



Illinois Department of Corrections

Administrative Directive

Number: 05.03.122	Title: Qualification for Transport, Escort or Medical Duty	Effective: 8/1/2021
-----------------------------	--	-------------------------------

Authorized by:	<i>[Original Authorized Copy on File]</i> Rob Jeffreys Director
Supersedes:	05.03.122 effective 11/1/2020

Authority: 730 ILCS 5/3-2-2	Related ACA Standards: 5-ACI-1C-03, 04, 5-ACI-1D-12, 13, 19 – 21, 5-ACI-3A-01, 09, 14 – 17, 19 – 21, 24 – 26, 28, 29, 31, 33 – 35, 5-ACI-3B-07 – 10, 14 – 16, 5-ACI-6A-05, 06 and 08, 5-ACI-6B-07 – 09
Referenced Policies: 01.02.106	Referenced Forms:

I. **POLICY**

To ensure the well-being of all interested parties, the Department shall provide specialized training to staff who are assigned to medical duty and to escort or transport individuals in custody.

II. **PROCEDURE**

A. **Purpose**

The purpose of this directive is to establish a written procedure specifying the staff qualifications for transport, escort and medical duty.

B. **Applicability**

This directive is applicable to all correctional facilities within the Department.

C. **Facility Reviews**

A facility review of this directive shall be conducted at least annually.

D. **Designees**

Individuals specified in this directive may delegate stated responsibilities to another person or persons unless otherwise directed.

E. **Definition**

Day release and furlough – for the purpose of this directive, shall refer only to those day releases and furloughs which are required to be escorted and supervised in accordance with Department Rules.

Medical duty – for the purpose of this directive, shall refer only to the security supervision of an individual in custody while he or she is a patient at a medical facility. This does not include transporting and escorting to and from the correctional facility.

F. **Requirements**

1. Security staff selected for transport and escort duty of individuals in custody on writs, furloughs, day releases or for medical duty shall be trained in the following categories:

	Illinois Department of Corrections Administrative Directive	Page 2 of 2
Number: 05.03.122	Title: Qualification for Transport, Escort or Medical Duty	Effective: 8/1/2021

- a. Use of firearms in accordance with Illinois Compiled Statutes and Department Rules and Directives.
 - b. Use of chemical agents.
 - c. Use of force in accordance with Illinois Compiled Statutes and Department Rules and Directives.
 - d. Use of security restraints.
 - e. First aid.
 - f. Supervising procedures, such as maintaining visual contact with the individual in custody at all times and ensuring that only authorized individuals approach or converse with the individual in custody.
 - g. Security procedures such as checking restraints.
 - h. Search procedures.
 - i. Emergency procedures such as medical, accident and severe weather.
 - j. Escape or runaway procedures.
 - k. Use of seat belts.
 - l. Use of communication equipment such as cellular telephones and low band, ISPERN and IREACH.
 - m. Cardiopulmonary resuscitation.
2. Security staff selected for transport and escort duty shall be qualified to operate a State vehicle in accordance with Administrative Directive 01.02.106.
 3. Security staff selected for transport, escort or medical duty shall receive training required by this directive every 12 months except where certification extends beyond 12 months.
-