

Portable Radios

Rhode Island Department of Children, Youth and Families
Division of Juvenile Correctional Services: Training School

Policy: 1200.0708

Effective Date: March 1, 2011

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Portable radios are issued to staff in all units, as well as medical personnel and assigned administrators to ensure security, safety and effective communication.

Related Procedure

[Portable Radios](#)

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Procedure from Policy 1200.0708: Portable Radios

- A. A base station located in the Master Control Center (MCC) is used to monitor all portable transmissions in the RI Training School (RITS).
 - 1. All portable radios issued by the MCC are logged. A list of radio assignments is maintained in the MCC.
 - 2. During all transports, staff escorting the residents maintain contact with the MCC utilizing a portable radio.
 - 3. A radio check and notification is made to the MCC for all mass movements of residents.
 - 4. Portables radios not in use are returned to the charger located in the MCC.
- B. A charging station located in each of the units is used to ensure that portable radios are available and properly charged at all times.
 - 1. Radio testing occurs before staff leaves the security of the unit and upon return to the unit.
 - 2. During all yard activities, a portable radio is carried by the staff assigned to the yard perimeter and/or in yard supervision.
- C. Portable radios are not given to residents nor left unattended at any time.
- D. Staff check portable radios daily to ensure the effectiveness in case of emergencies.
- E. Portable radios are left on to monitor for emergency transmissions for assistance. Emergency transmissions have priority over all other communications.
- F. Any difficulties or malfunctions involving portable radios are brought to the attention of the MCC. The MCC notifies the Chief of Maintenance as necessary for corrective action. Portable radios are replaced or repaired as needed.