



State of North Carolina
Department of Correction
Section of Prisons

POLICY & PROCEDURES

Chapter: C
Section: .0300
Title: **Restrictive Housing for Administrative Purposes**
Issue Date: 05/10/16
Supersedes: 04/01/08

.0301 GENERAL

Define – Restrictive Housing for Administrative Purposes

Restrictive Housing for Administrative Purposes is a temporary housing assignment requiring 22 or more hours per day in a single cell.

Restrictive Housing for Administrative Purposes (RHAP) is the temporary removal of an offender from a general offender population to confinement in a secure area. **Restrictive Housing for Administrative Purposes** is authorized pending initial processing, including identification and reception of records, and at other points during an offender's incarceration as follows:

- (1) to protect staff and other offenders from the threat of harm by the offender;
- (2) to minimize the risk of escape by the offender or others influenced by his actions;
- (3) to preserve order where other methods of control have failed;
- (4) to provide necessary control while completing an investigation; or
- (5) to remove an offender from the population as a "cooling off" measure.

.0302 PROCEDURE

- (a) Offenders may be **restricted** for 72 hours or less at the discretion of the officer in charge as a "cooling off" measure. The reasons for the action will be documented through the Control Action (IS11) automated record screen process with appropriate comment and justification for the isolation assignment. No offender may be placed in **RHAP** for more than 72 hours without the documented approval of the facility head or designated representative.
- (b) Offenders may be **restricted** for an additional period not to exceed a total of 15 days (including the initial 72 hours) with approval of the facility head or designee. The approval will be documented through the Control Action (IS11) automated record screen process with appropriate comment and justification documenting the assignment to isolation.
- (c) In cases where an offender is confined to **RHAP** for a period greater than 15 days, **the restricted offender shall** be reviewed before a facility classification committee. The offender **shall** receive

written notice on form DC-123 of the reasons **RHAP** is being considered at least forty-eight (48) hours before the review is held. (4-4302)

- (d) The committee shall consist of at least three members, one of which must be a member of the programs staff. At the review, the offender will be informed of the reasons **RHAP** is being considered and will be given an opportunity to speak in his or her own behalf about any matter relevant to the classification control status assignment under consideration. If the committee determines that continued **restrictive** confinement is appropriate, it will note its findings through the Control Action (IS11) automated record screen process with committee rationale and justification for the control action assignment noted on the appropriate comment screens. All committee decisions must be approved by the facility head or designee.
- (e) No offender should be confined in **RHAP** more than 60 days. Referrals for extended periods of **restriction** beyond 60 days if necessary are made to the Director's Classification **Authority** in the form of a request for **a** control assignment.

George F. Solomon

05/10/2016

Prisons Director

Date

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