



TEXAS
JUVENILE JUSTICE
DEPARTMENT

Administrative Directive #5 FY 2019

To: Institution Superintendents

From: Shandra Carter, Deputy Executive Director for State Services

CC: Alan Michel, Director of Secure Facilities
Deborah Whitlock, Associate Deputy Director of Operations

Subject: Bedding and Mattresses

Date: July 26, 2019

Effective immediately, all cells must contain bedding (sheet, pillow, etc.), including a mattress, while a youth is assigned to or occupying that cell. The only circumstances that would allow for removing a mattress or bedding from any dorm, including the regulation and safety unit, are described below.

- In a case where the standard mattress or bedding may present a suicide risk, only a mental health professional may authorize its removal. In these cases, the standard bedding and mattress must immediately be replaced with the appropriate precautionary bedding and mattress. If a mental health professional is not immediately available, staff may, only out of concern for suicide risk, remove the bedding and mattress for up to one hour while seeking approval for this action from the director of secure facilities. Only a mental health professional may decide when to return to using the standard bedding and mattress.
- If the youth is using the mattress or bedding to obstruct the view into the youth's room, staff may remove the bedding and mattress while working with the director of secure facilities on an action plan for the youth.
- If a staff member believes there is an adequate reason other than those listed above to remove the mattress and/or bedding, approval must first be granted by the director of secure facilities before any bedding or mattresses are removed.

This directive will remain in effect until corresponding revisions are made to INS.17.07 or it is otherwise rescinded.

A handwritten signature in black ink, appearing to read "SCarter".

Shandra Carter
Deputy Executive Director for State Services