

HONOLULU POLICE DEPARTMENT
POLICY
PRISONER AND COURT-RELATED ACTIVITIES

March 6, 2015

Policy Number 7.04

RELEASE AND RETURN OF PATIENTS FROM THE HAWAII STATE HOSPITAL

POLICY

Hawaii State Hospital patients will be released from that facility for police processing and returned to it in accordance with the procedures established in this directive.

PROCEDURE

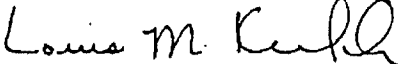
In the event there is need for the release of one or more patients to police custody for investigation and/or processing, the following steps shall be taken:

- I. The Hawaii State Hospital ward charge nurse will fill out the Police and Correctional Officers Escort, HSH.ADM-3 form, in duplicate.
- II. The original will be retained by the charge nurse for their ward chart. One copy of this form will be given to the police officer.
- III. The police and correctional officers escort form will accompany the patient throughout the police investigation and/or processing. The officer conducting the investigation and/or processing shall affix the case report number on the upper right hand corner of the police and correctional officers escort form.
- IV. Officers returning the patient to the Hawaii State Hospital shall make radio contact with the Kaneohe Police Station, which shall inform the hospital of the patient's return and confirm the patient's ward.

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- V. Upon return of the patient to the appropriate ward, the charge nurse will sign the original and the officer's copy of the police and correctional officers escort form and indicate the time and date of the patient's return.
- VI. The officer shall retain the police copy of the form after the charge nurse has signed it indicating the return of the patient. The signed form shall be forwarded to the Records and Identification Division and attached to the case record.


LOUIS M. KEALOHA
Chief of Police

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Policy first issued
March 29, 2002