



## SUGGESTED PROTOCOL FOR HANDLING ICE AGENTS OR A RAID FOR HOSPITAL AND CLINIC EMPLOYEES

- i Establish a written policy identifying areas of the facility as not open to the general public.**  
For example, your waiting room may be open to the public, but individuals must be invited to enter into examining rooms, offices and records areas. Alternatively, the waiting room may be open only to patients and persons accompanying them, while the public must remain in areas outside the building.
- i Designate a specific person or persons as responsible for handling contacts with law enforcement officials.**  
Train all other staff to inform immigration or other law enforcement officials that only the designated individuals are authorized to review a warrant or to consent to their entry into private areas, and to decline to answer any questions.
- i If immigration agents ask permission or attempt to enter a private area, the designated person should state explicitly that he/she does not consent to entry without a warrant.**  
If the agents indicate that they will get a warrant, contact a lawyer and try to have the lawyer present for the search.
- i When presented with a warrant, the designated law enforcement contacts should review the warrant for validity.**  
A warrant is not valid unless it is signed by a judge and states the address of the specific premises to be searched. If the immigration agents have a valid warrant, they can enter into the private areas and question anyone present. Remind all patients and other persons present that they have the right not to answer any questions.
- i Have staff role-play their responses to an immigration raid on the clinic, so they are prepared to respond confidently to a stressful situation.**

## Do's and Don'ts for patients and their families if ICE authorities come to their homes

- Do not open the door.** Immigration and Customs Enforcement authorities cannot come in without a signed warrant. Tell them to pass the warrant under the door before you open it.
- Remain silent.** ICE can use anything you say against you in your immigration case; so, claim your right to remain silent! Say, "I plead the Fifth and choose to remain silent."
- Do not sign.** Don't sign anything ICE gives you without first talking to an attorney.
- Report the raid immediately to the United We Dream hotline: 844-363-1423.**  
Take pictures, video and notes: Write down badge numbers, the number of agents, and exactly what happened.
- Fight back!** Get a trustworthy attorney, contact a local immigrant rights organization and explore all options to fight your case. If detained, you may be able to get

## For more resources and information, contact:

- American Federation of Teachers**  
[www.aft.org/immigration](http://www.aft.org/immigration)
- Share My Lesson**  
[www.sharemylesson.com/immigration](http://www.sharemylesson.com/immigration)
- Colorín Colorado**  
[www.colorincolorado.org/immigration](http://www.colorincolorado.org/immigration)
- First Focus**  
[www.firstfocus.org](http://www.firstfocus.org)
- National Immigration Law Center**  
[www.nilc.org](http://www.nilc.org)
- United We Dream**  
[www.unitedwedream.org](http://www.unitedwedream.org)

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