

***Standards Committee Meeting Minutes
American Correctional Association 142nd Congress of Correction
Hyatt Regency Downtown Denver
Denver, Colorado
July 20th, 2012***

Members Present:

Harley Lappin, Chair, Tennessee
Lannette Linthicum, Vice Chair, Texas
Lori Ammons, Kansas
Michael Bradley, Florida
Joyce Burrell, Washington DC
Brian Fischer, New York
Stanley Glanz, Oklahoma
David Haasenritter, Virginia
Justin Jones, Oklahoma
James LeBlanc, Louisiana
Brad Livingston, Texas
Gary Mohr, Ohio
Kevin Myers, Tennessee
Denise Robinson, Ohio
Ramon Rustin, New Mexico
Charles Samuels, Washington DC
Raman Singh, Louisiana
Michael Wade, Virginia
Marge Webster, Puerto Rico
John E. Wetzel, Pennsylvania

American Correctional Association Staff:

James A. Gondles, Jr., Executive Director
Jeffrey Washington, Deputy Executive Director
Dr. Elizabeth Gondles, Healthcare Advisor to the ACA President
Kathleen Bachmeier, Correctional Health Services Specialist
Kathy Black-Dennis, Director of Standards and Accreditation
Ben Shelor, Deputy Director of Standards and Accreditation
Bridget Bayliss-Curren, Accreditation Specialist
Terry Carter, Accreditation Specialist
Kenya Golden, Accreditation Specialist
Christina Randolph, Office Manager

Welcoming Remarks

Mr. Harley Lappin welcomed the committee members and guests.

Mr. Lappin thanked the members of the committee for their hard work since the last time the committee met and acknowledged the dedication of all those present in bettering the corrections field. Mr. Lappin also welcomed a new member to the Standards Committee, Mr. Charles Samuels, Director of the Federal

Bureau of Prisons. Mr. Samuels expressed his excitement at being a part of the committee. Also introduced was Kenya Golden, the newest addition to the ACA Standards and Accreditation Staff as a Standards Specialist. Ms. Golden is an 18 year veteran of the Florida Department of Corrections and Corrections Corporation of America.

ACA Executive Director James A. Gondles welcomed the members of the Committee on behalf of ACA President Daron Hall, who was unable to attend the meeting. Mr. Gondles also acknowledged the appointment Ben Shelor as the Deputy Director of the Standards and Accreditation Department. He also welcomed Kathleen Bachmeier, a former member of the Standards Committee, as ACA's new Correctional Health Services Specialist and seconded the welcome to Kenya Golden as a new Standards Specialist. Mr. Gondles invited all members and guests of the Committee to attend the Health Care reception at 7:00P.M. that evening on the third level of the Hyatt Regency Downtown. He also mentioned the time and location of the Accreditation Luncheon for those agencies and Commissioners wishing to attend. Mr. Gondles thanked the Colorado Department of Corrections for their outstanding work in preparation for and during the Conference, including the fact that they had purchased Conference registration for more than 1,000 Colorado DOC employees. Mr. Gondles asked all members and guests present to keep in their thoughts and prayers the victims and their families of the Aurora theater shooting. Mr. Gondles also mentioned the continuing field test of the International Core Standards. The International Core Standards will undergo some slight revisions prior to being finalized at the ACA Winter Conference in Houston, Texas in January 2013.

Dr. Lannette Linthicum, Vice Chair, addressed the Standards Committee on behalf of the Commission on Accreditation for Corrections (CAC). She stated that in the succeeding two days, the Commission would conduct more than 200 panel hearings.

Kathy Black-Dennis, Director of Standards and Accreditation, then addressed the Committee. Ms. Black-Dennis mentioned the appointment of Ben Shelor and Kenya Golden to their respective positions within the department. She noted the presentation of the Golden Eagle Award for System-wide accreditation to the Kentucky Department of Juvenile Justice at Monday's Accreditation Luncheon. The speaker for the luncheon will be General Mark Inch of the United States Army Corrections Command. The Tim Keohane Award for auditor of the year will be presented to Katherine Brown of Hudson, Florida for her excellence and dedication to the accreditation process. Ms. Black-Dennis mentioned the publishing of the 2012 Standards Supplement, which now includes a CD providing an electronic version of the standards. Finally, Ms. Black-Dennis updated the committee on the progress for the APA standards field test in the state of Kentucky.

A motion was made and was seconded to approve the January 2012 Standards Committee Meeting Minutes from the ACA Winter Conference in Phoenix, Arizona. The motion was approved unanimously with one amendment concerning standard ACI 4-4150. The Standards Committee clarified that noise measurements must be taken annually with at least one reading per accreditation cycle (three years) being taken at night, and at least one reading being taken during the day.

The Standards Committee then addressed the recently-released Prison Rape Elimination Act (PREA) standards. In order to receive federal funding and partake in the PREA Certification process, ACA and other accrediting bodies are statutorily required to adopt the PREA standards. This adoption does not mandate participation in PREA by all ACA-accredited facilities. The Standards Committee unanimously

approved the PREA standards for adoption by ACA. Director Gary Mohr stressed the need for feedback from the field as to the success or shortfalls of the PREA standards. Director Charles Samuels noted that the Federal Bureau of Prisons would be the first agency to complete PREA certification and would report to the committee on its progress. Mr. Gondles stated that PREA is not an absolute requirement for any agency except for the Federal Bureau of Prisons and that other agencies would be determining their individual participation in PREA without the input of ACA.

The Committee then considered the proposed Standards amendments for the 142nd Congress of Corrections.

Standards Revisions for 142nd Congress of Corrections: Denver, Colorado, July 2012

- 1) ACA File No. 2012-023: ACI 4-4443 and 4-4502- Revision
- 2) ACA File No. 2012-024: 4-ACRS-2C-04- Revision
- 3) ACA File No. 2012-025: 4-ACRS-4C-17- Deletion
- 4) ACA File No. 2012-026: 4-ACRS-4C-20- Deletion
- 5) ACA File No. 2012-027: App E & F Outcome Measure- Revision
- 6) ACA File No. 2012-028: 4-ACRS-1A-08- Revision
- 7) ACA File No. 2012-029: 4-ACRS-4C-12- Deletion
- 8) ACA File No. 2012-030: 4-ALDF-4D-25- Revision
- 9) ACA File No. 2012-031: 4-ACRS-5A-10- Revision
- 10) ACA File No. 2012-032: 4-ACRS-1A-07- Revision
- 11) ACA File No. 2012-033: ACI 4-4390- Revision
- 12) ACA File No. 2012-034: 4-ACRS-1C-08 through 1C-16- Revision
- 13) ACA File No. 2012-035: ACI 4-4373- Revision
- 14) ACA File No. 2012-036: 4-ALDF-4C-12- Revision
- 15) ACA File No. 2012-037: 4-ALDF-4C-11- Revision
- 16) ACA File No. 2012-038: 4-ALDF-4C-10- Revision
- 17) ACA File No. 2012-039: 4-ALDF-4C-25- Deletion
- 18) ACA File No. 2012-040: 4-ALDF-4C-24- Revision
- 19) ACA File No. 2012-041: 4-ALDF-4C-31- Deletion
- 20) ACA File No. 2012-042: 4-ALDF-4C-30- Revision
- 21) ACA File No. 2012-043: 4-ALDF-4C-34- Deletion
- 22) ACA File No. 2012-044: 4-ALDF-4C-28- Deletion
- 23) ACA File No. 2012-045: 4-ALDF-4C-27- Revision
- 24) ACA File No. 2012-046: 4-ALDF-4C-26- Revision
- 25) ACA File No. 2012-047: 4-ALDF-4C-20- Revision
- 26) ACA File No. 2012-048: 4-ALDF-4D-20- Revision
- 27) ACA File No. 2012-049: 4-ALDF-4C-36- Revision
- 28) ACA File No. 2012-050: ACI 4-4513 and 4515- Revision
- 29) ACA File No. 2012-051: ACI 4-4448 and 4450- Revision
- 30) ACA File No. 2012-052: ACI 4-4300 and 4301- Revision
- 31) ACA File No. 2012-053: ACI 4-4262 and 4466 through 4470- Revision
- 32) ACA File No. 2012-054: ACI 4-4183 and 4260- Revision
- 33) ACA File No. 2012-055: ACI 4-4197 and 4198- Revision
- 34) ACA File No. 2012-056: ACI 4-4119 and 4120- Revision
- 35) ACA File No. 2012-057: ACI 4-4103 and 4104- Revision
- 36) ACA File No. 2012-058: ACI 4-4100 and 4101- Revision
- 37) ACA File No. 2012-059: ACI 4-4094 and 4081- Revision
- 38) ACA File No. 2012-060: ACI 4-4079 and 4078- Revision
- 39) ACA File No. 2012-061: ACI 4-4042 and 4043- Deletion

- 40)** ACA File No. 2012-062: ACI 4-4012 and 4014- Revision
- 41)** ACA File No. 2012-063: 4-JCF-2A-02- Revision
- 42)** ACA File No. 2012-064: ACRS- Significant Incident Summary- Revision
- 43)** ACA File No. 2012-065: ACI 4-4272- Revision
- 44)** ACA File No. 2012-066: 1-CJ-2A-03- Revision
- 45)** ACA File No. 2012-067: ACI 4-4153- Revision

RED TEXT denotes words/phrases that were **deleted** by the committee.

HIGHLIGHTED TEXT denotes words/phrases that were **added** by the committee.

ACA File No. 2012-023

Manual: Standards for Adult Correctional Institutions (ACI)

Edition: 4th

Standard: ACI 4-4443 and ACI 4-4502

Agency/Facility: Retired Auditor

Facility Size: N/A

Proposal Type: Revision

Existing Standard: ACI 4-4443: Temporary release programs should include but not be limited to the following:

- written operational procedures
- careful screening and selection procedures
- written rules of conduct and sanctions
- a system of supervision to minimize inmate abuse of program privileges
- a complete recordkeeping system
- a system for evaluating program effectiveness
- efforts to obtain community cooperation and support

Proposal: ACI 4-4443: **If a temporary release program is in place**, it should include but not be limited to the following:

- written operational procedures
- careful screening and selection procedures
- written rules of conduct and sanctions
- a system of supervision to minimize inmate abuse of program privileges
- a complete recordkeeping system
- a system for evaluating program effectiveness
- efforts to obtain community cooperation and support

Comments: Standard 4-4443 does not state that a facility **MUST** have a temporary release program which results in a lack of consistency of whether a facility is in compliance or not in compliance. Some Audit Chairs believe a temporary release program is mandated regardless if it is offered or not. I believe the above revision would eliminate the ambiguity that presently exists. The same introductions should solve the same ambiguity that is present with Standard 4-4502. **OR ACA SHOULD REMOVE BOTH STANDARDS IF ACA BELIEVES THAT STATE POLICY TAKES PRECEDENCE OVER THE STANDARD IN QUESTION. IT IS MY POSITION THAT ACA SHOULD ONLY ENDORSE STANDARDS THAT STAND THEIR GROUND IN SPITE OF STATE POLICY. IN ESSENCE EACH STATE COULD HAVE ITS OWN SET OF STANDARDS RESULTING IN THE CREDIBILITY OF ACA BEING CONSIDERABLY WEAKENED.....**

Name: Ken Weaver
Title: ACA Auditor
Email: buckaub@roadrunner.com

COMMENTS:

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

"I have not had an audit team find this standard to be an issue or confusing. I recommend leaving standard as written."

FOR ACA STAFF USE ONLY- ACA File No. 2012-023

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Adult Community Residential Services (ACRS)

Edition: 4th

Standard: 4-ACRS-2C-04

Agency/Facility: Talbert House

Facility Size:

Accredited: Yes

Proposal Type: Revision

Existing Standard:

4-ACRS-2C-04: Manual or instrument inspection of body cavities is conducted only when there is reason to do so and when authorized by the facility administrator or designee.

4-ACRS- 2C-05: Inspection of body cavities is conducted in private by health-care personnel.

4-ACRS-2C-06: Only staff of the same sex as the offender participate in strip searches.

Proposal:

4-ACRS-2C-04: Manual or instrument inspection of body cavities is conducted only when there is reason to do so and when authorized by the facility administrator or designee. Inspection of body cavities is conducted in private by health-care personnel. Only staff of the same sex as the offender participate in strip searches.

Comments: Since these three standards all require the same documentation they should be combined into one standard. Standards 2C-05 and 2C-06 would be deleted from the ACRS Manual.

Name: Mark Eling

Title: Corporate Compliance Coordinator

Email: mark.eling@talberthouse.org

COMMENTS:

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“Recommend combining 4-ACRS-2C-04 and 4-ACRS-2C-05 because the both refer to inspections of body cavities. 4-ACRS-2C-06 is for strip searches and should remain a separate standard.”

Jennifer Stohr

Accreditation Director, Alvis House

“4-ACRS-2C-04 & 2C-05 concern body cavity inspections, however you should not include 4-ACRS-2C-06 into this grouping as it concerns only strip searches.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-024

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Adult Community Residential Services (ACRS)

Edition: 4th

Standard: 4-ACRS-4C-17

Agency/Facility : Talbert House

Facility Size:

Accredited: Yes

Proposal Type: Deletion

Existing Standard:

4-ACRS-4C-17: If treatment is provided by health-care personnel other than a physician, dentist, psychologist, optometrist, podiatrist, or other independent provider such treatment is performed pursuant to written standing or direct orders by personnel authorized by law to give such orders.

Proposal: Remove Standard 4-ACRS-4C-17

Comments: This standard is obsolete and prohibited by state statute and federal regulations.

Name: Mark Eling

Title: Corporate Compliance Coordinator

Email: mark.eling@talberthouse.org

COMMENTS:

Chuck Ingram

Deputy Administrator, Bureau of Prisons

“As stated in the Comment section for this standard, the authority for a Licensed Independent Practitioner (physician, dentist, clinical psychologist) to direct other non-independent health care personnel to perform standing and/or direct orders is state-specific. However, for those community residential sites in states where LIPs are authorized to give standing and/or direct orders, retention of this standard is justified. Retention of this standard will give correctional systems an important clinical mechanism to provide clinical care in those jurisdictions where professional practice acts permit LIPs to give standing and/or director orders to non-LIP health care professionals.”

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

"I do not recommend making the proposed change to this standard. It is appropriate as currently written."

FOR ACA STAFF USE ONLY- ACA File No. 2012-025

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Adult Community Residential Services (ACRS)

Edition: 4th

Standard: 4-ACRS-4C-20

Agency/Facility: Talbert House

Facility Size:

Accredited: Yes

Proposal Type: Deletion

Existing Standard:

4-ACRS-4C-20 (Mandatory): Offenders do not participate in medical, pharmaceutical, or cosmetic experiments. This does not preclude individual treatment of an offender based on his or her need for a specific medical procedure that is not generally available.

Proposal: Remove Standard 4-ACRS-4C-20 from the ACRS Manual.

Comments: This standard is obsolete and prohibited by state statute and federal regulations.

Name: Mark Eling

Title: Corporate Compliance Coordinator

Email: mark.eling@talberthouse.org

COMMENTS:

Chuck Ingram

Deputy Administrator, Bureau of Prisons

“This standard gives system health authorities the option to consider potentially life-or function-preserving therapies classified as experimental, but having proven efficacy in trials, when warranted in unique cases for which usual therapies were not effective. The correctional system having jurisdiction over the community residential site will be responsible for policies and procedures to safeguard the judicious application of experimental therapies, but deletion of this standard will prohibit any such consideration. With proper bioethical deliberations and policy/procedure safeguards, health authorities should continue to have this treatment option.”

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“Additional information is needed. What federal regulations prohibit what?”

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

“I do not consider this standard to be obsolete and do not recommend that the standard be deleted.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-026

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved Denied Tabled/**Referred**

Revision 2012-026 was referred to the ACA Healthcare Committee to revise and bring consistency with the ACI and ACRS manuals. The work of the Healthcare Committee is to be presented to the Standards Committee at the January 2013 Winter Conference in Houston, Texas. ACA staff will provide the Healthcare Committee with the necessary materials to obtain consistency between the ACI, ALDF, and ACRS manuals concerning in medical, pharmaceutical, and cosmetic experiments.

Manual: Adult Local Detention Facilities (ALDF)

Edition: 4th

Standard: App E & F Outcome Measure

Agency/Facility: United States Army

Facility Size: Agency

Accredited: Yes

Proposal Type: Revision

Existing Standard: App E Operations Outcome Measures and App F is Health Care Outcome Measures

Proposal: App E in 2010 Supplement Health Care Outcome Measures

Comments: ALDF has duplication in doing operations outcome measures and Serious Incident Summary. Also 2010 Health Care Outcome Measures includes MRSA and is a better tool for the facility to use to measure health care performance. Recommendation is to delete current ALDF Outcome measures and use the ACI outcome measures with the Serious Incident Summary.

Name: David K. Haasenritter

Title: Assistant Deputy

Email: david.haasenritter@us.army.mil

COMMENTS:

Chuck Ingram

Deputy Administrator, Bureau of Prisons

“Replacing ALDF Appendices E (Operations Outcome Measures) and F (Health Care Outcome Measures) with the 2010 Supplement Health Care Outcome Measures and Serious Incident Summary would eliminate essential operations-related outcome measures not incorporated in the Serious Incident Summary. Although many of the operations outcomes are duplicative of mandatory OSHA and OWCP reporting requirements, operational domains such as staffing statistics, staff grievances, professional training and inmate restitution rates are not reflected in the 2010 outcome measures. BOP supports the replacement of ALDF Appendix F with the 2010 Supplement Health Care Outcome Measures, and also the elimination of duplicative measures captured by mandatory OSHA and OWCP injury and safety logs, but does not concur with the proposed revision ACA File No. 2012-027.”

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

"I agree with the recommendation to revise the standard."

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

"There is confusion in the field about Appendix E in the 2010 Supplement. Who does it apply to? All agree it applies to ACI, but what about ALDF? Agree ALDF should use the version in the 2010 Supplement."

FOR ACA STAFF USE ONLY- ACA File No. 2012-027

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved Denied Tabled/**Referred**

Revision 2012-027 was also referred to the Healthcare Committee for consideration in the coming months and presentation at the January 2013 Winter Conference in Houston, Texas. It was recommended that the Healthcare Committee also consider the ACI manual when considering changes to this standard.

Manual: Adult Community Residential Services

Edition: 4th

Standard: 4-ACRS-1A-08

Agency/Facility: Talbert House

Facility Size:

Accredited: Yes

Proposal Type: Revision

Existing Standard:

4-ACRS-1A-08 (Revised August 2002): Air circulation is at least 15 cubic feet of outside or re-circulated filtered air per minute per person and should be checked not less than once per accreditation cycle.

Proposal:

4-ACRS-1A-08 Revised August 2002. Air circulation is approved by a certified HVAC individual as being adequate for each person and is checked at least annually.

Comments: Many Community Based Facilities especially halfway houses are located in very old buildings in the community. Updating HVAC equipment to meet this standard is cost prohibited.

Name: Mark Eling

Title : Corporate Compliance Coordinator

Email : mark.eling@talberthouse.org

COMMENTS:

Chuck Ingram

Deputy Administrator, Bureau of Prisons

“This proposal is requiring that a certified HVAC individual performs air circulation testing. First of all, a certified HVAC individual; is not defined.”

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“The standard should remain as written.”

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

“The requirement for 15 cubic feet of air should not be removed from the standard. Without this requirement the standard loses its value.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-028

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Adult Community Residential Services

Edition: 4th

Standard: 4-ACRS-4C-12

Agency/Facility: Talbert House

Facility Size:

Accredited: Yes

Proposal Type: Deletion

Existing Standard:

4-ACRS-4C-22: If medical treatment is provided by the facility, accurate health records for offenders are maintained separately and confidentially.

Proposal:

Comments: For Community Based Residential facilities usually provide mental health and / or drug and alcohol service. These regulatory bodies require the medical record to be included in the record. HIPPA standards and confidentiality rules which govern these services would protect the confidentiality of these records.

Name: Mark Eling

Title: Corporate Compliance Coordinator

Email: mark.eling@talberthouse.org

COMMENTS:

Chuck Ingram

Deputy Administrator, Bureau of Prisons

“Retain this standard to assure that, when medical care is delivered in a community residential site, the medical care documentation is filed separately from any other administrative documentation maintained for the offender, and the health care documentation complies with HIPAA and Privacy Act statutes.”

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

“I do not recommend deleting this standard. All medical records must be maintained separate from the inmate record so they can remain confidential.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-029

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Adult Local Detention Facilities (ALDF)

Edition: 4th

Standard: 4-ALDF-4D-25

Agency/Facility: US Army

Facility Size: Agency

Accredited: Yes

Proposal Type: Revision

Existing Standard:

4-ALDF-4D-25 (MANDATORY): An external peer review program for physicians, mental health professionals, and dentists is implemented. The review is conducted no less than every two years.

Proposal:

4-ALDF-4D-25 (MANDATORY): A documented peer review program for all health care practitioners and a documented external peer review program will be utilized for all physicians, psychologists and dentists is every two years.

Comments: ACI standard which was similar to current ALDF was changed to proposed in 2006. Peer review for mental health professionals is too broad.

Name: David K. Haasenritter

Title: Assistant Deputy

Email: david.haasenritter@us.army.mil

COMMENTS:

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“Concur with recommendation. Correct one typo, â, #8364, #339, #226;#8364; should be deleted in the proposal.”

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

“I suggest that the revision be adopted so that the standard reflects the wording of the standard in the Adult Correctional Institution, 4th. Edition manual.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-030

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved Denied Tabled/**Referred**

Revision 2012-030 was referred to the ALDF Healthcare Subcommittee for consideration in the coming months and presentation at the January 2013 Winter Conference in Houston, Texas. It was asked that the Healthcare Committee consider language similar to “licensed independent mental health practitioner”.

Manual: Adult Community Residential Services

Edition: 4th

Standard: 4-ACRS-5A-10

Agency/Facility: Talbert House

Facility Size:

Accredited: Yes

Proposal Type: Revision

Existing Standard:

4-ACRS-5A-10: Health education is provided to offenders. Health education includes information on medical services and immunizations, personal hygiene, dental hygiene, nutrition, venereal disease, HIV and AIDS, tuberculosis and other communicable diseases.

Proposal:

4-ACRS-5A-10: Health education is provided to offenders. Health education is a curriculum approved by a health care provider. The curriculum includes information on medical services and immunizations, personal hygiene, dental hygiene, nutrition, venereal disease, HIV and AIDS, tuberculosis and other communicable diseases.

Comments: Standards is too subjective and open to wide interpretation by auditors. New revision better defines how health care information should be provided

Name: Mark Eling

Title: Corporate Compliance Coordinator

Email: mark.eling@talberthouse.org

COMMENTS:

Chuck Ingram

Deputy Administrator, Bureau of Prisons

“The existing standard adequately describes health education as the provision of information on relevant health topics and available medical services. Health education does not need to be packaged as a curriculum. Health authorities should have broad flexibility to provide health information using multimedia in a variety of situations including office visits, waiting rooms, classrooms, recreation programs, and specialty clinics. The proposed revision unnecessarily

ACA File No. 2012-031 (Continued)

narrows the definition of health education to a curriculum. Health authorities should have a broad range of health information delivery mechanisms to serve the most offenders.”

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“Curriculum does not need to be approved if using pamphlets from a federal or state health agency, standard does not require classes, just providing information.”

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

“I do not recommend that this standard should be revised. The requirement that health education for inmates can only consist of a curriculum is a concern. Health education can consist of many things to include pamphlets, posters etc.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-031

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Adult Community Residential Services (ACRS)

Edition: 4th

Standard: 4-ACRS-1A-07

Agency/Facility: Talbert House

Facility Size:

Accredited: Yes

Proposal Type: Revision

Existing Standard:

4-ACRS-1A-07 Revised January 2008 Documentation is provided by a qualified source that lighting is at least 20 foot-candles at desk level and in personal grooming areas and is checked at least once per accreditation cycle.

Proposal:

4-ACRS-1A-07 Revised January 2008 Documentation is provided that lighting is at least 20 foot-candles at desk level and in personal grooming areas and is checked at least once per accreditation cycle.

Comments: Checking to make sure lighting is at least 20 foot candles is a simple task of reading a meter and does not need a qualified source

Name: Mark Eling

Title: Corporate Compliance Coordinator

Email: mark.eling@talberthouse.org

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“Using a qualified source brings credibility to the process.”

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

“I do not agree that the standard should be revised. It should remain as currently written.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-032

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Adult Correctional Institutions (ACI)

Edition: 4th

Standard: ACI 4-4390

Agency/Facility: United States Army

Facility Size: Agency

Accredited: Yes

Proposal Type: Revision

Existing Standard:

4-4390 (Ref. 3-4352) Revised August 2002 First aid kits are available in designated areas of the facility based on need and an automatic external defibrillator is available for use at the facility.

COMMENT: The availability and placement of first aid kits are determined by the designated health authority in conjunction with the facility administrator. The health authority approves the contents, number, location, and procedures for monthly inspection of the kits(s) and develops written procedures for the use of the kits by nonmedical staff.

PROTOCOLS: Written policy/procedure

PROCEDSS INDICATORS: List of first aid contents, Documentation of Inspections.

Proposal:

4-4390 (Ref. 3-4352) Revised August 2002 First aid kits are available in designated areas of the facility based on need and an automatic external defibrillator is available for use at the facility.

The health authority approves the contents, number, location, and procedures for monthly inspection of the kits(s) and develops written procedures for the use of the kits by nonmedical staff.

COMMENT: The availability and placement of first aid kits are determined by the designated health authority in conjunction with the facility administrator.

PROTOCOLS: Written policy/procedure

PROCEDSS INDICATORS: List of first aid contents, Documentation of Inspections.

Comments: Need the monthly inventories in the standard if it is to be measured. Auditors do not audit the comments, but the process indicator requires an inspection.

Name: David K. Haasenritter

Title: Assistant Deputy

Email: david.haasenritter@us.army.mil

COMMENTS:

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“concur.”

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

“I support the revision to this standard.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-033

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Adult Correctional Residential Services (ACRS)

Edition: 4th

Standard: 4-ACRS-1C-08 through 1C-16

Agency/Facility: Talbert House

Facility Size:

Accredited: Yes

Proposal Type: Revision

Existing Standard(s):

- 4-ACRS-1C-08 (Mandatory) Comply with the regulations of the fire authority having jurisdiction.
- 4-ACRS-1C-09 Revised August 2007 (Mandatory) There is a written evacuation plan to be used in the event of a fire. The plan is certified by an independent qualified agency or individual trained in the application of national fire safety codes. The plan is reviewed annually, updated if necessary and reissued to the local fire jurisdiction. The plan includes the following: - location of building/room floor plan – use of exit signs and directional arrows that are easily seen and read – location of publicly posted plan – at least quarterly drills
- 4-ACRS-1C-10 (Mandatory) A qualified person conducts fire inspections at least quarterly or at intervals approved by the fire authority having jurisdiction, following the procedures stated for variances, exceptions, or equivalences. Equipment is tested as specified by the manufacturer or the fire authority, whichever is more frequent.
- 4-ACRS-1C-11 (Mandatory) Secure an annual inspection of the facility by the authority having jurisdiction or other qualified person(s).
- 4-ACRS-1C-12 (Mandatory) A fire prevention plan provides for fire protection service.
- 4-ACRS-1C-13 (Mandatory) The facility has a fire protection alarm system and an automatic detection system.
- 4-ACRS-1C-14 (Mandatory) Provide fire protection equipment at locations throughout the facility approved by the fire authority that has jurisdiction.
- 4-ACRS-1C-15 (Mandatory) Furnishings comply with fire safety performance requirements.
- 4-ACRS- 1C-16 (Mandatory) Handle and store all flammable materials safely.
 - A. Where smoking is permitted, provide noncombustible receptacles for smoking materials and separate containers for other combustible refuse at accessible locations throughout the living quarters.
 - B. Provide special containers for flammable liquids and for rags used with flammable liquids.

C. Empty and clean all receptacles and containers daily.

Proposal:

There is a written evacuation plan to be used in the event of a fire. The plan is certified by an independent qualified agency or individual trained in the application of national fire safety codes. The plan is reviewed annually, updated if necessary and reissued to the local fire jurisdiction. The plan includes the following: - location of building/room floor plan – use of exit signs and directional arrows that are easily seen and read – location of publicly posted plan – at least quarterly drills in all facility locations, and on every shift, including administrative areas – Annual inspection of the facility by the authority having jurisdiction – fire protection service and detection system -

Comment: 1C-08 through 1C-16 are often repetitive and require the same documentation. If there is an inclusive plan that includes all of these standards and an annual inspection by governing authority all of these standards would be met.

Name: Mark Eling

Title: Corporate Compliance Coordinator

Email: mark.eling@talberthouse.org

COMMENTS:

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“Nonconcur. There are multiple requirements in the nine mandatory standards. Not all of them made it to the proposal. I believe each one should remain independent of the others. Each one is critical and requirements should not be combined into a multi-bulleted standard.”

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

“This proposed revision attempts to combine too many standards into one. In the process several important elements are left out of the proposal. I would suggest that this suggestion be tabled so that it can be further studied and possibly be rewritten to reflect the fire standards in the Adult Correctional Institution, 4th. Edition manual or a more appropriate version for ACRS is developed.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-034

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Adult Correctional Institutions (ACI)

Edition: 4th

Standard: ACI 4-4373

Agency/Facility: US Army

Facility Size: Agency

Accredited: Yes

Proposal Type: Revision

Existing Standard: 4-4373 (Mandatory): There is a written suicide prevention plan that is approved by the health authority and reviewed by the facility or program administrator. The plan includes staff and offender critical incident debriefing that covers the management of suicidal incidents, suicide watch, **assaults, prolonged threats, and death of an offender or staff member**. It ensures a review of **critical** incidents by administration, security, and health services. All staff with responsibility for offender supervision are trained on an annual basis in the implementation of the program. Training should include but not be limited to:

- identifying the warning signs and symptoms of impending suicidal behavior
- understanding the demographic and cultural parameters of suicidal behavior, including incidence and variations in precipitating factors
- responding to suicidal and depressed offenders
- communication between correctional and health care personnel
- referral procedures
- housing observation and suicide watch level procedures
- follow-up monitoring of offenders who make a suicide attempt

Proposal: 4-4373 (Mandatory): There is a written suicide prevention plan that is approved by the health authority and reviewed by the facility or program administrator. The plan includes staff and offender critical incident debriefing that covers the management of suicidal incidents, suicide watch, **and suicides**. It ensures a review of **suicidal** incidents, **suicide watch, and suicides** by administration, security, and health services. All staff with responsibility for offender supervision are trained on an annual basis in the implementation of the program. Training should include but not be limited to:

- identifying the warning signs and symptoms of impending suicidal behavior
- understanding the demographic and cultural parameters of suicidal behavior, including incidence and variations in precipitating factors
- responding to suicidal and depressed offenders
- communication between correctional and health care personnel
- referral procedures
- housing observation and suicide watch level procedures

- follow-up monitoring of offenders who make a suicide attempt

Comments: Current standard requires some critical incidents not related to suicides to be in the suicide plan. Critical incidents are covered in ACI standard 4-4225-1.

Name: David K. Haasenritter

Title: Assistant Deputy

Email: david.haasenritter@us.army.mil.

COMMENTS:

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

“I agree with the proposal for revision. It is appropriate to remove the requirement for an incident review for anything other than suicidal incidents.”

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“concur.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-035

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Performance-Based Standards for Adult Local Detention Facilities (ALDF)

Edition: 4th

Standard: 4-ALDF-4C-12

Agency/Facility: Pinellas County Sheriff's Office

Facility Size: 3,210

Accredited: Yes

Proposal Type: Revision

Existing Standard: Inmates in the medical housing unit or infirmary have access to toilets and hand-washing facilities 24 hours per day and are able to use toilet facilities without staff assistance. Toilets are provided at a minimum ratio of one for every 12 inmates in male facilities and one for every eight inmates in female facilities. Urinals may be substituted for up to one-half of the toilets in male facilities. All housing units with three or more inmates have a minimum of two toilets. These ratios apply unless state or local building or health codes specify a different ratio.

Proposal: No change to wording. Recommend removing 4C-12, from the section on Continuum of Health Care Services, and transferring it to section 4B-“Plumbing Fixtures”

Comments: None

Name: Jeanne L. Phillips

Title: Program Administrator

Email: jlphillips@pcsonet.com

COMMENTS:

Chuck Ingram

Deputy Administrator, Bureau of Prisons

“This Standard 4-ALDF-4C-12, along with the related Standards 4-ALDF-4C-11 and 4-ALDF-4C-10, clearly are intended to apply to any medical housing unit or infirmary within the facility. These Standards in “Section 4C: Continuum of Health Care Services” are each somewhat different from those similar standards found in “Section 4B: Hygiene / Plumbing Fixtures” which seem to be applicable to all housing units within the facility. If these Standards were relocated they might be overlooked when examining the requirements for health care. There might also be confusion with similar existing standards in Section 4B. Finally, we recommend that no move be made until a review and reconciliation of the differences between the similar, but somewhat different, standards be completed.”

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“Nonconcur, make changes when new ALDF is published.”

Raymond Mulally

Program Administrator, Bureau of Prisons

“I agree with moving the standards to the Physical Plant section of the manual. These standards were originally a part of the Performance Based Health Care manual and that is why they are located in the Health Care section. However, I would suggest that they not be moved until a new edition is published in order to alleviate confusion on where the standards are located.”

Raymond Mulally

Program Administrator, Bureau of Prisons

“This standard was originally a part of the Performance Based Health Care standards. When these standards were combined with the ALDF manual of standards it was never moved to the Physical Plant section of the new manual. I recommend this be moved, however, it should not be moved until a new edition is published. I believe the numbering would be very confusing to attempt this with a Standards Supplement.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-036

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Performance-Based Standards for Adult Local Detention Facilities (ALDF)

Edition: 4th

Standard: 4-ALDF-4C-11

Agency/Facility: Pinellas County Sheriff's Office

Facility Size: 3,210

Accredited: Yes

Proposal Type: Revision

Existing Standard: Sufficient bathing facilities are provided in the medical housing unit or infirmary area to allow inmates to bathe daily. At least one bathing facility is configured and equipped to accommodate inmates who have physical impairments or who need assistance to bathe. Water for bathing is thermostatically controlled to temperatures ranging from 100 degrees Fahrenheit to 120 degrees Fahrenheit.

Proposal: Recommend removing 4C-11, from the section on Continuum of Health Care Services, and transferring it to section 4B – "Plumbing Fixtures".

Comments: None.

Name: Jeanne L. Phillips

Title: Program Administrator

Email: jlphillips@pcsonet.com

COMMENTS:

Chuck Ingram

Deputy Administrator, Bureau of Prisons

"This Standard 4-ALDF-4C-11, along with the related Standards 4-ALDF-4C-10 and 4-ALDF-4C-12, clearly are intended to apply to any medical housing unit or infirmary within the facility. These Standards in "Section 4C: Continuum of Health Care Services" are each somewhat different from those similar standards found in "Section 4B: Hygiene / Plumbing Fixtures" which seem to be applicable to all housing units within the facility. This Standard 4-ALDF-4C-11 includes the requirement for "bathing facilities" which is not found in Section 4B. Section 4B contains requirements for showers. If these Standards were relocated they might be overlooked when examining the requirements for health care. There might also be confusion with similar existing standards in Section 4B. Finally, we recommend that no move be made until a review and reconciliation of the differences between the similar, but somewhat different, standards be completed."

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“Nonconcur, make changes when new ALDF is published.”

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

“This standard was originally a part of the Performance Based Health Care standards. When these standards were combined with the ALDF manual of standards it was never moved to the Physical Plant section of the new manual. I recommend this be moved, however, it should not be moved until a new edition is published. I believe the numbering would be very confusing to attempt this with a Standards Supplement.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-037

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Performance-Based Standards for Adult Local Detention Facilities (ALDF)

Edition: 4th

Standard: 4-ALDF-4C-10

Agency/Facility: Pinellas County Sheriff's Office

Facility Size: 3,210

Accredited: Yes

Proposal Type: Revision

Existing Standard: Inmates in the medical housing unit or infirmary area have access to operable washbasins with hot and cold running water at a minimum ratio of one basin for every 12 occupants, unless state or local building or health codes specify a different ratio.

Proposal: Recommend removing 4C-10, from the section on Continuum of Health Care Services, and transferring it to section 4B- "Plumbing Fixtures".

Comments: None

Name: Jeanne L. Phillips

Title: Program Administrator

Email: jlphillips@pcsonet.com

COMMENTS:

Chuck Ingram

Deputy Administrator, Bureau of Prisons

"This Standard 4-ALDF-4C-10, along with the related Standards 4-ALDF-4C-11 and 4-ALDF-4C-12, clearly are intended to apply to any medical housing unit or infirmary within the facility. These Standards in Section 4C: Continuum of Health Care Services are each somewhat different from those similar standards found in Section 4B: Hygiene / Plumbing Fixtures; which seem to be applicable to all housing units within the facility. If these Standards were relocated they might be overlooked when examining the requirements for health care. There might also be confusion with similar existing standards in Section 4B. Finally, we recommend that no move be made until a review and reconciliation of the differences between the similar, but somewhat different, standards be completed."

Thresa Grenier

Correctional Program Specialist, Army Corrections Command

"Nonconcur, make changes when new ALDF is published."

FOR ACA STAFF USE ONLY- ACA File No. 2012-038

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Performance-Based Standards for Adult Local Detention Facilities (ALDF)

Edition: 4th

Standard: 4-ALDF-4C-25

Agency/Facility: Pinellas County Sheriff's Office

Facility Size: 3,210

Accredited: Yes

Proposal Type: Deletion

Existing Standard: Health appraisal data collection and recording includes the following:

- a uniform process as determined by the health authority
- health history and vital signs collected by health-trained or qualified health care personnel
- collection of all other health appraisal data performed only by qualified health personnel
- review of the results of the medical examination, tests and identification of problems is performed by a physician or mid-level practitioner, as allowed by law

Proposal: 4C-24 & 4C-25 had some duplicate requirements; no need for two separate standards; therefore, the two were combined for simplification, and proposed for revision under 4C-24. If that proposal is approved, 4C-25 would be deleted.

Comments: None

Name: Jeanne L. Phillips

Title: Program Administrator

Email: jlphillips@pcsonet.com

COMMENTS:

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“concur.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-039

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Performance-Based Standards for Adult Local Detention Facilities

Edition: 4th

Standard: 4-ALDF-4C-24

Agency/Facility: Pinellas County Sheriff's Office

Facility Size: 3,210

Accredited: Yes

Proposal Type: Revision

Existing Standard: A comprehensive health appraisal for each inmate is completed within 14 days after arrival at the facility. If there is documented evidence of a health appraisal within the previous 90 days, a new health appraisal is not required except as determined by the designated health authority. Health appraisal includes the following:

- review of the earlier receiving screening
- collection of additional data to complete the medical, dental, mental health, and immunization histories
- laboratory and/or diagnostic tests to detect communicable disease, including venereal disease and tuberculosis
- recording of height, weight, pulse, blood pressure, and temperature
- other tests and examinations as appropriate
- medical examination, including review of mental and dental status
- review of the results of the medical examination, tests, and identification of problems by a physician or other qualified health care personnel, if such is authorized in the medical practice act
- initiation of therapy, when appropriate
- development and implementation of treatment plan, including recommendations concerning housing, job assignment, and program participation

Proposal: A comprehensive health appraisal for each inmate is completed within 14 days of arrival at the facility, in a uniform manner, and on an approved form, as determined by the health authority. If there is documented evidence of a health appraisal within the previous 90 days, a new health appraisal is not required except as determined by the designated health authority.

Health appraisal includes the following:

- review of the receiving screening
- collection of additional data to complete the medical, dental, and mental health histories, by qualified health care personnel
- laboratory and/or diagnostic tests to detect communicable disease, including venereal disease and tuberculosis

- health history and a recording of height, weight, pulse, blood pressure, and temperature by health-trained or qualified health care personnel
- other tests and examinations as appropriate
- medical examination, including review of mental and dental status
- review of the results of the medical examination, tests, and identification of problems by a physician or other qualified health care personnel, if such is authorized in the medical practice act
- initiation of therapy, when appropriate
- development and implementation of treatment plan, including recommendations concerning housing, job assignment, and program participation

Comments: 4C-24 & 4C-25 had some duplicate requirements; no need for two separate standards; therefore, the two were combined for simplification. If this proposal is approved, 4C-25 would be deleted.

Name: Jeanne L. Phillips

Title: Program Administrator

Email: jlphillips@pcsonet.com

COMMENTS:

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“concur.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-040

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Performance-Based Standards for Adult Local Detention Facilities (ALDF)

Edition: 4th

Standard: 4-ALDF-4C-31

Agency/Facility: Pinellas County Sheriff's Office

Facility Size: 3,210

Accredited: Yes

Proposal Type: Deletion

Existing Standard: Inmates referred for mental health treatment receive a comprehensive evaluation by a licensed mental health professional. The evaluation is completed within 14 days of the referral request date and includes at least the following:

- review of mental health screening and appraisal data
- direct observations of behavior
- collection and review of additional data from individual diagnostic interviews and tests assessing personality, intellect, and coping abilities
- compilation of the individual's mental health history
- development of an overall treatment/management plan with appropriate referral to include transfer to mental health facility for inmates whose psychiatric needs exceed the treatment capability of the facility

Proposal: N/A

Comments: 4C-30 and 4C-31 both reference the mental health evaluation/appraisal (different verbiage) and referral for same. They have been proposed as a merge (under 4C-30) for simplification and clarification. Also propose the name of the standard be changed to MENTAL HEALTH EVALUATION. This standard proposal for deletion of 4C-31 is proposed if the proposed revision to 4C-30 is approved.

Name: Jeanne L. Phillips

Title: Program Administrator

Email: jlphillips@pcsonet.com

COMMENTS:

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“Nonconcur. There is a difference between mental health appraisal and referrals for mental health evaluation. Referrals can occur at any time. These standards should remain separate.”

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

“I do not recommend adopting this proposed revision. This revision would merge two different issues into one standard. The first issue is a mental health evaluation completed upon initial reception of the inmate. The second issue requires an evaluation when the inmate is experiencing a mental health issue.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-041

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Performance-Based Standards for Adult Local Detention Facilities (ALDF)

Edition: 4th

Standard: 4-ALDF-4C-30

Agency/Facility: Pinellas County Sheriff's Office

Facility Size: 3,210

Accredited: Yes

Proposal Type: Revision

Existing Standard: Inmates who are referred as a result of the mental health screening or by staff referral will receive a mental health appraisal by a qualified mental health person within 14 days of admission to the facility. If there is documented evidence of a mental health appraisal within the previous 90 days, a new mental health appraisal is not required, except as determined by the designated mental health authority. Mental health examinations include, but are not limited to:

- assessment of current mental status and condition
- assessment of current suicidal potential and person-specific circumstances that increase suicide potential
- assessment of violence potential and person-specific circumstances that increase violence potential
- review of available historical records of inpatient and outpatient psychiatric treatment
- review of history of treatment with psychotropic medication
- review of history of psychotherapy, psycho-educational groups, and classes or support groups
- review of history of drug and alcohol treatment
- review of educational history
- review of history of sexual abuse-victimization and predatory behavior
- assessment of drug and alcohol abuse and/or addiction
- use of additional assessment tools, as indicated
- referral to treatment, as indicated
- development and implementation of a treatment plan, including recommendations concerning housing, job assignment, and program participation.

Proposal: Inmates who are referred as a result of the mental health screening or by staff referral will receive a comprehensive mental health evaluation by a licensed mental health professional within 14 days of the referral. If there is documented evidence of a mental health evaluation within the previous 90 days, a new one is not required, except as determined by the designated mental health authority. Mental health examinations include, but are not limited to:

- review of mental health screening and appraisal data

ACA File No. 2012-042 (Continued)

- assessment of current mental status and condition with direct observations of behavior
- assessment of current suicidal potential and person-specific circumstances that increase suicide potential
- assessment of violence potential and person-specific circumstances that increase violence potential
- review of available historical records of inpatient and outpatient psychiatric treatment
- review of history of treatment with psychotropic medication
- review of history of psychotherapy, psycho-educational groups, and classes or support groups
- review of history of drug and alcohol treatment
- review of educational history
- review of history of sexual abuse-victimization and predatory behavior
- assessment of drug and alcohol abuse and/or addiction
- collection and review of additional data from individual diagnostic interviews and tests assessing personality, intellect, and coping abilities
- use of additional assessment tools, as indicated
- referral to treatment, as indicated
- development of a treatment/management plan, including recommendations concerning housing, job assignment, and program participation.
- transfer to a mental health facility for inmates whose psychiatric needs exceed the treatment capability of the facility

Comments: 4C-30 and 4C-31 both reference the mental health evaluation/appraisal (different verbiage) and referral for same. They have been merged for simplification and clarification. Also propose the name of the standard be changed to MENTAL HEALTH EVALUATION. If this proposed standard is approved, 4C-31 would be deleted.

Name: Jeanne L. Phillips

Title: Program Administrator

Email: jlphillips@pcsonet.com

COMMENTS:

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“Non-concur. There is a difference between mental health appraisal and referrals for mental health evaluation. Referrals can occur at any time. These standards should remain separate.”

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

“See Proposal 2012-04.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-042

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Performance-Based Standards for Adult Local Detention Facilities (ALDF)

Edition: 4th

Standard: 4-ALDF-4C-34

Agency/Facility: Pinellas County Sheriff's Office

Facility Size: 3,210

Accredited: Yes

Proposal Type: Deletion

Existing Standard: Inmates with severe mental illness or who are severely developmentally disabled receive a mental health evaluation. Where appropriate, these inmates are referred for placement in non-correctional facilities or in units specifically designated for handling this type of individual.

Proposal: N/A

Comments: The many mental health standards, in general, are redundant, convoluted, and in some cases, ambiguous. Merging 4C-34 into 4C-27 simplifies the standard without changing the intent. This standard deletion is being proposed if the proposed revision to 4C-27 is approved.

Name: Jeanne L. Phillips

Title: Program Administrator

Email: jlphillips@pcsonet.com

COMMENTS:

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

"Nonconcur. Leave as is. Needs to stand alone."

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

"I do not recommend adoption of this proposed revision. The revision would eliminate the placement of the inmate in a non-correctional facility."

FOR ACA STAFF USE ONLY- ACA File No. 2012-043

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Performance-Based Standards for Adult Local Detention Facilities (ALDF)

Edition: 4th Edition

Standard: 4-ALDF-4C-28

Agency/Facility: Pinellas County Sheriff's Office

Facility Size: 3,210

Accredited: Yes

Proposal Type: Deletion

Existing Standard: Mental health services and activities are approved by the appropriate mental health authority.

Proposal: N/A

Comments: The many mental health standards, in general, are redundant, convoluted, and in some cases, ambiguous. Merging 4C-28 into 4C-27 simplifies the standard without changing the intent. This standard deletion is being proposed if the proposed revision to 4C-27 is approved.

Name: Jeanne L. Phillips

Title: Program Administrator

Email: jlphillips@pcsonet.com

COMMENTS:

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

"concur."

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

"Deleting this standard and adding the language to standard 4-ALDF-4C-27 should not have an adverse effect."

FOR ACA STAFF USE ONLY- ACA File No. 2012-044

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual : Performance-Based Standards for Adult Local Detention Facilities (ALDF)

Edition: 4th

Standard: 4-ALDF-4C-27

Agency/Facility: Pinellas County Sheriff's Office

Facility Size: 3,210

Accredited: Yes

Proposal Type: Revision

Existing Standard: Mental health services include at a minimum:

- screening for mental health problems on intake as approved by the mental health professional
- referral to outpatient services for the detection, diagnosis, and treatment of mental illness
- crisis intervention and the management of acute psychiatric episodes
- stabilization of the mentally ill and the prevention of psychiatric deterioration in the correctional setting
- referral and admission to licensed mental health facilities for inmates whose psychiatric needs exceed the treatment capability of the facility
- obtaining and documenting informed consent

Proposal: Mental health services include at a minimum:

- mental health services and activities are approved by the appropriate mental health authority
- screening for mental health problems on intake as approved by the mental health professional
- referral to outpatient services for the detection, diagnosis, and treatment of mental illness
- crisis intervention and the management of acute psychiatric episodes
- stabilization of the mentally ill and the prevention of psychiatric deterioration in the correctional setting
- mental evaluation for inmates with severe mental illness, or those who are severely developmentally disabled.
- referral and admission to licensed mental health facilities for inmates whose mental health or developmental needs exceed the treatment capability of the facility
- obtaining and documenting informed consent

Comments: The many mental health standards, in general, are redundant, convoluted, and in some cases, ambiguous. Merging 4C-27 and 4C-28 with 4C-34 simplifies the standards without changing the intent. If this standard proposal is passed, 4C-28 and 4C-34 would be deleted.

Name: Jeanne L. Phillips
Title: Program Administrator
Email: jlphillips@pcsonet.com

COMMENTS:

Theresa Grenier
Correctional Program Specialist, Army Corrections Command
“concur.”

Raymond Mulally
Program Administrator, Florida Dept. of Corrections
“See proposal 2012-044.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-045

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved **Denied** Tabled

Manual: Performance-Based Standards for Adult Local Detention Facilities (ALDF)

Edition: 4th

Standard: 4-ALDF-4C-26

Agency/Facility: Pinellas County Sheriff's Office

Facility Size: 3,210

Accredited: Yes

Proposal Type: Revision

Existing Standard: The health record file is complete and contains the following items filed in a uniform manner:

- patient identification on each sheet
 - a completed receiving screening form
 - health appraisal data forms
 - a problem summary list
 - a record of immunizations
 - all findings, diagnoses, treatments, and dispositions
 - a record of prescribed medications and their administration, if applicable
 - laboratory, x-ray, and diagnostic studies
 - the place, date, and time of health encounters
 - health service reports
 - an individualized treatment plan, when applicable
 - progress reports
 - a discharge summary of hospitalization and other termination summaries
 - a legible signature and the title of the provider (may use ink, type, or stamp under the signature)
 - consent and refusal forms
 - release of information forms
- The method of recording entries in the records, the form and format of the records, and the procedures for their maintenance and safekeeping are approved by the health authority. The health record is made available to, and is used for documentation by all practitioners.

Proposal: The health record file is complete and contains the following items filed in a uniform manner:

- patient identification on each sheet
- a legible signature and the title of the provider (may use ink, type, or stamp under the signature)
- the place, date, and time of health encounters

- a completed receiving screening form
 - a problem summary list
 - all findings, diagnoses, treatments, and dispositions
 - progress notes
 - consent and refusal forms If applicable, the following documents shall also be incorporated in the file:
 - health appraisal data forms
 - a record of prescribed medications and their administration
 - laboratory, x-ray, and diagnostic studies
 - health service reports
 - an individualized treatment plan
 - a discharge summary of hospitalization and other termination summaries
 - release of information forms
- The method of recording entries in the records, the form and format of the records, and the procedures for their maintenance and safekeeping are approved by the health authority. The health record is made available to, and is used for documentation by all practitioners.

Comments: Not all health records will have all these items. For instance, some inmates are not here the requisite period of time to receive the health appraisal, or some inmates will have no cause for diagnostic studies. The standard was split to accommodate those items that will be present in all cases, and those that are required if they occur. Also, immunization record was deleted, as parents frequently “opt-out” of required immunizations due to religious or other beliefs, and the majority of the inmates cannot provide an adequate immunization history.

Name: Jeanne L. Phillips

Title: Program Administrator

Email: jlphillips@pcsonet.com

FOR ACA STAFF USE ONLY- ACA File No. 2012-046

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Performance-Based Standards for Adult Local Detention Facilities (ALDF)

Edition: 4th

Standard: 4-ALDF-4C-20

Agency/Facility: Pinellas County Sheriff's Office

Facility Size: 3210

Accredited: Yes

Proposal Type: Revision

Existing Standard: Routine and emergency dental care is provided to each inmate under the direction and supervision of a licensed dentist. There is a defined scope of available dental services, including emergency dental care, which includes the following:

- a dental screening conducted within 14 days of admission, unless completed within the last six months, conducted on initial intake with instructions on dental hygiene.
- a dental examination by a dentist within 12 months of admission, supported by diagnostic x-rays, if necessary
- treatment of dental pain; sedative fillings, extractions of non-restorable teeth, gross debridement of symptomatic areas, and repair of partials and dentures for those inmates with less than 12 months detention
- a treatment plan with x-rays for those inmates who request care with more than 12 months detention
- a defined charting system that identifies the oral health condition and specifies the priorities for treatment by category
- development of an individualized treatment plan for each inmate receiving dental care
- consultation and referral to dental specialists, including oral surgery, when necessary

Proposal: Routine and emergency dental care is provided to each inmate under the direction and supervision of a licensed dentist. There is a defined scope of available dental services, including emergency dental care, which includes the following:

- a dental screening with instructions on dental hygiene conducted within 14 days of admission, unless completed within the last six months;
- a dental examination by a dentist within 12 months of admission, supported by diagnostic x-rays, if necessary;
- treatment of dental pain; sedative fillings, extractions of non-restorable teeth;
- gross debridement of symptomatic areas, and repair of partials and dentures when the health of the inmate would otherwise be adversely affected;
- a defined charting system that identifies the oral health condition and specifies the priorities for treatment by category

- development of an individualized treatment plan, with x-rays if necessary, for each inmate receiving dental care
- consultation and referral to dental specialists, including oral surgery, when necessary

Comments: The first bullet is ambiguous, in that it requires the dental screening be conducted within 14 days of admission conducted on initial intake. Either it's got to be within 14 days, or on initial intake. Gross debridement and repair of partials and dentures is rarely performed in jails where the average length of stay is short; a treatment plan is mentioned twice, so verbiage was adjusted accordingly.

Name: Jeanne L. Phillips

Title: Program Administrator

Email: jlphillips@pcsonet.com

COMMENTS:

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

"I do not recommend adoption of this proposed revision. There seems to be confusion on the meaning of admission on initial intake. The first time an inmate is admitted to the facility is initial intake. If that inmate leaves for three days and returns, this is not considered an initial intake and would not receive the evaluation. Eliminating this requirement would have an adverse effect on the intent of the standard."

FOR ACA STAFF USE ONLY- ACA File No. 2012-047

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Performance-Based Standards for Adult Local Detention Facilities (ALDF)

Edition: 4th

Standard: 4-ALDF-4D-20

Agency/Facility: Pinellas County Sheriff's Office

Facility Size: 3210

Accredited: Yes

Proposal Type: Revision

Existing Standard: Due process is ensured prior to a transfer that results in an inmate's placement in a non-correctional facility or in a special unit within the facility or agency, specifically designated for the care and treatment of the severely mentally ill or developmentally disabled. Procedures for transfer comply with federal, state, and local law. In emergency situations, a hearing is held as soon as possible after the transfer.

Proposal: Due process is ensured prior to a transfer that results in an inmate's placement in a facility or in a special unit specifically designated for the care and treatment of the severely mentally ill or developmentally disabled. Procedures for transfer comply with federal, state, and local law. In emergency situations, a hearing is held as soon as possible after the transfer.

Comments: Some verbiage was removed for clarification; should not affect the intent of the standard.

Name: Jeanne L. Phillips

Title: Program Administrator

Email: jlphillips@pcsonet.com

COMMENTS:

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

"I do not recommend adoption of this proposed revision. The revision would eliminate the language to send an inmate to a non-correctional facility for treatment."

FOR ACA STAFF USE ONLY- ACA File No. 2012-048

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Performance-Based Standards for Adult Local Detention Facilities (ALDF)

Edition: 4th

Standard: 4-ALDF-4C-36

Agency/Facility : Pinellas County Sheriff's Office

Facility Size: 3,210

Accredited: Yes

Proposal Type: Revision

Existing Standard: Detoxification is done only under medical supervision in accordance with local, state, and federal laws. Detoxification from alcohol, opiates, hypnotics, other stimulants, and sedative hypnotic drugs is conducted under medical supervision when performed at the facility or is conducted in a hospital or community detoxification center. Specific guidelines are followed for the treatment and observation of individuals manifesting mild or moderate symptoms of intoxication or withdrawal from alcohol and other drugs. Inmates experiencing severe, life-threatening intoxication (an overdose) or withdrawal are transferred under appropriate security conditions to a facility where specialized care is available.

Proposal: Detoxification from alcohol, opiates, hypnotics, other stimulants, and sedative hypnotic drugs is conducted under medical supervision, and in accordance with local, state, and federal laws when performed at the facility.

- Specific guidelines are followed for the treatment and observation of individuals manifesting mild or moderate symptoms of intoxication or withdrawal from alcohol and other drugs.
- Inmates experiencing severe, life-threatening intoxication (an overdose) or withdrawal are transferred under appropriate security conditions to a facility where specialized care is available.

Comments: As written, the standard is redundant and convoluted. Removing the first sentence, cleaning up the verbiage, and bulleting the two separate requirements helps to make the standard more clear and concise.

Name: Jeanne L. Phillips

Title: Program Administrator

Email: jlphillips@pcsonet.com

COMMENTS:

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“Nonconcur as written, recommend modifying the first paragraph of the proposal as follows.”

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

“I do not recommend adoption of this proposed revision. The provision would eliminate the ability to send an inmate to a hospital or community detox center.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-049

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Adult Correctional Institutions (ACI)

Edition: 4th

Standard: 4-4513; 4-4515

Agency/Facility: Ohio Department of Rehabilitation & Corrections

Facility Size: 50,000

Accredited: Yes

Proposal Type: Revision

Existing Standard:

4-4513: In facilities with an average daily population of 500 or more inmates, there is a full-time chaplain (or chaplains). In facilities with less than 500 inmates, adequate religious staffing is available.

4-4515: The chaplain has physical access to all areas of the institution to minister to inmates and staff.

Proposal:

4-4513: In facilities with an average daily population of 500 or more inmates, there is a full-time chaplain (or chaplains). In facilities with less than 500 inmates, adequate religious staffing is available. The chaplain and/or religious staff has physical access to all areas of the institution to minister to inmates and staff

.

Comments: Both 4-4513 and 4-4515 are closely related in that they both pertain to requirements involving the chaplain. Both standards' requirements can easily be consolidated under the revised standard.

Name: Andrew Albright

Title: Bureau Chief

Email: andrew.albright@odrc.state.oh.us

COMMENTS:

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

“I do not recommend adoption of this proposed revision. The revision attempts to combine two different issues. It is not always in the best interest of the process to combine standards just to eliminate the necessity of documenting another folder.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-050

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Adult Correctional Institutions (ACI)

Edition: 4th

Standard: 4-4448; 4-4450

Agency/Facility: Ohio Department of Rehabilitation & Corrections

Facility Size: 50,000

Accredited: Yes

Proposal Type: Revision

Existing Standard:

4-4448: The institution maintains a written plan for full-time work and/or program assignments for all inmates in the general population.

4-4450: The inmate work plan provides for employment for inmates with disabilities.

Proposal: 4-4448: The institution maintains a written plan for full-time work and/or program assignments for all inmates in the general population. The plan also provides for employment for inmates with disabilities.

Comments: Both 4-4448 and 4-4450 contain interrelated requirements of what an institution's work plan must include. These requirements can easily be consolidated under the revised standard.

Name: Andrew Albright

Title: Bureau Chief

Email: andrew.albright@odrc.state.oh.us

COMMENTS:

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

"concur."

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

"I do not recommend adoption of this proposed revision. The revision attempts to combine two different issues. It is not always in the best interest of the process to combine standards just to eliminate the necessity of documenting another folder."

FOR ACA STAFF USE ONLY- ACA File No. 2012-051

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Adult Correctional Institutions (ACI)

Edition: 4th

Standard: 4-4300; 4-4301

Agency/Facility: Ohio Department of Rehabilitation & Corrections

Facility Size: 50,000

Accredited: Yes

Proposal Type: Revision

Existing Standard:

4-4300: The written plan for inmate classification specifies that each inmate's classification status is reviewed at least every 12 months.

4-4301: The classification plan specifies criteria and procedures for determining and changing an inmate's program status; the plan includes at least one level of appeal.

Proposal:

4-4300: The written plan for inmate classification specifies that each inmate's classification status is reviewed at least every 12 months, specifies the criteria and procedures for determining and changing an inmate's program status, and includes at least one level of appeal.

Comments: Both 4-4300 and 4-4301 contain interrelated requirements of what an inmate classification plan must include. These requirements can easily be consolidated under the revised standard. If approved, the revision should include the Comments from 4-4301 being added to the comments of the revised standard.

Name: Andrew Albright

Title: Bureau Chief

Email: andrew.albright@odrc.state.oh.us

COMMENTS:

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

"I do not recommend adoption of this proposed revision. The revision attempts to combine two different issues. It is not always in the best interest of the process to combine standards just to eliminate the necessity of documenting another folder."

FOR ACA STAFF USE ONLY- ACA File No. 2012-052

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

ACA File No. 2012-053

Manual: Adult Correctional Institutions (ACI)

Edition: 4th

Standard: 4-4262, 4266 through 4270

Agency/Facility: Ohio Department of Rehabilitation & Corrections

Facility Size: 50,000

Accredited: Yes

Proposal Type: Revision

Existing Standard:

4-4262: Written policy, procedure, and practice provide that inmates in segregation have the opportunity to shave and shower at least three times per week.

4-4266: Written policy, procedure, and practice provide that inmates in segregation can write and receive letters on the same basis as inmates in the general population.

4267: Written policy, procedure, and practice provide that inmates in segregation have opportunities for visitation unless there are substantial reasons for withholding such privileges.

4268: Written policy, procedure, and practice provide that inmates in segregation have access to legal materials.

4269: Written policy, procedure, and practice provide that inmates in segregation have access to reading materials.

4270: Written policy, procedure, and practice provide that inmates in segregation receive a minimum of one hour of exercise per day outside their cells, five days per week, unless security or safety considerations dictate otherwise.

Proposal:

4-4262: Written policy, procedure, and practice ensure inmates in segregation are provided the following:

- The opportunity to shave and shower at least three times per week
- Inmates can write and receive letters on the same basis as inmates in the general population.
- Opportunities for visitation unless there are substantial reasons for withholding such privileges.

ACA File No. 2012-053 (Continued)

- Access to reading and legal materials
- The opportunity to receive a minimum of one hour of exercise per day outside their cells, five days per week, unless security or safety considerations dictate otherwise.

Comments: There are several individual standards that direct what privileges/opportunities need to be provided for inmates in segregation status. The proposed revision would effectively consolidate all of these individualized requirements into a consolidated bulleted standard. This revision would not only result in significant field work reduction consolidating 5 separate ACA files into one, but it would also improve the ACA standards manual for the end-users in the field. In short, staff would only have to reference this one standard as opposed to the current six when researching all of the different privilege levels/opportunities that are required for inmates in segregation status. If approved, the revised 4262 should include the comments from the current standards 4262, 4266-70 under it.

Name: Andrew Albright

Title: Bureau Chief

Email: andrew.albright@odrc.state.oh.us

COMMENTS:

Theresa Grenier

Correction Program Specialist, Army Corrections Command

“Nonconcur. There are multiple requirements in the six segregation standards. I believe each one should remain independent of the others. “

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

“I do not recommend adoption of this proposed revision. The revision attempts to combine to many different issues. It is not always in the best interest of the process to combine standards just to eliminate the necessity of documenting another folder.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-053

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Adult Correctional Institutions (ACI)

Edition: 4th

Standard: 4-4183; 4-4260

Agency/Facility: Ohio Department of Rehabilitation & Corrections

Facility Size: 50,000

Accredited: Yes

Proposal Type: Revision

Existing Standard:

4-4183: Written policy, procedure, and practice require that correctional staff maintain a permanent log and prepare shift reports that record routine information, emergency situations, and unusual incidents.

4-4260: Written policy, procedure, and practice provide that staff operating segregation units maintain a permanent log.

Proposal:

4-4183: Written policy, procedure, and practice require that correctional staff, including staff operating segregation units, maintain a permanent log and prepare shift reports that record routine information, emergency situations, and unusual incidents.

Comments: Both of these standards are closely related as they address the requirement of maintaining a permanent log. This revision would not only consolidate a standard, but it would also strengthen the current 4260 by clearly indicating that shift reports that record routine information, emergency situations, and unusual incidents also include segregation units. If approved, the Comment for 4260 should be added to the revised 4183 standard.

Name: Andrew Albright

Title: Bureau Chief

Email: andrew.albright@odrc.state.oh.us

COMMENTS:

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“Nonconcur. Although the standards are similar, I believe the segregation standard should stand on its own. “

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

“I do not recommend adoption of this proposed revision. The revision attempts to combine two different issues. It is not always in the best interest of the process to combine standards just to eliminate the necessity of documenting another folder.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-054

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Adult Correctional Institutions (ACI)

Edition: 4th

Standard: 4-4197; 4-4198

Agency/Facility: Ohio Department of Rehabilitation & Corrections

Facility Size: 50,000

Accredited: Yes

Proposal Type: Revision

Existing Standard:

4-4197: Written policy and procedure govern the use and security of institution vehicles.

4-4198: Written policy and procedure govern the use of personal vehicles for official purposes and include provisions for insurance coverage.

Proposal:

4-4198: Written policy and procedure govern the use and security of institution vehicles, the use of personal vehicles for official purposes, and include provisions for insurance coverage.

Comments: Both standards relate to the use of vehicles, both institution and personal for official purposes and can effectively consolidated into one standard. If approved, 4-4198 would be deleted and the COMMENT for 4198 would need to be added under the revised standard's comment.

Name: Andrew Albright

Title: Bureau Chief

Email: andrew.albright@odrc.state.oh.us

COMMENTS:

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“Nonconcur. Although the standards both discuss vehicles, the process for each is different.”

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

“I do not recommend adoption of this proposed revision. The revision attempts to combine two different issues. It is not always in the best interest of the process to combine standards just to eliminate the necessity of documenting another folder.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-055

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Adult Correctional Institutions (ACI)

Edition: 4th

Standard: 4-4119; 4-4120

Agency/Facility: Ohio Department of Rehabilitation & Corrections

Facility Size: 50,000

Accredited: Yes

Proposal Type: Revision

Existing Standard:

4-4119: Written policy, procedure, and practice provide that each volunteer completes an appropriate, documented orientation and/or training program prior to assignment.

4-4120: Volunteers agree in writing to abide by all facility policies, particularly those relating to the security and confidentiality of information.

Proposal:

4-4119: Written policy, procedure, and practice provide that each volunteer completes an appropriate, documented orientation and/or training program prior to assignment. Volunteers agree in writing to abide by all facility policies, particularly those relating to the security and confidentiality of information.

Comments: The requirement of 4120 makes sense to be a part of the orientation process and by consolidating these standards into one this will be achieved. In addition, this would assist the field by reducing another separate file from having to be compiled. If approved, the COMMENT for 4120 would need to be added under the revised standard's comment.

Name: Andrew Albright

Title: Bureau Chief

Email: andrew.albright@odrc.state.oh.us

COMMENTS:

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“concur.”

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

"I recommend that the proposed revision be adopted."

FOR ACA STAFF USE ONLY- ACA File No. 2012-056

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Adult Correctional Institutions (ACI)

Edition: 4th

Standard: 4-4103; 4-4104

Agency/Facility: Ohio Department of Rehabilitation & Corrections

Facility Size: 50,000

Accredited: Yes

Proposal Type: Revision

Existing Standard:

4-4103: The institution maintains a single master index identifying all inmates who are assigned.

4-4104: The institution maintains a daily report on inmate population movement.

Proposal:

4-4103: The institution maintains a single master index identifying all inmates who are assigned to the institution and a daily report on inmate population movement.

Comments: Both of these standards can easily be combined into one revised standard. If approved, this would assist the field by reducing the need to build a redundant accreditation file. Additionally, the COMMENT for 4104 would need to be added under the revised standard's comment.

Name: Andrew Albright

Title: Bureau Chief

Email: andrew.albright@odrc.state.oh.us

COMMENTS:

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“Nonconcur. The documentation for each individual standard is not necessarily redundant. These appear to be two different actions, an alpha roster verses housing unit changes. “

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

“I do not recommend adoption of this proposed revision. The revision attempts to combine two different issues. It is not always in the best interest of the process to combine standards just to eliminate the necessity of documenting another folder.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-057

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Adult Correctional Institutions (ACI)

Edition: 4th

Standard: 4-4100; 4-4101

Agency/Facility: Ohio Department of Rehabilitation & Corrections

Facility Size: 50,000

Accredited: Yes

Proposal Type: Revision

Existing Standard:

4-4100: The institution contributes to, has access to, and uses an organized system of information storage, retrieval, and review. The information system is part of an overall research and decision-making capacity relating to both inmate and operational needs.

4-4101: All staff who have direct access to information in the information system are trained in and responsive to the system's security requirements.

Proposal:

4-4100: The institution contributes to, has access to, and uses an organized system of information storage, retrieval, and review. The information system is part of an overall research and decision-making capacity relating to both inmate and operational needs. All staff who have direct access to information in the information system are trained in and responsive to the system's security requirements.

Comments: Both of these standards deal with information systems and can be effectively combined into one revised standard. If approved, this would assist the field by reducing the need to build a redundant accreditation file. Additionally, the COMMENT for 4101 would need to be added under the revised standard's comment.

Name: Andrew Albright

Title: Bureau Chief

Email: andrew.albright@odrc.state.oh.us

COMMENTS:

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“Nonconcur. 4-4100 refers to the use of an information system for research and decision making. 4-4101 is more about training all staff to safely and securely use the information system. These standards should remain separate. “

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

“I do not recommend adoption of this proposed revision. The revision attempts to combine two different issues. It is not always in the best interest of the process to combine standards just to eliminate the necessity of documenting another folder.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-058

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Adult Correctional Institutions (ACI)

Edition: 4th

Standard: 4-4094; 4-4081

Agency/Facility: Ohio Department of Rehabilitation & Corrections

Facility Size: 50,000

Accredited: Yes

Proposal Type: Revision

Existing Standard:

4-4094: The institution encourages and provides administrative leave and/or reimbursement for employees attending approved professional meetings, seminars, and similar work-related activities.

4-4081: The institution's budget includes funds to reimburse staff for their time when training is conducted during off-duty hours.

Proposal:

4-4094: The institution encourages and provides administrative leave and/or reimbursement for employees attending approved professional meetings, seminars, and similar work-related activities. The institution's budget also includes funds to reimburse staff for their time when training is conducted during off-duty hours.

Comments: Both standards requirements are closely related with supporting and reimbursing staff for training activities. The revision will effectively consolidate these standards and reduce the need to compile an accreditation file that is redundant. If approved, the comments from 4-4081 needs added to the revised 4-4094.

Name: Andrew Albright

Title: Bureau Chief

Email: andrew.albright@odrc.state.oh.us

COMMENTS:

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“Nonconcur. These standards reflect two separate events. “

Raymond Mulally

Program Administrator, Florida Dept.of Corrections

“I do not recommend adoption of this proposed revision. The revision attempts to combine two different issues. It is not always in the best interest of the process to combine standards just to eliminate the necessity of documenting another folder.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-059

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Adult Correctional Institutions (ACI)

Edition: 4th

Standard: 4-4079; 4-4078

Agency/Facility: Ohio Department of Rehabilitation & Corrections

Facility Size: 50,000

Accredited: Yes

Proposal Type: Revision

Existing Standard:

4-4079: The training and staff development program uses the resources of public and private agencies, private industry, colleges, universities, and libraries.

4-4078: Library and reference services are available to complement the training and staff development program.

Proposal:

4-4079: The training and staff development program uses the resources of public and private agencies, private industry, colleges, universities, and libraries. Library and reference services are also available to complement the training and staff development program.

Comments: Both standards 4-4078 and 4079 are interrelated and having two separate standards is redundant. If approved, this revision will result in deleting 4-4078, however the COMMENTS from 4078 should be added to the revised 4-4079 comments.

Name: Andrew Albright

Title: Bureau Chief

Email: andrew.albright@odrc.state.oh.us

COMMENTS:

Chuck Ingram

Deputy Administrator, Bureau of Prisons

“Concur with revision to combine standards 4079 and 4078; however, recommend the new standard include “access to internet and distance learning systems”; in addition to or in place of the currently written “library and reference services”; in order to create a more contemporary standard and encourage leveraging of technology.”

Raymond Mulally

Program Administrator, Florida Dept. of Prisons

“I do not recommend adoption of this proposed revision. The revision attempts to combine two different issues. It is not always in the best interest of the process to combine standards just to eliminate the necessity of documenting another folder.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-060

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Adult Correctional Institutions (ACI)

Edition: 4th

Standard: 4-4042; 4-4043

Agency/Facility: Ohio Department of Rehabilitation & Corrections

Facility Size: 50,000

Accredited: Yes

Proposal Type: Deletion

Existing Standard:

4-4042: An inmate commissary or canteen is available where inmates can purchase approved items that are not furnished by the facility. The canteen/commissary's operations are strictly controlled using standard accounting procedures.

4-4043: Commissary/canteen funds are audited independently following standard accounting procedures, and an annual financial status report is available as a public document.

Proposal:

4-4042: An inmate commissary or canteen is available where inmates can purchase approved items that are not furnished by the facility. The canteen/commissary's operations are strictly controlled using standard accounting procedures and funds are audited independently following standard accounting procedures. An annual financial status report is available as a public document.

Comments: The requirements of both 4-4042 and 4-4043 are interrelated and can easily be combined under the proposed revision. If approved, 4-4043 would be deleted and the COMMENT section would be added to the revised 4-4042 comment.

Name: Andrew Albright

Title: Bureau Chief

Email: andrew.albright@odrc.state.oh.us

COMMENTS:

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“nonconur, instead of combining, recommend moving the second sentence from 4-4042 and incorporate into 4-4043. 4-4042 would simply cover the requirement to have a commissary or canteen and 4-4043 would cover the accounting procedures and audits. 4-4043 would read: 'Commissary/canteen operations are strictly controlled using standard accounting procedures and are audited independently following standard accounting procedures. An annual financial status report is available as a public document.'”

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

“I do not recommend adoption of this proposed revision. The revision attempts to combine two different issues. It is not always in the best interest of the process to combine standards just to eliminate the necessity of documenting another folder.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-061

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Adult Correctional Institutions (ACI)

Edition: 4th

Standard: 4-4012; 4-4014

Agency/Facility: Ohio Department of Rehabilitation and Corrections

Facility Size: 50,000

Accredited: Yes

Proposal Type: Revision

Existing Standard:

ACI 4-4012: The policies and procedures for operating and maintaining the institution and its satellites are specified in a manual that is accessible to all employees and the public. This manual is reviewed at least annually and updated as needed.

Proposal: 4012: The policies and procedures for operating and maintaining the institution and its satellites adhere to the following:

- The policies and procedures are specified in a manual that is accessible to all employees and the public.
- New or revised policies and procedures are disseminated to designated staff and volunteers, and, when appropriate, to inmates prior to implementation.
- The policies and procedures manual is reviewed at least annually and updated as needed.

Comments: The dissemination of new or revised policies to staff, volunteers, and inmates is an interrelated component of effectively managing a policy and procedure manual as required by 4012. This revision would eliminate the redundancy of having a completely separate standard (4-4014) that can be effectively incorporated into 4-4012. If approved, the revision should also add the COMMENT from 4-4014 to the revised 4-4012.

Name: Andrew Albright

Title: Bureau Chief

Email: andrew.albright@odrc.state.oh.us

COMMENTS:

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

"I recommend that the proposed revision be adopted."

FOR ACA STAFF USE ONLY- ACA File No. 2012-062

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Performance-Based Standards for Juvenile Correctional Facilities (JCF)

Edition: 4th

Standard: 4-JCF-2A-02

Agency/Facility:

Facility Size:

Proposal Type: Revision

Existing Standard: There is sufficient space for a 24-hour control center for monitoring and coordinating the facility's internal and external security systems, communications systems, safety alarms and detection systems, and other mechanical and electrical systems. The communication system includes alternate communication systems to supplement direct staff supervision activities between the control center and juvenile living areas. The control center provides staff access to a washbasin and toilet.

Proposal: Policy, Procedure, and Practice provide for monitoring and coordinating the facility's internal and external security systems, communications systems, safety alarms and detection systems, and other mechanical and electrical systems. The communication system includes alternate communication systems to supplement direct staff supervision activities. Where there is a separate and secure control center, staff has access to a washbasin and toilet.

Comments: Not all juvenile correctional facilities are equipped with a separate and secure control center. This is normally due to having a small population i.e. less than 50. Renovating existing facilities to meet the existing standard is cost prohibitive in today's world. As long as the requirements of the standard are being met it should be sufficient to have these functions carried out in something less than a secure control center. These same functions can be provided by the Duty Officer or Shift Supervisor in charge. Also by adding "where a control center exists" it provides for the requirement of bathroom access.

Name: Jeff Rogers

Title: ACA Auditor

Email: jamraat02@gmail.com

COMMENTS:

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

"Nonconcur. All facilities should have a control center. Just because some don't doesn't mean the standard should be eliminated. It is good practice. Wash basins and toilets don't have to be in the control center. They could be nearby."

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

"I do not recommend adoption of the proposed revision. Every facility hold either adult or juvenile offenders should have a 24 hour control center."

FOR ACA STAFF USE ONLY- ACA File No. 2012-063

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Adult Community Residential Services (ACRS)

Edition: 4th

Standard: Significant Incident Summary

Agency/Facility:

Facility Size: All

Accredited: No

Proposal Type: Revision

Existing Standard: Currently, the form asked for "Escapes". The question of whether to include "Absconders" is defined differently. This needs to be more uniform.

Proposal: The proposal would revise the form to read 'Escapes / Absconders'.

Comments: Thus, any Facility holding either inmates, community supervision participants (parolees / probationers or both) would identify the number of participants whose unauthorized absence could result in criminal or community supervision violation proceedings. Persons in either correctional status have been found guilty of criminal offenses and their unauthorized absence presents a concern for public safety.

Name: Walt Pulliam Jr.

Title: Consultant

Email: waltpulliam@verizon.net

COMMENTS:

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

"I do not recommend adoption of this proposed revision. The ACA Glossary defines an absconder as a juvenile. This manual of standards applies to adults only. A change to the Juvenile Residential Services may be appropriate, but not to the ACRS manual."

FOR ACA STAFF USE ONLY- ACA File No. 2012-064

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved Denied Tabled/**Referred**

Revision 2012-064 was referred to ACA staff to investigate the definitions and report to the Committee at the ACA Winter Conference in Houston, Texas in January 2013.

ACA File No. 2012-065

Manual: Adult Correctional Institutions (ACI)

Edition: 4th

Standard: 4-4272

Agency/Facility: Retired

Facility Size: N/A

Proposal Type: Revision

Existing Standard: Written policy, procedure, and practice provide, that unless authorized by the Warden/Superintendent or designee, inmates in disciplinary detention are allowed limited telephone privileges except for calls related specifically to access to the attorney of record...

Proposal: Written policy, procedure and practice provide that an inmate in disciplinary detention is allowed limited telephone privileges unless phone restrictions have been invoked by Warden/Superintendent or designee. Restrictions would not apply to calls related specifically to access to the attorney of record.

Comments : Maybe it is me...But I never could determine the intent of Standard 4-4272 the way it is written.." practice provide that, unless authorized " does follow a common thread with regard to intent of Standard... I rewrote Standard the way I believed the intent of 4-4272 would be more lucid....

Name: Ken Weaver

Title: ACA AUDITOR

Email : buckaub@roadrunner.com

COMMENTS:

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

"I do not recommend adoption of this proposed revision. The standard appears to be clear and appropriate. To my knowledge no audits have been confused as to the intent of the standard."

FOR ACA STAFF USE ONLY- ACA File No. 2012-065

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

Manual: Core Jail Standards
Edition No.: 1st Edition
Standard No.: 1-CORE-2A-03
Agency/Facility: N/A
Facility Size: N/A
Proposal Type: Revision

Existing Standard: 1-CORE-2A-03. Personal contact and interaction between staff and inmates is required. The facility administrator or designee visits the facility's living and activity areas at least weekly.

Proposal: *ADD* "Inmates classified as medium or maximum security risks are personally observed by an officer at least every 30 minutes on an irregular schedule. Inmates classified as minimum or low security risks are personally observed by an officer at least every 60 minutes on an irregular schedule."

Comments: The proposed language was added to the ALDF standards July 2010 (4-ALDF-2A-05) at the request of the Core Jail Standards development committee. It should now be added to the Core Jail Standards.

The First Edition ALDF required 60 minute checks for low or minimum security inmates (5243). The Second Edition ALDF required 30 minute checks for medium and maximum (2-5174). The 30-minute requirement was inadvertently omitted from the Third Edition ALDF and the team that drafted the 4th Edition ALDF did not detect that error.

Core Jail Standards are supposed to provide users with "minimum" standard, similar to those promulgated in state jail standards. Many states require frequent "health and welfare checks" or similar types of inmate supervision. Tennessee, Minnesota, and Idaho require 30 minutes for all inmates; Maine requires 30 minutes for medium and 15 minutes for maximum. Arizona, Indiana, Ohio, Texas and Washington require checks at least every 60 minutes for *all* inmates. CALEA standards for holding facilities require 30-minute checks for all inmates.

Without the addition of this proposed language, the Core Jail Standards do not provide sufficient guidance for the supervision of general population inmates. Absent this addition, CJS users are exposed to liability for failure to supervise inmates. Case law underscores the need for such inmate supervision:

Bragado v. City of Zion/Police Dept., 839 F.Supp. 551 (N.D.Ill. 1993). ...Inadequate personal inspections of the prisoner were done. Audio and video monitoring were also insufficient. (City of Zion Police Station, Zion, Illinois)

Byrd v. Abate, 945 F.Supp. 581 (S.D.N.Y. 1996). (Anna M. Kross Correctional Facility, Rikers Island, New York City)

Calderon-Ortiz v. Laboy-Alvarado, 300 F.3d 60 (1st Cir. 2002). ...staff did not provide adequate supervision. (Bayamon Regional Metropolitan Detention Center, Puerto Rico)

Cavalieri v. Shepard, 321 F.3d 616 (7th Cir. 2003). (Champaign County Correctional Facility, Illinois)

Clappier v. Flynn, 605 F.2d 519 (10th Cir. 1979). Jail administration and staff liable where evidence reveals that living areas were patrolled only once per shift. Failure to supervise violated the plaintiff's civil rights. (Laramie Co. Jail)

Danese v. Asman, 875 F.2d 1239 (6th Cir. 1989), cert. denied, 110 S.Ct. 1473. (Roseville City Jail, Michigan)

Govan v. Campbell, 289 F.Supp.2d 289 (N.D.N.Y. 2003) (Albany County Correctional Facility, New York)

Kemp v. Waldron, 479 N.Y.S.2d 440 (Sup. Ct. 1984). Sheriff could be held liable along with the subordinate officer who failed to provide supervision. (Schenectady County Jail, New York)

Newby v. District of Columbia, 59 F.Supp.2d (D.D.C. 1999). (District of Columbia Jail)

Robinson v. U.S. Bureau of Prisons, 244 F.Supp.2d 57 (N.D.N.Y. 2003). ...alleged inadequate supervision and staffing practices... (Raybrook Federal Correctional Facility, New York)

Sanders v. Howze, 177 F.3d 1245 (11th Cir. 1999). ...jailers did not detect his death for four to six hours after it occurred, despite a jail policy. (Dougherty County Jail, Georgia)

Sanville v. McCaughtry, 266 F.3d 724 (7th Cir. 2001). (Waupun Correctional Institution, Wisconsin)

Smith v. Blue, 67 F.Supp.2d 686 (S.D.Tex. 1999). (Delta 3 Boot Camp, Harris County, Texas)

Stevens v. County of Dutchess, 445 F.Supp. 89 (S.D. N.Y. 1977). Sheriff is liable if prisoner-on-prisoner attack occurs under conditions of inadequate supervision. (Dutchess County Jail, New York)

Weaver v. Tipton County, Tenn., 41 F.Supp.2d 779 (W.D.Tenn. 1999). Summary judgment precluded by issues of fact as to whether failure to ensure that adequate staffing and supervision policies were in place and were enforced. (Tipton County Jail, Tennessee)

Name: David Parrish, Chair, Core Jail Standards Development Committee.
dmp203@verizon.net

Jim Hart, Member CJS Development Committee. jim.hart@tennessee.edu

Rod Miller, Member CJS Development Committee. rod@correction.org

COMMENTS:

Raymond Mulally

Program Administrator, Florida Dept. of Corrections

“I would have concern adopting this revision if minimum and maximum inmates are housed in the same wing or housing unit. It would be confusing to view one group of inmates every 30 minutes and another group every 60 minutes. If the different levels of inmate are housed in separate housing units or wings and different staff are observing the inmates this would make sense.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-066

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved Denied Tabled/**Referred**

Revision 2012-066 was referred to the ACA Core Jail Standards Committee for consideration and report at the ACA Winter Conference in January 2013 in Houston, Texas.

Manual: Adult Correctional Institutions

Edition: 4th

Standard: 4-ACI-4153

Agency/Facility: N/A

Facility Size: N/A

Proposal Type: Revision

Existing Standard: 4-4153. Temperatures in indoor living and work areas are appropriate for the summer and winter comfort zones. *Comment:* Temperature should be capable of being mechanically raised or lowered to an acceptable comfort level.

Proposal: Replace with “Thermal conditions throughout the facility comply with ANSI/ASHRAE Standard 55 *Thermal Environmental Conditions for Human Occupancy*. *Comment.* Standard 55 is promulgated and periodically update by the American National Standards Institute (ANSI) and the American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE).”

Comments:

The current standard was an improvement over the 2nd Edition standard because it focused on performance rather than oversimplifying the issue with a specific range of temperatures. But the current 4th Edition standard does not provide sufficient guidance and leaves too much to the discretion of the user or someone who is evaluating the facility.

The proposed revision is consistent with the recommendations of the experts who researched conditions of confinement issues for the 3rd Edition (funded by the National Institute of Justice-NIJ). At that time, the Standards Committee embraced many of the recommendations, adopting concepts such as unencumbered space.

Determining the appropriate temperature is complicated and the methodology should be established by experts. ANSI and ASHRAE are the leading experts in this area. Standard 55 “...is intended for use in design, commissioning, and testing of buildings and other occupied spaces and their HVAC systems and for the evaluation of thermal environments.” Standard 55 incorporates all of the environmental factors that combine to determine the adequacy of temperature: thermal radiation, humidity, air speed, temperature, activity and clothing.

Deferring to the experts is appropriate and will provide ACI standards users with current, accurate and specific guidance. CURE acknowledges that this revision, if adopted, will make determining compliance more complicated. We respectfully suggest that the current standard is not sufficient and is not serving the field.

ACA File No. 2012-067 (Continued)

Federal courts have determined that subjecting inmates to temperature extremes often violates detainees' rights under the 14th Amendment (due process) and offenders' rights under the 8th Amendment (cruel and unusual punishment). The following cases provide samples of court findings.

Robinson v. Il. State Corr. Ctr. (Stateville), 890 F.Supp. 715 (N.D.Ill. 1995). The court found that an inmates' complaint that inadequate heating and cooling posed a risk to his health was actionable under § 1983. (Stateville Correctional Center, Illinois)

Benjamin v. Fraser, 161 F.Supp.2d 151 (S.D.N.Y. 2001). The court refused to terminate some requirements of a consent decree. The court found that temperature extremes violated due process, noting that extremes of temperature present health risks.

Moody v. Kearney, 380 F.Supp.2d 393 (D.Del. 2005). Inmate stated a claim for deliberate indifference to his serious medical needs and that fact issues remained as to whether a private contractor that provided medical services for the prison had a policy of not protecting vulnerable inmates from high temperatures.

U.S. v. Terrell County, Ga., 457 F.Supp.2d 1359 (M.D.Ga. 2006). In a Civil Rights of Institutionalized Persons Act (CRIPA) action, the court held that the sheriff and other officials were deliberately indifferent to the jail's gross deficiencies in environmental health and safety of inmates.

Graves v. Arpaio, 623 F.3d 1043 (9th Cir. 2010). The district court concluded that the "Eighth Amendment requires that the temperature of the areas in which pre-trial detainees are held or housed does not threaten their health or safety."

Name: Charles Sullivan on behalf of International CURE

Email: cure@curenational.org

COMMENTS:

Chuck Ingram

Deputy Administrator, Bureau of Prisons

“The existing standard sufficiently addresses indoor temperature. Requiring institutions to comply with ANSI/ASHRAE is complicated, and in some cases, would be costly. The requirements of ANSI/ASHRAE are complex and the reviewers would not be able to easily determine if the facility complies with these requirements. Also, many of our older facilities would need major HVAC controls and equipment upgrades to comply with these requirements. In most cases, the institution would have to hire an outside firm to determine if they comply with ANSI/ASHRAE. In some cases, they would have to fund HVAC improvements or upgrades to comply.”

Theresa Grenier

Correctional Program Specialist, Army Corrections Command

“nonconcur.”

FOR ACA STAFF USE ONLY- ACA File No. 2012-067

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved Denied Tabled/**Referred**

Revision 2012-067 was referred to the Physical Plant Standards Subcommittee (Chairman David Haasenritter) for consideration and report at the ACA Winter Conference in January 2013 in Houston, Texas.

American Correctional Association- Committee on Standards and Accreditation

Physical Plant Standards Subcommittee Update- July 2012

Subcommittee Members:

David Haasenritter, Chairman,
Kevin Myers
Brian Fischer
Edward C. Spooner
Jerry Hebert

ACA Staff:

Jeffrey Washington
Kathy Black-Dennis
Ben Shelor
Bridget Bayliss-Curren
Terry Carter

Physical Plant Subcommittee Update- Contents

- 1) Definition/Date of “New Construction”
- 2) Recommendation on ACI 4-4129
- 3) Recommendation on ACI 4-4150-1

ACA Physical Plant Standards Subcommittee Update- 1

Manual: Adult Correctional Institutions (ACI)

Edition No: 4th Edition

Standard No: 4-4123 through 4-4157

Agency /Facility: ACA Physical Plant Standards Subcommittee

Facility Size: Subcommittee

Proposal Type: Deletion

Existing Standard(s):

4-4123 (Ref. 3-4120): The institution conforms to applicable federal, state, and/or local building codes.

4-4125 (Ref. 3-4122): Physical plant design facilitates personal contact and interaction between staff and inmates.

4-4128 (Ref. 3-4125): Single-cell living units shall not exceed 80 inmates.

4-4147-1: All inmate rooms/cells provide inmates with access to natural light by means of at least three square feet of transparent glazing, plus two additional square feet of transparent glazing per inmate in rooms/cells with three or more inmates.

4-4149 (Ref. 3-4142): Each dayroom provides inmates with access to natural light by means of at least 12 square feet of transparent glazing in the dayroom, plus two additional square feet of transparent glazing per inmate whose room/cell is dependent on access to natural light through the dayroom.

4-4151 (Ref. 3-4144) (Revised August 2007): Circulation is at least 15 cubic feet of outside or recirculated filtered air per minute per occupant for cells/rooms, officer stations, and dining areas, as documented by a qualified technician and should be checked not less than once per accreditation cycle.

Interpretation August 2002. The words “accreditation cycle” are interpreted as within the past three years.

(4-4150-1 excluded due to pending revision)

4-4157 (Ref. 3-4150): In institutions offering academic and vocational training programs, classrooms are designed in consultation with school authorities.

Proposal(s): All standards to include the dates that reference their creation or addition in the 4th Edition ACI Manual or a Standards Supplement for the purposes of defining “New Construction” or “Existing Construction” for each Standard.

ACA Physical Plant Standards Subcommittee Update- 1 (Continued)

4-4123 (Ref. 3-4120): The institution conforms to applicable federal, state, and/or local building codes. (Renovation, New Construction Only after 1 Jan 1990)

4-4125 (Ref. 3-4122): Physical plant design facilitates personal contact and interaction between staff and inmates. (Renovation, New Construction Only after 1 Jan 1990)

4-4128 (Ref. 3-4125): Single-cell living units shall not exceed 80 inmates. (New Construction Only after 1 January 1990)

4-4147-1: All inmate rooms/cells provide inmates with access to natural light by means of at least three square feet of transparent glazing, plus two additional square feet of transparent glazing per inmate in rooms/cells with three or more inmates. (Renovation, New Construction after 1 June 2008)

4-4149 (Ref. 3-4142): Each dayroom provides inmates with access to natural light by means of at least 12 square feet of transparent glazing in the dayroom, plus two additional square feet of transparent glazing per inmate whose room/cell is dependent on access to natural light through the dayroom. (New Construction Only after 1 January 1990)

4-4151 (Ref. 3-4144) (Revised August 2007): Circulation is at least 15 cubic feet of outside or recirculated filtered air per minute per occupant for cells/rooms, officer stations, and dining areas, as documented by a qualified technician and should be checked not less than once per accreditation cycle. (Renovation, New Construction Only after 1 January 1990)

Interpretation August 2002. The words “accreditation cycle” are interpreted as within the past three years.

(4-4150-1 excluded due to pending revision)

4-4157 (Ref. 3-4150): In institutions offering academic and vocational training programs, classrooms are designed in consultation with school authorities. (Renovation, New Construction Only after 1 January 1990)

Comments: The Physical Plant Standards Subcommittee was asked by the Standards Committee to determine the date that each physical plant standard was created or added to the ACI manual (including each Supplement). Adding a date to each standard that mentions “New Construction/Renovation/Addition” clarifies what facilities/buildings will be considered “Existing” or “New Construction”.

Submit Name: David Haasenritter on behalf of the ACA Physical Plant Standards Subcommittee.

ACA Physical Plant Standards Subcommittee Update- 1 (Continued)

FOR ACA STAFF USE ONLY

The above proposed revision, addition, or deletion would also affect the following manuals:

All physical plant standards.

Action taken by the standards committee:

Approved

Denied

Tabled

ACA Physical Plant Standards Subcommittee Update- 2

Manual: Adult Correctional Institutions (ACI)

Edition No: 4th Edition

Standard No: 4-4129

Agency /Facility: ACA Physical Plant Standards Subcommittee

Facility Size: Subcommittee

Proposal Type: Deletion

Existing Standard: The number of inmates does not exceed the maximum allowable inmate population as based on the Standards Compliant Bed Capacity (SCBC) Formula.

SCBC FORMULA FOR ADULT CORRECTIONAL INSTITUTIONS

Step No. 1: Calculation to be used for all cells (multiple occupancy and single) in general population (Ref. #4-4132).

Sq.ft. total of unencumbered space in housing = Answer #1

25 sq.ft

Step No. 2: Calculation to be used for single cells in general population for special management purposes (Ref. #4-4133) and segregation (Ref. #4-4141).

Sq.ft. total of unencumbered space in all single cells = Answer #2

35 sq.ft.

Proposal: Deletion of 4-4129

Comments: At the January 2012 meeting of the Standards Committee, the Physical Plant Standards Subcommittee was asked by the Standards Committee to reevaluate Standard 4-4129 and consider possible alternatives. After discussion by the subcommittee members, it was decided that the subcommittee would recommend deletion of 4-4129. Due to continual confusion amongst both facilities and auditors and considering the square footage and ratio requirements found in other standards, the subcommittee believes 4-4129 can be deleted from the ACI manual.

ACA Physical Plant Standards Subcommittee Update- 2 (Continued)

Submit Name: David Haasenritter on behalf of the ACA Physical Plant Standards Subcommittee

FOR ACA STAFF USE ONLY

The above proposed revision, addition, or deletion would also affect the following manuals:

Action taken by the standards committee:

Approved

Denied

Tabled

American Correctional Association- Committee on Standards and Accreditation

ACRS “Weapon Definition” Subcommittee- July 2012

Subcommittee Members:

David Haasenritter, Chairman,
Denise Robinson
Joyce Burrell
Raymond Mulally
Steve Runyon

ACA Staff:

Kathy Black-Dennis
Ben Shelor
Bridget Bayliss-Curren
Terry Carter
Kenya Golden

ACRS “Weapon Definition” Subcommittee - Contents

- 1) 4-ALDF-2A-10- Revision
- 2) ACI 4-4199- Revision

ACRS “Weapon Definition” Subcommittee - 1

Manual: Adult Community Residential Services (ACRS)

Edition No: 4th Edition

Standard No: 4-ACRS-2A-10 (MANDATORY)

Agency /Facility: ACRS “Weapon Definition” Subcommittee

Facility Size: Subcommittee

Proposal Type: Revision

Existing Standard(s):

4-ACRS-2A-10 (MANDATORY): Possession and use of weapons is prohibited in the facility except in case of an emergency.

Proposal(s):

4-ACRS-2A-10 (MANDATORY): Possession and use of firearm is prohibited in the facility except in case of an emergency. Non-lethal weapons approved for use and storage by the facility parent agency will be properly stored, accounted for, and used only after approval by the facility administer or designee

COMMENTS: Additionally adapt the following as a revised (4-4092 (M) in ACI)/or new standard for all manuals:

"All personnel authorized to use non-lethal weapons receive thorough training in their use and in the treatment of individuals exposed to the applicable non-lethal weapon."

Combined these two standards clearly defines what weapons may be allowed in a community corrections facility if approved by the facilities parent agency, though not allowing firearms; expands existing chemical agent standards to non-lethal weapons; and provides guidance for training specific to weapons as applicable. Both standards should be mandatory in all applicable standard manuals.

FOR ACA STAFF USE ONLY

The above proposed revision, addition, or deletion would also affect the following manuals:

All physical plant standards.

Action taken by the standards committee:

Approved

Denied

Tabled

The proposed revision was sent back to the Subcommittee for further consideration.

ACRS “Weapon Definition” Subcommittee - 2

NOTE: This standard was originally submitted for consideration at the January 2012 Standards Committee meeting. While the revision was denied, the subcommittee was asked to define the term “electrical disablers” as mentioned in the standard. The subcommittee’s recommendations can be found at the end of the section.

Manual: ACI - Adult Correctional Institutions

Edition No: 4th

Standard No: 4-4199

Agency/Facility: Colorado Department of Corrections

Facility Size: 25,000

Accredited: Yes

Proposal Type: Revision

Existing Standard: Written policy and procedure govern the availability, control and use of chemical agents, electrical disablers, and related security devices and specify the level of authority required for their access and use. Chemical agents and electrical disablers are used only with the authorization of the warden/superintendent or designee.

Comment: Based on an analysis of the physical plan and the size and profile of the inmate population, designated staff should determine what firearms, chemical agents, electrical disablers, and other security devices (such as shields, batons, helmets, gloves, and body protectors) the institution needs. Written policies and procedures should specify the level of authority required for access to and use of security devices.

Proposal: Written policy and procedure govern the availability, control and use of chemical agents, electrical disablers, and related security devices and specify the level of authority required for their access and use. Chemical agents and electrical disablers are used only by properly trained individuals with the authorization of the warden/superintendent or designee.

Comment: Based on an analysis of the physical plan and the size and profile of the inmate population, designated staff should determine what firearms, chemical agents, electrical disablers, and other security devices (such as shields, batons, helmets, gloves, and body protectors) the institution needs. Written policies and procedures should specify the training required before authorized use and level of authority required for access to and use of security devices.

ACRS “Weapon Definition” Subcommittee – 2 (Continued)

Comments: As the standard is written there is no requirement for training on the equipment. The only requirement is that the warden/superintendent or designee authorizes their use. The consequences of staff using this type of equipment before they are trained could be dire. The revision simply requires that the individual receive training on the security equipment before they are authorized to use it. The change to the comment also supports training prior to the authorization to use the equipment. The institution/agency can specify by policy and training curriculums the training they require before staff are authorized to use specific security equipment. This should not be a burden to any agency as they most likely already train their staff before they are authorized to use it. The standard revision now has that requirement.

Submit Name: Tami Williams

FOR ACA STAFF USE ONLY

The above proposed revision, addition, or deletion would also affect the following manuals:

All physical plant standards.

Action taken by the standards committee:

Approved Denied Tabled

RECOMMENDATION FROM SUBCOMMITTEE:

Electrical disabler should be defined as any weapon or devise that discharges electrical currents or electricity to gain control of a prisoner.

Security devises already defined in ACI, ALDF, 2010 supplement, etc. Includes locks, doors, cameras, etc, and did not include any lethal or non-lethal weapons. No change needed.

ACI 4-4257- “Continuous” vs. “Continuing”

NOTE: The following revision was received by the Standards Committee in January 2011 and was denied. However, the committee voted to change the word “Continuing” to “Continuous”. When this standard was reviewed again in August 2011, the word “Continuing” remained as part of the standard. The purpose of this section is to allow for correction of the language in ACI 4-4257 to reflect the intentions of the Standards Committee.

January 2011:

ACA File No: 2011-0015

Manual: Adult Correctional Institutions

Edition: 4th

Standard Number(s): 4-4257

Agency/Facility: Federal Bureau of Prisons

Size of Facility: Various

Size of Agency: Various

Accredited: Yes

Type of Proposal: Revision

Existing Standard: Written policy, procedure and practice require that all special management inmates are personally observed by a correctional officer at least every 30 minutes on an irregular schedule. Inmates who are violent or mentally disordered or who demonstrate unusual or bizarre behavior receive more frequent observation; suicidal inmates are under continuing observation.

Proposal: Written policy, procedure and practice require that all special management inmates are personally observed by a correctional officer at least once every 30 minute period. These rounds must be conducted at least once every 30 minute period during which the routes and times are altered to maintain an irregular schedule. Inmates who are violent or mentally disordered or who demonstrate unusual or bizarre behavior receive more frequent observation; suicidal inmates are under continuing observation.

Comments: The requirement is that each 30 minute period (i.e. 8:00-8:30 a.m., 8:30 a.m.-9:00 a.m., 9:00 a.m. - 9:30 a.m., etc.) a correctional officer must make rounds and observe the activity of every inmate in a special management unit. During the next 30 minute period, a correctional officer must again make rounds and observe the activity of every inmate in the unit, but the routes and times must alter to maintain an irregular schedule.

General Comments: Staff who alter routes and times within the 30 minute period prevent inmates from participating in patterns of supervision and reduce their ability to engage in misconduct. The intent of the standard is that a correctional officer walks the entire unit at irregular intervals within a time frame that is correctional sound.

The standard as previously written has caused some confusion with auditors who interpret the standard to mean that the correctional officer must see each inmate at exact 30 minute intervals. This interpretation prevents staff from altering routes and times.

Submitted by: Harley G. Lappin, Director Federal Bureau of Prisons

FOR ACA STAFF USE ONLY

The above proposed revision would also affect the following manuals:

Action taken by the standards committee:

Denied

General Comments: Modify existing standard to read “suicidal Inmates are under continuous observation”.

Rely on auditor training to implement the irregular schedule.

Kathy Black Dennis reminded everyone to turn travel reimbursement into Christina.

Director Lappin asked for a motion to adjourn.

Denise Robins made a motion to adjourn.

Marge Webster seconded the motion.

Motion passed.

August 2011:

After consideration of the proposed revisions, the Committee addressed the current confusion over ACI Standard #4257. A proposal was made that changed the language of the Standard (see below).

Original Standard:

Written policy, procedure, and practice require that all special management inmates are personally observed by a correctional officer at least every 30 minutes on an irregular schedule. Inmates who are violent or mentally disordered or who

demonstrate unusual or bizarre behavior receive more frequent observation; suicidal inmates are under continuing observation.

New Standard:

Written policy, procedure, and practice require that all special management inmates are personally observed by a correctional officer twice per hour, but no more than 40 minutes apart, on an irregular schedule. Inmates who are violent or mentally disordered or who demonstrate unusual or bizarre behavior receive more frequent observation; suicidal inmates are under continuing observation.

Therefore, the final standard for ACI 4-4257 and substantially similar standards is:

Written policy, procedure, and practice require that all special management inmates are personally observed by a correctional officer twice per hour, but no more than 40 minutes apart, on an irregular schedule. Inmates who are violent or mentally disordered or who demonstrate unusual or bizarre behavior receive more frequent observation; suicidal inmates are under continuous observation.

After concluding the business of proposed revisions, the Committee heard Dr. Randy Shively on proposed revisions that were originally submitted by the ACA Substance Abuse Committee. These revisions will be formally submitted for consideration in January 2013 with the help of Standards Committee members Denise Robinson and Michael Wade.

Mr. Lappin again thanked the committee for their hard work and for a productive meeting. The meeting was adjourned.