

*AMENDS 502.07***Station Teletype-5D - ADULT PROCESSING - PRINTING HOSPITAL CASES**

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**From:** Headquarters Teletype  
**To:** ADMINGRP; ADMINGRP; STATGRP; STATGRP  
**Date:** 11/27/01 2:34 PM  
**Subject:** ADULT PROCESSING - PRINTING HOSPITAL CASES

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**TT11-471-01**  
**November 27, 2001**

**NOT FOR THE PRESS**  
**TO THE FORCE**

EFFECTIVE IMMEDIATELY, THE ADULT PROCESSING BRANCH WILL BEGIN PRINTING HOSPITAL CASES. THIS WILL ALLOW OFFICERS WITHIN THE RESPECTIVE DISTRICTS TO REMAIN ON PATROL AND PROVIDE CONTINUED SERVICE TO CITIZENS WITHIN THE DISTRICT OF COLUMBIA.

IT IS REQUESTED THAT THE DISTRICT THAT HAS AN ARRESTEE ADMITTED TO THE HOSPITAL CONTACT THE ADULT PROCESSING BRANCH ON 727-2894 AS SOON AS THE PD FORM 163 IS COMPLETED AND TAKEN TO THE HOSPITAL WHERE THE GUARD DETAIL HAS BEEN INITIATED. THE DISTRICT SHALL GIVE THE NAME OF THE ARRESTEE, THE HOSPITAL AND ROOM NUMBER IN WHICH THE ARRESTEE IS DETAINED. A MEMBER OF THE ADULT PROCESSING BRANCH WILL RESPOND TO THE HOSPITAL DURING THE OUT OF DUTY CONTACTED TO PROCESS THE PRISONER. THE ARRESTEE WILL BE IDENTIFIED THROUGH AFIS AND A COPY OF THE PD FORM 163 WILL BE TAKEN TO THE COURT LIAISON DIVISION, WHERE THE ARRESTING OFFICER WILL PAPER THE CASE. WHEN THE ARRESTEE IS RELEASED, HE/SHE WILL BE TRANSPORTED TO THE ADULT PROCESSING BRANCH FOR TRANSPORT TO THE MARSHALL BLOCK.

THE ADULT PROCESSING BRANCH WILL NOTIFY THE RESPECTIVE DISTRICT'S WATCH COMMANDER WHEN THE ARRESTEE IS POSITIVELY IDENTIFIED. IT SHALL BE THE ARRESTING OFFICER'S RESPONSIBILITY TO ENSURE THE CASE IS PAPERED PROPERLY.

THE COURT LIAISON DIVISION WILL NOTIFY THE DISTRICT'S WATCH COMMANDER OF THE DISPOSITION OF THE HOSPITAL CASE WHEN IT IS PAPERED.

IF THERE ARE ANY QUESTIONS, PLEASE CONTACT AN ADULT PROCESSING OFFICIAL AT 202 727-2894.

/S/LT. MICHAEL R. BUNNER APD  
ST.HILL,J      TT      INFOTECH      1427HRS/11272001