

# Federal Bureau of Prisons

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Federal Detention Center  
SeaTac, Washington

Obtaining Records, Information, and Assistance



## FDC SeaTac

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- Administrative Mission
- Pre-trial Inmates
  - Who has legal custody?
  - Exception



## Mental Competency Evaluations at FDC

### 18 U.S.C. §§ 4241, 4242, 4244

- Court order(s)
- Appropriate Designation
  - No risk assessments (Medical Centers only)
- Time frames
  - §§ 4241, 4244 (up to 30 - 45 days)
  - § 4242 (up to 45 - 75 days)
  - 2 additional weeks for report
- Sample Proposed Orders

## EDiscovery

- Inmates may receive CD/DVDs containing discovery material
  - Ediscovery must be mailed to inmate pursuant to the Inmate Legal Mail procedures
  - Attorneys must complete Discovery Material Authorization Form
  - Inmate must sign form acknowledging receipt
- Protected Ediscovery
  - Contact FDC Legal before sending protected Ediscovery to an inmate to arrange for appropriate production and inmate access

## Inmate Telephone Calls

- Monitored
  - Can have up to 30 numbers on Telephone List
- Unmonitored
  - General Population (GP) inmates have access to CJA phone
  - Can make a request through Unit Team
- SHU Inmates
  - Unlimited legal calls
    - Need to make request through Unit Team
  - Social calls
    - Once every 30 days

## Separation Requests

- Written Request
  - Be specific
  - Include Inmate Name and Register Number or other Identifying Information
- Effective for all inmate movement
- To make request, contact:
  - USMS
  - (b)(6); (b)(7)(C) FDC SeaTac CMC
    - (b)(6); (b)(7)(C) [@bop.gov](mailto:(b)(6); (b)(7)(C)@bop.gov)
    - (b)(6); (b)(7)(C)

## Medical Issues

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### If you receive a complaint:

- Call or email FDC
  - Have Inmate name and Register Number on hand

(b)(5)



## Medical Issues

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### How to Obtain Medical Records

- AUSA
  - Law Enforcement request for records
- Defense Counsel
  - Inmate/Client request
  - FOIA
  - Request through prosecuting AUSA
  - Subpoena (Touhy)
  - Court Order (last resort)

## Medical Issues

If you receive a Defense Motion or a Court Order:

- Call FDC Legal

(b)(5)



## BOP / FDC Records

Include:

- Inmate Central File
- Inmate Medical File
- Psychology Records
- Visiting Records
- Telephone Calls
- Electronic Messages
- U.S. Mail (rarely)
- Quarters Records
- Discipline Records

## How To Request BOP / FDC Records

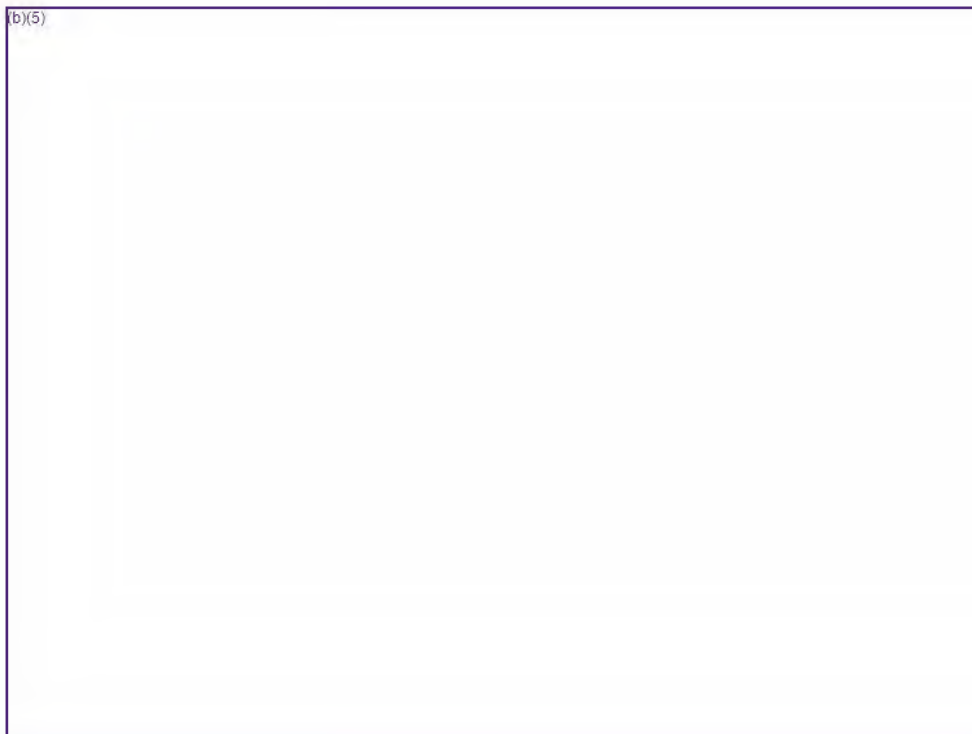
- Law Enforcement Request for Records
  - letter on official letterhead
  - use this format for all BOP records except copies of recorded inmate telephone calls
- Subpoena
  - required only when requesting copies of recorded inmate telephone calls
  - do not subpoena electronic messages
- FDC is no longer using Request for Transactional Data Form

## How To Request BOP/FDC Records

- Direct to FDC SeaTac Custodian of Records
- Include Inmate name, Register Number, and Case Name and Number
- Include AUSA/Agent Name and Contact Information
- Email request and/or subpoena to SIS Department at (b)(7)(E); (b)(7)(F) [bop@wa.gov](mailto:bop@wa.gov)

### REMEMBER:

- When issuing a subpoena for copies of recorded inmate telephone calls: the start/end date of calls (cannot be prospective), and include phone numbers (if applicable for request or exclusion)



## Contact Information

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FDC SeaTac  
2425 S. 200<sup>th</sup> Street  
SeaTac, WA 98198  
(206) 870-5700

(b)(6); (b)(7)(C)

A rectangular area that has been redacted. It has a white background and is outlined with a thin purple border. The text "(b)(6); (b)(7)(C)" is written in the top-left corner of this area.

### REFER PAGETO BOP

Inmates must accept this acknowledgement every time they login to the system.

#### TRULINCS and ELECTRONIC MESSAGING: WARNING / RESPONSIBILITY / ACKNOWLEDGMENT

**WARNING:** This computer system is the property of the United States Department of Justice. The Department may monitor any activity on the system and search and retrieve any information stored within the system. By accessing and using this computer, I am consenting to such monitoring and information retrieval for law enforcement and other purposes. I have no expectation of privacy as to any communication on or information stored within the system.

**RESPONSIBILITY:** I must abide by all terms prescribed in Bureau of Prisons' policy regarding my use of TRULINCS and electronic messaging systems, which I acknowledge having read and understood. I understand and consent to having my electronic messages and system activity monitored, read, and retained by authorized personnel. I understand and consent that this provision applies to electronic messages both to and from my attorney or other legal representative, and that such electronic messages will not be treated as privileged communications, and that I have alternative methods of conducting privileged legal communication. I will not share passwords and will log off the system when leaving the TRULINCS terminal. I am only authorized to use the TRULINCS and electronic messaging systems to communicate with those persons on my authorized contact list: check account balances; complete forms; access the electronic law library; and other TRULINCS functions.

My use of TRULINCS in violation of the procedures may result in inmate disciplinary action and/or criminal prosecution. Any grievance I may have related to the TRULINCS program may be raised through the Bureau's Administrative Remedy Program.

**ACKNOWLEDGMENT:** By accessing the program, I understand and agree to all the above provisions and consent to have the Bureau withdraw all required program fees directly from my deposit fund account.

My participation in the electronic messaging program is voluntary and I may decline participation, or withdraw at anytime, without penalty or cost, except as provided in the procedures related to fees which may have already been collected from me. In the absence of electronic messaging program participation, I may still maintain contact with persons in the community through written correspondence, telephone, and visiting, as provided in those relevant Bureau policies.

The Warden may discontinue my participation in the electronic messaging program, or reject incoming/outgoing messages, whenever it is determined that my participation violates the procedures or otherwise jeopardizes the safety, security, or good order of the institution, or protection of the public. Additionally, my participation may be limited or discontinued at anytime due to program unavailability resulting from system maintenance, modification, SHU assignment or other reason unrelated to my participation conduct.

I ACCEPT

I DO NOT ACCEPT

Contacts are notified in their invitation to communicate.

From: <info@corrections.com>  
To:  
Date: 5/21/2020 10:31 AM  
Subject: Inmate

This is a system generated message informing you that the above-named person is a federal prisoner who seeks to add you to his/her contact list for exchanging electronic messages. There is no message from the prisoner at this time.

You can ACCEPT the prisoner's request or BLOCK the individual or all federal prisoners from contacting you via electronic messaging at [www.corrections.com](http://www.corrections.com). To register with Corrections, you must enter the email address that received this notice along with the following identification code: 50271284.

The registration code will expire in 10 days.

By approving electronic correspondence with federal prisoners you consent to have the Bureau of Prisons monitor the content of all electronic messages exchanged.

Once you have registered with Corrections and approved the prisoner for correspondence the prisoner will be notified electronically.

For additional information related to this program, please visit the [http://www.bop.gov/inmate\\_programs/trulincs\\_faq.asp](http://www.bop.gov/inmate_programs/trulincs_faq.asp) page.

Este es un mensaje generado por el sistema que le informa que la persona mencionada es un preso federal que pretende añadirle a usted a su lista de contactos para intercambiar mensajes electrónicos. No hay ningún mensaje de correo en este momento.

Usted puede ACEPTAR esta petición del preso o BLOQUEAR a esta persona o a todos los presos federales de contactarlo a usted a través de la mensajería electrónica en [www.corrections.com](http://www.corrections.com). Para inscribirse en Corrections debe introducir la dirección de correo electrónico que recibió este notificación junto con el siguiente código de identificación: 50271284.

Este código de identificación expirará en 10 días.

Al aprobar la correspondencia electrónica con presos federales usted consiente a que personal de la Oficina de Prisiones supervise el contenido informativo de todos los mensajes electrónicos intercambiados y cumple con todas las reglas y procedimientos del Programa.

Una vez registrado en Corrections y aprobado para la correspondencia el preso será notificado por vía electrónica.

Para obtener información adicional relacionada con este programa, por favor visite la página de programas frecuentes [http://www.bop.gov/inmate\\_programs/faq.asp](http://www.bop.gov/inmate_programs/faq.asp).



REFER TO BOP

Contacts are notified each time they read a message.

