



Charleston County Sheriff's Office Policy and Procedures Manual

Sheriff Carl Ritchie

18-18 Behavioral Management Unit

- ☐ New
- ☒ Revised
- ☒ Reviewed

ACA Standards Reference: 1A-13, 18, 19; 2E-02, 04. 11, 13, 14, 15, 16, 18, 19, 21, 22, 23; 5C-08
CALEA Standards Reference:
NCCHC Standards Reference:
SCLEA Standards Reference:
SC Minimum Standards: 2031; 2092; 2093; 2094

This policy dated 1/29/2025 replaces prior policies cited above and supersedes all previously issued directives.

I. Purpose:

To establish guidelines to govern inmates placed in the Behavioral Management Unit (BMU).

II. Policy:

In an effort to: (1) manage inmate behavior; (2) reduce the amount of time inmates may spend in disciplinary segregation by affording them the ability to earn reduced time in disciplinary segregation based on their good behavior and adherence to the rules; (3) reduce repetitive disciplinary infractions by inmates and (4) reduce recidivism in general, the Sheriff Al Cannon Detention Center (SACDC) will implement and operate a Behavioral Management Unit (BMU) for inmates who were charged and found guilty by a disciplinary board or plead guilty to committing designated Red "R", Yellow "Y" or Orange "O" violations of the Inmate Disciplinary Procedures policy.

BMU has four levels by which an inmate progresses: Red, Yellow I, Yellow II and Orange.

Each progressive level affords the inmate the opportunity to receive additional privileges. Inmates may progress to less restrictive levels based on their good behavior and their demonstrated ability to follow the rules and regulations of the BMU. Inmates will be given three good behavior points daily which will be reset daily at midnight (12 a.m.). A point can be deducted from an inmate's daily balance by any BMU Detention Deputy based on their failure to follow the rules of the BMU. Rules for the BMU will be communicated to inmates at the time of their admission and will be posted in a conspicuous area of the BMU. Daily point balances are reviewed by the BMU Detention Deputies on a scheduled basis. Inmates must maintain a point balance to be considered eligible for advancement to the next less restrictive level.

III. Definitions:

- A. For purposes of this procedure, the word "deputy" applies to all agency employees with a certification classification of Class I, Class II, Class III, or Reserve Deputy, as defined by the South Carolina Criminal Justice Academy.

The following terms are used interchangeably; however, they carry guidance to specific employees based on usage of the term:

1. Deputy, deputies, deputy sheriff, detention deputy, sworn employee, uniformed sworn employee, sworn administrative employee, and

2. civilian, non-sworn employee.

- B. *Employee:* When used without further clarification, the term employee is inclusive of all agency members (sworn and non-sworn).

IV. Procedure:

A. General Provisions:

1. Conditions of confinement in behavioral management will reflect the least restrictive amount of control necessary to adequately supervise and safeguard inmates and staff. Whenever an emergency arises that requires variance from approved conditions, such as deprivation of approved items, an immediate report will be submitted thru the chain-of-command to the Chief Deputy. (Ref: 5-ALDF-2E-16)
2. BMU will be well ventilated, adequately lighted, appropriately heated, and maintained in a sanitary condition at all times.
(Ref: 5-ALDF-1A-13, 18, 19)
3. An inmate's initial placement to a period of confinement in the BMU will be governed by the procedures outlined in the Inmate Disciplinary Procedures policy.
4. Placement in the BMU is reserved for inmates found guilty of Red, Yellow, or Orange violations by the Disciplinary Committee.
(Ref: 5-ALDF-2E-04)
5. Staff will maintain a permanent log that contains at a minimum the following information for each inmate admitted to segregation: name, number, housing location, date admitted, type of infraction or reason for admission, tentative release date and special medical or psychiatric problems or needs.
(Ref: 5-ALDF-2E-13)
6. Depending on the severity of the inmate's offense, inmates may be placed in the BMU at any level by the Disciplinary Committee. Generally, inmates charged with major and more serious offenses will begin in Red; however an inmate can be initially placed in Yellow or Orange status. There are four levels an inmate can progress through prior to release to general population. From the most restrictive to the least restrictive these levels are as follows: RED, YELLOW I & II and ORANGE. An inmate must progress through all remaining less restrictive levels and eventually be placed in the least restrictive level (Orange). Successful completion of Orange will result in the inmate

being released into General Population and restoration of normal privileges. The baseline duration for the discipline program is fifteen days. The Red level is three days; Yellow I & II levels are three days per level and the Orange level is six days.

7. Each area of the BMU is color coded and cells are assigned based on the color code. Female inmates are housed in the green and/or blue area and mental health and medical inmates are housed in the blue area. Inmates are housed in color designated areas of the BMU consistent with their assigned discipline level.
8. Inmates will be given three good behavior points daily. Points can be deducted from an inmate's daily balance based on their failure to follow the rules and regulations of the BMU. Point balances reset to three total points at 12:00 a.m. (midnight) daily. Rules and their perspective point deductions will be communicated to inmates at the time of their admission to the BMU and will be conspicuously posted in the BMU for inmate review.
9. Inmates will be reviewed for advancement to the next, less restrictive level based on their ability to consecutively maintain their daily point balances. This system provides inmates an incentive to maintain good behavior and provides the inmate an incentive to work towards progression to the next, less restrictive level and eventual release. This system also affords inmates the ability to be released from the BMU at a more rapid rate than traditional disciplinary segregation sanctions would typically afford.
10. Daily point balances will be reviewed by BMU Operators daily after the inmate's assignment to their initial level. An inmate must be initially maintained in their current level for at least 72 consecutive hours in order to be considered for advancement. Inmates able to demonstrate adherence to the rules on a consecutive basis and to maintain their point balances at acceptable levels will be approved for advancement at each scheduled review.
11. Inmates in BMU receive daily visits from the Detention Director or designee, and members of the program staff on request. These visits are to perform wellness checks. (Ref: 5-ALDF-2E-11)
12. BMU staff informs the medical staff when inmates are transferred into BMU. Medical staff will come as soon as possible to provide an assessment and review as indicated by the protocols established by the health authority. Unless medical attention is needed more

frequently, each inmate in segregation receives a daily visit from a health care provider. The presence of a health care provider in BMU is announced and logged in the Jail Management System.

B. BMU Admission:

1. When an inmate is assigned to the BMU, the deputy will add additional information to that inmate's JMS record:
 - a. The reason for assignment to the BMU;
 - b. Any medical/psychiatric warnings will be added by the medical provider; and
 - c. Classification will enter the tentative release date from the unit. (Ref: 5-ALDF-2E-13)
2. Inmates who receive a sanction of confinement to the BMU will have their personal property inventoried and will have items that can be returned to the inmate upon their release from the BMU stored in the property room. Inmates will be required to sign to verify the inventory of their property is correct. If an inmate refuses to sign their inventory sheet, a BMU Supervisor will sign to verify the accuracy of the inventory and as a witness of the refusal. Perishable items will not be stored in the property room.
3. Inmates will be physically restrained and escorted to the BMU by Emergency Response Team (ERT) Operators when available. If an ERT Operator is not available a BMU Operator will be utilized. Medical personnel will be notified to provide initial assessment. Once in BMU, inmates will be escorted to the admissions area and given an orientation and a description of the BMU rules. Rules will be posted in the admissions area as well as in conspicuous areas throughout BMU. Documentation as to the inmate's admission will be maintained in JMS. Inmates will sign to acknowledge their receipt and understanding of the orientation information provided and this information will be kept with their record. (Ref: 5-ALDF-2E-02)
4. Upon completion of the orientation, inmates will be strip searched to ensure no contraband is entering BMU. Inmates will be strip searched according to [Policy 17-09 Searches and Contraband Prevention](#). All strip searches will be conducted by an operator of the same sex as the inmate.

5. At the conclusion of the strip search, inmates will be required to provide BMU Operators with their uniform and will be provided with clothing items consistent with their initial BMU level assignments. Clothing items will increase as the inmate progresses through the BMU levels to serve as an incentive to the inmate.
(Ref: 5-ALDF-2E-14)
6. Inmates will be ordered to dress in their issued clothing items and will be initially restrained in handcuffs then escorted by a BMU Operator to a shower. Regardless of assigned level the inmate will be afforded a three-minute shower, one pump of lice shampoo and one pump of the shower button to complete their initial shower. When the shower is complete, the inmate will be ordered to redress, will be restrained, and will be escorted to their initial housing assignment.
7. Inmates will be initially provided with the following hygiene supplies to maintain their personal hygiene while housed in BMU: one toothbrush, one tube of toothpaste. Shampoo and soap will be provided to all inmates once they are placed in the shower and prior to the shower starting. Female inmates will be issued female hygiene items as necessary. An inmate's restraint level (full or partial restraints) and hygiene items are commensurate upon the inmates assigned BMU level.
8. Regardless of classification levels, hygiene items will not be maintained by inmates in their cells. Inmates housed in BMU will be provided with a property bin. The bin will be placed outside each inmate's cell. Each inmate will store their property in these bins when not in use. Items in the bin will be provided to the inmate at times designated by BMU Operators.
9. Inmates will be provided a mattress and blanket commensurate with their initial BMU level. Depending on the BMU level of the inmate, they will be provided with differing types of mattresses and blankets. Mattresses and blankets will be returned to BMU Operators as described in the general BMU rules and will be retained outside of the inmate's cell in their property bin. Failure to abide by any of these rules will result in behavior point reductions.

C. Privileges:

1. Privileges, property types and property amounts are commensurate with the inmates assigned BMU level and increase as the inmate progresses through the levels.

2. Certain privileges are not restricted during the time the inmate is confined in BMU or are limited based on the inmate's assigned level. These privileges include, but may not be limited to the following:
 - a. Visitation: Social visitation privileges are authorized once per week. (Ref: 5-ALDF-2E-19; SC Min 2031)
 - b. Hair Care Services: Access to hair care services is authorized three times per week during recreation. Any exception will be recorded in writing in JMS. (Ref: 5-ALDF-2E-15)
 - c. Safety Razors: Access to safety razors for the purpose of shaving is not authorized at any level of BMU. Inmates will be afforded the opportunity to use the unit clippers for shaving purposes three times weekly during recreation absent of security or exigent circumstances. (Ref: 5-ALDF-2E-15)
 - d. Commissary: Access to commissary to purchase items other than supplies needed to prepare and send privileged mail is not authorized at any level of BMU.
 - e. Mail: Inmates in BMU can write and receive letters on the same basis as inmates in the general population. (Ref: 5-ALDF-2E-18)
 - f. Phone: All inmates have phone privileges to contact legal counsel. Inmates will have access to the phone for all Prison Rape Elimination Act (PREA) calls. Inmates housed in level Red will not have the privileges to make social calls to their family or friends. Inmates in all other levels will be authorized to make social calls on a limited basis. Calls will be limited to twenty (20) minutes. (Ref: 5-ALDF-2E-23)
 - g. Grievance and PREA reporting: BMU inmates will be provided access to the grievance and PREA system at any time. (Ref: 5-ALDF-2E-23)
 - h. Exercise: Recreation will be conducted a minimum of seven times per week for a period of one hour unless safety and security dictate otherwise. Any refusal of recreation will be notated in JMS and logged on the daily log sheet with the reason of refusal. (Ref: 5-ALDF- 2E-22)

- i. Work Assignments: Work assignments will not be authorized at any level inside of BMU. Inmates will be required to maintain the sanitation and cleanliness of their cells. Inmates in BMU's Orange zone that are not repeat offenders and have obeyed the rules while in the unit will be afforded the opportunity to clean the common areas, unoccupied cells, and visitation booths, for time credit.
 3. When an inmate is returned to general population from BMU, privileges are restored as allowed by the inmate's custody and housing assignment.
- D. Food Services:
 1. Inmates housed in BMU will be provided with three nutritionally sound meals per day. Meals served will meet South Carolina Minimum Jail Standards. (Ref: SC Min 2092, 2093, 2094)
 2. Religious diets will still be accommodated, as well as medical diets approved by a health care provider. Appropriate food options will be provided to support vegan and other dietary needs. (Ref: SC Min 2093)
- E. Review for Advancement:
 1. The Tactical Operations Department (TOD) Lieutenant and/or Sergeant will ensure that a BMU Behavioral Log is kept on a daily basis for each inmate.
 2. Inmates will initially be reviewed for advancement to the next, less restrictive BMU level after completion of their initial seventy-two hour housing assignment and weekly thereafter.
 3. BMU Operators will complete the BMU Behavioral Log. Staff in the unit will have the best knowledge of each inmate's behavior and overall adjustment.
 4. The BMU Operators will review the inmate's behavioral log daily and determine if an inmate should be moved to the next, less restrictive level, BMU Operators will determine the most suitable cell assignment for the inmate. The inmate will be processed for movement to their new cell assignment and the inmate's cell assignment will be documented in JMS.

5. If upon initial review, BMU Operators do not unanimously agree to move the inmate; the TOD Sergeant or Lieutenant will be consulted and will make the final determination.
6. If the review results in a disapproval for advancement, the inmate will be rescheduled for another review within seventy-two hours. BMU Operators will document the decision in JMS and the inmate will be informed of the results of the review verbally.

F. Release Procedures:

1. Inmates housed in Orange will be reviewed after the completion of six days in this level to determine their eligibility to be released to general population. BMU Operators will view the inmate's behavioral log, daily point balances and adjustment and will determine the inmate's eligibility. If the BMU Operators agree the inmate should be released; they will contact the Classification division via email to determine the most suitable housing assignment for the inmate. Should an inmate be disapproved, the TOD Sergeant or Lieutenant will be consulted to make the final decision. Should the TOD Sergeant or Lieutenant disapprove the inmate's release, the inmate will be subsequently scheduled for another review within six days.
2. Inmates scheduled for release will be required to clean their cell. All property provided to the inmate while housed in the BMU will be inspected for damage and will be sorted in bins for cleaning and disposal. (Ref: 5-ALDF-5C-o8)
3. Inmates will be provided with a clean uniform, hygiene kit, and other issued property items and will be escorted to their new housing assignment. Personal property stored by the inmate during their confinement in BMU may also be returned at this time or provided to the inmate within twenty-four hours of their release from BMU.
4. Inmates being released from the BMU will be released between 0200 and 0300.

G. General BMU Rules:

1. All points reset daily to three points.
2. All inmates will return jumpsuits in the way they were initially provided.

3. Inmate belongings will be placed in the bin next to the door.
4. When a staff member enters an inmate's cell, the inmate will be at the back of the cell, sitting on the stool with their hands on their heads looking away from the staff member.
5. Inmate's will be restrained when exiting cells. Exceptions will be made for inmates housed in Orange for recreation.
6. Inmates will have their mattresses, blankets and mattress covers folded properly and placed at their cell door. Mattresses will be folded in half, blankets will be folded five times and placed on the mattress and the mattress cover will be folded 4 times and placed in the center of their blankets.
7. All inmates are to remain fully dressed at all times including lights out.

H. BMU Headcount Rules:

1. All headcounts will be announced.
2. All inmates will face the back wall of their cells, sitting on the stool with their hands on their heads. When there is no stool present, they will be seated on their bunk with their feet flat against the floor and looking straight ahead.
3. BMU Operators will enter each inmate's cell and verify the name of each inmate. Inmates are to remain quiet until addressed by a BMU Operator.
4. Inmates are required to return to/remain on their bunk and sit quietly until the count is completed. BMU Operators will announce when the count has been cleared.

I. Mattress Collection Rules:

1. A BMU Operator will stand in the prospective zones and make an announcement for all inmates housed in that zone to prepare for mattress collection. Inmates will be given five minutes from the time of the announcement to have their items ready to be collected.
2. Inmates are required to have their mattresses folded in half, blankets folded neatly, placed on top of the mattress and their mattress cover

folded neatly and placed on top of their blanket. All items are to be placed in front of each inmate's cell door.

3. Inmates will sit on the stool facing the back of their cell. Inmates will place their hands on top of their heads and remain quiet at all times. If an inmate is not able to sit on their stool or when there is no stool present, they will sit on their bunks with their feet firmly planted on the floor facing away from the door.
4. Two BMU Operators will be present when opening cell doors and retrieving mattresses, blankets and mattress covers.
5. BMU Operators remove folded mattresses, blankets and mattress covers, secure the cell door and place the items outside the cell.
6. Inmates are to remain silent unless they are specifically addressed by BMU Operators.

V. BMU Levels:

A. Level Red

1. Property Issue:

- a. Inmates will only be provided a suicide blanket for eight hours daily. The blanket will be issued at 2100 hours and will be returned at 0500. Blankets will be neatly folded pursuant to BMU rules and stored outside the inmate's cell.
- b. Inmates will be provided with one toothbrush and one tube of toothpaste. Hygiene items will be provided to the inmate as needed but will be stored in the inmate's property box when not in use.

2. Movement:

Inmates will be fully restrained in handcuffs and leg irons whenever they are moved from their cell and will be under the escort of BMU Operators at all times.

3. Personal Hygiene

- a. Inmates will be provided with the opportunity to shower three times per week. Inmates will be afforded one pump of lice

shampoo and access to the shower button.

(Ref: 5-ALDF-2E-15)

- b. Inmates will be afforded access to clippers during recreation.

4. Privileges/Restrictions:

- a. Phone: Inmates will be afforded the opportunity to make social calls to family or friends one time per week. The phone may be used to contact legal counsel. Should the inmate request to contact the PREA hotline, the inmate will be afforded the opportunity.
- b. Mail: Inmates in BMU can write and receive letters on the same basis as inmates in the general population.
(Ref: 5-ALDF-2E-18)
- c. Visitation: Inmates will be afforded social visits once per week. Inmates will be afforded legal visits but will be fully restrained during the visit.
(Ref: 5-ALDF-2E-19; SC Min 2031)
- d. Publications: Only religious soft covered books, i.e. Bibles or Qurans will be available for inmates in the BMU. Stored in the inmate's property box when not in use. (Ref: 5-ALDF-2E-21)
- e. Recreation/Exercise: Inmates will be afforded recreation seven times per week for one hour. Inmates will be fully restrained at all times.
(Ref: 5-ALDF-2E-22)
- f. Commissary: Commissary will be limited to the purchase of supplies for preparing and sending privileged mail only. No clothing, hygiene or convenience items will be allowed.
- g. Work Assignments: There will be no paid work assignments in BMU.

B. Level Yellow One

1. Property Issue:

- a. Inmates will only be provided a mattress for ten hours daily. The mattress will be issued at 1900 hours and will be returned at 0500. Mattresses will be neatly folded pursuant to BMU rules and stored outside the inmate's cell.

- b. Inmates will be provided with one toothbrush and one tube of toothpaste. Hygiene items will be provided to the inmate as needed but will be stored in the inmate's property box when not in use.
- 2. Movement:
 - a. Inmates will be fully restrained in handcuffs and leg irons whenever they are moved from their cell and will be under the escort of BMU Operators always.
- 3. Personal Hygiene:
 - a. Inmates will be provided with the opportunity to shower three times per week. Inmates will be afforded two pumps of lice shampoo and access to the shower button.
(Ref: 5-ALDF-2E-15)
 - b. Inmates will be afforded the opportunity to use the unit clippers during recreation. A toothbrush and toothpaste will be provided to the inmate as needed but will be stored in the inmate's property bin when not in use. (Ref: 5-ALDF-2E-15)
- 4. Privileges/Restrictions:
 - a. Phone: Inmates will be afforded the opportunity to make one social call to family or friends. The phone may be used to contact legal counsel. Should the inmate request to contact the PREA hotline, the inmate will be afforded the opportunity.
(Ref: 5-ALDF-2E-23)
 - b. Mail: Inmates in BMU can write and receive letters on the same basis as inmates in the general population.
(Ref: 5-ALDF-2E-18)
 - c. Visitation: Inmates will be afforded social visits once per week. Inmates will be afforded legal visits but will be fully restrained during the visit.
(Ref: 5-ALDF-2E-19; SC Min 2031)
 - d. Publications: Only religious soft covered books, i.e., Bibles or Qurans will be available for inmates in BMU.
(Ref: 5-ALDF-2E-21)

- e. Recreation/Exercise: Inmates will be afforded recreation seven times per week for one hour. Inmates will be fully restrained at all times. (Ref: 5-ALDF-2E-22)
- f. Commissary: Commissary will be limited to the purchase of supplies for preparing and sending privileged mail only. No clothing, hygiene or convenience items will be allowed.
- g. Work Assignments: There will be no paid work assignments in BMU.

C. Level Yellow Two

- 1. Property Issue:
 - a. Inmates will only be provided with a mattress for ten hours daily. The mattress will be issued at 1900 hours and will be returned at 0500. Mattresses will be neatly folded pursuant to BMU rules and stored outside the inmate's cell.
 - b. Inmates will be provided with one toothbrush and one tube of toothpaste. Hygiene items will be provided to the inmate as needed but will be stored in the inmate's property box when not in use.
- 2. Movement:
 - a. Inmates will be fully restrained in handcuffs and leg irons whenever they are moved from their cell and will be under the escort of BMU operators at all times.
- 3. Personal Hygiene:
 - a. Inmates will be provided with the opportunity to shower three times per week. Inmates will be afforded two pumps of lice shampoo and access to the shower button. (Ref: 5-ALDF-2E-15)
 - b. Inmates will be afforded the opportunity to use the unit clippers during recreation. A toothbrush and toothpaste will be provided to the inmate as needed but will be stored in the inmate's property bin when not in use. (Ref: 5-ALDF-2E-15)

4. Privileges/Restrictions

- a. Phone: Inmates will be afforded the opportunity to make one social call to family or friends. The phone may be used to contact legal counsel. Should the inmate request to contact the PREA hotline, the inmate will be afforded the opportunity.
(Ref: 5-ALDF-2E-23)
- b. Mail: Inmates in BMU can write and receive letters on the same basis as inmates in the general population.
(Ref: 5-ALDF-2E-18)
- c. Visitation: Inmates will be afforded social visits once per week. Inmates will be afforded legal visits but will be fully restrained during the visit.
(Ref: 4-ALDF-2E-19; SC Min 2031)
- d. Publications: Only religious soft covered books, i.e., Bibles or Qurans will be available for inmates in BMU.
(Ref: 5-ALDF-2E-21)
- e. Recreation/Exercise: Inmates will be afforded recreation seven times per week for one hour. Inmates will be fully restrained at all times.
(Ref: 5-ALDF-2E-22)
- f. Commissary: Commissary will be limited to the purchase of supplies for preparing and sending privileged mail only. No clothing, hygiene or convenience items will be allowed.
- g. Work Assignments: There will be no paid work assignments in BMU.

D. Level Orange

1. Property Issue:

- a. Inmates will be provided a mattress twenty-four hours daily.
- b. Inmates will be provided with one toothbrush and one tube of toothpaste. Hygiene items will be provided to the inmate as needed but will be stored in the inmate's property box when not in use.

2. Movement:

- a. Inmates will be under the supervision of BMU Operators at all

times whenever they are moved from their cell.

3. Personal Hygiene:
 - a. Inmates will be provided with the opportunity to shower three times per week. Inmates may extend their time to fifteen minutes. Inmates will be afforded soap and shampoo to shower. (Ref: 5-ALDF-2E-15)
 - b. Inmates will be afforded the opportunity to use the unit clippers during recreation. A toothbrush and toothpaste will be provided to the inmate as needed but will be stored in the inmates property bin when not in use. (Ref: 5-ALDF-2E-15)
4. Privileges/Restrictions:
 - a. Phone: Inmates will be afforded the opportunity to make two social calls to family or friends per week. The phone may be used to contact legal counsel. Should the inmate request to contact the PREA hotline, the inmate will be afforded the opportunity. (Ref: 4-ALDF-2E-23)
 - b. Mail: Inmates in BMU can write and receive letters on the same basis as inmates in the general population. (Ref: 4-ALDF-2E-18)
 - c. Visitation: Inmates will be afforded social visits once per week. Inmates will be afforded legal visits but will be fully restrained during the visit. (Ref: 4-ALDF-2E-19; SC Min 2031)
 - d. Publications: Only religious soft covered books, i.e. Bibles or Qurans will be available for inmates in BMU. (Ref: 5-ALDF-2E-21)
 - e. Recreation/Exercise: Inmates will be afforded recreation seven times per week for one hour. (Ref: 5-ALDF-2E-22)
 - f. Commissary: Commissary will be limited to the purchase of supplies for preparing and sending privileged mail only. No clothing, hygiene or convenience items will be allowed.
 - g. Work Assignments: There will be no paid work assignments in BMU.