

Chemical Agents

308.1 PURPOSE AND SCOPE

This policy establishes the required training for correctional officers to be authorized to carry and use chemical agents and identifies the appropriate medical treatment of individuals exposed to a chemical agent.

308.2 POLICY

The Agency authorizes the use of selected chemical agents. Chemical agents are weapons used to minimize the potential for injury to correctional officers, inmates and others. Chemical agents shall only be used in situations where such force reasonably appears justified and necessary.

308.3 CHEMICAL AGENT TRAINING

Only correctional officers trained and having shown adequate proficiency in the use of any chemical agent and the Use of Force Policy are authorized to carry the device.

- (a) All initial and proficiency training for chemical agents will be documented in the correctional officer's training file.
- (b) Correctional officers failing to demonstrate continuing proficiency with chemical agents or knowledge of the Use of Force Policy may lose their authorization to carry the chemical agent or may be removed from an assignment.
- (c) The Training Director shall be responsible for ensuring that all personnel who are authorized to use chemical agents have also been trained in the proper medical treatment of persons who have been affected by the use of chemical agents. Training should include the initial treatment, (e.g., providing the proper solution to cleanse the affected area) and knowledge of when to summon medical personnel.

308.4 PROFICIENCY TESTING

The Training Director shall ensure that all training delivered to staff should also test proficiency in order to document that the employee understands the subject matter, and that proficiency training is monitored and documented by a certified weapons or tactical instructor.

308.5 TRAINING RECORDS

It shall be the responsibility of the Training Director to ensure that the following is maintained on file for all training provided by the Agency:

- A course outline or lesson plan
- A roster signed and dated by those in attendance
- The name of the person coordinating the training

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The Training Director shall ensure that copies of such training records are placed in the employee's training file and retained in accordance with established records retention schedules.

308.6 REVIEW, INSPECTION AND APPROVAL

Every chemical agent delivery device will be periodically inspected by the designated instructors for a particular device.