher course is required to ensure continuous improvement.

Management Level Training

The Management Level Users shall receive additional instruction spanning user management, subject editing, library management, and image exports. These users gain a deeper understanding of system reports, enhancing their capability to oversee and optimize the screening process. The Management Level Users training extends to a duration of 2½ hours, providing comprehensive insights into advanced aspects of system operation and management.

Compliance

Compliance with this policy is mandatory, and deviations from this policy may result in disciplinary action.

References

Penal Code § 4030; Penal Code § 4031

Title 15 § 1352.5; Title 15 § 1360

29 CFR 1910.1096 ASNI/HPS N43.17

The policies will be located on Prob-Net (Probation Manuals- [POLICIES, PROCEDURES AND MANUALS \(sharepoint.com\)](#) – Body Scanner. Questions or concerns regarding this Directive shall be directed to Campus Safety and Security Operation (CSSO).



Guillermo Viera Rosa
Chief Probation Officer

October 19, 2024

Date