INTERIM DRAFT GUIDANCE (NOT FOR DISTRIBUTION)
January 26, 2025

(1) Advise the officer that you must first notify and receive direction from the Site Administrator and Administrator on Call.

(2) Contact the Site Administrator and Administrator on Call.

(3) Ask to see the officer's credentials (name and badge number). Also ask for the officer's business card if they have one. Note the officer's name, badge number, and contact information.

(4) Ask the officer to explain the purpose of the officer's visit and note the response.

(5) Ask the officer to produce any documentation that authorizes site access.

(6) Make copies of all documents provided by the officer. (You may not copy a badge.)

(7) You are not required to answer questions posed by the officer and may instead direct them to speak to the Site Administrator and Administrator on Call.

(8) Review the documentation provided by the immigration officer (if any). The appropriate response will depend on the type of documentation provided. Specifically, if the officer has a ***federal judicial warrant***, prompt compliance is usually required.

More information can be found at these sites:

- University of California Policy on Responding to Immigration Enforcement Issues Involving Patients at UC Health Facilities: https://policy.ucop.edu/doc/5000685/ImmigrationEnforcement
- University of California FAQs: https://www.universityofcalifornia.edu/frequently-asked-questions-university-employees-about-possible-federal-immigration-enforcement
- Guidance from the California Attorney General: https://oag.ca.gov/sites/all/files/agweb/pdfs/immigration/healthcare-guidance.pdf