

## BRISTOL COUNTY SHERIFF'S OFFICE

## SUBMIT ENTIRE 2-PART FORM

PRESS FIRMLY

INMATE GRIEVANCE FORM

ALL GRIEVANCES AND APPEALS MUST BE FILED BY DEPOSITING IN GRIEVANCE BOX

(1) You may file a grievance on your own behalf concerning a legitimate complaint or problem regarding a specific incident, condition of confinement or application of a BCSO policy, rule or regulation. (See Inmate Grievance Policy for GRIEVANCE ISSUES).

(2) All grievances must be submitted within ten (10) weekdays of the incident. Only properly submitted grievances that concern a Grievance Issue will be addressed. Grievances that are REJECTED based on procedural issues must be re-submitted in accordance with policy to be addressed.

(3) Print legibly. Complete Section I, including Date of Incident, Inmate Name, ID#, Location/Housing Unit, Complaint Description, Remedy Requested, and sign and date the form prior to submitting. SUBMIT ENTIRE 2-PART FORM, INCOMPLETE SUBMISSIONS SHALL NOT BE PROCESSED.

(4) Only one issue per grievance; no duplicate/repetitive grievances; no grievances may be filed on behalf of a "class" or group of inmates.

(5) Non-grievable matters include Classification, including Identification of an inmate as a sex offender; Disciplinary matters; and Medical or clinical decisions related to an inmate's physical or mental condition. (See Inmate Grievance Policy for GRIEVANCE EXCLUSIONS).

(6) APPEAL OF DENIED GRIEVANCES: Only Denied Grievances may be appealed. Approved and Rejected Grievances may not be appealed.

(7) APPEAL PROCEDURE: Appeal Denied Grievances to the Superintendent/Designee within five (5) days (excluding weekends and holidays) of the receipt of the Decision by completing Section V on your yellow copy and depositing it in a Grievance Box.

(8) THIS FORM IS NOT TO BE USED FOR ANY OTHER CORRESPONDENCE OR PURPOSE OTHER THAN TO FILE A FORMAL GRIEVANCE SHALL NOT BE PROCESSED OR FORWARDED. BE PROCESSED OR FORWARDED DATE IGC/DESIGNEE RECEIVED: 6/2-12094 STAFF SIGNATURE: -ul DATE: 6/30/40-4 SECTION I - INMATE USE INMATE NAME: aan Hemana I.D. NUMBER: DATE OF INCIDENT: 6 FACILITY LOCATION (check one): DHOC ☐ ASH ST. ☐ D.W.C. ☐ HOUSING UNIT/CELL #: ED-GI I have been served only cream of wheat and get the egg, without the potates, The eggs are the days, without proves and onlyns; so, I should be able to get both meals It no potatoes, I should be able to get puratoci many oil buth days (MBT) sclatues on REMEDY REQUESTED: / ound meall, su INMATE SIGNATURE: 6/24/14 in unan

has been resolved to my satisfaction. I further acknowly	edge that I may not appea	ne informal resolution of this grievance and a I this grievance and sign this acknowledgeme	cknowledge that the grievance nt of Informal Resolution of my	of the rea				
own free will and without any threat of force, duress or on MATE SIGNATURE:	coercion. DATE:	STAFF SIGNATURE:		receiving				
SECTION III - WITHDRAWAL OF GRIEVANCE threat of force, duress or coercion.	I hereby withdraw this	s Grievance and sign this withdrawal of my	own free will and without any	them!				
INMATE SIGNATURE:	DATE:	STAFF SIGNATURE:		HOPE LIVILS				
SECTION IV - GRIEVANCE DECISION	7			135 45, 17				
FORM REJECTED (Cannot Appeal) Reason(s): Improper Use of Form DuplicatorRepetitive Non-Grievable (Exclusion) Incomplete Form Other: 13.02.05 C DATE: 6/30/250/								
	ot Appeal) DENIED	(May Appeal Using Section V)		Thank yo				
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1	End on			consideration				

6 (30/2014 GRIEVANCE COORDINATOR/SUPERVISOR SIGNATURE: DATE: SERVICE AND NOTICE OF RIGHT TO APPEAL: I served a copy of this Decision on the innate and informed him of his right to appeal the Decision to the Superintendent/ Designee within 5 days (excluding weekends/holidays) of the receipt of this Decision by completing Section V on the yellow copy and depositing it in a Grievance Box.

IGC/STAFF SIGNATURE:

DATE:

Comment:

RECEIPT OF DENIED GRIEVANCE DECISION AND NOTICE OF RIGHT TO APPEAL: I acknowledge that I have been served with a copy of this Denied Grievance Decision and advised of my right to Appeal the Decision to the Superintendent/Designee within five (5) days (excluding weekends and holidays) of the receipt of this Decision and that I must complete Section V on my yellow copy and deposit it in a Grievance Box.

INMATE SIGNATURE:

DATE:

INMATE SIGNATURE:

DATE:

Inmate refused to sign for Receipt of this Decision but was given a copy and advised of his/her right to appeal as described above.\*

DATE:

DATE:

SECTION V — INMATE APPEAL OF GRIEVANCE DECISION DENIED GRIEVANCES ONLY: You may appeal Denied Grievances in writing to the Superintendent/Designee within five (5) days (excluding weekends and holidays) of the receipt of this Decision. Check the appropriate box below, sign, date, and submit your yellow copy by placing the form in the locked Grievance Box in the Housing Unit.

Select one: I I do INMATE SIGNATURE: I do not appeal this Decision. (Further explanation may be submitted on the reverse side or on a separate, attached sheet.) DATE:

GRIEVANCE COORDINATOR USE ONLY: Appeal: Received Not Received. STAFF SIGNATURE:

SECTION VI - WITHDRAWAL OF APPEAL I hereby withdraw this Grievance Appeal and sign this withdrawal of my own free will and without any threat of force, duress or coercion.

INMATE SIGNATURE: STAFF SIGNATURE: DATE: SECTION VII - APPEAL DECISION Date Appeal Received: Date: Signature:

Form Rejected. Returned to inmate for the following reason(s): SUPERINTENDENT'S DECISION: DECISION OF IGC / IGS IS AFFIRMED REVERSED MODIFIED

SUMMARY OF FINDINGS: SUPERINTENDENT/DESIGNEE SIGNATURE: DATE:

A MEDICAL GRIEVATICE

454 BRISTOL COU	NTY SHERIFF'S OFFICE		P 1 21	INMATE GRIEVANCE L	OG		
GRIEVANCE	INMATE NAME	I.D. NUMBER	DATE RECEIVED	SUBJECT	DECISION	APPEAL RECEIVED	
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66.055.14			6/24/2014		□ APPROVED □ DENIED □ OTHER FREJECTED		□ AP
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			6/25/2014	misqual	☐ APPROVED ☐ DENIED ☐ OTHER WHELECTED	w	CJ AP
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06.260-14			6/25/2014		DAPPROVED DENIED DOTHER PREJECTED 6 (25/12014)		□ AF
66.061 114			6/25/2019	STACE COMPORTMENT	APPROVED DENIED DOTHER TO REJECTED		□ AF
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