



**SAN MATEO COUNTY
PROBATION DEPARTMENT
INSTITUTIONS SERVICES MANUAL**

**ARTICLE 5
Classification and Separation
§1352.5**

Topic Transgender and Intersex Youth

Policy This policy establishes operational practices that reinforce the Probation Department’s commitment to respect the dignity of all youth including transgender, intersex, and gender non-conforming youth, creates a safe environment for all youth, and ensures that all youth have equal access to all available services, care and treatment.

Refer to the Detention Manual policy for LGTBQI definitions. See Prison Rape Elimination Act (PREA) Policy for additional guidance. [Create link here](#)

1. Staff shall respect every youth’s gender identity and shall refer to the youth by the youth’s preferred name and gender pronoun, regardless of the youth’s legal name; however, staff may prohibit the use of gang or slang names or names that otherwise compromise facility operations as determined by the Superintendent or authorized designee and shall document any decision made on this basis.
2. Staff shall permit youth to dress and present themselves in a manner consistent with their gender identity and shall provide youth with the institution clothing and undergarments consistent with their gender identity.
3. Staff shall house youth in the unit or room that best meets their individual needs and promotes their safety and well-being. Staff may not automatically house youth according to their external anatomy and shall document the reasons for any decision to house youth in a unit that does not match their gender identity. In making a housing decision, staff shall consider the youth’s preferences, as well as any recommendations from the youth’s health or behavioral health provider.
4. Transgender and intersex youth shall be given access to medical and behavioral health providers qualified to provide care and treatment to transgender and intersex youth.
5. Consistent with reasonable and necessary security considerations and the physical layout of the facility, staff shall make every effort to ensure the safety and privacy of transgender and intersex youth when the youth are using the bathroom or shower or dressing or undressing. Staff shall not conduct physical searches of any youth for the purpose of determining the youth’s anatomical sex. Whenever feasible, staff shall respect the youth’s

preference regarding the gender of the staff member who conducts any search of the youth.

See Procedures Manual on Transgender and Intersex Youth for further information.