

TUSCALOOSA COUNTY JAIL

INMATE INTAKE PROCEDURE

Inmates are provided a copy of the Tuscaloosa County Jail Inmate Handbook before being escorted to their assigned housing unit. Upon release, inmates are required to return the Handbook to the Officer processing their release from the Tuscaloosa County Jail. Any inmate that does not return their handbook, which was issued to them, are subject to a monetary fine.

The rules and regulations contained herein revoke and supersede the rules and regulations of all previous handbooks. The rules and regulations contained herein are in effect until superseded by subsequent additions, deletions, or corrections.

This handbook does not contain all rules and regulations that govern the inmate population but does contain guidelines for the conduct and general expectations of the incarcerated in the Tuscaloosa County Jail. Because a rule or regulation does not appear in this handbook does not mean that it does not exist and that it doesn't apply to the incarcerated population.

Those rules and regulations contained herein and elsewhere such as employee's PPD and memos are applicable to all inmates incarcerated in the Tuscaloosa County Jail regardless of classification status or category. Violation of these rules and regulations by any inmate may result in disciplinary action and or criminal prosecution.

Any questions concerning the contents herein should be directed in writing to the Chief Jail Administrator or the Sheriff of Tuscaloosa County.

Inmate Funds

Upon committal to the Tuscaloosa County jail, inmates will surrender any and all forms of money in their possession. This money will be properly recorded and you will be provided with a receipt. While incarcerated, inmates can use this money to purchase items from the commissary, or release it to an outside source. Inmates can receive additional funds in the form of a Money Order to be added to their account. After release from jail, inmates may return and pick up their funds or remaining funds from their incarceration based on the scheduled days and times posted in the booking area of the jail.

Booking

Every inmate that enters the Tuscaloosa County Jail will be patted down before being booked and any property that inmates have will be surrendered to the on-duty booking rover to be inventoried. After the completion of the inventory sheet and the inmates signature stating that all property has been surrendered, the inmate will begin the booking procedure.

Inmate Property

All inmate property, at the time of booking, is surrendered to the Tuscaloosa County Jail for safe keeping until the inmate can get someone to release his or her property to. Any property left over 5 days from the time the inmate was released will be discarded. The Tuscaloosa County Jail is not responsible for any property left after five days of the initial booking of any inmate. Anything left over 5 days from initial booking that gets lost, stolen or broken, The Tuscaloosa County Jail is not responsible.

Health Care

Within seventy-two (72) hours of entry into the jail, a medical staff member from the Health Department will perform an initial medical screening. Answering truthfully and correctly is vital for your health needs and those already incarcerated in the Tuscaloosa County Jail. (SEE ALSO INMATE SERVICES AND PROGRAMS)

Housing Unit Assignment

Inmates are assigned to housing units by staff only. Any changes in assignment are to be done by staff after a supervisor's approval. Unauthorized changes of cell or bed location, is prohibited. All medical units and holding cells are non-smoking. All new admitted inmates will be placed in a 14-day medical evaluation dorm.

COUNTY ISSUED ITEMS

Upon committal and before being escorted to your assigned housing unit, the following items will be issued to you.

- One uniform shirt
- One uniform pants
- One mattress
- One blanket
- Two sheets (one fitted and one sheet)
- One pillow
- One pillowcase
- Two towels (one towel and one face towel)
- One toothbrush
- One tube of toothpaste
- One bar of soap
- One roll of toilet paper
- One spork
- One cup
- One inmate handbook

Inmates are liable for county issued clothing, linens, and other items provided by the jail. Inmates are not to exceed the number of county issued, or permitted items in their cell at any given time.

Permitted Items

Personal clothing can be purchased from the commissary. Inmates are allowed up to three of any clothing item listed. Other permitted items are:

- Contact lenses
- Prescription eyeglasses (approved by medical staff)
- Religious literature
- Legal documents pertaining to the your case

Inmates should not exceed the limit allowed for permitted, as well as issued items. If incoming mail includes items you have already met your limit on you may return them to sender or have them placed in your personal property or surrender them to staff for disposal. Any items found in excess of allowed limits will be confiscated and destroyed.

Contraband

Any item not approved for entry into housing units, listed on the inmate commissary order form, or not issued by the facility are considered contraband. This includes articles of clothing such as undergarments and foot-ware.

INMATE COMMUNICATIONS

Inmate Request Forms

To ensure quick and effective communications with the jail staff, an inmate request form is available to you. Inmate request forms are kept on each individual post and can be obtained from asking the on-duty roving officer assigned to your post. All inmate request forms should be submitted to the post officer. Forms submitted that are non-legible and unsigned will be discarded.

Inmate Medical Forms

Inmate medical request forms are obtained in the same manner as obtaining inmate request forms. To obtain medical assistance a medical form must be filled out completely and returned to the on-duty roving officer assigned to your post. Any request for non-prescribed medication must also be submitted on a medical request form. There is a fee for non-prescribed medications. All prices are subject to change without notice.

Inmate Grievance Forms

An inmate wishing to resolve any problem must submit an inmate grievance form from the on-duty roving officer assigned to your post. Inmates are allowed to file a grievance when they have been subjected to:

- A criminal act by another inmate
- A prohibited act by a staff member
- Abuse
- Harassment
- Abridgement of civil rights
- Denial of privileges without just cause

All grievance forms must be addressed to a shift supervisor and should include the date, time, names of all persons involved, and all pertinent details of the incident including the names of any witnesses. Grievances are promptly and thoroughly investigated, appropriate corrective action taken and a follow up report will be issued to the inmate. An inmate who files a grievance that is determined to be fabricated is subject to disciplinary action.

Inmate Correspondence

All inmates have access to the U.S. Postal Service; however, staff checks all incoming and outgoing mail before being delivered to the appropriate person. Incoming and outgoing mail is checked for content, cash, money orders, and any unauthorized items considered to be contraband.

Prohibited items received through the mail are returned to the sender at the sender's expense, or discarded. Any items that violated federal, state, or local statutes or poses any threat to the safety, security, or orderly running of the facility are prohibited and subject to criminal prosecution.

Inmates have the right to correspond with counsel or courts without having correspondence read, but keep in mind that all mail is checked for contraband. The Chief Jail Administrator must approve any Correspondence from inmates of the Tuscaloosa County Jail with inmates of other facilities.

Outgoing mail must have your full name that was used during booking, and the return address of 1600 26th Ave. Tuscaloosa AL, 35401. All out-going mail is stamped "Inmate Tuscaloosa County Jail". Incoming mail must have your full name that was used during the time of booking, and your housing location.

Inmate Communications With The Media

Inmates are prohibited from communicating with the media without prior approval from the Sheriff or his designee. This includes telephone conversations, written correspondence and/or physical visitation.

INMATE PRIVILIDGES (A PRIVLIDGE IS NOT A RIGHT)

Telephones

Inmate telephones are located in each housing unit and are made available daily excluding meal times and lockdown status. All calls are outgoing and collect calls. There will be a toll charge billed to the party accepting the call. All calls are subject to monitoring and recording. Inmates should be respectful of other by keeping calls to fifteen minutes and staying an arms length away from anyone using the telephone. Staff members will not transfer calls and will not take messages. Any inmates who damage telephones are subject to disciplinary action and or criminal prosecution.

Television

Televisions are provided in each housing unit. Televisions may be removed or turned off for disciplinary reasons. Any inmate or inmates who damages or destroys a television is responsible for the cost of replacement and is subject to disciplinary action and or prosecution. To avoid conflict among inmates staff may dictate programming.

Visitation

Inmates are given the opportunity to receive one visit per week with a maximum of two adults (age 16 and older with a valid state I.D. with photo). Visiting day and hours will be set by the Chief Jail Administrator and are subject to be changed. Female visitation will take place one day a week. All inmates are allowed only one fifty-five minute visit per week.

All visitors are required to make appointments by calling (205) 349-4511 between the designated times to make appointments 24 hours prior to the visiting day. All visitors are required to arrive at least 15 minutes before the scheduled visit and provide a current state identification card with their photo.

Persons under the age of sixteen are not allowed to visit and an adult must accompany all persons under the age of eighteen. Any persons on furlough or pass from any correctional institution, awaiting trial on a felony charge in any jurisdiction are not allowed to visit. All visitors must also be properly dressed.

Commissary

The commissary is made available to inmates once a week. Commissary order forms are passed out weekly. There is a fifty-dollar limit on purchases of durable items, such as clothing. You are not allowed to make exchanges on store items after your transaction has been processed. To ensure that you received all items ordered, do not exceed the amount of money you have in your account. The commissary officer needed will make any adjustments. Orders from inmates in any form of special housing will be evaluated before being processed. All items must be kept in an orderly fashion, keep this in mind when ordering. Any inmate who is found to be ordering and or receiving commissary in another inmates name will have their commissary privileges suspended and may face criminal prosecution.

(SEE ALSO INMATE SERVICES AND PROGRAMS; INMATE WORKER PROGRAM)

Morning Wake Up Call and Lockdown

Upon wake up call, all inmates are required to be fully dressed and all beds are to be made and the living and day room areas cleaned. This must be done before any privileges are given for the day. During courthouse hours all individual cell doors in all dorms will be closed and inmates will be locked out of their rooms. Inmates will not be allowed to take their beds or sheets out of their rooms.

INMATE SERVICES AND PROGRAMS

Meals

All inmates are served at least three meals a day with two of those being hot. All meals are served at regular times during 24-hour periods. All inmates are required, during this time, to be properly dressed in the required uniform for that day and to line up against the wall and receive their tray in an orderly fashion. Any inmate caught taking more than one tray, will be subject to disciplinary action. After completion of each meal, inmates are required to return his/her food tray. Any inmate who damages food service items will be subject to disciplinary action and any fees acquired for replacement of the damaged items.

Laundry

Laundry bags are issued to each inmate for washing all personal clothing, uniforms and linens. Each inmate is to place his/her laundry in the issued laundry bag. All laundry bags should have on them a bag number, housing location, and inmate name. A laundry schedule is in each housing unit and laundry bags should be ready at scheduled pick-up times. Laundry schedule is subject to be changed at any time. Any change made will be posted in the housing unit.

HEALTH CARE (Continued)

Medical care is available twenty –four hours a day for emergencies and on a regular scheduled basis for non-emergencies.

Sick call is conducted Monday thru Friday. You must submit a request for medical evaluation to be seen during sick call. If you fail to turn in a request, or miss sick call for any reason you must wait until the next scheduled sick call. Sick slips are distributed daily by medical and jail staff. Inmates are not allowed to accumulate sick slips to be used later. Sick call is conducted by a licensed practical nurse. To see the doctor, a nurse must refer you. If you become ill, you should notify the on-duty rover for your post in order to receive prompt medical care.

The Tuscaloosa County Jail provides certain medical services at no charge. The medical services provided are list below:

- Admitting physical screening
- Admitting dental screening
- Mental health screening

Other medical services **requiring payment** will be deducted from the Inmate's Account. These services are:

- Dentist visits
- Sick call
- Doctor visits (\$25.00 per visit)
- Prescription medication (\$20.00 per prescription)
- Over the counter medication (Tylenol, Laxatives, ect.)
- Ambulance Transportation

Medical-staff deliver needed medications on a daily basis. If you are receiving medications you must respond to the medical staff immediately after having you name called. You must receive your own medications from the nurse. In the event that you send another inmate to your name call or do not respond to your name call, you forfeit your medication for that day. In the event that any inmate caught taking another persons medication, that inmate is subject to disciplinary action and or criminal prosecution.

Religious Services

Inmates have the opportunity to participate in practices of their religious faith subject to the limitations necessary to maintain order and security. Clergy visits are scheduled on a regular basis and as time permits. Inmates who desire to see a particular community minister may contact that minister and request that he or she make arrangements with the jail. All special visits must be cleared through the Chief Jail Administrator.

Notary Services

The service of a notary public is available free of charge to inmates upon request. Only items relating to your legal case will be approved for notarization. Requests for this

service must be submitted on an inmate request form that can be obtained by the on-duty post rover.

Inmate Worker Program

Inmates who are interested in becoming an Inmate Worker can obtain an application from any on-duty post rover. Inmates selected are those that are considered to be low security risks, and show a promise of good behavior and consistent work habits. All inmates are eligible for inmate worker status consideration except those in the following categories:

- A. Maximum-security inmates
- B. Inmates with major medical problems
- C. Inmates with serious mental problems
- D. Suicidal inmates
- E. Violent inmates
- F. Escape risk inmates
- G. Federal and immigration inmates
- H. Inmates with “no bond” and inmates with bonds over \$50,000 (**inmates in this category will be evaluated on an individual basis**)
- I. Parole violators
- J. Inmates charged with crimes of violence

Before becoming an Inmate Worker, the inmate must sign a contract with guidelines that the inmate must agree to. These guidelines are as followed:

- A. I agree to abide by all rules and regulations of the Tuscaloosa County Jail, as described in my inmate handbook.
- B. I agree to conduct myself in a responsible manner to maintain a proper work attitude and to report to work on time as scheduled.
- C. I agree to perform work duties upon the request from all staff members.
- D. I will not do anything to discredit or disrespect other inmates, Inmate Workers, or staff members.
- E. I agree to do my part in cleaning the dayroom daily.
- F. I agree to maintain good health and hygiene habits and follow the health regulations pertaining to cleanliness with kitchen and facility operations.
- G. I agree to respect my free time and not to disrupt or bother my fellow inmates in regards to their sleeping study, and free time.
- H. I understand that Inmate Workers may receive additional privileges I will not abuse those privileges.
- I. I agree to accept any additional duties assigned to me by any staff member.
- J. I understand that if I am unable to perform my duties for any reason, for more than three days in a row, I may lose my Inmate Worker status, goodtime, and or be returned to general population.
- K. I understand that my work performance and my attitude toward my work is evaluated on an on going basis by the facility staff.
- L. I understand that unwillingness to complete any job assignment, disrespect to other, or insubordination to staff may be reason for my removal from the Inmate Worker program.

- M. I understand that leaving my work detail without permission will result in an escape charge.
- N. I understand that there is no outside visitation allowed for Inmate Workers and that all contact with the public is strictly prohibited.

DAILY ACTIVITIES

All applicable inmates that fill out the inmate worker form must sign and understand these rules and regulations, inmates must also understand that any violation of these rules will result in loss of goodtime credits and or removal from the inmate worker program. Also all inmate workers are subject to random drug tests.

Inmate Dress Code

Monday Thru Friday

Upon wake-up call, and before breakfast, all inmates are required to dress in Tuscaloosa County Jail attire. This includes shirt, pants and issued foot-wear, all in unaltered state. Inmates are to remain in full dress until the time of lockdown for the night.

OTHER PROGRAMS OFFERED:

The Tuscaloosa County Jail offers inmates the opportunity to sign up and attend any of the following programs. To sign up for any of the programs, the inmate must request an "Inmate Request Form" from the on-duty post officer and address it to the Jail Program Coordinator. Selection is based on a first-come-first-serve basis. There might be a waiting period prior to being assigned to a program. Each inmate that requests to be in a certain program will be placed on a waiting list until an opening is available.

Saturday Thru Sunday

Upon wake-up call, and before breakfast, all inmates are required to be dressed in basic attire. This requires, at the very least, pants and a t-shirt.

Inmate GED Program

The GED Program allows inmates the opportunity to receive a General Education Degree. Study classes are available, prior to testing. This program is offered once a week and is available to male and female inmates.

At no time will any inmate be allowed to wear skullcaps, dew-rags, or any other items on their head.

Inmate Movement

While exiting cells, on any given day, for any destination other than recreation areas, inmates must be fully clothed in Tuscaloosa County Jail attire. Any clothing altered by inmates, both privately owned and issued, may be confiscated. While being escorted through the facility, inmates will walk handcuffed and single file with their right shoulder to the wall at all time.

Inmate AA Program (Alcoholics Anonymous)

The AA Program is based on the 12-step program to assist recovering alcoholics. This program meets once a week and is currently only offered to male gender inmates.

Emergency Movement

During the times of an emergency, inmates are to follow the instructions given by staff. Staff are trained to supervise the evacuation of the jail should the need arise. Failure to follow evacuation procedures and orders as given by staff can result in disciplinary action and or criminal prosecution.

Inmate Anger Management

The Anger Management Program is established to help assist in overcoming anger and frustrations. This program meets once a week and is offered to male and female inmates.

Fire emergency evacuation routes are posted throughout the jail. Emergency doors are clearly labeled throughout the jail. Fire drills are to be treated as if an actual fire exists. Remember, if a fire is started by a careless or irresponsible person your life as well as others, may be endangered.

Inmate Art and Crafts Classes

Art and Craft Classes are offered once a week to male and female inmates.

Cleaning Housing Units

Inmate Purpose Driven Life

Christian counseling services offered once a week to male gender inmates.

Inmates share the responsibility of cleaning individual housing units. In each dorm, the inmates should come up with a working schedule for cleaning. Each morning, the on-duty post rover for cleanliness will inspect the dorms. The on-duty rover will determine if the dorm is clean so that the dorm will receive telephone and television privileges.

Character First Program

The Character First Program is based on building one's character through positive daily living values. This program is available bi-weekly for both males and female inmates.

Inmate Hygiene

Inmates are allowed to shower at any time, with the exclusion of lockdown status. It is recommended that inmates shower daily, but at least one shower per week is required. Inmates are able to purchase hygiene products from the Commissary once a week. Indigent Inmates are allowed to receive one (1) care package once a month, upon request and approval.

Inmate Recreation

The jail provides a recreation area available for daily exercise, as weather permits. Inmates are not required to participate in any exercise, recreation or leisure time activity. Any inmates that do not participate in outside recreation will be confined to his or her cell until the other inmates have returned. This is to ensure the safety and security of the other inmate's personal property, and not to be confused as a disciplinary measure. Inmates are also encouraged to utilize the indoor dayrooms for walking and or aerobic exercise at all times and especially in the event of unfavorable weather conditions.

INMATE DISCIPLINARY PROCEDURES

Disciplinary procedures are designed to maintain security, insure the safety of inmates, staff, the public, and promote order within the facility. Violation of rules and regulations outlined in this appendix will be processed in accordance with the following procedures.

Any detention officer or deputy of the Tuscaloosa County Jail may charge an inmate with a rule violation. From any charge of rule violation, the inmate may go before an inmate disciplinary committee, be criminally charged, and or both.

An inmate disciplinary committee will be established to provide a fair and impartial hearing and consistent formal means of determining inmate guilt or innocence in the event of an alleged infraction of facility rules and regulations. Guidelines will be established to ensure disposition of disciplinary sanctions are consistent with various degrees of violation.

- A. When an inmate is alleged to have committed a violation of the law, the case will be referred to the criminal investigations division for follow-ups.
- B. When an alleged rule violation is reported, an appropriate investigation will begin within 24 hours of the time the violation is reported and be completed without unreasonable delay, unless there are exceptional circumstances for a delay.
- C. Inmates charged with a rule violation shall receive a written statement of the charges including a description of the incident and the specific rules violated, no less than 24 hours prior to the disciplinary hearing. The hearing may be held within 24 hours with the inmates written consent.
- D. Inmates charged with rule violations shall be present at the hearing unless they waive that right in writing or through behavior. Inmates may be

excluded during the testimony of any inmate whose testimony must be given to confidence. The reasons for the inmate's absence or exclusion will be documented.

- E. Inmates charged with rule violations shall have a disciplinary hearing as soon as it is practicable but no later than five (5) days, excluding weekends and holidays, after the alleged violation. Inmates shall also be notified of the hearing at least 24 hours in advance of the hearing.
- F. Postponement or continuance of a disciplinary hearing may occur for a reasonable period and for good cause.
- G. An impartial person or panel of person's and a permanent record of the procedure being made and maintained in the inmates file shall conduct all disciplinary hearings.
- H. The inmate will be given the opportunity to make a statement and present documentary evidence, and to have in attendance at a disciplinary hearing any person who has relevant and not unduly cumulative information, except when doing so may jeopardize the life or safety of any person or the security or order of the facility. Such reasons for denial will be documented.
- I. A staff member may assist inmates at disciplinary hearings if requested. A staff representative shall be appointed to assist an inmate when it is apparent that the inmate is incapable of collecting and presenting evidence effectively on his or her own behalf.
- J. The inmate disciplinary committee's decision shall be based on information obtained during the hearing process, including staff reports, the statement of the inmate charged, and evidence derived from witnesses and relevant documents.
- K. A written record will be made of the disciplinary hearing decision and a copy given to the inmate. Hearing records and supporting documents will be kept in the inmates file and in disciplinary committee's records.
- L. The Chief Jail Administrator or designee to ensure conformity may conduct a review of all disciplinary hearings and dispositions.
- M. Inmates will have the right to appeal decisions of the Chief Jail Administrator who shall either affirm or reverse the decision within five working days of the appeal. Inmates have the right to appeal the ruling of the committee within 15 days of the verdict.
- N. Any guilty verdict of major rule violations shall be sent to other county, state, and or federal institutions along with the inmate.

TYPE OF SANCTIONS

CATEGORY ONE OFFENSE – INMATES ARE SUBJECT TO A VERBAL OR WRITTEN REPRIMAND AND OR SEVEN DAYS LOSS OF PRIVILEGES.

CATEGORY TWO OFFENSES – INMATES ARE SUBJECT TO A VERBAL OR WRITTEN REPRIMAND AND OR 8 TO 14 DAYS LOSS OF PRIVILEGES.

CATEGORY THREE OFFENSES – INMATES ARE SUBJECT TO 15 TO 21 DAYS LOSS OF PRIVILEGES AND WILL BE SUBJECT TO DISCIPLINARY CONFINEMENT.

CATEGORY FOUR OFFENSES – INMATES ARE SUBJECT TO 22 TO 30 DAYS LOSS OF PRIVILEGES AND WILL BE PLACED IN DISCIPLINARY CONFINEMENT. INMATES MAY ALSO BE SUBJECT TO POSSIBLE CRIMINAL PROSECUTION.

RULE VIOLATIONS

RULE VIOLATIONS INCLUDE THE FOLLOWING BUT ARE NOT LIMITED TO THOSE LISTED BELOW

CATEGORY ONE OFFENSE

- A. Wearing a disguise or mask.
- B. Failure to follow safety or sanitation regulations.
- C. Gambling, preparing or conducting a gambling pool, possession of gambling paraphernalia.
- D. Being unsanitary or untidy; failing to keep one's person and one's quarters in accordance with set standards.

CATEGORY TWO OFFENSES

- A. Indecent exposure
- B. Mutilating or altering issued clothing
- C. Unexcused absence from any work assignment (inmate workers)
- D. Malingering or feigning an illness
- E. Failure to perform work as instructed by any officer or supervisor/deputy
- F. Being in an unauthorized area
- G. Using abusive or obscene language
- H. Unauthorized use of mail or telephone
- I. Unauthorized contacts with the public
- J. Correspondence or conduct with a visitor in violation of set regulations
- K. Refusing to work
- L. Creating a disturbance

CATEGORY THREE OFFENSES

- A. Destroying altering or damaging government property or the property of another
- B. Stealing (theft)
- C. Misuse of authorized medications
- D. Loaning of property or anything of value for profit or increased return
- E. Possession of anything not authorized for retention or receipt by the inmate and not issued to him or her through regular institutional channel's
- F. Encouraging others to refuse to work or participating in a work stoppage
- G. Refusing to obey an order of any staff member
- H. Insolence toward a staff member
- I. Lying or providing a false statement to a staff member
- J. Counterfeiting, forging or unauthorized reproduction of any documents, articles, identification, money, security, or official paper
- K. Participating in an unauthorized meeting or gathering
- L. Failure to stand count
- M. Interfering with the taking of count
- N. Making intoxicants or being intoxicated
- O. Tattooing or self mutilation
- P. Refusing to provide a urine or breath sample

CATEGORY FOUR OFFENSES

- A. Murder
- B. Assaulting any person
- C. Fighting with another person
- D. Threatening another with bodily harm, or any offense against his or her person or property
- E. Acting in a way that disrupts or interferes with security or orderly running of the jail
- F. Extortion, blackmail protection, demanding or receiving money or anything of value in return for protection against others to avoid bodily harm or under threat of informing
- G. Violating a condition of furlough, pass, or any other conditional or temporary release
- H. Engaging in sexual acts with others and or anything considered as sexual misconduct
- I. Making sexual proposals or threats to another
- J. Leaving the jail without authorization
- K. Escape, attempted, planning or conspiracy
- L. Setting fire
- M. Tampering with or blocking any alarm, safety, electrical or locking device
- N. Adulteration of any food or drink
- O. Possession or introduction of an explosive or any ammunition
- P. Possession of contraband

- Q. Smoking in designated areas where smoking is prohibited**
- R. Rioting or encouraging others to riot**
- S. Engaging in or encouraging a group demonstration**
- T. Giving or offering any official or staff member a bribe, or anything of value**
- U. Giving money or anything of value to, or accepting money or anything of value from an inmate, a member of his or her family or his or her friends**

RELEASE PROCEDURES:

Return of Jail Property

Upon initial release from the Tuscaloosa County Jail, the inmate shall return all jail property that was issued at the time of admission. Any item of value not returned or damaged, shall be deducted accordingly from the inmate's account.

Return of Inmate Personal Property

All personal property shall be returned, unless previously released. If property is left at the Tuscaloosa County Jail long than five (5) days after an inmate has been released or transferred to another facility, the property will be discarded.

Medications / Prescriptions shall be released with the inmate. The jail will only keep medications for a period up to one (1) week before destroying them, after an inmate's release.

Inmate Funds

Inmate may pick up their funds or remaining funds from their incarceration based on the scheduled days and times posted in the Booking Area of the Jail. Funds are returned in the form of a check only.

Funds can be sent in the form of a check to an inmate, if they have been transferred to another facility or live in another town / state. Inmates who need their funds sent somewhere else, will have to fill out the proper form, provided by the Releasing Officer upon request.

Transportation

Public transportation services are available based on set schedules. These services include buses or taxis.

Shelters and Counseling Services:

If needed, the following services are available:

Red Cross:

Phone Number: 758-3608 or 349-8423
1100 15th St. E. Tuscaloosa

Salvation Army:

Phone Number: 758-2804
2902 Greensboro Ave. Tuscaloosa

Turning Point for Domestic Violence / Sexual Assault Services:

Phone Number: 758-0808
Counseling services and shelter are available

Community Drug Treatment:

The Phoenix House:

Phone Number: 758-3890 or 758-3867
700 35th Ave. Tuscaloosa