

PREA Facility Audit Report: Final

Name of Facility: Lakeland Correctional Facility

Facility Type: Prison / Jail

Date Interim Report Submitted: 04/29/2023

Date Final Report Submitted: 11/14/2023

Auditor Certification	
The contents of this report are accurate to the best of my knowledge.	<input type="checkbox"/>
No conflict of interest exists with respect to my ability to conduct an audit of the agency under review.	<input type="checkbox"/>
I have not included in the final report any personally identifiable information (PII) about any inmate/resident/detainee or staff member, except where the names of administrative personnel are specifically requested in the report template.	<input type="checkbox"/>
Auditor Full Name as Signed: Kendra Prisk	Date of Signature: 11/14/ 2023

AUDITOR INFORMATION	
Auditor name:	Prisk, Kendra
Email:	2kconsultingllc@gmail.com
Start Date of On-Site Audit:	03/15/2023
End Date of On-Site Audit:	03/16/2023

FACILITY INFORMATION	
Facility name:	Lakeland Correctional Facility
Facility physical address:	141 1st Street, Coldwater, Michigan - 49036
Facility mailing address:	

Primary Contact	
Name:	William Mathews
Email Address:	mathewsw@michigan.gov
Telephone Number:	517-227-9496

Warden/Jail Administrator/Sheriff/Director	
Name:	Bryan Morrison
Email Address:	morrisonb2@michigan.gov
Telephone Number:	517-278-6942 ext. 27

Facility PREA Compliance Manager

Facility Health Service Administrator On-site	
Name:	Nathan Mikel
Email Address:	mikeln1@michigan.gov
Telephone Number:	517-278-6942 ext. 27

Facility Characteristics	
Designed facility capacity:	1466
Current population of facility:	1450
Average daily population for the past 12 months:	1460
Has the facility been over capacity at any point in the past 12 months?	No
Which population(s) does the facility hold?	Males
Age range of population:	18-100
Facility security levels/inmate custody levels:	2

Does the facility hold youthful inmates?	No
Number of staff currently employed at the facility who may have contact with inmates:	276
Number of individual contractors who have contact with inmates, currently authorized to enter the facility:	306
Number of volunteers who have contact with inmates, currently authorized to enter the facility:	10

AGENCY INFORMATION

Name of agency:	Michigan Department of Corrections
Governing authority or parent agency (if applicable):	State of Michigan
Physical Address:	206 East Michigan Ave, Lansing, Michigan - 48909
Mailing Address:	
Telephone number:	5173733966

Agency Chief Executive Officer Information:

Name:	Heidi E. Washington
Email Address:	WashingtonM6@michigan.gov
Telephone Number:	517-780-5811

Agency-Wide PREA Coordinator Information

Name:	Charles Carlson	Email Address:	CarlsonC2@michigan.gov
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Facility AUDIT FINDINGS

Summary of Audit Findings

The OAS automatically populates the number and list of Standards exceeded, the number of Standards met, and the number and list of Standards not met.

Auditor Note: In general, no standards should be found to be "Not Applicable" or "NA." A compliance determination must be made for each standard. In rare instances where an auditor determines that a standard is not applicable, the auditor should select "Meets Standard" and include a comprehensive discussion as to why the standard is not applicable to the facility being audited.

Number of standards exceeded:

0

Number of standards met:

45

Number of standards not met:

0

POST-AUDIT REPORTING INFORMATION

GENERAL AUDIT INFORMATION

On-site Audit Dates

1. Start date of the onsite portion of the audit:	2023-03-15
2. End date of the onsite portion of the audit:	2023-03-16

Outreach

10. Did you attempt to communicate with community-based organization(s) or victim advocates who provide services to this facility and/or who may have insight into relevant conditions in the facility?	<input checked="" type="radio"/> Yes <input type="radio"/> No
a. Identify the community-based organization(s) or victim advocates with whom you communicated:	Just Detention International

AUDITED FACILITY INFORMATION

14. Designated facility capacity:	1466
15. Average daily population for the past 12 months:	1460
16. Number of inmate/resident/detainee housing units:	17
17. Does the facility ever hold youthful inmates or youthful/juvenile detainees?	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> Not Applicable for the facility type audited (i.e., Community Confinement Facility or Juvenile Facility)

Audited Facility Population Characteristics on Day One of the Onsite Portion of the Audit

Inmates/Residents/Detainees Population Characteristics on Day One of the Onsite Portion of the Audit

36. Enter the total number of inmates/residents/detainees in the facility as of the first day of onsite portion of the audit:	1455
38. Enter the total number of inmates/residents/detainees with a physical disability in the facility as of the first day of the onsite portion of the audit:	80
39. Enter the total number of inmates/residents/detainees with a cognitive or functional disability (including intellectual disability, psychiatric disability, or speech disability) in the facility as of the first day of the onsite portion of the audit:	1
40. Enter the total number of inmates/residents/detainees who are Blind or have low vision (visually impaired) in the facility as of the first day of the onsite portion of the audit:	3
41. Enter the total number of inmates/residents/detainees who are Deaf or hard-of-hearing in the facility as of the first day of the onsite portion of the audit:	1
42. Enter the total number of inmates/residents/detainees who are Limited English Proficient (LEP) in the facility as of the first day of the onsite portion of the audit:	1
43. Enter the total number of inmates/residents/detainees who identify as lesbian, gay, or bisexual in the facility as of the first day of the onsite portion of the audit:	2

<p>44. Enter the total number of inmates/residents/detainees who identify as transgender or intersex in the facility as of the first day of the onsite portion of the audit:</p>	<p>0</p>
<p>45. Enter the total number of inmates/residents/detainees who reported sexual abuse in the facility as of the first day of the onsite portion of the audit:</p>	<p>4</p>
<p>46. Enter the total number of inmates/residents/detainees who disclosed prior sexual victimization during risk screening in the facility as of the first day of the onsite portion of the audit:</p>	<p>5</p>
<p>47. Enter the total number of inmates/residents/detainees who were ever placed in segregated housing/isolation for risk of sexual victimization in the facility as of the first day of the onsite portion of the audit:</p>	<p>0</p>
<p>48. Provide any additional comments regarding the population characteristics of inmates/residents/detainees in the facility as of the first day of the onsite portion of the audit (e.g., groups not tracked, issues with identifying certain populations):</p>	<p>The facility does not track some characteristics so the number on the first day was those the auditor and staff could identify.</p>
<p>Staff, Volunteers, and Contractors Population Characteristics on Day One of the Onsite Portion of the Audit</p>	
<p>49. Enter the total number of STAFF, including both full- and part-time staff, employed by the facility as of the first day of the onsite portion of the audit:</p>	<p>276</p>
<p>50. Enter the total number of VOLUNTEERS assigned to the facility as of the first day of the onsite portion of the audit who have contact with inmates/residents/detainees:</p>	<p>10</p>

<p>51. Enter the total number of CONTRACTORS assigned to the facility as of the first day of the onsite portion of the audit who have contact with inmates/residents/detainees:</p>	<p>306</p>
<p>52. Provide any additional comments regarding the population characteristics of staff, volunteers, and contractors who were in the facility as of the first day of the onsite portion of the audit:</p>	<p>Contractors are the number of total contractors across the agency that are approved to enter any facility as well as facility specific contractors.</p>
<p>INTERVIEWS</p>	
<p>Inmate/Resident/Detainee Interviews</p>	
<p>Random Inmate/Resident/Detainee Interviews</p>	
<p>53. Enter the total number of RANDOM INMATES/RESIDENTS/DETAINEES who were interviewed:</p>	<p>20</p>
<p>54. Select which characteristics you considered when you selected RANDOM INMATE/RESIDENT/DETAINEE interviewees: (select all that apply)</p>	<p> <input checked="" type="checkbox"/> Age <input checked="" type="checkbox"/> Race <input checked="" type="checkbox"/> Ethnicity (e.g., Hispanic, Non-Hispanic) <input checked="" type="checkbox"/> Length of time in the facility <input checked="" type="checkbox"/> Housing assignment <input type="checkbox"/> Gender <input type="checkbox"/> Other <input type="checkbox"/> None </p>
<p>55. How did you ensure your sample of RANDOM INMATE/RESIDENT/DETAINEE interviewees was geographically diverse?</p>	<p>The auditor ensured a geographically diverse sample of inmates during interviews. The following inmates were selected from the housing units: seven from A, nine from B, ten from C, eight from E, four from F and two from the segregated housing unit.</p>

<p>56. Were you able to conduct the minimum number of random inmate/resident/detainee interviews?</p>	<p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p>
<p>57. Provide any additional comments regarding selecting or interviewing random inmates/residents/detainees (e.g., any populations you oversampled, barriers to completing interviews, barriers to ensuring representation):</p>	<p>All forty inmates interviewed were male. Fifteen of the inmates interviewed were black, nineteen were white, four were Hispanic and two were another race/ethnicity. Zero of the inmates interviewed were under eighteen, four were eighteen to 25, thirteen were 26-35, four were 36-45, seven were 46-55 and twelve were over 55. Interview demographic related to time at the facility was also broken into categories; fourteen were at the facility less than a year, twelve were at the facility one to five years, five were at the facility six to ten years, three were at the facility eleven to fifteen years and six were at the facility longer than 15 years.</p>
<p>Targeted Inmate/Resident/Detainee Interviews</p>	
<p>58. Enter the total number of TARGETED INMATES/RESIDENTS/DETAINEES who were interviewed:</p>	<p>20</p>
<p>As stated in the PREA Auditor Handbook, the breakdown of targeted interviews is intended to guide auditors in interviewing the appropriate cross-section of inmates/residents/detainees who are the most vulnerable to sexual abuse and sexual harassment. When completing questions regarding targeted inmate/resident/detainee interviews below, remember that an interview with one inmate/resident/detainee may satisfy multiple targeted interview requirements. These questions are asking about the number of interviews conducted using the targeted inmate/resident/detainee protocols. For example, if an auditor interviews an inmate who has a physical disability, is being held in segregated housing due to risk of sexual victimization, and disclosed prior sexual victimization, that interview would be included in the totals for each of those questions. Therefore, in most cases, the sum of all the following responses to the targeted inmate/resident/detainee interview categories will exceed the total number of targeted inmates/residents/detainees who were interviewed. If a particular targeted population is not applicable in the audited facility, enter "0".</p>	
<p>60. Enter the total number of interviews conducted with inmates/residents/detainees with a physical disability using the "Disabled and Limited English Proficient Inmates" protocol:</p>	<p>3</p>

<p>61. Enter the total number of interviews conducted with inmates/residents/detainees with a cognitive or functional disability (including intellectual disability, psychiatric disability, or speech disability) using the "Disabled and Limited English Proficient Inmates" protocol:</p>	<p>1</p>
<p>62. Enter the total number of interviews conducted with inmates/residents/detainees who are Blind or have low vision (i.e., visually impaired) using the "Disabled and Limited English Proficient Inmates" protocol:</p>	<p>3</p>
<p>63. Enter the total number of interviews conducted with inmates/residents/detainees who are Deaf or hard-of-hearing using the "Disabled and Limited English Proficient Inmates" protocol:</p>	<p>1</p>
<p>64. Enter the total number of interviews conducted with inmates/residents/detainees who are Limited English Proficient (LEP) using the "Disabled and Limited English Proficient Inmates" protocol:</p>	<p>1</p>
<p>65. Enter the total number of interviews conducted with inmates/residents/detainees who identify as lesbian, gay, or bisexual using the "Transgender and Intersex Inmates; Gay, Lesbian, and Bisexual Inmates" protocol:</p>	<p>0</p>
<p>a. Select why you were unable to conduct at least the minimum required number of targeted inmates/residents/detainees in this category:</p>	<p><input checked="" type="checkbox"/> Facility said there were "none here" during the onsite portion of the audit and/or the facility was unable to provide a list of these inmates/residents/detainees.</p> <p><input type="checkbox"/> The inmates/residents/detainees in this targeted category declined to be interviewed.</p>

<p>b. Discuss your corroboration strategies to determine if this population exists in the audited facility (e.g., based on information obtained from the PAQ; documentation reviewed onsite; and discussions with staff and other inmates/residents/detainees).</p>	<p>The auditor reviewed documentation and communicated with inmates and mental health care staff.</p>
<p>66. Enter the total number of interviews conducted with inmates/residents/detainees who identify as transgender or intersex using the "Transgender and Intersex Inmates; Gay, Lesbian, and Bisexual Inmates" protocol:</p>	<p>2</p>
<p>67. Enter the total number of interviews conducted with inmates/residents/detainees who reported sexual abuse in this facility using the "Inmates who Reported a Sexual Abuse" protocol:</p>	<p>4</p>
<p>68. Enter the total number of interviews conducted with inmates/residents/detainees who disclosed prior sexual victimization during risk screening using the "Inmates who Disclosed Sexual Victimization during Risk Screening" protocol:</p>	<p>5</p>
<p>69. Enter the total number of interviews conducted with inmates/residents/detainees who are or were ever placed in segregated housing/isolation for risk of sexual victimization using the "Inmates Placed in Segregated Housing (for Risk of Sexual Victimization/Who Allege to have Suffered Sexual Abuse)" protocol:</p>	<p>0</p>
<p>a. Select why you were unable to conduct at least the minimum required number of targeted inmates/residents/detainees in this category:</p>	<p><input checked="" type="checkbox"/> Facility said there were "none here" during the onsite portion of the audit and/or the facility was unable to provide a list of these inmates/residents/detainees.</p> <p><input type="checkbox"/> The inmates/residents/detainees in this targeted category declined to be interviewed.</p>

<p>b. Discuss your corroboration strategies to determine if this population exists in the audited facility (e.g., based on information obtained from the PAQ; documentation reviewed onsite; and discussions with staff and other inmates/residents/detainees).</p>	<p>The auditor reviewed housing of high risk inmates and inmates who reported sexual abuse.</p>
<p>70. Provide any additional comments regarding selecting or interviewing targeted inmates/residents/detainees (e.g., any populations you oversampled, barriers to completing interviews):</p>	<p>No text provided.</p>
<p>Staff, Volunteer, and Contractor Interviews</p>	
<p>Random Staff Interviews</p>	
<p>71. Enter the total number of RANDOM STAFF who were interviewed:</p>	<p>17</p>
<p>72. Select which characteristics you considered when you selected RANDOM STAFF interviewees: (select all that apply)</p>	<p> <input type="checkbox"/> Length of tenure in the facility <input checked="" type="checkbox"/> Shift assignment <input checked="" type="checkbox"/> Work assignment <input checked="" type="checkbox"/> Rank (or equivalent) <input checked="" type="checkbox"/> Other (e.g., gender, race, ethnicity, languages spoken) <input type="checkbox"/> None </p>
<p>If "Other," describe:</p>	<p>Ethnicity/Race</p>
<p>73. Were you able to conduct the minimum number of RANDOM STAFF interviews?</p>	<p> <input checked="" type="radio"/> Yes <input type="radio"/> No </p>

<p>74. Provide any additional comments regarding selecting or interviewing random staff (e.g., any populations you oversampled, barriers to completing interviews, barriers to ensuring representation):</p>	<p>The facility has three shifts; eight staff were interviewed from the 7am-3pm shift; six were from the 3pm-11pm shift and four were from the 11pm-7am shift. With regard to the demographics of the random staff interviewed; all seventeen were male, one was black, thirteen were white, two were Native American and one was another race/ethnicity. Staff from all ranks were interviewed including Correctional Officers, Sergeants, Lieutenants and Captains.</p>
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Specialized Staff, Volunteers, and Contractor Interviews

Staff in some facilities may be responsible for more than one of the specialized staff duties. Therefore, more than one interview protocol may apply to an interview with a single staff member and that information would satisfy multiple specialized staff interview requirements.

<p>75. Enter the total number of staff in a SPECIALIZED STAFF role who were interviewed (excluding volunteers and contractors):</p>	<p>26</p>
<p>76. Were you able to interview the Agency Head?</p>	<p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>77. Were you able to interview the Warden/Facility Director/Superintendent or their designee?</p>	<p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>78. Were you able to interview the PREA Coordinator?</p>	<p><input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>79. Were you able to interview the PREA Compliance Manager?</p>	<p><input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA (NA if the agency is a single facility agency or is otherwise not required to have a PREA Compliance Manager per the Standards)</p>

80. Select which SPECIALIZED STAFF roles were interviewed as part of this audit from the list below: (select all that apply)

- Agency contract administrator
- Intermediate or higher-level facility staff responsible for conducting and documenting unannounced rounds to identify and deter staff sexual abuse and sexual harassment
- Line staff who supervise youthful inmates (if applicable)
- Education and program staff who work with youthful inmates (if applicable)
- Medical staff
- Mental health staff
- Non-medical staff involved in cross-gender strip or visual searches
- Administrative (human resources) staff
- Sexual Assault Forensic Examiner (SAFE) or Sexual Assault Nurse Examiner (SANE) staff
- Investigative staff responsible for conducting administrative investigations
- Investigative staff responsible for conducting criminal investigations
- Staff who perform screening for risk of victimization and abusiveness
- Staff who supervise inmates in segregated housing/residents in isolation
- Staff on the sexual abuse incident review team
- Designated staff member charged with monitoring retaliation
- First responders, both security and non-security staff
- Intake staff

	<input checked="" type="checkbox"/> Other
If "Other," provide additional specialized staff roles interviewed:	Mailroom
81. Did you interview VOLUNTEERS who may have contact with inmates/residents/detainees in this facility?	<input checked="" type="radio"/> Yes <input type="radio"/> No
a. Enter the total number of VOLUNTEERS who were interviewed:	1
b. Select which specialized VOLUNTEER role(s) were interviewed as part of this audit from the list below: (select all that apply)	<input type="checkbox"/> Education/programming <input type="checkbox"/> Medical/dental <input type="checkbox"/> Mental health/counseling <input checked="" type="checkbox"/> Religious <input type="checkbox"/> Other
82. Did you interview CONTRACTORS who may have contact with inmates/residents/detainees in this facility?	<input checked="" type="radio"/> Yes <input type="radio"/> No
a. Enter the total number of CONTRACTORS who were interviewed:	2
b. Select which specialized CONTRACTOR role(s) were interviewed as part of this audit from the list below: (select all that apply)	<input type="checkbox"/> Security/detention <input checked="" type="checkbox"/> Education/programming <input checked="" type="checkbox"/> Medical/dental <input type="checkbox"/> Food service <input type="checkbox"/> Maintenance/construction <input type="checkbox"/> Other

83. Provide any additional comments regarding selecting or interviewing specialized staff.	No text provided.
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SITE REVIEW AND DOCUMENTATION SAMPLING

Site Review

PREA Standard 115.401 (h) states, "The auditor shall have access to, and shall observe, all areas of the audited facilities." In order to meet the requirements in this Standard, the site review portion of the onsite audit must include a thorough examination of the entire facility. The site review is not a casual tour of the facility. It is an active, inquiring process that includes talking with staff and inmates to determine whether, and the extent to which, the audited facility's practices demonstrate compliance with the Standards. Note: As you are conducting the site review, you must document your tests of critical functions, important information gathered through observations, and any issues identified with facility practices. The information you collect through the site review is a crucial part of the evidence you will analyze as part of your compliance determinations and will be needed to complete your audit report, including the Post-Audit Reporting Information.

84. Did you have access to all areas of the facility?	<input checked="" type="radio"/> Yes <input type="radio"/> No
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Was the site review an active, inquiring process that included the following:

85. Observations of all facility practices in accordance with the site review component of the audit instrument (e.g., signage, supervision practices, cross-gender viewing and searches)?	<input checked="" type="radio"/> Yes <input type="radio"/> No
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86. Tests of all critical functions in the facility in accordance with the site review component of the audit instrument (e.g., risk screening process, access to outside emotional support services, interpretation services)?	<input checked="" type="radio"/> Yes <input type="radio"/> No
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87. Informal conversations with inmates/residents/detainees during the site review (encouraged, not required)?	<input checked="" type="radio"/> Yes <input type="radio"/> No
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88. Informal conversations with staff during the site review (encouraged, not required)?

Yes

No

89. Provide any additional comments regarding the site review (e.g., access to areas in the facility, observations, tests of critical functions, or informal conversations).

The on-site portion of the audit was conducted on March 15, 2023-March 16, 2023. Two support staff assisted with inmate and staff interviews during the on-site portion of the audit. Certified DOJ auditor Karen Murray and support staff Miranda Arnoldy completed staff and inmate interviews on March 15-16, 2023. The auditor and support staff had an initial briefing with facility leadership and discussed the audit logistics. After the initial briefing, the auditor selected inmates and staff for interview as well as documents to review. The lead auditor conducted a tour of the facility on March 15, 2023. The tour included all areas associated with the facility to include; housing units, laundry, warehouse, intake, visitation, chapel, education, maintenance, food service, health services, recreation (indoor and outdoor), administration, programs, vocation and the front entrance. During the tour the auditor was cognizant of staffing levels, video monitoring placement, blind spots, posted PREA information, privacy for inmates in housing units and other factors as indicated in the appropriate standard findings.

The auditor observed PREA information posted in each housing unit at the facility as well as in common areas. The PREA Reporting Poster was observed in English and Spanish on larger size paper. Posters were fixed to the officer's station wall and/or on the wall by the phones. The PREA Reporting Posters advise inmates they can report through a staff member and via the hotline. The PREA Reporting Poster provided a phone number for inmates to call as well as a phone number for probationers and the public to call (1-877 number). The Just Detention International (JDI) Poster was also observed in each housing unit. The JDI Poster was in English and Spanish on larger size paper. The JDI Posters were observed on the wall of the officer's station and/or near the phones. The JDI Poster included the phone number as well as a universal pin that inmates could use in

lieu of their own pin number. Third party information is provided via the PREA Reporting Poster. The auditor observed the PREA Reporting Poster in visitation and the front entrance. Informal conversation with staff and inmates confirmed that the PREA information has been posted for a while.

During the tour the auditor confirmed that facility follows a staffing plan. There were at least two security staff members in each housing building. Additionally, housing buildings had at least one non-security unit management/classification staff during business hours. Each shift had at least two supervisors and numerous security staff were present in program, work and common areas. While not all program, work and common areas had a staff member directly assigned, in areas where security staff were not directly assigned, routine security checks were required. Informal conversation with staff confirmed that they have enough staff and that there is not overcrowding. Staff indicated the staff to inmate ratio at the time of the on-site portion of the audit was typical. Staff stated they make rounds every hour and that supervisors make rounds at least once a shift. Informal conversation with inmates also confirmed that staff make rounds consistently, typically every half hour or so and that they see a supervisor at least once a day. Additionally, during the tour the auditor observed cameras in each housing unit and in most work, program and common areas. Cameras are monitored by the staff in central control as well as administrative staff. The segregated housing unit also has access to monitor only the cameras in the segregated housing unit. The auditor determined that the facility utilizes video monitoring technology as a supplement to staffing and not a replacement. Video monitoring technology is utilized to cover blind spots and high traffic areas.

With regard to cross gender viewing, the

auditor confirmed that three housing buildings provided privacy to inmates through single showers with curtains and toilets with doors. Two other housing unit buildings provided privacy through toilets with saloon style doors and communal showers with a wall barrier and/or curtain at the entrance. The segregated housing unit provided privacy through a single shower that contained a door with small security window. Most cells provided privacy when using the toilet through a door with a small security window. Three cells in segregated housing are utilized for suicide observation and as such had a large window. One of the cells was in direct view of the officer's station and as such did not provide adequate privacy for the inmate when using the restroom. During the on-site portion of the audit, the facility added a frosted (opaque) tint to the officer's station window and alleviated the cross gender viewing issue. A review of the video monitoring system confirmed that none of the cameras in the general population housing units showed areas where inmates would shower, use the restroom or change their clothes. Three cells in the segregated housing unit were equipped with cameras for observation status. The auditor confirmed that the monitoring screen had a black box over the toilet area to allow for privacy from opposite gender staff viewing. Informal conversation with staff and inmates indicated that inmates have privacy when showering, using the restroom and changing clothes. During the tour the auditor confirmed that strip searches for visitation and intake are conducted in rooms with solid doors. Neither room was equipped with a camera. Inmates in segregated housing are strip searched in the shower area, which provides adequate privacy. During the tour the auditor heard the opposite gender announcement in over half of the units. The announcement was made verbally upon entry into the units. The facility provides hearing aids for inmates with a hearing impairment in order for them to hear

the opposite gender announcement. Informal conversation with staff and inmates confirm that the opposite gender announcement is typically made by female staff.

Inmate medical and mental health records are both electronic and paper. Paper file are maintained in medical records which is staffed Monday through Friday 7am-3pm. The door is locked when the records room is not staffed. Access to medical records after hours is restricted to healthcare staff, medical records staff, administrative staff and the shift supervisor. Medical records can be viewed by medical and mental healthcare staff with a need to know. Correctional staff do not have access to medical records and are not able to view the records. Inmate risk screening information is electronic through the OMNI system. Access to the risk screening is via specific user profiles of those with a need to know. During the tour the auditor requested a Correctional Officer attempt to access the risk screening information. The staff did not have access to the reception tab, which is where the risk screening information is stored/ located. Investigative records/files are maintained in the Wardens secretary's office. Electronic investigative records are limited to only administrative staff and the investigator.

During the tour the auditor observed that the mail room was located in the administration area outside the secure perimeter. All housing units as well as a few common areas have a locked mail box for kites and US mail. Inmates can place mail in the boxes and a specific third shift staff member is responsible for collecting the US mail and placing it in the mail room for staff to process the following day. Conversation with the mail room staff indicated that outgoing mail is brought to them, weighted and processed for postage. The staff stated the outgoing mail is provided to them sealed and that they do not open the correspondence unless it looks suspicious or they are on the mail watch list. The staff

stated if they are on a mail watch the outgoing mail would be provided to the Inspector to review. The staff advised that legal mail is treated differently in that it is brought up to the mail room by the counselors. The staff stated legal mail is stamped and is never opened. Further communication with the mailroom staff confirmed that any correspondence to the Legislative Corrections Ombudsman (LCO) is treated as legal mail and would never be opened. The incoming mail process for regular mail includes receiving it, logging it and then opening it and scanning the documents for any issues/concerns. The staff stated they make a copy of the correspondence and the copy is provided to the inmate while the original is shredded. The staff stated with regard to incoming legal mail, they do not open the legal mail but rather they make a copy of the outside of the envelope and provide it to second shift staff. The staff will then provide the correspondence to the inmate, who will open the document in front of the staff and provide the original envelope back to the staff and keep the copy of the envelope. The original documents inside the envelope are retained by the inmate. The staff do not read or scan the legal mail once opened. The mailroom staff again confirmed that any correspondence from LCO would not be read/monitored. The auditor inquired about mail sent to Just Detention International (JDI). The mailroom staff stated they were not familiar with JDI and were unsure how mail to and from the organization would be treated.

During the tour the auditor was provided a demonstration of the intake process. Inmates arrive at the facility and are processed through intake. During the initial risk screening staff verbally go over the facility layout with the inmate and provide them other information such as the agency's zero tolerance policy on sexual abuse and sexual harassment. The staff stated they also go

over the PREA policy and who the PCM is at the facility. Inmates are provided a packet upon arrival that includes the Identifying and Addressing Sexual Abuse and Sexual Harassment - A Guide for Prisoners Brochure (in English and Spanish) and the Just Detention International Memorandum (in English and Spanish).

The auditor was provided a demonstration of the initial risk assessment. The initial risk assessment is completed in a private office setting. The staff pulls up the old risk screening and asks the questions on the risk assessment. Staff ask about perpetration and go over prior charges, including physical violence, sexual violence, domestic violence, gang affiliation and consensual sexual activity in prison. Staff notate the answers on a sheet of paper and enter them into the electronic system after. With regard to victimization the staff ask about prior victimization, perception of vulnerability, gender identity, sexual preference, disabilities, age, height, prior sexual offense, vulnerability due to charges, time in prison, if they understand the prison process, victimization outside of prison, violent charges and consensual sex in prison. Staff notate the responses on a piece of paper and enter it into the electronic system after. Staff stated that if there are discrepancies with information that the inmate provides and what is provided in the file (i.e. criminal history, etc.) they go off of the inmate's response. The staff stated this was how he was trained.

The auditor tested the PREA hotline during the tour in numerous housing units. The PREA Reporting Poster provided a 517 area code number and a universal pin number. When the phone is first picked up inmates are advise to select "1" for English or "2" for Spanish. While the instructions are in English and Spanish, the actual hotline instructions are only in English. The auditor attempted to call the number with the universal pin and

was unable to reach the hotline. Staff advised to try using the public 1-877 number to reach the hotline. The auditor had an inmate assist with calling the 1-877 number as it required an inmate pin number, the inmate reached the hotline and the auditor left a message on March 15, 2023. The auditor received confirmation on March 16, 2023 that the hotline call was received. While the auditor was able to test the hotline, the directions on the PREA Reporting Poster were inaccurate related to contacting the hotline. Additionally, during the tour the auditor had an inmate assist with filling out a written kite to test another internal reporting mechanism. The auditor submitted a kite on March 15, 2023 via a mailbox in one of the housing units. The auditor was provided a copy of the kite that was date stamped on March 16, 2023 confirming it was received.

The auditor tested the external reporting mechanism on March 14, 2023. The auditor utilized a piece of scrape paper from the officer's station to write information on related to the functional test. The auditor obtained an envelope from staff to send the letter. Inmate are provided envelopes for legal mail in the library, if needed. The auditor labeled the envelope LCO and placed it in the US mailbox in a housing unit. Staff indicated that inmates do not have to utilize an address for LCO and that all correspondence can just have LCO written on the envelope. The correspondence is sent via inter-office mail and does not require postage. On April 11, 2023 the auditor received confirmation that the correspondence was received by LCO and forwarded to the PC.

During the tour the auditor had a staff member demonstrate how they document verbal reports of sexual abuse and/or sexual harassment. The staff stated that there is a PREA form on any of the computers and that they would document the information on the form and that the form would be handed in to

the supervisor. The staff stated they would also verbally report the information immediately to a supervisor. The staff confirmed that they are able to bypass the supervisor if that person is involved or there is a need to remain private. In addition to the PREA form, the staff stated that he would also log the information in the log book in the housing unit. He indicated he would put the inmate's number, that he reported a PREA claim and the staff that escorted him off the unit.

The auditor tested the third party reporting mechanism prior to the on-site portion of the audit on March 5, 2023. The auditor viewed the agency PREA website and confirmed that the agency has an online form that the public can complete related to sexual abuse and sexual harassment allegations/incidents. The auditor submitted the form on March 3, 2023. During the on-site portion of the audit the PC indicated that the agency had not received the information that was submitted via the online form. The PREA staff completed a test of the online form on March 13, 2023 through a submission and confirmed that the information was not received. The staff indicated that the website was recently updated and as such there may be an issue that resulted in the update. The PREA staff provided confirmation to the auditor during the interim report period that the website issue was alleviated. On March 22, 2022 the auditor submitted the online form again to test the functionality. On March 23, 2023 the auditor was provided confirmation via email (with a copy of the submission information) confirming that the test was received.

The facility provides access to victim advocates through the JDI hotline. The auditor tested the JDI hotline during the on-site portion of the audit. Inmates are asked to select "1" for English or "2" for Spanish when picking up the phone. The auditor utilized the number on the JDI Poster as well as the

universal pin number on the poster and was able to reach a live person on March 15, 2023. The live person was initially an answering service staff who advised the auditor that she would be forwarding the auditor to the advocate. A JDI staff member received the call and indicated that the hotline is available to provide services to inmates Monday through Friday from 11:00am until 9:00pm. She stated the inmates can also send correspondence through the mail. She stated they offer counseling and crisis intervention through a lot of yes and no questions to allow as much privacy as possible. She stated all the information provided is confidential and is not shared unless they threaten to harm themselves or someone else. The staff confirmed they can accommodate LEP and disabled inmates.

The auditor had the facility conduct a mock demonstration of the comprehensive PREA education process provided at the facility. It should be noted that most of the inmate documents reviewed were from education that was provided at another facility. The PREA staff stated that the education is the same across all facilities in MDOC. The auditor observed that inmates are provided comprehensive PREA education at Lakeland in a group setting within seven calendar days of arrival. The education is completed in a classroom. Inmates are provided an orientation packet which includes one page on PREA that discusses the zero tolerance policy, the inmate's right to be free from sexual abuse and the importance of reporting any information related to sexual abuse or sexual harassment. The page advises that the PREA education video is played every Saturday on channel 3 at 10:30am. The page also advises inmates to review the brochure titled "How to Avoid Sexual Violence in Prison". The page also advises that the Prisoner Guidebook is part of the cell furnishings and has information. The packet further includes a copy of the Identifying and

Addressing Sexual Abuse and Sexual Harassment - A Guide for Prisoners Brochure (in English and Spanish) and the Just Detention International Memorandum (in English and Spanish). Staff indicated that they verbally read the PREA section of the orientation packet and discuss key points of the JDI memo and the PREA Brochure. The staff also advised that they have an additional PREA Brochure and a PREA Pamphlet available on the table for inmates if they want additional information. The staff stated they also show the Taking Action Video. The auditor observed the video is played on a 36 inch television with adequate sound. The auditor confirmed that documentation is available in Spanish and staff stated they would make accommodations for any other LEP or disabled inmates.

During inmate interviews the support staff DOJ certified auditor did not require the use of the language interpretation. The one LEP inmate had a primary language of Arabic but understood English. It should be noted that the support staff previously tested the accessibility of the language interpretation service for LEP inmates at a prior MDOC facility. The prior facility provided the support staff a phone number to call for interpretation services. The support staff conducted the interview with the LEP inmate through translation of information by the interpreter over the speaker phone. The same services are used for interpretation across the MDOC. The same phone number is utilized as well as the same pin/account number. Interpretation services are only accessible to inmates through a staff member.

Documentation Sampling

Where there is a collection of records to review-such as staff, contractor, and volunteer training records; background check records; supervisory rounds logs; risk screening and intake processing records; inmate education records; medical files; and investigative files-auditors must self-select for review a representative sample of each type of record.

90. In addition to the proof documentation selected by the agency or facility and provided to you, did you also conduct an auditor-selected sampling of documentation?

Yes

No

91. Provide any additional comments regarding selecting additional documentation (e.g., any documentation you oversampled, barriers to selecting additional documentation, etc.).

During the audit the auditor requested personnel and training files of staff, inmate files, medical and mental health records, grievances, incident reports and investigative files for review. A more detailed description of the documentation review is below.

Personnel and Training Files. The auditor reviewed 44 total personnel and/or training records that included five staff hired within the previous twelve months, five staff that were hired over five years ago and two staff that were promoted over the previous twelve months. Personnel and/or training files reviewed also included six volunteers, six contractors and eight medical and mental health care staff.

Inmate Files. A total of 40 inmate files were reviewed. 21 inmate files were of those that arrived within the previous twelve months, seven were disabled inmates, one was an LEP inmate and ten were inmates who disclosed prior victimization during the risk screening or were identified with prior sexual abusiveness during the risk screening.

Medical and Mental Health Records. The auditor reviewed the medical and mental health records of twelve inmate victims who reported sexual abuse or sexual harassment, as well as mental health documents for ten inmates who disclosed victimization during the risk screening or were identified with prior sexual abusiveness during the risk screening.

Grievances. The agency does not utilize the grievance process for sexual abuse and sexual harassment allegations. The auditor reviewed the grievance log from the previous twelve months and a sample of grievances.

Incident Reports. Incident reports are not completed by staff. Supervisors complete a written report similar to an incident report for investigations. The auditor reviewed all written documentation related to sexual

abuse and sexual harassment allegations.

Investigation Files. The auditor reviewed twelve investigative reports. All twelve were administrative investigations. There were two allegations referred to the Michigan State Police for investigation and both were still open. None were preferred for prosecution.

SEXUAL ABUSE AND SEXUAL HARASSMENT ALLEGATIONS AND INVESTIGATIONS IN THIS FACILITY

Sexual Abuse and Sexual Harassment Allegations and Investigations Overview

Remember the number of allegations should be based on a review of all sources of allegations (e.g., hotline, third-party, grievances) and should not be based solely on the number of investigations conducted. Note: For question brevity, we use the term “inmate” in the following questions. Auditors should provide information on inmate, resident, or detainee sexual abuse allegations and investigations, as applicable to the facility type being audited.

92. Total number of SEXUAL ABUSE allegations and investigations overview during the 12 months preceding the audit, by incident type:

	# of sexual abuse allegations	# of criminal investigations	# of administrative investigations	# of allegations that had both criminal and administrative investigations
Inmate-on-inmate sexual abuse	4	1	4	1
Staff-on-inmate sexual abuse	9	1	9	1
Total	13	2	13	2

93. Total number of SEXUAL HARASSMENT allegations and investigations overview during the 12 months preceding the audit, by incident type:

	# of sexual harassment allegations	# of criminal investigations	# of administrative investigations	# of allegations that had both criminal and administrative investigations
Inmate-on-inmate sexual harassment	3	0	3	0
Staff-on-inmate sexual harassment	11	0	11	0
Total	14	0	14	0

Sexual Abuse and Sexual Harassment Investigation Outcomes

Sexual Abuse Investigation Outcomes

Note: these counts should reflect where the investigation is currently (i.e., if a criminal investigation was referred for prosecution and resulted in a conviction, that investigation outcome should only appear in the count for “convicted.”) Do not double count. Additionally, for question brevity, we use the term “inmate” in the following questions. Auditors should provide information on inmate, resident, and detainee sexual abuse investigation files, as applicable to the facility type being audited.

94. Criminal SEXUAL ABUSE investigation outcomes during the 12 months preceding the audit:

	Ongoing	Referred for Prosecution	Indicted/ Court Case Filed	Convicted/ Adjudicated	Acquitted
Inmate-on-inmate sexual abuse	1	0	0	0	0
Staff-on-inmate sexual abuse	1	0	0	0	0
Total	2	0	0	0	0

95. Administrative SEXUAL ABUSE investigation outcomes during the 12 months preceding the audit:

	Ongoing	Unfounded	Unsubstantiated	Substantiated
Inmate-on-inmate sexual abuse	0	0	4	0
Staff-on-inmate sexual abuse	0	3	6	0
Total	0	3	10	0

Sexual Harassment Investigation Outcomes

Note: these counts should reflect where the investigation is currently. Do not double count. Additionally, for question brevity, we use the term “inmate” in the following questions. Auditors should provide information on inmate, resident, and detainee sexual harassment investigation files, as applicable to the facility type being audited.

96. Criminal SEXUAL HARASSMENT investigation outcomes during the 12 months preceding the audit:

	Ongoing	Referred for Prosecution	Indicted/ Court Case Filed	Convicted/ Adjudicated	Acquitted
Inmate-on-inmate sexual harassment	0	0	0	0	0
Staff-on-inmate sexual harassment	0	0	0	0	0
Total	0	0	0	0	0

97. Administrative SEXUAL HARASSMENT investigation outcomes during the 12 months preceding the audit:

	Ongoing	Unfounded	Unsubstantiated	Substantiated
Inmate-on-inmate sexual harassment	0	0	3	0
Staff-on-inmate sexual harassment	0	1	10	0
Total	0	1	13	0

Sexual Abuse and Sexual Harassment Investigation Files Selected for Review

Sexual Abuse Investigation Files Selected for Review

98. Enter the total number of SEXUAL ABUSE investigation files reviewed/ sampled:

9

<p>99. Did your selection of SEXUAL ABUSE investigation files include a cross-section of criminal and/or administrative investigations by findings/outcomes?</p>	<p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> NA (NA if you were unable to review any sexual abuse investigation files)</p>
<p>Inmate-on-inmate sexual abuse investigation files</p>	
<p>100. Enter the total number of INMATE-ON-INMATE SEXUAL ABUSE investigation files reviewed/sampled:</p>	<p>4</p>
<p>101. Did your sample of INMATE-ON-INMATE SEXUAL ABUSE investigation files include criminal investigations?</p>	<p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> NA (NA if you were unable to review any inmate-on-inmate sexual abuse investigation files)</p>
<p>102. Did your sample of INMATE-ON-INMATE SEXUAL ABUSE investigation files include administrative investigations?</p>	<p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> NA (NA if you were unable to review any inmate-on-inmate sexual abuse investigation files)</p>
<p>Staff-on-inmate sexual abuse investigation files</p>	
<p>103. Enter the total number of STAFF-ON-INMATE SEXUAL ABUSE investigation files reviewed/sampled:</p>	<p>6</p>
<p>104. Did your sample of STAFF-ON-INMATE SEXUAL ABUSE investigation files include criminal investigations?</p>	<p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> NA (NA if you were unable to review any staff-on-inmate sexual abuse investigation files)</p>

<p>105. Did your sample of STAFF-ON-INMATE SEXUAL ABUSE investigation files include administrative investigations?</p>	<p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> NA (NA if you were unable to review any staff-on-inmate sexual abuse investigation files)</p>
<p>Sexual Harassment Investigation Files Selected for Review</p>	
<p>106. Enter the total number of SEXUAL HARASSMENT investigation files reviewed/sampled:</p>	<p>2</p>
<p>107. Did your selection of SEXUAL HARASSMENT investigation files include a cross-section of criminal and/or administrative investigations by findings/outcomes?</p>	<p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p><input type="radio"/> NA (NA if you were unable to review any sexual harassment investigation files)</p>
<p>Inmate-on-inmate sexual harassment investigation files</p>	
<p>108. Enter the total number of INMATE-ON-INMATE SEXUAL HARASSMENT investigation files reviewed/sampled:</p>	<p>1</p>
<p>109. Did your sample of INMATE-ON-INMATE SEXUAL HARASSMENT files include criminal investigations?</p>	<p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p><input type="radio"/> NA (NA if you were unable to review any inmate-on-inmate sexual harassment investigation files)</p>
<p>110. Did your sample of INMATE-ON-INMATE SEXUAL HARASSMENT investigation files include administrative investigations?</p>	<p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> NA (NA if you were unable to review any inmate-on-inmate sexual harassment investigation files)</p>

Staff-on-inmate sexual harassment investigation files	
111. Enter the total number of STAFF-ON-INMATE SEXUAL HARASSMENT investigation files reviewed/sampled:	1
112. Did your sample of STAFF-ON-INMATE SEXUAL HARASSMENT investigation files include criminal investigations?	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> NA (NA if you were unable to review any staff-on-inmate sexual harassment investigation files)
113. Did your sample of STAFF-ON-INMATE SEXUAL HARASSMENT investigation files include administrative investigations?	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA (NA if you were unable to review any staff-on-inmate sexual harassment investigation files)
114. Provide any additional comments regarding selecting and reviewing sexual abuse and sexual harassment investigation files.	No text provided.
SUPPORT STAFF INFORMATION	
DOJ-certified PREA Auditors Support Staff	
115. Did you receive assistance from any DOJ-CERTIFIED PREA AUDITORS at any point during this audit? REMEMBER: the audit includes all activities from the pre-onsite through the post-onsite phases to the submission of the final report. Make sure you respond accordingly.	<input checked="" type="radio"/> Yes <input type="radio"/> No
a. Enter the TOTAL NUMBER OF DOJ-CERTIFIED PREA AUDITORS who provided assistance at any point during this audit:	1

Non-certified Support Staff

116. Did you receive assistance from any NON-CERTIFIED SUPPORT STAFF at any point during this audit? REMEMBER: the audit includes all activities from the pre-onsite through the post-onsite phases to the submission of the final report. Make sure you respond accordingly.

Yes

No

a. Enter the TOTAL NUMBER OF NON-CERTIFIED SUPPORT who provided assistance at any point during this audit:

1

AUDITING ARRANGEMENTS AND COMPENSATION

121. Who paid you to conduct this audit?

The audited facility or its parent agency

My state/territory or county government employer (if you audit as part of a consortium or circular auditing arrangement, select this option)

A third-party auditing entity (e.g., accreditation body, consulting firm)

Other

Standards	
Auditor Overall Determination Definitions	
<ul style="list-style-type: none"> • Exceeds Standard (Substantially exceeds requirement of standard) • Meets Standard (substantial compliance; complies in all material ways with the stand for the relevant review period) • Does Not Meet Standard (requires corrective actions) 	
Auditor Discussion Instructions	
<p>Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor’s analysis and reasoning, and the auditor’s conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.</p>	

115.11	Zero tolerance of sexual abuse and sexual harassment; PREA coordinator
	Auditor Overall Determination: Meets Standard
	Auditor Discussion
	<p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Policy Directive 03.03.140 – Sexual Abuse and Sexual Harassment of Prisoners – Prison Rape Elimination Act (PREA) 3. Policy Directive 01.01.140 – Internal Affairs 4. Policy Directive 02.03.100 – Employee Discipline 5. Policy Directive 02.06.111 – Employment Screening 6. Policy Directive 03.02.105 – Volunteer Services and Programs 7. Policy Directive 03.02.130 – Prisoner/Parolee Grievances 8. Policy Directive 03.03.105 – Prisoner Discipline

9. Policy Directive 03.03.145 – Youth in Prison
10. Policy Directive 03.04.100 – Health Services
11. Policy Directive 04.01.140 – Prisoner Orientation
12. Policy Directive 04.04.110 – Search and Arrest in Correctional Facilities
13. Policy Directive 04.05.120 – Segregation Standards
14. Policy Directive 04.06.180 – Mental Health Services
15. Policy Directive 04.06.184 – Gender Dysphoria
16. Policy Directive 05.01.140 – Prison Placement and Transfer
17. Policy Directive 05.03.118 – Prisoner Mail
18. Policy Directive 05.03.130 – Prisoner Telephone Use
19. Prison Rape Elimination Act (PREA) Manual
20. Agency Organizational Chart
21. PREA Manager Position Description
22. Facility Organizational Chart

Interviews:

1. Interview with the PREA Coordinator
2. Interview with the PREA Compliance Manager

Findings (By Provision):

115.11 (a): The PAQ stated that the agency and facility have a written policy mandating zero tolerance toward all forms of sexual abuse and sexual harassments and the policies outline how the agency/facility will implement the agency/facility's approach to preventing, detecting and responding to sexual abuse and sexual harassment. The PAQ further indicated that the policy includes definitions of prohibited behaviors regarding sexual abuse and sexual harassment and includes sanctions for those found to have participated in prohibited behaviors. The agency has a comprehensive PREA policy, 03.03.140. Page 1 states "this policy details the Department's zero tolerance standard toward all forms of sexual abuse and sexual harassment involving prisoners and outlines the Department's approach to preventing, detecting and responding to such conduct." Additionally, page 3 states

that the Department has a zero tolerance for sexual abuse and sexual harassment of prisons. Pages 2-3 include the definitions of sexual abuse and sexual harassment and prohibited behavior. Pages 6-7 include the sanctions and process for those found to have participated in prohibited behaviors. 03.03.140 outlines the strategies and response to preventing, detecting and responding to sexual abuse and sexual harassment. In addition to 03.03.140 the agency has numerous other policies that touch on different actions for prevention, detection and response. These policies include: 01.01.140, 02.03.100, 02.06.111, 03.02.105, 03.02.130, 03.03.105, 03.03.145, 03.04.100, 03.04.105 03.04.125, 04.04.100, 04.04.110, 04.05.120, 04.06.184, 05.03.118 and 05.03.130. Further, the agency has developed the PREA Manual, which outlines procedures and best practices to prevent, detect and respond to sexual abuse and sexual harassment. The policies address "preventing" sexual abuse and sexual harassment through the designation of a PC and PCMs, criminal history background checks (staff, volunteers and contractors), training (staff, volunteers and contractors), staffing, intake/risk screening, inmate education and posting of signage (PREA posters, etc.). The policies address "detecting" sexual abuse and sexual harassment through training (staff, volunteers, and contractors) and intake/risk screening. The policies address "responding" to allegations of sexual abuse and sexual harassment through reporting, investigations, victim services, medical and mental health services, disciplinary sanctions for staff and inmates, incident reviews and data collection. The policies are consistent with the PREA standards and outline the agency's approach to sexual safety.

115.11 (b): The PAQ indicated that the agency employs or designates an upper-level, agency-wide PREA Coordinator that has sufficient time and authority to develop, implement and oversee agency efforts to comply with the PREA standards in all of its facilities. 03.03.140, pages 3-4 state the PREA Manager, within the Budget and Operations Administration (BOA), oversees and coordinates the efforts of the MDOC to comply with Federal PREA standards, including assisting with the development and implementation of policy, and maintains a PREA Manual that shall be reviewed and updated as needed. The manual shall be consistent with PREA standards and outline methods consistent with maintaining PREA compliance. The agency's organizational chart reflects that the PC position (also known as PREA Manager) is an upper-level position and is agency-wide. The organization chart confirms the PC is the PREA Administrator. The PC reports to the State Office Administrator who reports to the Deputy Director. In addition to the PREA Coordinator, the MDOC employs PREA Analysts that assist with ensuring facility and agency PREA compliance. The PREA Analysts are responsible for a region of the state and conduct site visits and review facility documentation. They forward any issues or concerns to the PREA Coordinator to address. In addition to the organizational chart, the PC position description states the PC position assists Department Administrators and staff by developing and overseeing the Department's written policies which establish a zero tolerance of all forms of sexual abuse and sexual harassment of all prisoners and outlining the Department's approach to preventing, detecting and responding to such conduct. This position independently manages and oversees the federal Prisoner Rape

Elimination Act (PREA) on a statewide level. This position is responsible for monitoring all aspects of Policy Directive 03.03.140, Prison Rape Elimination Act (PREA) and Prohibited Sexual Conduct Involving Prisoners. This position also budgets for federal PREA grant funding and training opportunities, while conducting and coordinating the PREA audits of all MDOC prisons/correctional facilities and other state partners. The interview with the PC indicated he has enough time to manage all of his PREA related responsibilities. He stated there are 27 agency facilities and each facility has a PCM and a backup. He stated he also has three PREA Analysts that are utilized to funnel all information from the PREA office to the facilities. He indicated most of the communication from the PREA office is done by filtering it through the PREA Analyst responsible for the region. He stated each facility is considered and each facility's needs are considered. The PC further stated that if he identifies an issue complying with a PREA standard he typically tries to accomplish the task of being the technical assistance provider since he is considered the subject matter expert. He stated he would work to help interpret the standard appropriately and share any insight related to the issue/concern. The PC indicated he would stay in touch with the facilities and consult with them on different levels related to the issue (i.e. physical plant maintenance, mental health, etc.). He further stated the agency can reach out to the PREA Resource Center, the Department of Justice and other state agencies for assistance is needed.

115.11 (c): The PAQ indicated that the facility has designated a PREA Compliance Manager that has sufficient time and authority to coordinate the facility's effort to comply with the PREA standards. The facility has two staff members responsible for ensuring PREA compliance. A review of the facility organization chart confirms that the staff are special assigned to PREA and report directly to the Warden and the PREA Analyst. The interview with the PREA Compliance Manager indicated he has sufficient time to coordinate the facility's efforts to comply with PREA standards. He stated all PREA allegations come through him and he completes all the paperwork and tracks the allegations. He stated once the investigation is complete he also completes the additional paperwork. The PCM indicated that if he identifies an issue complying with a PREA standard he takes action to correct the issue as quickly as possible and he monitors the area for the next 180 days to ensure the facility stays in compliance.

Based on a review of the PAQ, 03.03.140, 01.01.140, 02.03.100, 02.06.111, 03.02.105, 03.02.130, 03.03.105, 03.03.110, 03.03.130, 03.03.145, 03.04.100, 03.04.105 03.04.125, 04.04.100, 04.04.110, 04.05.120, 04.06.184, 05.03.118 the PREA Manual, the organizational charts, the position description and information from interviews with the PC and PCM this standard appears to be compliant.

115.12	Contracting with other entities for the confinement of inmates
	Auditor Overall Determination: Meets Standard

Auditor Discussion

Documents:

1. Pre-Audit Questionnaire
2. Contracts with Eaton County
3. Contract with Ingham County and Ingham County Sheriff's Office

Interviews:

1. Interview with the Agency's Contract Administrator

Findings (By Provision):

115.12 (a): The PAQ indicated that the agency has entered into or renewed a contract for the confinement of inmates since the last PREA audit and that all of the contracts require the contractor to adopt and comply with PREA Standards. The PAQ stated there have been two contracts entered into or renewed since the last PREA audit. A review of the contract with Eaton County and Ingham County confirmed that they require the contractor and personnel to comply with the Final Rule of the Prison Rape Elimination Act (PREA) and all applicable PREA standards. The contracts also states that the contractor must subject itself to a DOJ PREA audit at least once every three years beginning August 20, 2013. Further the contracts indicates that the State Contract Monitor will conduct regular monitoring of all contract related activities.

115.12 (b): The PAQ stated that all of the above contracts require the agency to monitor the contractor's compliance with PREA standards. A review of the contract with Eaton County and Ingham County confirmed that they require the contractor and personnel to comply with the Final Rule of the Prison Rape Elimination Act (PREA) and all applicable PREA standards. The contracts also states that the contractor must subject itself to a DOJ PREA audit at least once every three years beginning August 20, 2013. Further the contracts indicates that the State Contract Monitor will conduct regular monitoring of all contract related activities. The interview with the Agency Contract Administrator indicated that when they enter into or renew a contract or they complete a contract extension they ensure that PREA language is included in the contract. He stated they ensure that the language is current and accurate. He further stated that the contract monitoring unit also does site reviews to ensure that the agencies are doing and following the PREA compliance requirements. The Agency Contract Administrator stated there is a three year audit cycle and when they conduct the site reviews they make sure they are PREA compliant during that audit cycle. He

	<p>stated they ensure a certified auditor comes out to do the audit and that the agency provides their schedule for the audit and their audit result. The Agency Contract Administrator confirmed that all agencies have had a PREA audit and results were provided to MDOC.</p> <p>Based on the review of the PAQ, agency contracts and the interview with the Contract Administrator, this standard appears to be compliant.</p>
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115.13 Supervision and monitoring	
	<p>Auditor Overall Determination: Meets Standard</p> <hr/> <p>Auditor Discussion</p> <p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Policy Directive 04.04.100 - Custody, Security and Safety Systems (Exempt) 3. Policy Directive 03.03.140 - Sexual Abuse and Sexual Harassment of Prisoners - Prison Rape Elimination Act (PREA) 4. Prison Rape Elimination Act (PREA) Manual 5. Lakeland Correctional Facility Staffing Plan 6. PREA Annual Staffing Plan Review - CAJ-1027 7. Log of Unannounced Rounds <p>Interviews:</p> <ol style="list-style-type: none"> 1. Interview with the Warden 2. Interview with the PREA Compliance Manager 3. Interview with the PREA Coordinator 4. Interview with Intermediate-Level or Higher-Level Facility Staff <p>Site Review Observations:</p> <ol style="list-style-type: none"> 1. Staffing Levels

2. Video Monitoring Technology or Other Monitoring Materials

Findings (By Provision):

115.13 (a): The PAQ indicated that the agency requires each facility it operates to develop, document, and make its best efforts to comply on a regular basis with a staffing plan that provides adequate levels of staffing and, where applicable, video monitoring, to protect inmates against sexual abuse. The PREA Manual, pages 20 and 21 state that the agency requires each facility it operates to develop, document and make its best efforts to comply on a regular basis with the staffing plan. The staffing plan takes into consideration; generally accepted detention practices, any judicial findings of inadequacy, any finding of inadequacy from Federal investigative agencies, any finding of inadequacy from internal or external oversight bodies, all components of the facility's physical plant, the composition of the inmate population, the number and placement of supervisory staff, the institutional programs occurring on a particular shift, any applicable State or local laws, the prevalence of substantiated and unsubstantiated incident of abuse and any other relevant factors. The PAQ indicated that the current staffing plan is based on 1465 inmates and the average number of inmates since the last PREA audit is 1460. The facility employs 276 staff. Security staff mainly make up three shifts, day shift works from 7am-3pm, evening shifts works 3pm-11pm and morning shift works from 11pm-7am. A review of the staffing plan indicates that each shift has at least two Lieutenants and two Sergeants that serve as supervisors for the shifts and at least one Correctional Officer per housing unit. Additionally, staff are assigned to the school, visiting room, bubble, control, food service, infirmary, medical, yard, rover and relief. Further review of the staffing plan development and review process narrative indicates that the facility considers all the required elements under this provision. The staffing plan is a seventeen page document where one page is dedicated to describe the process for each element under this provision. During the tour the auditor confirmed that facility follows a staffing plan. There were at least two security staff members in each housing building. Additionally, housing buildings had at least one non-security unit management/classification staff during business hours. Each shift had at least two supervisors and numerous security staff were present in program, work and common areas. While not all program, work and common areas had a staff member directly assigned, in areas where security staff were not directly assigned, routine security checks were required. Informal conversation with staff confirmed that they have enough staff and that there is not overcrowding. Staff indicated the staff to inmate ratio at the time of the on-site portion of the audit was typical. Staff stated they make rounds every hour and that supervisors make rounds at least once a shift. Informal conversation with inmates also confirmed that staff make rounds consistently, typically every half hour or so and that they see a supervisor at least once a day. Additionally, during the tour the auditor observed cameras in each housing unit and in most work, program and common areas. Cameras are monitored by the staff in central control as well as administrative staff. The segregated housing unit also has

access to monitor only the cameras in the segregated housing unit. The auditor determined that the facility utilizes video monitoring technology as a supplement to staffing and not a replacement. Video monitoring technology is utilized to cover blind spots and high traffic areas. The interview with the Warden confirmed that the facility has a staffing plan and the plan provides for adequate staffing levels to protect inmates from sexual abuse. The Warden indicated that the staffing plan is evaluated annually and that the plan accounts for staff to be visible in all areas. He stated the staffing plan is documented and it is maintained by the facility and the Deputy Director. The Warden confirmed that all elements under this provision are considered in the development and review of the staffing plan. He stated the factors are reviewed in order to operate a safe and secure facility. He indicated the staffing plan accounts for knowing where the staff and the inmates are and how the facility functions. The Warden stated because of the unique physical plant, there are certain number of staff, as well as there are a certain number of staff based on the number of inmates in the housing units. The Warden stated overall staffing levels are also based on the inmate's security level and there are more staff on the day shifts when more activities are occurring. The Warden noted that he checks for compliance with the staffing plan daily through the daily meeting sheets. He stated he also gets updates from the Shift Commanders on any staff that are on leave or call in sick. The PCM confirmed that all requirements under this provision are considered when creating and modifying the staffing plan. He stated the administrative staff complete an annual staffing plan to ensure that the staff to inmate ratio is accurate. He stated there have not been any finding of inadequacies related to staffing. The PCM indicated in the previous three years they have added over 250 cameras to eliminate blind spots and that camera coverage and staffing in the housing units are adequate. The PCM further stated that supervisory staff are on each shift and the number is dependent on the amount of activity occurring on the shift. He stated day shifts have more staff due to programming and activities.

115.13 (b): The PAQ stated each time the staffing plan is not complied with, the facility documents and justifies all deviations from the staffing plan. The PAQ did not indicate the most common reasons for deviations. The PREA Manual, page 21 indicates that all deviations from the staffing plan are required to be documented with justification for the deviations. A review of the PAQ supplemental documents indicated that deviations are documented on the daily roster. Examples showed the daily roster indicated which posts were closed and which were manned or unmanned. The Warden stated that the facility never deviates from the staffing plan. He confirmed they mandate staff to work overtime and that the only time there may be a deviation is during an emergency situation, such as where staff would have to go to the hospital. He stated in an emergency situation they would document the deviation on the reconciliation sheet in the control room.

115.13 (c): The PAQ indicated that at least once a year the facility/agency, in collaboration with the PC, reviews the staffing plan to see whether adjustments are

needed. The PREA Manual, page 21, describes the required annual review. The facility utilizes CAJ-1027 for the annual staffing plan review. The form includes a check box for all the required elements under provision (a) as well as a comments section related to response. A second section includes information related to adjustments to video monitoring systems and other monitoring technology and a final section includes whether adjustments are needed to available resources. The staffing plan was most recently reviewed on October 11, 2022 by the Warden, PCM and PC. The plan was reviewed in order to assess, determine and document whether any adjustments were needed to the staffing plan, the deployment of video monitoring technologies and/or the resources available to commit to ensuring adherence to the staffing plan. The staffing plan was previously reviewed on December 13, 2021 and October 30, 2020. The PC confirmed that he is consulted with regard to each facility's staffing plan. He stated they have an annual staffing plan review that is done. The PC stated there is form for the annual review and they also look through the complete staffing plan. He stated it is done at least annually, but that the facilities also reach out to him more often related to improvements, questions, thought, etc. in reference to the staffing plan.

115.13 (d): The PAQ indicated that the facility requires that intermediate-level or higher-level staff conduct unannounced rounds to identify and deter staff sexual abuse and sexual harassment. The PAQ further indicated that the unannounced rounds are documented, they cover all shifts and the facility prohibits staff from alerting other staff of the conduct of such rounds. 04.04.100, pages 6 and 7, indicate that rounds are required on each shift monthly by the Warden, Assistant Wardens and weekly by Shift Commanders. Additionally, policy prohibits staff from alerting other staff members that unannounced supervisory rounds are occurring unless such an announcement is related to the legitimate operational functions of the facility. Additionally, 03.03.140, page 4 states each Warden shall take reasonable measures to eliminate prisoner access to secluded areas of the facility. This includes conducting rounds of such areas as set forth in PD 04.04.100 "Custody, Security, and Safety Systems (Exempt)." A review of the PAQ supplemental documentation indicated that unannounced rounds were conducted on the administrative shift. Informal conversation with staff indicated they make rounds every hour and that supervisors make rounds at least once a shift. Informal conversation with inmates also confirmed that staff make rounds consistently, typically every half hour or so and that they see a supervisor at least once a day. Interviews with intermediate-level or higher-level facility staff confirm that they make unannounced rounds and that the unannounced rounds are documented. The staff indicated that alerting other staff of the rounds is against policy and staff are informed of this through training. The auditor requested documentation for six random days to review unannounced rounds on all shifts. The facility provided documentation, however there were over 650 pages per day of round reader information and the auditor was unable to decipher which staff were supervisor and which were Correctional Officer making their required rounds. Additional information is needed to determine compliance.

Based on a review of the PAQ, 04.04.100, 03.03.140, the Prison Rape Elimination Act (PREA) Manual, Lakeland Correctional Facility Staffing Plan, PREA Annual Staffing Plan Review - CAJ-1027, Log of Unannounced Rounds, observations made during the tour and interviews with the Warden, PC, PCM and intermediate-level or higher-level facility staff, this standard appears to require corrective action. The auditor requested documentation for six random days to review unannounced rounds on all shifts. The facility provided documentation, however there were over 650 pages per day of round reader information and the auditor was unable to decipher which staff were supervisor and which were Correctional Officer making their required rounds. Additional information is needed to determine compliance.

Corrective Action

Additionally documentation will need to be provided related to unannounced rounds for the days requested.

Recommendation

The auditor recommends that the facility install mirrors in the hallways of the housing units where the honor rooms are located. The auditor also recommends that the facility install cameras in the warehouse and maintenance.

Verification of Corrective Action Since the Interim Audit Report

The auditor gathered and analyzed the following additional evidence provided by the facility during the corrective action period relevant to the requirements in this standard.

Additional Documents:

1. Unannounced Rounds

The facility provided the originally requested documentation related to unannounced rounds. The documentation showed unannounced rounds were made by intermediate or higher level supervisors in each housing unit, across all shifts on the date requested or a date within the same week.

Based on the documentation provided the facility has corrected this standard and as such appears to be compliant.

115.14 Youthful inmates

Auditor Overall Determination: Meets Standard

Auditor Discussion

Documents:

1. Pre-Audit Questionnaire
2. Policy Directive 03.03.145 - Housing Youth
3. Policy Directive 05.01.140 - Prison Placement and Transfer
4. Prison Rape Elimination Act (PREA) Manual
5. Agency Website with Facility Description
6. Population Age Report

Interviews:

1. Interview with the Warden
2. Interview with the PREA Compliance Manager

Findings (By Provision):

115.14 (a): The PAQ stated that the facility does not prohibit placing youthful inmates in a housing unit in which a youthful inmate will have sight, sound or physical contact with any adult inmate through the use of a shared dayroom or other common space, shower area or sleeping quarters. Further communication indicated that youthful inmates are not housed at the facility and this was why it was marked no in the PAQ. The PAQ stated there were zero youthful inmates at the facility with separate housing units and zero with the same housing unit as adults. A review of the agency website confirmed that Lakeland Correctional Facility houses males inmates eighteen and over. 05.01.140, page 5 states all prisoners who are under eighteen years of age shall be housed in specialized areas at TCF or WHV. Prisoners requiring residential psychiatric or medical care who are approved for placement in an RTP, or who are

approved for alternate placement by the CFA Deputy Director or designee, may be placed elsewhere. If housed at any location other than TCF or WHV, the youthful prisoner shall be housed with as much sight, sound and physical contact separation from adult prisoners as possible in accordance with the Prison Rape Elimination Act (PREA) Manual. 03.03.145, pages 1-2 state a youth shall not be placed in a housing unit in which they will have sight, sound, or physical contact with any adult prisoners age 18 or older. If a youth is outside of the TCF or WHV housing units designated for youth, including at WCC and in the youth yard at TCF, staff shall provide direct supervision at all times. Direct supervision requires that a staff member always have both visual and sound observation of a youth. No youth shall be allowed in a bathroom or shower when adult prisoners are present in the bathroom or shower, even if there is direct supervision. The PREA Manual, page 12 states a youthful prisoner shall not be placed in a housing unit in which the youthful prisoner will have sight, sound or physical contact with any adult prisoner (aged eighteen or older) through use of a shared dayroom or other common space, shower area or sleeping quarters. In areas outside of housing units, youthful prisoners shall either: remain sight, sound and physically separated from adult prisoners, or remain under direct staff supervision as defined in this manual. Youthful prisoners shall be given the same opportunity as other prisoners to participate in academic, vocational, therapeutic and recreational programming. The PAQ stated there were zero youthful inmates housed at the facility during the previous twelve months. A review of the current population age report confirmed there were zero inmates under the age of eighteen housed at the facility.

115.14 (b): The PAQ was blank for this provision. A review of the agency website confirmed that Lakeland Correctional Facility houses males inmates eighteen and over. 05.01.140, page 5 states all prisoners who are under 18 years of age shall be housed in specialized areas at TCF or WHV. Prisoners requiring residential psychiatric or medical care who are approved for placement in an RTP, or who are approved for alternate placement by the CFA Deputy Director or designee, may be placed elsewhere. If housed at any location other than TCF or WHV, the youthful prisoner shall be housed with as much sight, sound and physical contact separation from adult prisoners as possible in accordance with the Prison Rape Elimination Act (PREA) Manual. 03.03.145, pages 1-2 state a youth shall not be placed in a housing unit in which they will have sight, sound, or physical contact with any adult prisoners age 18 or older. If a youth is outside of the TCF or WHV housing units designated for youth, including at WCC and in the youth yard at TCF, staff shall provide direct supervision at all times. Direct supervision requires that a staff member always have both visual and sound observation of a youth. No youth shall be allowed in a bathroom or shower when adult prisoners are present in the bathroom or shower, even if there is direct supervision. The PREA Manual, page 12 states a youthful prisoner shall not be placed in a housing unit in which the youthful prisoner will have sight, sound or physical contact with any adult prisoner (aged eighteen or older) through use of a shared dayroom or other common space, shower area or sleeping quarters. In areas outside of housing units, youthful prisoners shall either: remain sight, sound and physically

separated from adult prisoners, or remain under direct staff supervision as defined in this manual. Youthful prisoners shall be given the same opportunity as other prisoners to participate in academic, vocational, therapeutic and recreational programming. The PAQ stated there were zero youthful inmates housed at the facility during the previous twelve months. A review of the current population age report confirmed there were zero inmates under the age of eighteen housed at the facility.

115.14 (c): The PAQ stated the facility documents the exigent circumstances for each instance in which youthful inmates' access to large-muscle exercise, legally required education services, and other programs and work opportunities was denied. It further indicated there were zero youthful inmates placed in segregated housing to comply with this provision. A review of the agency website confirmed that Lakeland Correctional Facility houses males inmates eighteen and over. 05.01.140, page 5 states all prisoners who are under 18 years of age shall be housed in specialized areas at TCF or WHV. Prisoners requiring residential psychiatric or medical care who are approved for placement in an RTP, or who are approved for alternate placement by the CFA Deputy Director or designee, may be placed elsewhere. If housed at any location other than TCF or WHV, the youthful prisoner shall be housed with as much sight, sound and physical contact separation from adult prisoners as possible in accordance with the Prison Rape Elimination Act (PREA) Manual. 03.03.145, pages 1-2 state a youth shall not be placed in a housing unit in which they will have sight, sound, or physical contact with any adult prisoners age 18 or older. If a youth is outside of the TCF or WHV housing units designated for youth, including at WCC and in the youth yard at TCF, staff shall provide direct supervision at all times. Direct supervision requires that a staff member always have both visual and sound observation of a youth. No youth shall be allowed in a bathroom or shower when adult prisoners are present in the bathroom or shower, even if there is direct supervision. T The PREA Manual, page 12 states a youthful prisoner shall not be placed in a housing unit in which the youthful prisoner will have sight, sound or physical contact with any adult prisoner (aged eighteen or older) through use of a shared dayroom or other common space, shower area or sleeping quarters. In areas outside of housing units, youthful prisoners shall either: remain sight, sound and physically separated from adult prisoners, or remain under direct staff supervision as defined in this manual. Youthful prisoners shall be given the same opportunity as other prisoners to participate in academic, vocational, therapeutic and recreational programming. he PAQ stated there were zero youthful inmates housed at the facility during the previous twelve months. A review of the current population age report confirmed there were zero inmates under the age of eighteen housed at the facility.

Based on a review of the PAQ, 03.03.145, 05.01.140, the Prison Rape Elimination Act (PREA) Manual, the Agency Website with the Facility Description and the Population Age Report this standard appears to be not applicable and as such compliant.

115.15 Limits to cross-gender viewing and searches

Auditor Overall Determination: Meets Standard

Auditor Discussion

Documents:

1. Pre-Audit Questionnaire
2. Policy Directive 03.03.140 - Sexual Abuse and Sexual Harassment of Prisoners - Prison Rape Elimination Act (PREA)
3. Policy Directive 04.04.110 - Search and Arrest in Correctional Facilities
4. Policy Directive 04.06.184 - Gender Dysphoria
5. Prison Rape Elimination Act (PREA) Manual
6. MDOC Computer Based Training (CBT) - Sexual Abuse and Sexual Harassment in Confinement
7. Custody and Security in Corrections - Searches
8. Personal Searches: The Application of Search Procedures for Employees, Prisons, Gender Identify Disorder Prisoners and the Public Instructors' Module
9. Staff Training Records

Documents Received During the Interim Report

1. Memorandum Related to the Cross Gender Announcement

Interviews:

1. Interview with Random Staff
2. Interview with Random Inmates
3. Interview with Transgender/Intersex Inmates

Site Review Observations:

1. Observations of Privacy Barriers
2. Opposite Gender Announcement

Findings (By Provision):

115.15 (a): The PAQ indicated that the facility conducts cross gender strip and cross gender visual body cavity searches of inmates and that there have been zero searches of this kind in the previous twelve months. Further communication with the PCM indicated that this was incorrectly marked yes and that the facility does not conduct cross gender strip or cross gender visual body cavity searches of inmates. 04.04.110, page 5 states medical personnel who perform a body cavity search need not be of the same sex as the prisoner being searched. However, all other persons who are present during the search shall be of the same sex as the prisoner and there always shall be at least one staff member present who is the same sex as the prisoner being searched. Page 4 states a strip search shall be performed only by employees of the same sex as the prisoner being searched. A strip search also shall be performed only in the presence of employees of the same sex as the prisoner being searched except that it may be conducted in the presence of a supervisory employee of the opposite sex when a supervisor's presence is required by policy and a supervisor of the same sex as the prisoner being searched is not available. Further page 6 states staff conducting full-body scanner searches shall be the same sex as the prisoner being searched. The current MDOC policy and procedure related to searches indicates that transgender searches are conducted based on the gender of the facility where the inmate is housed. Additionally, the agency do not currently recognize inmates as transgender unless they are diagnosed with gender dysphoria. As such, searches of transgender and intersex inmates under current policy and procedure does not comply with the requirements under the PREA Resource Center's frequently asked questions related to the options for transgender and intersex inmate searches.

115.15 (b): The PAQ indicated that the facility does not permit cross gender pat down searches of female inmates, absent exigent circumstances and that there were zero female inmates that were searched by male staff. 04.04.110, page 4 states for male prisoners, these searches need not be conducted by a staff member of the same sex as the prisoner being searched. Pat-down and clothed body searches of female prisoners shall be conducted only by female staff except when female staff are not readily available to conduct a search in an emergency or where there is a reasonable suspicion that the prisoner is in possession of contraband. Staff shall determine whether a pat-down or clothed body search is more appropriate in each situation, depending on the circumstances necessitating the search. There were no cisgender females housed at the facility over the audit period, however the agency as a whole does house transgender females at male facilities. There were zero transgender females at the facility during the on-site portion of the audit and as such interviews were unable to be completed. The current MDOC policy and procedure related to searches indicates that transgender searches are conducted based on the gender of the facility where the inmate is housed. As such, searches of transgender and intersex inmates under current policy and procedure do not comply with the

requirements under the PREA Resource Center's frequently asked questions related to the options for transgender and intersex inmate searches.

115.15 (c): The PAQ indicated that facility policy requires all cross gender strip searches and all cross gender visual body cavity searches be documented. Additionally, the PAQ stated facility policy requires that all cross gender pat-down searches of female inmates be documented. 04.04.110, page 5 states a written report identifying the employees involved in a strip search and the reason for the search shall be submitted to the Warden by the end of the shift after which the search occurred. If the search was performed by or in the presence of an employee of the opposite sex as the prisoner being searched, the reason it was performed by that employee also shall be included in the report. Additionally, it states a written report of the search shall be completed as soon as possible but not later than the end of the shift after which the search occurred. The Strip Search/Body Cavity Search Report (CAJ-289) shall be used for this purpose. There were no cisgender females housed at the facility over the audit period, however the agency as a whole does house transgender females at male facilities. There were zero transgender females at the facility during the on-site portion of the audit and as such none were interviewed. The current MDOC policy and procedure related to searches indicates that transgender searches are conducted based on the gender of the facility where the inmate is housed. As such, searches of transgender and intersex inmates under current policy and procedure do not comply with the requirements under the PREA Resource Center's frequently asked questions related to the options for transgender and intersex inmate searches. Additionally, searches by male staff of transgender females housed at male facilities are not documented as a cross gender search.

115.15 (d): The PAQ indicates that the facility has implemented policies and procedures that enable inmates to shower, perform bodily functions, and change clothing without non-medical staff of the opposite gender viewing their breasts, buttocks or genitalia, except in exigent circumstances or when such viewing is incidental to routine cell checks. Additionally, the PAQ stated that policies and procedures require staff of the opposite gender to announce their presence when entering an inmate housing unit. 03.03.140, page 4 states each Warden shall ensure the facility's physical plant layout enables prisoners to shower, perform bodily functions, and change clothing without nonmedical employees of the opposite gender viewing the prisoner's breasts, buttocks, or genitalia except in exigent circumstances or when such viewing is incidental to routine cell checks. Instances of cross-gender viewing in exigent circumstances shall be documented in writing to the Warden and retained for auditing purposes. Policy further states for facilities housing male offenders, female employees must announce their presence each time they enter a prisoner housing unit. Employees must knock on the most interior door and announce in a loud clear voice, "female(s) in the area" before entering. Additionally, it states for facilities housing female offenders, male employees must announce their presence each time they enter a prisoner housing unit. Employees must knock on the most

interior door and announce in a loud clear voice, "male(s) in the area" before entering. Also, at facilities housing female offenders, employees shall follow procedures outlined in WHV OP 03.03.140 "Prohibited Sexual Conduct Involving Prisoners." With regard to cross gender viewing, the auditor confirmed that three housing buildings provided privacy to inmates through single showers with curtains and toilets with doors. Two other housing unit buildings provided privacy through toilets with saloon style doors and communal showers with a wall barrier and/or curtain at the entrance. The segregated housing unit provided privacy through a single shower that contained a door with small security window. Most cells provided privacy when using the toilet through a door with a small security window. Three cells in segregated housing are utilized for suicide observation and as such had a large window. One of the cells was in direct view of the officer's station and as such did not provide adequate privacy for the inmate when using the restroom. During the on-site portion of the audit, the facility added a frosted (opaque) tint to the officer's station window and alleviated the cross gender viewing issue. A review of the video monitoring system confirmed that none of the cameras in the general population housing units showed areas where inmates would shower, use the restroom or change their clothes. Three cells in the segregated housing unit were equipped with cameras for observation status. The auditor confirmed that the monitoring screen had a black box over the toilet area to allow for privacy from opposite gender staff viewing. Informal conversation with staff and inmates indicated that inmates have privacy when showering, using the restroom and changing clothes. During the tour the auditor confirmed that strip searches for visitation and intake are conducted in rooms with solid doors. Neither room was equipped with a camera. Inmates in segregated housing are strip searched in the shower area, which provides adequate privacy. During the tour the auditor heard the opposite gender announcement in over half of the units. The announcement was made verbally upon entry into the units. The facility provides hearing aids for inmates with a hearing impairment in order for them to hear the opposite gender announcement. Informal conversation with staff and inmates confirm that the opposite gender announcement is typically made by female staff. Interviews with seventeen random staff confirm that inmates have privacy from opposite gender staff when showering, using the restroom and changing their clothes. Additionally, sixteen stated that staff of the opposite gender announce when entering housing units. Interviews with 40 inmates indicated that 36 have privacy when showering, using the restroom and changing their clothes. Additionally, nineteen of the 40 inmates stated that opposite gender staff announce when entering housing units. During the interim report period the facility provided a memorandum that was sent to all staff from the Associate Warden. The memo, dated April 13, 2023, instructed female staff to announce their presence each time they enter a prisoner housing unit. The memo stated employees must knock on the most interior door and announce in a loud clear voice, "female in the area" before entering. It should be noted that the facility procedures indicates female staff are to announce themselves, rather than staff on the unit announcing them. During the tour the auditor was the only female staff and as such the male staff did not announce as it was not facility procedure.

115.15 (e): The PAQ indicated that the facility has a policy prohibiting staff from searching or physically examining a transgender or intersex inmate for the sole purpose of determining the inmate's genital status and that that such searches of this nature have occurred within the previous twelve months. Further communication with staff indicated that this was incorrectly marked and that there have been zero searches of this kind in the previous twelve months. 04.06.184, page 2, states staff shall not physically examine a prisoner for the sole purpose of determining the prisoner's genital status. If unknown, it may be determined during conversations with the prisoner, by reviewing medical records or, if necessary, as part of a broader medical examination conducted in private by a medical practitioner. A review of the MDOC CBT training confirms that staff are informed of this prohibition of page 47. Interviews with seventeen staff indicated sixteen were aware of a policy prohibiting searching a transgender or intersex inmate for the sole purpose of determining the inmate's genital status. There were zero transgender and intersex inmates at the facility during the onsite portion of the audit and as such no interviews were conducted.

115.15 (f): The PREA Manual, page 10, indicates that custody staff are trained on how to conduct cross gender searches and searches of transgender, intersex and gender dysphoric prisoners in a professional and respectful manner. 04.06.184, page 2 states when a search of a prisoner is required, it must be performed in a professional and respectful manner, consistent with the security needs of the Department and in accordance with PD 04.04.110, "Search and Arrest in Correctional Facilities." The PAQ indicated that 100% of staff had received training on conducting cross gender pat down searches and searches of transgender and intersex inmates. A review of training documents indicated that the agency has two training that address searches, Custody and Security in Corrections - Searches and the Personal Searches: The Application of Search Procedures for Employees, Prisons, Gender Identify Disorder Prisoners and the Public Instructors' Module. The Custody and Security in Corrections - Searches training covers the different types of searches and the proper techniques for searches. The training discusses the universal search process for both males and females. The Application of Search Procedures for Employees, Prisons, Gender Identify Disorder Prisoners and the Public Instructors' Module also describes types of searches and techniques for searches. Additionally, it includes an hour of training on transgender searches. Interviews with seventeen staff indicated that fifteen had received training on cross gender searches and searches of transgender inmates. A review of seventeen staff training records indicated that all seventeen had received one or both of the trainings.

Based on a review of the PAQ, 03.03.140, 04.04.110, 04.06.184, The Prison Rape Elimination Act (PREA) Manual, Personal Searches: The Application of Search Procedures for Employees, Prisons, Gender Identify Disorder Prisoners and the Public Instructors' Training, Staff Training Records, observations made during the tour as well as information from interviews with random staff and random inmates indicates this

standard appears to require corrective action. The current MDOC policy and procedure related to searches indicates that transgender searches are conducted based on the gender of the facility where the inmate is housed. As such, searches of transgender and intersex inmates under current policy and procedure do not comply with the requirements under the PREA Resource Center's frequently asked questions related to the options for transgender and intersex inmate searches. Additionally, searches by male staff of transgender females housed at male facilities are not documented as a cross gender search.

Corrective Action

The agency will need to develop a process for searches of transgender and intersex inmates as outlined by the PREA Resource Center. Once the process is established, the agency will need to provide the auditor with a memo describing procedures. Additionally, the information will need to be added to policy/procedure and a copy will need to be provided to the auditor. All staff will need to be trained on the updated policy/procedure and confirmation will need to be provided of the training.

Verification of Corrective Action Since the Interim Audit Report

The auditor gathered and analyzed the following additional evidence provided by the facility during the corrective action period relevant to the requirements in this standard.

Additional Documents:

1. Policy Update Notification
2. Updated Policy Directive 04.04.110 - Search and Arrest in Correctional Facilities
3. Staff Training Curriculum on Updates
4. Staff Training

The agency provided the policy update notification that was sent from the Agency Head to all MDOC staff regarding searches of transgender and intersex individuals. The notification advised that strip and full-body scanner searches must be completed by a staff member with the same gender as the prison unless there is a documented exigent circumstance. Pat-down and clothed body searches at male facilities may still

be conducted by male or female staff, unless there is an approved search accommodation requiring searches only be conducted by female staff. All pat-down searches and clothed body searches at the women’s facility will continue to be conducted by female staff, regardless of the prisoner’s gender identity. Prisoners requesting a search accommodation must submit a request that will be reviewed under the new process. Additionally, the notification advised that the GDRC will change its name to the Gender Review Committee (GRC), which will now handle management plans for all eligible prisoners, not simply those with a gender dysphoria diagnosis.

The facility provided the updated agency policy related to searches. Page 3 was updated to advise that cross gender searches of female prisoners, including a prison who identifies as female with a search accommodation are prohibited. Page 4 was updated to state that pat-down and clothed body searches of female prisoners, including a prison who identifies as female with a search accommodations, shall only be conducted by female staff. Page 7 was updated to state that full body scanner searches shall be conducted by staff of the same gender, including a prisoner with a search accommodation. Further pages 11-12 outline the search accommodation process for pat down searches, strip searches and full body scanner searches.

The facility further provided the online training module that was sent out to staff. The training module included the updated policy information, the form that is utilized for the accommodations, frequently asked questions related to the updated policy and a quiz to confirm understanding. The facility provided confirmation that over 80% of the staff had completed the online training module and indicated the training would continue until 100% was complete.

Based on the documentation provided the facility has corrected this standard and as such appears to be compliant.

115.16	Inmates with disabilities and inmates who are limited English proficient
	Auditor Overall Determination: Meets Standard
	Auditor Discussion
	Documents: <ul style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Policy Directive 03.03.140 – Sexual Abuse and Sexual Harassment of Prisoners –

Prison Rape Elimination Act (PREA)

3. Prison Rape Elimination Act (PREA) Manual
4. Prisoner Orientation Guidebook
5. Taking Action Video (PREA Video)
6. Michigan Department of Corrections Identifying and Addressing Sexual Abuse and Sexual Harassment – A Guide for Prisoners (Brochure)
7. Global Interpreting Services, LLC Purchase Order
8. PREA Posters

Interviews:

1. Interview with the Agency Head Designee
2. Interview with Inmates with Disabilities
3. Interview with LEP Inmates
4. Interview with Random Staff

Site Review Observations:

1. Observations of PREA Posters in Accessible Formats

Findings (By Provision):

115.16 (a): The PAQ stated that the agency has established procedures to provide disabled inmates an equal opportunity to participate in or benefit from all aspects of the agency's efforts to prevent, detect and respond to sexual abuse and sexual harassment. The PREA Manual, page 18 establishes the procedure to provide disabled inmates an equal opportunity to benefit from all the aspects of the facility's efforts to prevent, detect and respond to sexual abuse and sexual harassment. The PREA Manual indicates that PREA prisoner education will be provided in formats understandable to the entire prisoner population and if needed, the Department will seek the assistance of interpreters. A review of the orientation guidebook, PREA Posters, the Brochure and other PREA information confirmed that they are available in bright colors, larger font and in Braille. Additionally, the PREA education video is available with closed captioning. A review of the Prisoner Orientation Guidebook, PREA Posters, the Brochure and other PREA information confirmed that they are

available in bright colors, larger font and in Braille. The Agency Head Designee confirmed that the agency has established procedures to provide disabled and LEP inmates equal opportunity to participate in or benefit from all aspects of the agency's efforts to prevent, detect, and response to sexual abuse and sexual harassment. He stated the Brochure, Posters and Guidebook are updated and available in accessible formats. He stated the PREA video has closed captioning and that they also have a hotline that they can utilize for interpretation. The Agency Head Designee also indicated that staff are trained on the numerous methods inmates can report sexual abuse. He further stated that the agency is getting a new system for the hard of hearing that has light and paging capabilities. Interviews with seven disabled inmates indicated four were provided PREA information in a format that they could understand. A review of documentation for seven disabled inmates confirmed all seven signed an acknowledgment form indicating they received and understood PREA information. During the tour the auditor observed PREA information posted in each housing unit at the facility as well as in common areas. The PREA Reporting Poster was observed in English and Spanish on larger size paper. Posters were fixed to the officer's station wall and/or on the wall by the phones. The PREA Reporting Posters advise inmates they can report through a staff member and via the hotline. The PREA Reporting Poster provided a phone number for inmates to call as well as a phone number for probationers and the public to call (1-877 number). The Just Detention International (JDI) Poster was also observed in each housing unit. The JDI Poster was in English and Spanish on larger size paper. The JDI Posters were observed on the wall of the officer's station and/or near the phones. The JDI Poster included the phone number as well as a universal pin that inmates could use in lieu of their own pin number.

115.16 (b): The PAQ stated that the agency has established procedures to provide inmates with limited English proficiency equal opportunity to participate in or benefit from all aspects of the agency's efforts to prevent, detect and respond to sexual abuse and sexual harassment. The PREA Manual, page 18 establishes the procedure to provide disabled inmates an equal opportunity to benefit from all the aspects of the facility's efforts to prevent, detect and respond to sexual abuse and sexual harassment. The Manual indicates that PREA prisoner education will be provided in formats understandable to the entire prisoner population and if needed, the Department will seek the assistance of interpreters. The facility has a purchase order with Global Interpreting Services, LLC. This organization provides interpretive services when needed. A review of the Orientation Guidebook, PREA Posters, the Brochure and other PREA information confirmed they are available in English and Spanish. Additionally, the PREA education video, specifically the PREA What You Need to Know section is available in English and Spanish. The interview with the one LEP inmate indicated he was not provided PREA information in a format he could understand. A review of documentation indicated the one LEP inmate signed an English acknowledgment form confirming he received PREA information. The auditor observed PREA information posted in each housing unit at the facility as well as in common areas. The PREA Reporting Poster was observed in English and Spanish on

larger size paper. Posters were fixed to the officer's station wall and/or on the wall by the phones. The PREA Reporting Posters advise inmates they can report through a staff member and via the hotline. The PREA Reporting Poster provided a phone number for inmates to call as well as a phone number for probationers and the public to call (1-877 number). The Just Detention International (JDI) Poster was also observed in each housing unit. The JDI Poster was in English and Spanish on larger size paper. The JDI Posters were observed on the wall of the officer's station and/or near the phones. The JDI Poster included the phone number as well as a universal pin that inmates could use in lieu of their own pin number. During inmate interviews the support staff DOJ certified auditor did not require the use of the language interpretation. The one LEP inmate had a primary language of Arabic but understood English. It should be noted that the support staff previously tested the accessibility of the language interpretation service for LEP inmates at a prior MDOC facility. The prior facility provided the support staff a phone number to call for interpretation services. The support staff conducted the interview with the LEP inmate through translation of information by the interpreter over the speaker phone. The same services are used for interpretation across the MDOC. The same phone number is utilized as well as the same pin/account number. Interpretation services are only accessible to inmates through a staff member.

115.16 (c): The PAQ stated that agency policy prohibits the use of inmate interpreters, inmate readers, or other types of inmate assistants except in limited circumstances. The PAQ indicated the facility documents the limited circumstances in individual cases where inmate interpreters, readers or other assistants are used. The PAQ expressed that there were zero instances where an inmate was utilized to interpret, read or provide other types of assistance. The PREA Manual, page 18 states the Department may rely on prisoner interpreters, prisoner readers, or other types of prisoner assistants only in limited circumstances where an extended delay in obtaining an effective interpreter could compromise the prisoner's safety, the performance of first-response duties as outlined in this manual, or the investigation of the prisoner's allegations. Interviews with seventeen random staff indicated that all seventeen were aware of a policy prohibiting the use of inmate interpreters, readers and assistants for sexual abuse allegations. Interviews with seven disabled inmates and one LEP inmate indicated none had ever had another inmate assist with translation or interpretation for a sexual abuse allegation.

Based on a review of the PAQ, 03.03.140, Prison Rape Elimination Act (PREA) Manual, Prisoner Orientation Guidebook, Michigan Department of Corrections PREA Video, Michigan Department of Corrections Identifying and Addressing Sexual Abuse and Sexual Harassment - A Guide for Prisoners (Brochure), Global Interpreting Services, LLC Purchase Order, PREA Posters, observations made during the tour, the use of Global Interpreting Services during interviews, as well as interviews with the Agency Head Designee, random staff and LEP and disabled inmates indicates that this standard appears to be compliant.

	<p>Recommendation</p> <p>The auditor recommends that the agency add the language required under provision (c) to the policy in addition to the PREA Manual. Further, the auditor recommends that the facility provide continuous training with appropriate staff on the resources available for use with disabled and LEP inmates.</p>
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115.17	Hiring and promotion decisions
	Auditor Overall Determination: Meets Standard
	Auditor Discussion
	<p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Policy Directive 02.06.111 - Employment Screening 3. Corrections Officer Application 4. Corrections Supervisor Application 5. Memo Related to PREA Question Process 6. PREA Background Form 7. Personnel Files of Staff 8. Contractor Background Files <p>Interviews:</p> <ol style="list-style-type: none"> 1. Interview with Human Resource Staff <p>Findings (By Provision):</p> <p>115.17 (a): The PAQ indicated that agency policy prohibits hiring or promoting anyone who may have contact with inmates and prohibits enlisting the services of any contractor who may have contact with inmates who: has engaged in sexual abuse in a prison, jail, lockup, community confinement facility, juvenile facility, or other</p>

institution; has been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, overt or implied threats of force, or coercion, or when the victim did not consent or was unable to consent or refuse; or has been civilly or administratively adjudicated to have engaged in the activity described above. 02.06.111, page 2 states the Department shall not knowingly hire any new employee, promote any existing employee or enlist the services of any contractor who has contact with offenders and has: engaged in sexual abuse in prison, jail, lockup community confinement facility, juvenile facility or other institution; been convicted of engaging in, attempting to engage in or conspiracy to engage in sexual activity by force, overt or implied threats of force or coercion, or if the victim did not consent or was unable to consent; or been civilly or administratively adjudicated to have engaged in the activity described above. A review of the Corrections Officer and Corrections Supervisor applications indicated that there are three questions as well as an additional question about incidents of sexual abuse and sexual harassment are part of the application process (questions 9-12 for Corrections Officer and questions 12-15 for Corrections Supervisor). A review of the memo from the PREA Manager from 2019 indicated that questions related to criminal history were required to be removed from job postings. As such, the PREA questions were removed and the PREA Questionnaire form was created. This form is provided to the selected candidate prior to hire or the top three candidates prior to hire. The PREA Questionnaire form includes the required three questions as well as a question related to sexual harassment and a question asking for details related to any yes responses on the form. A review of personnel files for five staff hired in the previous twelve months indicated that all five had a criminal background records check completed prior to hire. Additionally, the auditor requested four contractor criminal background record checks but had not receive the documentation at the issuance of the interim report.

115.17 (b): The PAQ indicated that agency policy requires the consideration of any incidents of sexual harassment in determining whether to hire or promote anyone, or to enlist the services of any contractor who may have contact with inmates. 02.06.111, page 2 states incidents of sexual harassment shall be considered in determining whether to hire anyone, enlist the services of any contractor, or promote anyone who may have contact with an offender. A review of the Corrections Officer and Corrections Supervisor applications indicated that question 12 (Officer) and question 15 (Supervisor) ask about sexual harassment incidents/allegations. A review of the memo from the PREA Manager from 2019 indicated that questions related to criminal history were required to be removed from job postings. As such, the PREA questions were removed and the PREA Questionnaire form was created. This form is provided to the selected candidate prior to hire or the top three candidates prior to hire. The PREA Questionnaire form includes a question related to sexual harassment and a question asking for details related to any yes responses on the form. The Human Resource staff member confirmed that sexual harassment is considered when hiring or promoting staff or enlisting services of any contractors.

115.17 (c): The PAQ stated that agency policy requires that before it hires any new employees who may have contact with inmates, it conducts criminal background record checks and makes its best efforts to contact all prior institutional employers for information on substantiated allegations of sexual abuse or any resignations during a pending investigation. 02.06.111, page 2 states before hiring new employees who may have contact with offenders, the Department shall make its best effort to contact all prior institutional employers for information on substantiated allegations of sexual abuse or any resignation during a pending investigation of an allegation of sexual abuse. Page 3 further states a criminal history check processed through LEIN, and a background check processed by the Intelligence Unit, must be completed before hiring a new Departmental employee, a contractor, and contractor's employees. The PAQ indicated that 33 people were hired in the previous twelve months who had a criminal background records check. A review of personnel files for five staff who were hired in the previous twelve months indicated that all five had a criminal background records check completed. None of the five had prior institutional employment and as such did not require prior institutional checks. The interview with the Human Resource staff member confirmed that a criminal background records check is completed for all applicants and that the agency attempts to contact all prior institutional employers about any substantiated allegations of sexual abuse. She stated that all employees have their fingerprints submitted and that a LIEN check is completed, which is a query of criminal history. She stated staff are also provided the PREA Questionnaire to complete.

115.17 (d): The PAQ stated that agency policy requires that a criminal background record check be completed before enlisting the services of any contractor who may have contact with inmates. 02.06.111, page 2 states LEIN and background checks shall be performed on contractual employees who may have contact with an offender as set forth in Paragraphs G and H. Page 3 further states a criminal history check processed through LEIN, and a background check processed by the Intelligence Unit, must be completed before hiring a new Departmental employee, a contractor, and contractor's employees. The PAQ further indicated that 33 contracts for service had criminal background record checks completed on staff covered in the contract. Further communication with staff indicated that there have been ten contracts and that all contractors under the contracts have had a criminal background records check completed. The auditor requested criminal background record checks for four contractors, however at the issuance of interim report the auditor had not received the documents. The Human Resource staff confirmed that all contractors have a criminal background records check completed prior to enlisting their services through the LIEN check (criminal history).

115.17 (e): The PAQ indicated that agency policy requires either criminal background checks to be conducted at least every five years for current employees and contractors who may have contact with inmates or that a system is in place for otherwise capturing such information for current employees. 02.06.111, page 4 states

once every three years criminal history checks shall be processed through LEIN for all MDOC employees. However, this does not preclude the MDOC from conducting a LEIN check at any time within the three-year period, if determined necessary. Contractors and contractor's employees who have contact with prisoners at CFA facilities shall have an annual criminal history check processed through LEIN. A review of four staff hired more than five year ago and two contractors hired more than five years ago indicated that all six had a criminal background records check completed at least every five years. The interview with the Human Resource staff member indicated that a criminal background records check is completed through the submission of fingerprints to the Federal Bureau of Investigations and through the LIEN check, which is a query of criminal history and a query with the Department of Homeland Security. The Human Resource staff member stated that a LIEN check is completed every three years by the records supervisor and if the staff is weapons qualified the LIEN is run every year.

115.17 (f): 02.06.111, page 2 states the Department shall ask all applicants, including existing employees applying for positions within the Department, who may have direct contact with an offender in the position for which they are applying, about previous misconduct as described in this paragraph and in Paragraph G, either in written applications and/or during the interview process. engaged in sexual abuse in prison, jail, lockup community confinement facility, juvenile facility or other institution; been convicted of engaging in, attempting to engage in or conspiracy to engage in sexual activity by force, overt or implied threats of force or coercion, or if the victim did not consent or was unable to consent; or been civilly or administratively adjudicated to have engaged in the activity described above. A review of the Corrections Officer and Corrections Supervisor applications indicated that these three questions as well as an additional question about incidents of sexual harassment are part of the application process (questions 9-12 for Corrections Officer and questions 12-15 for Corrections Supervisor). A review of the memo from the PREA Manager from 2019 indicated that questions related to criminal history were required to be removed from job postings. As such, the PREA questions were removed and the PREA Questionnaire form was created. This form is provided to the selected candidate prior to hire or the top three candidates prior to hire. The PREA Questionnaire form includes the required three questions as well as a question related to sexual harassment and a question asking for details related to any yes responses on the form. A review of five new hires indicated that all five completed the four questions on the application. The two staff that were promoted in the previous twelve months were not documented with the PREA Questionnaire prior to promotion. The Human Resource staff stated that prior to hire the staff member fills out the PREA Questionnaire, which has the required questions. She stated they do not do the questions for promotions as they are up to date on any investigations the employee may be part of. The staff further confirmed that the agency imposes a continuing affirmative duty to disclose any previous such misconduct.

115.17 (g): The PAQ indicated that agency policy states that material omissions regarding such misconduct or the provision of materially false information, shall be grounds for termination. PD 02.06.111, page 2 states falsification or omissions of any information given by an applicant for employment during employment screenings may result in removal from employment consideration and, if discovered after hire, may result in termination of employment.

115.17 (h): The Human Resource staff member indicated that the agency would provide information related to any substantiated incidents of sexual abuse or sexual harassment when requested. She stated he was unaware of any laws that would prohibit the disclosure of this information.

Based on a review of the PAQ, 02.06.111, Corrections Officer Application, Corrections Supervisor Application, Memo Related to PREA Question Process, PREA Background Form, a review of personnel files for staff and contractors and information obtained from the Human Resource staff interview indicates that this standard appears to require corrective action. The auditor requested four contractor criminal background record checks but had not receive the documentation at the issuance of the interim report. The two staff that were reviewed that were promoted in the previous twelve months were not documented with the PREA Questionnaire prior to promotion. The Human Resource staff stated that prior to hire the staff member fills out the PREA Questionnaire, which has the required questions. She stated they do not do the questions for promotions as they are up to date on any investigations the employee may be part of.

Corrective Action

The facility will need to provide the requested contractor backgrounds. Additionally, the facility will need to develop a procedure for the PREA Questionnaire to be completed prior to staff being promoted. Appropriate Human Resource staff will need to be trained on the procedure and confirmation of the training will need to be provided. The facility will need to provide examples of the procedure being completed during the corrective action period (i.e. dates of promotion for staff and the completed PREA Questionnaire).

Verification of Corrective Action Since the Interim Audit Report

The auditor gathered and analyzed the following additional evidence provided by the

	<p>facility during the corrective action period relevant to the requirements in this standard.</p> <p>Additional Documents:</p> <ol style="list-style-type: none"> 1. Contractor Criminal Background Record Checks. 2. Training Email on PREA Questions Prior to Promotion 3. PREA Questions Prior to Promotion Examples <p>The facility provided the requested criminal background record checks for the requested contractors. All had a criminal background records check completed prior to enlisting services.</p> <p>The agency provided a training memo that was sent from the PC to Human Resource staff that described the process and requirement for having staff complete the PREA questions prior to promotion. This was sent to Human Resource staff on July 6, 2023. A training sign-in sheet was completed by applicable Human Resource staff confirming they read and understood the training memo. The facility provided documentation of six staff that were promoted during the corrective action period. All six had completed the PREA questions prior to promotion.</p> <p>Based on the documentation provided the facility has corrected this standard and as such appears to be compliant.</p>
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115.18	Upgrades to facilities and technologies
	Auditor Overall Determination: Meets Standard
	<p>Auditor Discussion</p> <p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Prison Rape Elimination Act (PREA) Manual 3. Project Review and Approval - CAH-135

4. Asset Change Requests

Interviews:

1. Interview with the Agency Head Designee
2. Interview with the Warden

Site Review Observations:

1. Observations of Absence of Modification to the Physical Plant
2. Observations of Video Monitoring Technology

Findings (By Provision):

115.18 (a): The PAQ indicated that the agency/facility has acquired a new facility or made substantial expansion or modifications to existing facilities since the last PREA audit. The PREA Manual indicated on page 21 that when designing or acquiring any new facility or in planning any substantial expansion or modification of existing, the effects of the design, acquisition, expansion or modification upon the Department's ability to protect prisoners from sexual abuse shall be considered. A review of documentation indicated there were three small modifications to the facility. In all three instances PREA was considered in the review. The documentation included a check box indicating PREA was considered as well as a text box to indicate any PREA concerns related to the modification. Additionally, a review of CAH-135 confirms that PREA is considered on any project review and approval. A checkbox is included in the form to confirm that staff considered PREA implications related to the modification. During the tour the auditor observed that there were no substantial modifications or expansions to the facility. The interview with the Warden indicated they have not had any substantial modifications or expansions to the existing facility since the last PREA audit. The interview with the Agency Head Designee indicated that the agency considers all the different aspects of PREA contributing to modifications, expansions and new construction. He indicated that the PREA unit has staff that are involved in the process and they try to funnel all information through that unit to ensure all aspects are met. He further stated they consider the inmate population in the modifications, including male, female and juvenile inmates. The Agency Head Designee also indicated that the agency follows the PREA standards and what it asks for and as such they do walk throughs to look at areas, they look at blind spots and they determine areas that cameras may be needed.

115.18 (b): The PAQ indicated that the agency/facility has installed or updated a video monitoring system, electronic surveillance system or other monitoring technology since the last PREA audit. The PREA Manual indicated on page 21 that when installing or updating a video system, electronic surveillance system or other monitoring technology, the Department's ability to protect prisoners from sexual abuse shall be considered. The interview with the Agency Head Designee confirmed that when installing and updating video monitoring technology they consider how the technology will enhance their ability to protect inmates from sexual abuse. He stated new technology is new for a reason, it enhances the older version. He stated they put up mirrors in areas as well as an inexpensive fix. Additionally, he stated that they try to include cameras in different functions of the institutions (i.e. tasers and body cameras). He indicated the agency implements video monitoring technology as much as possible. During the tour the auditor observed cameras in each housing unit and in most work, program and common areas. Cameras are monitored by the staff in central control as well as administrative staff. The segregated housing unit also has access to monitor only the cameras in the segregated housing unit. The auditor determined that the facility utilizes video monitoring technology as a supplement to staffing and not a replacement. Video monitoring technology is utilized to cover blind spots and high traffic areas. The interview with the Warden confirmed that when updating or installing video monitoring technology they consider how the technology will enhance their ability to protect inmates from sexual abuse. He stated the Inspector and Chief of Security will look at the video monitoring to ensure access is available in all areas of the facility. He stated they also look at video monitoring technology when they complete their sexual abuse incident reviews to determine if additional cameras are needed. The auditor requested documentation related to the camera installation/upgrade, however at the issuance of the interim report the documentation had not been provided.

Based on a review of the PAQ, the Prison Rape Elimination Act (PREA) Manual, Project Review and Approval - CAH-135, Asset Change Requests, observations from the tour and information from interviews with the Agency Head Designee and Warden, this standard appears to require corrective action. The auditor requested documentation related to the camera installation/upgrade, however at the issuance of the interim report the documentation had not been provided.

Corrective Action

The facility will need to provide documentation related to the camera installation/modification.

Verification of Corrective Action Since the Interim Audit Report

	<p>The auditor gathered and analyzed the following additional evidence provided by the facility during the corrective action period relevant to the requirements in this standard.</p> <p>Additional Documents:</p> <ol style="list-style-type: none"> 1. Email Related to Camera Upgrades <p>The facility provided an email documenting that no additional cameras were installed, however current cameras were upgraded with new technology. The technology was upgraded to provide better quality.</p> <p>Based on the documentation provided the facility has corrected this standard and as such appears to be compliant.</p>
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115.21	Evidence protocol and forensic medical examinations
	Auditor Overall Determination: Meets Standard
	Auditor Discussion
	<p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Policy Directive 01.01.140 - Internal Affairs 3. Policy Directive 03.04.100 - Health Services 4. Basic Investigator Training 5. Crime Scene Management and Preservation Training 6. Letter from the Michigan Department of State Police 7. Prison Rape Elimination Act (PREA) Forensic Examination Completed at Outside Hospital (CAJ-1020) 8. Memo Related to Victim Advocate Efforts 9. Victim Advocacy Training Records

Interviews:

1. Interview with Random Staff
2. Interview with SAFE/SANE
3. Interview with the PREA Compliance Manager
4. Interview with Inmates who Reported Sexual Abuse

Findings (By Provision):

115.21 (a): The PAQ indicated that the agency/facility is responsible for conducting administrative investigations and the Michigan State Police (MSP) are responsible for conducting criminal investigations. Additionally, the PAQ stated that when conducting sexual abuse investigations, the agency investigators follow a uniform evidence protocol. The letter from the Michigan Department of State Police indicates that they are the state agency responsible for investigating criminal allegations of sexual abuse for the MDOC. The MSP follow a uniform evidence protocol as outlined in Michigan State law. 01.01.140, page 2 states internal Affairs has jurisdiction to investigate or assist in any Departmental investigation, including all allegations of employee, contractor, and offender misconduct. Generally, allegations concerning the conduct of offenders are not investigated by Internal Affairs unless it also involves allegations of employee or contractor misconduct. All allegations of prisoner misconduct are administered pursuant to 03.03.105 "Prisoner Discipline." Additionally, 03.03.140, pages 8-9 outlines information related to the administrative and criminal investigative process for sexual abuse and sexual harassment. The Department utilizes the Basic Investigator Training and the Crime Scene Management and Preservation Training for uniform evidence protocol. The trainings cover: evidence protection, crime scene management, outdoor crime scenes, first responder duties, types of evidence and how evidence is discovered. Interviews with seventeen random staff indicated that fourteen knew and understood the protocol for obtaining useable physical evidence. Additionally, sixteen staff indicated they were aware who conducts sexual abuse investigations (Inspector and/or health care staff).

115.21 (b): The PAQ indicated that the protocol is developmentally appropriate for youth and that the protocol was adapted from or otherwise based on the most recent edition of the DOJ's Office of Violence Against Women publication, "A National Protocol for Sexual Assault Medical Forensic Examinations, Adult/Adolescents" or similarly comprehensive and authoritative protocols developed after 2011. The letter from the Michigan Department of State Police indicates that they are the state agency responsible for investigating criminal allegations of sexual abuse for the MDOC. The MSP follow a uniform evidence protocol as outlined in Michigan State law. The Department utilizes the Basic Investigator Training and the Crime Scene Management

and Preservation Training for uniform evidence protocol. The trainings cover: evidence protection, crime scene management, outdoor crime scenes, first responder duties, types of evidence and how evidence is discovered.

115.21 (c): The PAQ indicated that the facility offers inmates who experience sexual abuse access to forensic medical examination at an outside hospital. It stated that forensic exams are offered without financial cost to the victim. The PAQ indicated that examinations are conducted by SAFE or SANE when possible and that when SAFE/SANE are not available, qualified medical practitioners perform the examination. The PAQ further states that efforts to provide SAFE/ANE are documented. 03.04.100, page 10, indicates that any prisoner who is alleged to have been sexually abused less than 96 hours previously and where forensic evidence may be present, shall be transported to a local hospital for a forensic medical examination. The examination will be performed by a SANE or SAFE, where possible. 03.04.100, page 10 states a prisoner, who is alleged to have been sexually abused less than 96 hours previously and where forensic evidence may be present, shall be transported to a local hospital for a forensic medical examination. A victim advocate shall be made available in accordance with Paragraphs FFF - KKK. Prisoner victims of sexual abuse shall be provided treatment services without financial cost to the prisoner. The PAQ stated that there were two forensic exams conducted in the previous twelve months and both were completed by a SAFE/SANE. The PAQ supplemental documentation indicated that ProMedica Coldwater Hospital performs forensic medical examinations and employs four SANE-A certified nurses and four SANE-B certified nurses. A review of CAJ-1020 confirms that emergency room staff complete the form related to if the exam was completed, who it was conducted by (SANE/SAFE), the reason why a SANE/SAFE was not utilized (if applicable), whether the inmate was offered a victim advocate, whether the victim accepted or declined the advocate and what services the victim advocate provided (accompaniment during exam and/or emotional support/crisis intervention). A review of documentation confirmed there were two forensic medical examination conducted at ProMedica Coldwater Hospital by SANE. The interview with the staff member at ProMedica Coldwater Hospital confirmed that they provide forensic medical examinations at the hospital and that they have a SANE program. The staff stated that in the rare occurrence that a SANE is not available at the hospital they would locate the next closest hospital with an available SANE and instruct the victim to be transported to that hospital.

115.21 (d): The PAQ indicated that the facility attempts to make a victim advocate from a rape crisis center available to the victim, either in person or by other means and that these efforts are documented. The PAQ further stated that if and when a rape crisis center is not available to provide victim advocate services, the facility provides a qualified staff member from a community-based organization or a qualified agency staff member. 03.03.140, page 12 states the Department shall attempt to make available a qualified victim advocate for prisoner victims of sexual abuse from a rape crisis center or community-based organization that is not part of the criminal

justice system. As requested by the victim, the advocate shall accompany and support the victim through the forensic medical examination process and investigatory interviews and shall provide emotional support, crisis intervention, information, and referrals in accordance with the PREA Manual. 03.04.100, page 10 states a victim advocate is a qualified staff member from an outside agency trained to serve in the role of a victim advocate for prisoner victims of alleged sexual abuse and has received education regarding sexual abuse and forensic examination issues. When an outside agency is not available to provide a victim advocate, a properly trained employee from the MDOC may serve in the role of a victim advocate. The Department is responsible for ensuring a victim advocate is available to perform advocacy services to all victims of sexual abuse alleged to have occurred within the past 96 hours. Each correctional facility shall attempt to contact local rape crisis centers to provide victim advocacy services. If a rape crisis center is not available to provide advocacy services, Facility staff shall contact the hospital at which the prisoner will be transported to request the hospital provide an advocate to the prisoner upon the prisoner's arrival .If the hospital cannot provide an advocate, the facility shall make available a qualified medical/mental health staff member or qualified staff member who has volunteered to provide advocacy services. As requested by the victim, the victim advocate shall accompany and support the victim through the forensic medical examination process and investigatory interviews and shall provide emotional support, crisis intervention, information, and referral. A review of the memo related to victim advocates (dated November 2016) outlines the victim advocacy requirement and that the facilities must attempt to first provide services though the local rape crisis center. If not available, staff are instructed to attempt to provide a victim advocate from the hospital in which the inmate will be transported, facility medical and/or mental health care staff, and/or facility staff who have volunteered to be a victim advocate. The memo further states that all medical and mental health care staff and any facility staff member who volunteered to be an advocate are required to complete fourteen courses from the Office for Victims of Crime, Training and Technical Assistance Center Records indicate that the facility utilizes trained and qualified medical and mental health care staff as advocates. A review of training records indicate that medical and mental health staff completed the Office for Victims of Crime, Training and Technical Assistance Center's core and specific courses. The facility did not provide documentation related to their attempt to secure a rape crisis center for victim advocacy services. A review of documentation for ten victims of sexual abuse indicated one was offered access to a victim advocate. The PCM confirmed that if requested by the victim, a victim advocate accompanies the inmate and provides support during the forensic medical examination and during investigatory interviews. He further stated they try to have a victim advocate available from a center in the community and that they currently do not have one that will provide services and as such mental health and healthcare professionals have been trained as victim advocates to provide services. The interviews with inmates who reported sexual abuse indicated none were afforded the opportunity to contact anyone after they reported.

115.21 (e): The PAQ indicated that if requested by the victim, a victim advocate, qualified agency staff member, or qualified community-based organization staff member accompanies and supports the victim through the forensic medical examination process and investigatory interviews and provides emotional support, crisis intervention, information and referrals. 03.03.140, page 12 states the Department shall attempt to make available a qualified victim advocate for prisoner victims of sexual abuse from a rape crisis center or community-based organization that is not part of the criminal justice system. As requested by the victim, the advocate shall accompany and support the victim through the forensic medical examination process and investigatory interviews and shall provide emotional support, crisis intervention, information, and referrals in accordance with the PREA Manual. 03.04.100, page 10 states a victim advocate is a qualified staff member from an outside agency trained to serve in the role of a victim advocate for prisoner victims of alleged sexual abuse and has received education regarding sexual abuse and forensic examination issues. When an outside agency is not available to provide a victim advocate, a properly trained employee from the MDOC may serve in the role of a victim advocate. The Department is responsible for ensuring a victim advocate is available to perform advocacy services to all victims of sexual abuse alleged to have occurred within the past 96 hours. Each correctional facility shall attempt to contact local rape crisis centers to provide victim advocacy services. If a rape crisis center is not available to provide advocacy services, Facility staff shall contact the hospital at which the prisoner will be transported to request the hospital provide an advocate to the prisoner upon the prisoner's arrival. If the hospital cannot provide an advocate, the facility shall make available a qualified medical/mental health staff member or qualified staff member who has volunteered to provide advocacy services. As requested by the victim, the victim advocate shall accompany and support the victim through the forensic medical examination process and investigatory interviews and shall provide emotional support, crisis intervention, information, and referral. A review of the memo related to victim advocates (dated November 2016) outlines the victim advocacy requirement and that the facilities must attempt to first provide services through the local rape crisis center. If not available, staff are instructed to attempt to provide a victim advocate from the hospital in which the inmate will be transported, facility medical and/or mental health care staff, and/or facility staff who have volunteered to be a victim advocate. The memo further states that all medical and mental health care staff and any facility staff member who volunteered to be an advocate are required to complete fourteen courses from the Office for Victims of Crime, Training and Technical Assistance Center Records indicate that the facility utilizes trained and qualified medical and mental health care staff as advocates. A review of training records indicate that medical and mental health staff completed the Office for Victims of Crime, Training and Technical Assistance Center's core and specific courses. A review of documentation indicated two inmates had a forensic medical examination conducted, neither of the inmates were offered a victim advocate per the CAJ-1020. The PCM confirmed that if requested by the victim, a victim advocate accompanies the inmate and provides support during the forensic medical examination and during investigatory interviews. He further stated they try to have a victim advocate available from a center in the community and that they currently do not have one that will provide services and as such mental health and

healthcare professionals have been trained as victim advocates to provide services. The interviews with inmates who reported sexual abuse indicated none were afforded the opportunity to contact anyone after they reported.

115.21 (f): The PAQ indicated that if the agency is not responsible for investigating administrative or criminal allegations of sexual abuse and relies on another agency to conduct these investigations, the agency has requested that the responsible agency follow the requirements under this standard. The Michigan State Police are responsible for criminal investigations of sexual abuse. The letter from the Deputy Director indicated that the Michigan State Police is the state agency responsible for investigating criminal allegations of sexual abuse in the MDOC. It also indicates that the MSP is required to comply with the Prison Rape Elimination Act standards for prisons and jails and that they are in compliance with the standards.

115.21 (g): The auditor is not required to audit this provision.

115.21 (h): Medical and mental health care staff and facility staff serve as victim advocates for the facility. These staff have specialized training through the Office of Victims of Crime, Training and Technical Assistance Center.

Based on a review of the PAQ, 01.01.140, 03.04.100, Basic Investigator Training, Crime Scene Management and Preservation Training, Letter from the Michigan Department of State Police, Prison Rape Elimination Act (PREA) Forensic Examination Completed at Outside Hospital (CAJ-1020), Memo Related to Victim Advocate Efforts, Victim Advocacy Training Records and information from interviews with the random staff, the SAFE/SANE, the PREA Compliance Manager and the inmates who reported sexual abuse this standard appears to require corrective action. The facility did not provide documentation related to their attempt to secure a rape crisis center for victim advocacy services. A review of documentation for ten victims of sexual abuse indicated one was offered access to a victim advocate. A review of documentation indicated two inmates had a forensic medical examination conducted, neither of the inmates were offered a victim advocate per the CAJ-1020. The interviews with inmates who reported sexual abuse indicated none were afforded the opportunity to contact anyone after they reported.

Corrective Action

The facility will need to provide documentation confirming that they have attempted

to secure a local rape crisis center to provide victim advocacy services under this standard. Additionally, the facility will need to train applicable staff on the requirement of offering victim advocates to all inmates who report sexual abuse and how to document this offering. The staff will also need to be trained on offering victim advocates during forensic medical examinations and during investigatory interviews and documenting the offering. Training confirming will need to be provided to the auditor as well as any examples during the corrective action period.

Verification of Corrective Action Since the Interim Audit Report

The auditor gathered and analyzed the following additional evidence provided by the facility during the corrective action period relevant to the requirements in this standard.

Additional Documents:

1. Memorandum of Understanding with Branch County Coalition Against Domestic Violence
2. Staff Training Curriculum
3. Staff Training Sign-In Sheets
4. List of Sexual Abuse Allegations During the Corrective Action Period
5. Victim Advocacy Examples

The facility provided an executed MOU with Branch County Coalition Against Domestic Violence that outlined they agreed to provide victim advocacy services to inmates during forensic medical examinations and upon release from the facility. The facility provided staff training documents confirming appropriate staff were trained on the process of providing victim advocates. The facility also provided training documentation with appropriate staff on the facility process related to victim advocates for the instances that Branch County Coalition Against Domestic Violence will provide services.

Further the facility provided a list of sexual abuse allegations during the corrective action period and four examples, two inmate-on-inmate and two staff-on-inmate, where the victim was offered a victim advocate. None of the allegations involved a forensic medical examination.

Based on the documentation provided the facility has corrected this standard and as such appears to be compliant.

115.22 Policies to ensure referrals of allegations for investigations

Auditor Overall Determination: Meets Standard

Auditor Discussion

Documents:

1. Pre-Audit Questionnaire
2. Policy Directive 03.03.140 - Sexual Abuse and Sexual Harassment of Prisoners - Prison Rape Elimination Act (PREA)
3. Policy Directive 01.01.140 - Internal Affairs
4. Prison Rape Elimination Act (PREA) Manual
5. Letter from the Michigan Department of State Police
6. Investigative Reports

Interviews:

1. Interview with the Agency Head Designee
2. Interview with Investigative Staff

Findings (By Provision):

115.22 (a): The PAQ indicated that the agency ensures that an administrative or criminal investigation is completed for all allegations of sexual abuse and sexual harassment. 03.03.140 page 8, states All investigations shall be conducted promptly, thoroughly, and objectively in accordance with the Sexual Abuse/Sexual Harassment Investigations portion of the PREA Manual. The PREA Manual, page 28 states when receiving an allegation of sexual abuse or sexual harassment, staff shall ensure all allegations are referred to the appropriate law enforcement agency in accordance with policy and law for criminal investigation in conjunction with the Department's administrative investigation. Referrals to law enforcement shall be documented in the Department's investigative report, PREA investigation worksheet(s) and pertinent

computerized database entry(ies). 01.01.140, page 2 states internal Affairs has jurisdiction to investigate or assist in any Departmental investigation, including all allegations of employee, contractor, and offender misconduct. Generally, allegations concerning the conduct of offenders are not investigated by Internal Affairs unless it also involves allegations of employee or contractor misconduct. All allegations of prisoner misconduct are administered pursuant to 03.03.105 "Prisoner Discipline." When a worksite administrator suspects criminal activity, they shall ensure an immediate referral is made to the Michigan State Police (MSP) or other appropriate law enforcement agency. The PAQ indicated that there were 29 allegations of sexual abuse and/or sexual harassment reported within the previous twelve months and all 29 resulted in an administrative investigation. The PAQ indicated that twelve were referred for a criminal investigation. The PAQ further stated that all administrative and/or criminal investigations were not completed in the past twelve months. Further communication with the PCM indicated that there were twelve investigations referred to MSP for investigation but that they only accepted two for investigation. The interview with the Agency Head Designee confirmed that all allegations have an administrative or criminal investigation completed. He stated the agency completes administrative investigations and has a partnership with the Michigan State Police and local law enforcement for criminal investigations. The Agency Head Designee indicated that the investigative process starts with an allegation being reported, which gets put into a written report and entered in the electronic investigative database (AIM). It is then determined to either be a local investigation or an Internal Affairs monitored investigation. The agency will determine the correct investigative process based on the allegation type. He indicated that all allegations first start with first responder duties and scene protocol. Then the investigation is assigned to a specially trained investigator and the investigative course is taken. If the allegation is criminal, it is referred to MSP, local law enforcement or whoever is needed to be involved with the case. A review of documentation indicated there were 27 allegations during the previous twelve months, thirteen sexual abuse and fourteen sexual harassment. All 27 resulted in an administrative investigation and eleven were referred to MSP for criminal investigation. Two of the eleven were investigated by MSP and were still open during the on-site portion of the audit. A review of a sample of twelve sexual abuse and sexual harassment allegations confirmed all twelve were referred for investigation and had an administrative investigation completed.

115.22 (b): The PAQ indicated that the agency has a policy that requires that all allegations of sexual abuse or sexual harassment be referred for investigations to an agency with the legal authority to conduct criminal investigations and that such policy is published on the agency website or made publicly available via other means. The PAQ also indicated that the agency documents all referrals of allegations of sexual abuse or sexual harassment for criminal investigation. 03.03.140 page 8, states All investigations shall be conducted promptly, thoroughly, and objectively in accordance with the Sexual Abuse/Sexual Harassment Investigations portion of the PREA Manual. The PREA Manual, page 28 states when receiving an allegation of sexual abuse or sexual harassment, staff shall ensure all allegations are referred to

the appropriate law enforcement agency in accordance with policy and law for criminal investigation in conjunction with the Department's administrative investigation. Referrals to law enforcement shall be documented in the Department's investigative report, PREA investigation worksheet(s) and pertinent computerized database entry(ies). 01.01.140, page 2 states internal Affairs has jurisdiction to investigate or assist in any Departmental investigation, including all allegations of employee, contractor, and offender misconduct. Generally, allegations concerning the conduct of offenders are not investigated by Internal Affairs unless it also involves allegations of employee or contractor misconduct. All allegations of prisoner misconduct are administered pursuant to 03.03.105 "Prisoner Discipline." When a worksite administrator suspects criminal activity, they shall ensure an immediate referral is made to the Michigan State Police (MSP) or other appropriate law enforcement agency. A review of the agency website confirms that all Department policies, including 03.03.140 and 01.01.140 are published and available for public review. A review of documentation indicated there were 27 allegations during the previous twelve months, thirteen sexual abuse and fourteen sexual harassment. All 27 resulted in an administrative investigation and eleven were referred to MSP for criminal investigation. Two of the eleven were investigated by MSP and were still open during the on-site portion of the audit. A review of a sample of twelve sexual abuse and sexual harassment allegations confirmed all twelve were referred for investigation and had an administrative investigation completed. The agency investigator stated that all criminal allegations are referred to MSP and that there is generally one contact at each facility for the MSP. The facility investigator confirmed that all allegations are referred to an agency with legal authority to conduct criminal investigations, unless the activity is clearly not criminal.

115.22 (c): 03.03.140 page 8, states All investigations shall be conducted promptly, thoroughly, and objectively in accordance with the Sexual Abuse/Sexual Harassment Investigations portion of the PREA Manual. The PREA Manual, page 28 states when receiving an allegation of sexual abuse or sexual harassment, staff shall ensure all allegations are referred to the appropriate law enforcement agency in accordance with policy and law for criminal investigation in conjunction with the Department's administrative investigation. Referrals to law enforcement shall be documented in the Department's investigative report, PREA investigation worksheet(s) and pertinent computerized database entry(ies). 01.01.140, page 2 states internal Affairs has jurisdiction to investigate or assist in any Departmental investigation, including all allegations of employee, contractor, and offender misconduct. Generally, allegations concerning the conduct of offenders are not investigated by Internal Affairs unless it also involves allegations of employee or contractor misconduct. All allegations of prisoner misconduct are administered pursuant to 03.03.105 "Prisoner Discipline." When a worksite administrator suspects criminal activity, they shall ensure an immediate referral is made to the Michigan State Police (MSP) or other appropriate law enforcement agency. The letter from the Michigan Department of State Police confirm that they are responsible for all criminal sexual abuse investigations for the MDOC. Agency policies are available on the Department's website:

	<p>https://www.michigan.gov/corrections/public-information/statistics-and-reports/policy-directives.</p> <p>115.22 (d): The auditor is not required to audit this provision.</p> <p>115.22(e): The auditor is not required to audit this provision.</p> <p>Based on a review of the PAQ, 03.03.140, 01.01.140, the Prison Rape Elimination Act (PREA) Manual, Letter from the Michigan Department of State Police, investigative reports, the agency's website and information obtained via interviews with the Agency Head Designee and investigators, this standard appears to be compliant.</p>
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115.31	Employee training
	Auditor Overall Determination: Meets Standard
	Auditor Discussion
	<p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Prison Rape Elimination Act (PREA) Manual 3. Annual Training Plan 4. MDOC Computer Based Training (CBT) – Sexual Abuse and Sexual Harassment in Confinement 5. Collaborative Case Management for Women 6. Sample of Staff Training Records <p>Interviews:</p> <ol style="list-style-type: none"> 1. Interviews with Random Staff <p>Findings (By Provision):</p>

115.31 (a): The PAQ stated that the agency trains all employees who may have contact with inmates on the following matters: the agency's zero tolerance policy, how to fulfill their responsibilities under the agency's sexual abuse and sexual harassment policies and procedures, the inmates' right to be free from sexual abuse and sexual harassment, the right of the inmate to be free from retaliation for reporting sexual abuse or sexual harassment, the dynamics of sexual abuse and sexual harassment in a confinement setting, the common reactions of sexual abuse and sexual harassment victims, how to detect and respond to signs of threatened and actual sexual abuse, how to avoid inappropriate relationship with inmates, how to communicate effectively and professionally with lesbian, gay, bisexual, transgender and intersex inmates and how to comply with relevant laws related to mandatory reporting laws. The PREA Manual, page 9, indicates that all Department employees who may have contact with prisoners shall receive PREA training developed by the Training Division that includes at a minimum the following information: the Department's zero tolerance policy for sexual abuse and sexual harassment of prisoners, staff responsibilities related to sexual abuse and sexual harassment prevention, detection, reporting and response, prisoner's rights to be free from sexual abuse and sexual harassment, the right of prisoners and employees to be free from retaliation for reporting sexual abuse and sexual harassment, the dynamics of sexual abuse and sexual harassment in confinement, the common reactions of sexual abuse and sexual harassment victims, how to detect and respond to signs of threatened or actual sexual abuse, how to avoid inappropriate relationships with prisoners, how to communicate effectively and professionally with prisoners including lesbian, gay, bisexual, transgender, intersex or gender nonconforming prisoners and how to comply with relevant laws related to mandatory reporting sexual abuse to outside authorities. The 2022 Training Plan confirms that all employees, student assistants, unpaid interns and contractors (if they work inside a correctional facility) are required to complete in-service training. The auditor confirmed through the document that PREA is a two hour training that is part of the in-service. A review of the PREA training confirmed that the topics under this provision are included. The training discusses: the agency's zero tolerance policy (Module 1 - pages 13-15), how to fulfill their responsibilities under the agency's sexual abuse and sexual harassment policies and procedures (Module 1 and 2), the inmates' right to be free from sexual abuse and sexual harassment (Module 1 pages 30-33), the right of the inmate to be free from retaliation for reporting sexual abuse or sexual harassment (Module 1 pages 34-38), the dynamics of sexual abuse and sexual harassment in a confinement setting (Module 1 pages 39-50), the common reactions of sexual abuse and sexual harassment victims (Module 1 pages 51-79), how to detect and respond to signs of threatened and actual sexual abuse (Module 2 pages 9-29) how to avoid inappropriate relationship with inmates (Module 2 pages 39-52), how to communicate effectively and professionally with lesbian, gay, bisexual, transgender and intersex inmates (Module 2 pages 64-84) and how to comply with relevant laws related to mandatory reporting laws (Module 2 pages 30-32). A review of seventeen staff training records indicated that 100% of those reviewed received PREA training. Interviews with seventeen random staff confirmed that all seventeen had received PREA training. Staff stated they receive training annually and that the training covers all the elements under this provision.

115.31 (b): The PAQ indicated that training is tailored to the gender of inmate at the facility and that employees who are reassigned to facilities with opposite gender inmates are given additional training. The PREA Manual, page 10, states that training shall address gender-specific issues of prisoners housed within the MDOC. The employee shall receive additional training if the employee is reassigned from a facility that houses only male prisoners to a facility housing only female prisoners, or vice versa. A review of the PREA training indicated that it discusses statistics and difference among males and females. Additionally, staff who work in female facilities are required to complete the training titled: Collaborative Case Management for Women, which includes four modules. The facility houses male inmates and as such no additional training was required for staff.

115.31 (c): The PAQ indicated that between training the agency provides employees who may have contact with inmates with refresher information about current policies regarding sexual abuse and sexual harassment. The PAQ documents illustrated that PREA training is completed annually. A review of the last three Annual Training Plans confirmed that a two hour PREA training has been offered each year. A review of documentation confirmed that sixteen of the seventeen had received PREA training the last two years. One staff was a new hire and had only received the most recent training.

115.31 (d): The PAQ stated that the agency documents that employees who may have contact with inmates understand the training they have received through employee signature or electronic verification. Staff complete the training online. A quiz must be completed at the end of the training and electronic verification is retained on the completion date and time. A review of seventeen staff training records indicated that all seventeen completed a post training quiz and received a score which indicated their understanding.

Based on a review of the PAQ, Prison Rape Elimination Act (PREA) Manual, Annual Training Plan, PREA: Sexual Abuse and Sexual Harassment in Confinement Module, Collaborative Case Management for Women, a review of a sample of staff training records as well as interviews with random staff indicates this standard is compliant.

115.32	Volunteer and contractor training
	Auditor Overall Determination: Meets Standard
	Auditor Discussion

Documents:

1. Pre-Audit Questionnaire
2. Policy Directive 03.02.105 - Volunteer Services and Programs
3. Correctional Facilities Administration Security Regulations Program A (Program A)
4. MDOC Computer Based Training (CBT) - Sexual Abuse and Sexual Harassment in Confinement
5. Sample of Contractor Training Records
6. Sample of Volunteer Training Records

Documents Received During the Interim Report

1. Memorandum Related to Volunteer Training
2. Volunteer Training Records

Interviews:

1. Interview with Volunteers and Contractors who have Contact with Inmates

Findings (By Provision):

115.32 (a): The PAQ indicated that all volunteers and contractors who have contact with inmates have been trained on their responsibilities under the agency's policies and procedures regarding sexual abuse/sexual harassment prevention, detection and response. 03.02.105, page 4 states that volunteers and contractors who have contact with prisoners have been trained on their responsibilities under the agency's policies and procedures on sexual abuse and sexual harassment. Contractors and volunteers receive training via the Correctional Facilities Administration Security Regulation Program A. Pages 30-38 of Program A cover: the zero tolerance policy, definitions, reporting requirements and over-familiarity and unauthorized contact. The last page includes an acknowledgment where volunteers and contractors sign that they received a copy, read and understand the information (including PREA Federal Register). The PAQ indicated that ten volunteers and contractors received PREA training. Further communication with staff indicated that a total of 316 contractors and volunteers have received training. A review of six contractors and six volunteer files indicated eleven had completed PREA training. Two of the volunteers had completed PREA training prior to the release of the PREA standards in 2013 and as such the training was not the current training provided. One volunteer had a note

indicating they completed the training, however there was no signed acknowledgment form indicating the training was understood and completed. During the interim report period the facility provided a memo indicating that all active volunteers would be provided the Program A prior to entry into the facility. The facility also provided fifteen examples of volunteer training that was completed from 2022 through the interim report period. The interviews with two contractors and a volunteer confirmed that they had received training on their responsibilities under the agency's sexual abuse and sexual harassment policies.

115.32 (b): The PAQ indicated that the level and type of training provided to volunteers and contractors is based on the services they provide and level of contact they have with inmates. Additionally, the PAQ indicates that all volunteers and contractors who have contact with inmates have been notified of the agency's zero tolerance policy regarding sexual abuse and sexual harassment and informed on how to report such incidents. Contractors and volunteers receive training via the Correctional Facilities Administration Security Regulation Program A. Pages 30-38 of Program A cover: the zero tolerance policy, definitions, reporting requirements and over-familiarity and unauthorized contact. The last page includes an acknowledgment where volunteers and contractors sign that they received a copy, read and understand the information (including PREA Federal Register). Additionally, contractors with consistent inmate contact (such as medical and mental health) receive annual training through the agency either in person or online. A review of the CBT PREA training confirmed that the topics under this provision are included. The training discusses: the agency's zero tolerance policy (Module 1 - pages 13-15), how to fulfill their responsibilities under the agency's sexual abuse and sexual harassment policies and procedures (Module 1 and 2), the inmates' right to be free from sexual abuse and sexual harassment (Module 1 pages 30-33), the right of the inmate to be free from retaliation for reporting sexual abuse or sexual harassment (Module 1 pages 34-38), the dynamics of sexual abuse and sexual harassment in a confinement setting (Module 1 pages 39-50), the common reactions of sexual abuse and sexual harassment victims (Module 1 pages 51-79), how to detect and respond to signs of threatened and actual sexual abuse (Module 2 pages 9-29) how to avoid inappropriate relationship with inmates (Module 2 pages 39-52), how to communicate effectively and professionally with lesbian, gay, bisexual, transgender and intersex inmates (Module 2 pages 64-84) and how to comply with relevant laws related to mandatory reporting laws (Module 2 pages 30-32). A review of six contractors and six volunteer files indicated eleven had completed PREA training. The medical contractors were documented with the CBT PREA training while the volunteers and contractors with limited inmate contact were documented with Program A. Two of the volunteers had completed PREA training prior to the release of the PREA standards in 2013 and as such the training was not the current training provided. One volunteer had a note indicating they completed the training, however there was no signed acknowledgment form indicating the training was understood and completed. During the interim report period the facility provided a memo indicating that all active volunteers would be provided the Program A prior to entry into the facility. The facility

also provided fifteen examples of volunteer training that was completed from 2022 through the interim report period. Interviews with contractors indicated that they both had received training. One contractor stated he was provided a five page document to read and was then tested on the information. He stated he typically does not have contact with inmates but that he knows that if he sees something he needs to say something. He confirmed the training covered the zero tolerance policy and who to report to. The second contractor stated she received the computer based training and then the supervisor went over the posters and a packet of information on responsibilities. She stated she was advised to report directly to the PCM and to document immediately any information that was reported. She confirmed the training discussed the zero tolerance policy and who to report to. The volunteer stated that the training was via video and in person and that a paper was signed at the end of the training. The volunteer indicated there are numerous posters around the facility and that all the inmates at the facility know about PREA. The volunteer further stated that the facility does a good job about educating everyone on PREA. The contractors and volunteer confirmed that the training covered the zero tolerance policy and how and who to report information related to sexual abuse to once known.

115.32 (c): The PAQ stated that the agency maintains documentation confirming that volunteers/contractors understand the training they have received. 03.02.105, page 4 states the facility shall maintain documentation confirming that volunteers and contractors understand the training they have received. The last page of Program A includes an acknowledgment where volunteers and contractors sign that they received a copy, read and understand the information (including PREA Federal Register). For contractors that complete in-person or web-based training they sign an acknowledgment or complete a quiz confirming their understanding. A review of six contractors and six volunteer files indicated eleven had completed PREA training. Two of the volunteers had completed PREA training prior to the release of the PREA standards in 2013 and as such the training was not the current training provided. One volunteer had a note indicating they completed the training, however there was no signed acknowledgment form indicating the training was understood and completed. During the interim report period the facility provided a memo indicating that all active volunteers would be provided the Program A prior to entry into the facility. The facility also provided fifteen examples of volunteer training that was completed from 2022 through the interim report period.

Based on a review of the PAQ, 03.02.105, Correctional Facilities Administration Security Regulations Program A (Program A), MDOC Computer Based Training (CBT) - Sexual Abuse and Sexual Harassment in Confinement contractor and volunteer training records, documents received during the interim report as well as the interviews with contractors and volunteers indicates that this standard appears to be corrected and as such compliant.

115.33 Inmate education

Auditor Overall Determination: Meets Standard

Auditor Discussion

Documents:

1. Pre-Audit Questionnaire
2. Policy Directive 04.01.140 - Prisoner Orientation
3. Policy Directive 03.03.140 - Sexual Abuse and Sexual Harassment of Prisoners - Prison Rape Elimination Act (PREA)
4. Taking Action Video (PREA Video)
5. Prisoners Orientation Guidebook
6. Inmate Handbook - An End to Silence
7. Michigan Department of Corrections Identifying and Addressing Sexual Abuse and Sexual Harassment - A Guide for Prisoners (Brochure)
8. Global Interpreting Services, LLC Purchase Order
9. PREA Posters
10. PREA Prisoner Education Verification (CAJ-1036)
11. PREA Prisoner Information Verification (CAJ-1036a)
12. Inmate Training Records

Interviews:

1. Interview with Intake Staff
2. Interview with Random Inmates

Site Review Observations:

1. Observations of Intake Area
2. Observations of PREA Posters

Findings (By Provision):

115.33 (a): The PAQ stated that inmates receive information at the time of intake about the zero tolerance policy and how to report incidents or suspicions of sexual abuse or harassment. 04.01.140, page 1 states orientation shall be provided to prisoners within seven calendar days after arrival at the facility unless the prisoner is unavailable (e.g., out on writ; hospitalized). In such cases, orientation shall be provided as soon as possible after they become available. Prisoners in segregation who only received orientation unique to the segregation unit shall receive additional orientation within seven calendar days after placement in general population, or if unavailable, as soon as possible after they become available. The prisoner guidebook that is provided to prisoners pursuant to PD 04.01.130 "Prisoner Guidebook" shall be reviewed with general population prisoners during orientation. Segregation unit rules shall be reviewed with segregation prisoners. In addition, educational information regarding the Prison Rape Elimination Act (PREA) and the PREA manual shall be provided in accordance with PD 03.03.140 "Sexual Abuse and Sexual Harassment of Prisoners - Prison Rape Elimination Act (PREA)." 03.03.140, page 5 indicates the PREA Manager is responsible for development and distribution of educational materials related to the education of prisoners regarding the Department's zero tolerance for sexual abuse and sexual harassment of prisoners, how to report conduct or threats prohibited by this policy, and prisoners' right to be free from retaliation for reporting or participating in a related investigation. Educational materials shall include information on treatment, advocacy, and counseling services available to all prisoners. All prisoners shall receive comprehensive PREA education during intake and upon transfer to another facility within 30 days. Upon 72 hours of arrival at a facility, a prisoner shall receive educational material on zero tolerance, how to report, the name of the facility PREA Coordinator, the outside reporting agency, the victim advocate, and outside emotional support entity. Inmates receive information on the zero-tolerance policy and how to report allegations through numerous methods including: a video, the Inmate Handbook, the Brochure, Posters, the Guidebook and through verbal information from staff. Inmates are required to sign CAJ-1036a which indicates that staff verbally advised them of the zero tolerance policy, the PREA policy (03.03.140), reporting methods, information on victim advocates, that emotional support is provided by Just Detention International and who the PREA Coordinator is at the facility. A review of the End the Silence Handbook, the Brochure, the Guidebook and Posters confirm that all four include information on the zero tolerance policy and reporting methods. The PAQ indicated that 1173 inmates received information at intake on the zero tolerance policy and how to report incident of sexual abuse/sexual harassment. This is equivalent to 100% of inmates who arrived at the facility over the previous twelve months. A review of 21 inmate files of those received in the previous twelve months indicated that all 21 received PREA information at intake. During the tour the auditor was provided a demonstration of the intake process. Inmates arrive at the facility and are processed through intake. During the initial risk screening staff verbally go over the facility layout with the inmate and provide them other information such as the agency's zero tolerance policy on sexual abuse and sexual harassment. The staff stated they also go over the PREA policy and who the PCM is at the facility. Inmates are provided a packet upon arrival that includes the Identifying

and Addressing Sexual Abuse and Sexual Harassment – A Guide for Prisoners Brochure (in English and Spanish) and the Just Detention International Memorandum (in English and Spanish). The interview with intake staff confirmed that inmates are provided information on the agency’s sexual abuse and sexual harassment policies during intake. The staff stated that during orientation the inmates sign a PREA form and they are provided documentation in the orientation packet/guide about PREA. 29 of the 40 inmates interviewed indicated that they received information on the agency’s sexual abuse and sexual harassment policies. It should be noted that Lakeland is not an intake facility and as such all inmates at the facility have also been previously provided PREA information upon intake, through another facility within the MDOC.

115.33 (b): 04.01.140, page 1 states orientation shall be provided to prisoners within seven calendar days after arrival at the facility unless the prisoner is unavailable (e.g., out on writ; hospitalized). In such cases, orientation shall be provided as soon as possible after they become available. Prisoners in segregation who only received orientation unique to the segregation unit shall receive additional orientation within seven calendar days after placement in general population, or if unavailable, as soon as possible after they become available. The prisoner guidebook that is provided to prisoners pursuant to PD 04.01.130 "Prisoner Guidebook" shall be reviewed with general population prisoners during orientation. Segregation unit rules shall be reviewed with segregation prisoners. In addition, educational information regarding the Prison Rape Elimination Act (PREA) and the PREA manual shall be provided in accordance with PD 03.03.140 "Sexual Abuse and Sexual Harassment of Prisoners – Prison Rape Elimination Act (PREA)." 03.03.140, page 5 indicates the PREA Manager is responsible for development and distribution of educational materials related to the education of prisoners regarding the Department’s zero tolerance for sexual abuse and sexual harassment of prisoners, how to report conduct or threats prohibited by this policy, and prisoners’ right to be free from retaliation for reporting or participating in a related investigation. Educational materials shall include information on treatment, advocacy, and counseling services available to all prisoners. All prisoners shall receive comprehensive PREA education during intake and upon transfer to another facility within 30 days. Upon 72 hours of arrival at a facility, a prisoner shall receive educational material on zero tolerance, how to report, the name of the facility PREA Coordinator, the outside reporting agency, the victim advocate, and outside emotional support entity. Inmates receive information on the zero tolerance policy, their rights under PREA, reporting mechanisms and agency policies and procedures related responding to sexual abuse incidents. This information is provided via a video, the End to Silence Handbook, the Brochure, Posters, the Guidebook and through verbal information from staff. Inmates are required to sign CAJ-1036 which indicates that staff verbally advised them of the zero tolerance policy, their right to be free from sexual abuse and sexual harassment, their right to be free from retaliation from reporting sexual abuse and sexual harassment and methods to report sexual abuse and sexual harassment. The form also has a box indicating if the inmate viewed the video and if staff provided educational materials addressing sexual

abuse and sexual harassment. A review of the video confirmed that it includes agency specific information on the zero tolerance policy, right to be free from sexual abuse, right to be free from retaliation, reporting and policy and procedure. The video is further embedded with the PREA Resource Center's PREA What You Need to Know video. A review of the End the Silence Handbook, the Brochure and Posters confirm that they include information on the zero tolerance policy, reporting methods, rights under PREA and agency/facility response to an allegation of sexual abuse. The PAQ indicated that 1173 inmates received comprehensive PREA education within 30 days of intake. This is equivalent to 89% of the inmates who arrived and stayed longer than 30 days. Further communication with the staff indicated there were 1173 inmates who stayed longer than 30 days and all completed the comprehensive PREA education. The auditor had the facility conduct a mock demonstration of the comprehensive PREA education process provided at the facility. It should be noted that most of the inmate documents reviewed were from education that was provided at another facility. The PREA staff stated that the education is the same across all facilities in MDOC. The auditor observed that inmates are provided comprehensive PREA education at Lakeland in a group setting within seven calendar days of arrival. The education is completed in a classroom. Inmates are provided an orientation packet which includes one page on PREA that discusses the zero tolerance policy, the inmate's right to be free from sexual abuse and the importance of reporting any information related to sexual abuse or sexual harassment. The page advises that the PREA education video is played every Saturday on channel 3 at 10:30am. The page also advises inmates to review the brochure titled "How to Avoid Sexual Violence in Prison". The page also advises that the Prisoner Guidebook is part of the cell furnishings and has information. The packet further includes a copy of the Identifying and Addressing Sexual Abuse and Sexual Harassment - A Guide for Prisoners Brochure (in English and Spanish) and the Just Detention International Memorandum (in English and Spanish). Staff indicated that they verbally read the PREA section of the orientation packet and discuss key points of the JDI memo and the PREA Brochure. The staff also advised that they have an additional PREA Brochure and a PREA Pamphlet available on the table for inmates if they want additional information. The staff stated they also show the Taking Action Video. The auditor observed the video is played on a 36 inch television with adequate sound. The auditor confirmed that documentation is available in Spanish and staff stated they would make accommodations for any other LEP or disabled inmates. A review of 21 inmate files of those received in the previous twelve months indicated that all 21 had received comprehensive PREA education within 30 days of intake. One inmate was documented with PREA education prior to 2013 (at another MDOC facility). It should be noted that all inmates receive education via the PREA video upon arrival into the agency. Inmates that arrive at Lakeland have come through the intake facility where the initial education is provided. All policies and procedures, with the exception of the PREA Compliance Manager at the facility are the same. The interview with the intake staff indicated that inmates are provided orientation and during the orientation process they receive documentation in the orientation packet/guide. He also stated that the PREA video is shown on a loop on one of the institutional channels. He stated that orientation is provided within seven days of arrival. Interviews with inmates indicated that 31 of the 40 were told about their right to be free from sexual abuse,

their right to be free from retaliation from reporting sexual abuse and the facility response to a report of sexual abuse or sexual harassment. The majority of the inmates stated they received this information within the first week they arrived.

115.33 (c): The PAQ indicated that of those that were not educated within 30 days, all inmates have been educated subsequently. The PAQ documents stated that all inmates were educated in 2013. Additionally, it stated that agency policy requires that inmates who are transferred from one facility to another be educated regarding their rights to be free from both sexual abuse/harassment and retaliation from reporting such incidents and on any agency policies and procedures for responding to such incidents to the extent that the policies and procedures of the new facility differ from those of the previous facility. 04.01.140, page 1 states orientation shall be provided to prisoners within seven calendar days after arrival at the facility unless the prisoner is unavailable (e.g., out on writ; hospitalized). In such cases, orientation shall be provided as soon as possible after they become available. Prisoners in segregation who only received orientation unique to the segregation unit shall receive additional orientation within seven calendar days after placement in general population, or if unavailable, as soon as possible after they become available. The prisoner guidebook that is provided to prisoners pursuant to PD 04.01.130 "Prisoner Guidebook" shall be reviewed with general population prisoners during orientation. Segregation unit rules shall be reviewed with segregation prisoners. In addition, educational information regarding the Prison Rape Elimination Act (PREA) and the PREA manual shall be provided in accordance with PD 03.03.140 "Sexual Abuse and Sexual Harassment of Prisoners - Prison Rape Elimination Act (PREA)." 03.03.140, page 5 indicates the PREA Manager is responsible for development and distribution of educational materials related to the education of prisoners regarding the Department's zero tolerance for sexual abuse and sexual harassment of prisoners, how to report conduct or threats prohibited by this policy, and prisoners' right to be free from retaliation for reporting or participating in a related investigation. Educational materials shall include information on treatment, advocacy, and counseling services available to all prisoners. All prisoners shall receive comprehensive PREA education during intake and upon transfer to another facility within 30 days. Upon 72 hours of arrival at a facility, a prisoner shall receive educational material on zero tolerance, how to report, the name of the facility PREA Coordinator, the outside reporting agency, the victim advocate, and outside emotional support entity. Inmates receive information on the zero tolerance policy, their rights under PREA, reporting mechanisms and agency policies and procedures related responding to sexual abuse incidents. This information is provided via a video, the End to Silence Handbook, the Brochure, the Guidebook, Posters and through verbal information from staff. Inmates are required to sign CAJ-1036 which indicates that staff verbally advised them of the zero tolerance policy, their right to be free from sexual abuse and sexual harassment, their right to be free from retaliation from reporting sexual abuse and sexual harassment and methods to report sexual abuse and sexual harassment. The form also has a box indicating if the inmate viewed the video and if staff provided educational materials addressing sexual abuse and sexual harassment. A review of the video confirmed that

it includes agency specific information on the zero tolerance policy, right to be free from sexual abuse, right to be free from retaliation, reporting and policy and procedure. The video is further embedded with the PREA Resource Center's PREA What You Need to Know video. A review of the End the Silence Handbook, the Brochure and Posters confirm that they include information on the zero tolerance policy, reporting methods, rights under PREA and agency/facility response to an allegation of sexual abuse. The interview with the intake staff indicated all inmates are provided orientation within seven days of arrival at Lakeland. The orientation includes documentation via the orientation packet/guide. A review of 40 total inmate files indicated 39 had completed PREA education. Of the 39, thirteen were documented with PREA education prior to 2013.

115.33 (d): The PAQ indicated that PREA education is available in accessible formats for inmates who are LEP, deaf, visually impaired, otherwise disabled and who have limited reading skills. 04.01.140, page 1 states for prisoners who have a disability (e.g., hearing or sight impairment), educational barrier, or language barrier, accommodations shall be made to assist the prisoner in understanding the information provided during orientation. A prisoner who is deaf and/or hard of hearing shall be offered an interpreter in accordance with PD 04.06.156 "Deaf and/or Hard of Hearing Prisoners." 03.03.140, page 5 states prisoner education shall be provided in formats accessible to all prisoners, including those with limited English proficiency, deaf, visually impaired, or otherwise disabled, as well as to prisoners who have limited reading skills. The PREA Manual, page 18 establishes the procedure to provide disabled inmates an equal opportunity to benefit from all the aspects of the facility's efforts to prevent, detect and respond to sexual abuse and sexual harassment. The Manual indicates that PREA prisoner education will be provided in formats understandable to the entire prisoner population and if needed, the Department will seek the assistance of interpreters. A review of the orientation guidebook, PREA Posters, the Brochure and other PREA information confirmed that they are available in bright colors, larger font and in Braille. Additionally, the PREA education video is available with closed captioning. The PREA Manual, page 18 establishes the procedure to provide disabled inmates an equal opportunity to benefit from all the aspects of the facility's efforts to prevent, detect and respond to sexual abuse and sexual harassment. The Manual indicates that PREA prisoner education will be provided in formats understandable to the entire prisoner population and if needed, the Department will seek the assistance of interpreters. A review of the Prisoner Orientation Guidebook, PREA Posters, the Brochure and other PREA information confirmed that they are available in bright colors, larger font, in Braille and in Spanish. Additionally, the PREA Video is available with closed captioning. The PREA Manual, page 18 establishes the procedure to provide disabled inmates an equal opportunity to benefit from all the aspects of the facility's efforts to prevent, detect and respond to sexual abuse and sexual harassment. The PREA Manual indicates that PREA prisoner education will be provided in formats understandable to the entire prisoner population and if needed, the Department will seek the assistance of interpreters. The facility has a purchase order with Global Interpreting Services, LLC.

This organization provides interpretive services when needed. A review of seven disabled inmate files and one LEP inmate file indicated that all eight were documented with PREA education, however, three disabled inmates were provided PREA education prior to 2013 and the one LEP inmate signed an English acknowledgment form. Interviews with seven disabled inmates and one LEP inmate indicated four had received PREA information in a format that they understood.

115.33 (e): The PAQ indicated that the agency maintains documentation of inmate participation in PREA education sessions. For initial intake inmates are required to sign CAJ-1036a which indicates that staff verbally advised them of the zero tolerance policy, the PREA policy (03.03.140), reporting methods, information on victim advocates, that emotional support is provided by Just Detention International and who the PREA Coordinator is at the facility. For the comprehensive education inmates are required to sign CAJ-1036 which indicates that staff verbally advised them of the zero tolerance policy, their right to be free from sexual abuse and sexual harassment, their right to be free from retaliation from reporting sexual abuse and sexual harassment and methods to report sexual abuse and sexual harassment. The form also has a box indicating if the inmate viewed the video and if staff provided educational materials addressing sexual abuse and sexual harassment. A review of 40 total inmate files indicated 39 signed a variation of the CAJ-1036 (based on the year they completed education) acknowledging that they received PREA education.

115.33 (f): The PAQ indicates that the agency ensures that key information about the agency's PREA policies is continuously and readily available or visible through posters, inmate handbooks or other written formats. A review of documentation indicates that the facility has PREA information available through Posters, the Brochure, the Guidebook and the Inmate Handbook. During the tour, the auditor observed PREA information posted in each housing unit at the facility as well as in common areas. The PREA Reporting Poster was observed in English and Spanish on larger size paper. Posters were fixed to the officer's station wall and/or on the wall by the phones. The PREA Reporting Posters advise inmates they can report through a staff member and via the hotline. The PREA Reporting Poster provided a phone number for inmates to call as well as a phone number for probationers and the public to call (1-877 number). The Just Detention International (JDI) Poster was also observed in each housing unit. The JDI Poster was in English and Spanish on larger size paper. The JDI Posters were observed on the wall of the officer's station and/or near the phones. The JDI Poster included the phone number as well as a universal pin that inmates could use in lieu of their own pin number.

Based on a review of the PAQ, 04.01.140, 03.03.140, the Taking Action Video, the Prisoners Guidebook, the Inmate Handbook - An End to Silence, the Michigan Department of Corrections Identifying and Addressing Sexual Abuse and Sexual Harassment - A Guide for Prisoners (Brochure), Global Interpreting Services, LLC

Purchase Order, PREA Posters, CAJ-1036, CAJ-1036a, inmate records, observations made during the tour, as well as information from interviews with intake staff, random inmates and LEP and disabled inmates indicate that this standard requires corrective action. A review of 40 total inmate files indicated 39 had completed PREA education. Of the 39, thirteen were documented with PREA education prior to 2013. A review of seven disabled inmate files and one LEP inmate file indicated that all eight were documented with PREA education, however, three disabled inmates were provided PREA education prior to 2013 and the one LEP inmate signed an English acknowledgment form. Interviews with seven disabled inmates and one LEP inmate indicated four had received PREA information in a format that they understood.

Corrective Action

The facility will need to identify all inmates that received PREA education prior to 2013. Once identified all inmates will need to be provided comprehensive PREA education. A sample of the education records will need to be provided to the auditor. Additionally, the facility will need to ensure that all disabled and LEP inmates are provided PREA education in an accessible format. Any accommodations should be documented on the acknowledgement form and Spanish inmates should sign the Spanish acknowledgment. Once completed, the facility will need to provide the LEP and disabled inmate education documents to the auditor.

Verification of Corrective Action Since the Interim Audit Report

The auditor gathered and analyzed the following additional evidence provided by the facility during the corrective action period relevant to the requirements in this standard.

Additional Documents:

1. Inmate Education Documents
2. Staff Training Documents
3. Memorandum Related to LEP Inmates

The facility provided documentation indicating over 100 inmates were identified with

	<p>PREA education prior to 2013. The facility provided updated PREA education for over 100 of these inmates, including those identified by the auditor during the on-site portion of the audit.</p> <p>The facility provided training to staff on appropriate procedures for providing LEP and disabled inmates education. The training indicated that accommodations would be documented on the confirmation of training form. The facility identified three disabled inmates and provided them updated PREA education. All three had accommodations listed on the acknowledgment form. The facility also provided a memo advising that they did not have any current LEP inmates that required accommodations and as such no updated education was completed.</p> <p>Based on the documentation provided the facility has corrected this standard and as such appears to be compliant.</p>
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115.34	Specialized training: Investigations
	Auditor Overall Determination: Meets Standard
	Auditor Discussion
	<p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Policy Directive 03.03.140 – Sexual Abuse and Sexual Harassment of Prisoners – Prison Rape Elimination Act (PREA) 3. Prison Rape Elimination Act (PREA) Manual 4. Basic Investigator Training 5. National Institute of Corrections (NIC): Investigating Sexual Abuse in a Confinement Setting 6. Michigan State Police Letter 7. Investigator Training Records <p>Interviews:</p> <ol style="list-style-type: none"> 1. Interview with Investigative Staff

Findings (By Provision):

115.34 (a): The PAQ indicated that agency policy requires that investigators are trained in conducting sexual abuse investigations in confinement settings. 03.03.140, page 8 states investigations of sexual abuse/sexual harassment shall only be completed by employees who have received specialized investigator training as outlined in the PREA Manual. All investigations shall be conducted promptly, thoroughly, and objectively in accordance with the Sexual Abuse/Sexual Harassment Investigations portion of the PREA Manual. The PREA Manual, page 28 states when receiving an allegation of sexual abuse or sexual harassment, staff shall ensure all allegations are referred to the appropriate law enforcement agency in accordance with policy and law for criminal investigation in conjunction with the Department's administrative investigation. Referrals to law enforcement shall be documented in the Department's investigative report, PREA investigation worksheet(s) and pertinent computerized database entry(ies). A review of the Basic Investigator Training confirms that the training covers four hours related to Prison Rape Elimination Act investigations. A review of the training curriculum confirms that it covers: PREA standards, the PREA Manual, definitions, reactions of sexual abuse victims, protective custody, referral for prosecution and victim notification. The training curriculum also includes: Miranda and Garrity, evidence collection, interviewing techniques and report writing. Additionally, the Basic Investigator Training requires all staff to take the National Institute of Corrections (NIC): Investigating Sexual Abuse in a Confinement Setting as a pre-requisite. A review of documentation indicated that 23 facility staff have completed the specialized investigator training, including the eight investigators who completed the twelve reviewed investigations. The interviews with the investigative staff confirmed they received specialized training. The facility investigator indicated he had the training a few years ago and it covered how to conduct an investigation under the PREA standard. He stated it discussed interviewing individuals, verifying statements with evidence such as video, how to gauge credibility, how to avoid bias and to determine a conclusion based on a preponderance of evidence. The agency investigator stated that she took the Basic Investigator Training, which is a three day training and includes a four to six hour block on PREA and PREA requirements. She indicated the prerequisite for the Basic Investigator Training is the National Institute of Corrections PREA training (Conducting Sexual Abuse Investigations in a Confinement Setting), which is a three hour online training course. She stated she also took the Reed Training and numerous other trainings related to trauma, women in prison, memory and how to talk to victims.

115.34 (b): 03.03.140, page 8 states investigations of sexual abuse/sexual harassment shall only be completed by employees who have received specialized investigator training as outlined in the PREA Manual. All investigations shall be conducted promptly, thoroughly, and objectively in accordance with the Sexual Abuse/Sexual Harassment Investigations portion of the PREA Manual. The PREA Manual, page 28 states when receiving an allegation of sexual abuse or sexual

harassment, staff shall ensure all allegations are referred to the appropriate law enforcement agency in accordance with policy and law for criminal investigation in conjunction with the Department's administrative investigation. Referrals to law enforcement shall be documented in the Department's investigative report, PREA investigation worksheet(s) and pertinent computerized database entry(ies). A review of the Basic Investigator Training curriculum confirms that it covers: PREA standards, the PREA Manual, definitions, reactions of sexual abuse victims, protective custody, referral for prosecution and victim notification. The training curriculum also includes: Miranda and Garrity, evidence collection, interviewing techniques and report writing. A review of the NIC training also confirms that it covers the required elements under this provision. A review of documentation indicated that 23 facility staff have completed the specialized investigator training, including the eight investigators who completed the twelve reviewed investigations. The interviews with the investigators confirmed they had received specialized training. Both confirmed that the training covered techniques for interviewing sexual abuse victims, proper use of Miranda and Garrity warnings, sexual abuse evidence collection and the criteria and evidence required to substantiated a case for administration investigation.

115.34 (c): The PAQ indicated that the agency maintains documentation showing that investigators have completed the required training and that 22 facility investigator had completed the required training. A review of documentation indicated that 23 facility staff have completed the specialized investigator training, including the eight investigators who completed the twelve reviewed investigations.

115.34(d): The auditor is not required to audit this provision.

Based on a review of the PAQ, 03.03.140, the Prison Rape Elimination Act (PREA) Manual, the Basic Investigator Training, the NIC Training, Michigan State Police Letter, investigator training records as well as information from interviews with investigative staff indicate that the facility appears to meet this standard.

115.35	Specialized training: Medical and mental health care
	Auditor Overall Determination: Meets Standard
	Auditor Discussion
	Documents: <ul style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Policy Directive 03.02.105 - Volunteer Services and Programs

3. Prison Rape Elimination Act (PREA) Manual
4. MDOC Computer Based Training (CBT) - Sexual Abuse and Sexual Harassment in Confinement
5. Prison Rape Elimination Act (PREA) for Medical Professionals
6. Annual Training Plan
7. Medical and Mental Health Staff Training Records

Interviews:

1. Interview with Medical and Mental Health Staff

Findings (By Provision):

115.35 (a): The PAQ stated that the agency has a policy related to training medical and mental health practitioners who work regularly in its facilities. The PREA Manual, page 10, indicates that in addition to the general PREA training provided to employees, all health care and mental health care staff will be provided specialized training developed by the Training Division related to sexual abuse in a confinement setting. The training is completed through the PREA for Medical Professionals. A review of the training modules indicated that they include the following topics; how to detect and assess signs of sexual abuse and sexual harassment, how to preserve physical evidence of sexual abuse, how to respond effectively and professionally to victims of sexual abuse and sexual harassment and how and whom to report allegations or suspicion of sexual abuse and sexual harassment. The PAQ indicated that the facility has eighteen medical and mental health care staff and that 100% of the staff received the specialized training. A review of eight medical and mental health staff documents confirmed that all eight had received the specialized training. Interviews with medical and mental health staff confirm that both have received specialized training. One staff member stated that the training is provided on the computer and that it covers when and who to report to and the steps to take when sexual abuse occurs. The second staff stated that training was provided in orientation and then through an online PowerPoint and training with the Unit Chief. Both staff confirmed the required topics under this provision were included in the training.

115.35 (b): The PAQ indicated that agency medical staff do not perform forensic exams and as such this provision does not apply. Forensic exams are conducted at the local hospital. Interviews with medical and mental health staff confirm that they do not perform forensic medical examinations.

115.35 (c): The PAQ indicated that the agency maintains documentation showing that medical and mental health practitioners have completed the required training. The specialized training is completed via an online module. Staff complete a post training quiz confirming their understanding. A review of eight medical and mental health staff documents confirmed that all eight had received the specialized training and completed a quiz online to confirm understanding and acknowledgment.

115.35 (d): 03.02.105, page 4 states that volunteers and contractors who have contact with prisoners have been trained on their responsibilities under the agency's policies and procedures on sexual abuse and sexual harassment. The PREA Manual, page 9, indicates that all Department employees who may have contact with prisoners shall receive PREA training developed by the Training Division that includes at a minimum the following information: the Department's zero tolerance policy for sexual abuse and sexual harassment of prisoners, staff responsibilities related to sexual abuse and sexual harassment prevention, detection, reporting and response, prisoner's rights to be free from sexual abuse and sexual harassment, the right of prisoners and employees to be free from retaliation for reporting sexual abuse and sexual harassment, the dynamics of sexual abuse and sexual harassment in confinement, the common reactions of sexual abuse and sexual harassment victims, how to detect and respond to signs of threatened or actual sexual abuse, how to avoid inappropriate relationships with prisoners, how to communicate effectively and professionally with prisoners including lesbian, gay, bisexual, transgender, intersex or gender nonconforming prisoners and how to comply with relevant laws related to mandatory reporting sexual abuse to outside authorities. The 2022 Training Plan confirms that all employees, student assistants, unpaid interns and contractors (if they work inside a correctional facility) are required to complete in-service training. The auditor confirmed through the document that PREA is a two hour training that is part of the in-service. The auditor confirmed through the document that PREA is a two hour training that is part of the in-service. A review of the CBT PREA training confirmed that the topics under this provision are included. The training discusses: the agency's zero tolerance policy (Module 1 - pages 13-15), how to fulfill their responsibilities under the agency's sexual abuse and sexual harassment policies and procedures (Module 1 and 2), the inmates' right to be free from sexual abuse and sexual harassment (Module 1 pages 30-33), the right of the inmate to be free from retaliation for reporting sexual abuse or sexual harassment (Module 1 pages 34-38), the dynamics of sexual abuse and sexual harassment in a confinement setting (Module 1 pages 39-50), the common reactions of sexual abuse and sexual harassment victims (Module 1 pages 51-79), how to detect and respond to signs of threatened and actual sexual abuse (Module 2 pages 9-29) how to avoid inappropriate relationship with inmates (Module 2 pages 39-52), how to communicate effectively and professionally with lesbian, gay, bisexual, transgender and intersex inmates (Module 2 pages 64-84) and how to comply with relevant laws related to mandatory reporting laws (Module 2 pages 30-32). Additionally, contractors may receive training via the Correctional Facilities Administration Security Regulation

	<p>Program A. Pages 30-38 of Program A cover: the zero tolerance policy, definitions, reporting requirements and over-familiarity and unauthorized contact. The last page includes an acknowledgment where volunteers and contractors sign that they received a copy, read and understand the information (including PREA Federal Register). A review of eight medical and mental health care staff records confirmed that all eight had completed Program A or CBT PREA training.</p> <p>Based on a review of the PAQ, 03.02.105, The Prison Rape Elimination Act (PREA) Manual, CBT - Sexual Abuse and Sexual Harassment in Confinement Training, PREA for Medical Professionals Training, the Annual Training Plan, a review of medical and mental health care staff training records as well as interviews with medical and mental health care staff indicate this standard is compliant.</p>
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115.41 Screening for risk of victimization and abusiveness	
	Auditor Overall Determination: Meets Standard
	<p>Auditor Discussion</p> <p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Policy Directive 03.03.140 - Sexual Abuse and Sexual Harassment of Prisoners - Prison Rape Elimination Act (PREA) 3. Policy Directive 05.01.140 - Prison Placement and Transfer 4. The Prison Rape Elimination Act (PREA) Manual 5. PREA Risk Assessment Manual 6. PREA Risk Assessment Worksheet (CAJ-1023) 7. Inmate Assessment and Re-Assessment Records <p>Interviews:</p> <ol style="list-style-type: none"> 1. Interview with Staff Responsible for Risk Screening 2. Interview with Random Inmates 3. Interview with the PREA Coordinator 4. Interview with the PREA Compliance Manager

Site Review Observations:

1. Observations of Risk Screening Area
2. Observations of Where Inmate Files are Located

Findings (By Provision):

115.41 (a): The PAQ stated that the agency has a policy that requires screening upon admission to a facility or transfer to another facility for risk of sexual abuse victimization or sexual abusiveness toward other inmates. 03.03.140, page 5 states all prisoners shall be assessed during an intake screening and upon transfer to another facility for their risk of being sexually abused by other prisoners or being sexually abusive toward other prisoners. The Department's computerized database risk assessment tools shall be used to determine a prisoner's risk. The assessment shall be completed using information contained in the prisoner's file and in computerized databases available to employees and gathered during face-to-face discussions with the prisoner. Page 6 further states employees designated by the Warden shall complete both PREA Risk Assessments if any of the following occur: within 72 hours of a prisoner's arrival at a correctional facility, including intake and whenever warranted due to a referral, request, incident of sexual abuse, or receipt of additional information that may increase the prisoner's risk of being sexually abused by other prisoners or being sexually abusive toward other prisoners. During the tour, the auditor was provided a demonstration of the initial risk assessment. The initial risk assessment is completed in a private office setting. The staff pulls up the old risk screening and asks the questions on the risk assessment. Staff ask about perpetration and go over prior charges, including physical violence, sexual violence, domestic violence, gang affiliation and consensual sexual activity in prison. Staff notate the answers on a sheet of paper and enter them into the electronic system after. With regard to victimization the staff ask about prior victimization, perception of vulnerability, gender identity, sexual preference, disabilities, age, height, prior sexual offense, vulnerability due to charges, time in prison, if they understand the prison process, victimization outside of prison, violent charges and consensual sex in prison. Staff notate the responses on a piece of paper and enter it into the electronic system after. Staff stated that if there are discrepancies with information that the inmate provides and what is provided in the file (i.e. criminal history, etc.) they go off of the inmate's response. The staff stated this was how he was trained. The interview with the staff who conduct the risk screening confirmed that inmates are screened for their risk of victimization and abusiveness during intake.

115.41 (b): The PAQ indicated that the policy requires that inmates be screened for

risk of sexual victimization or risk of sexually abusing other inmates within 72 hours of their intake. 03.03.140, page 5 states all prisoners shall be assessed during an intake screening and upon transfer to another facility for their risk of being sexually abused by other prisoners or being sexually abusive toward other prisoners. The Department's computerized database risk assessment tools shall be used to determine a prisoner's risk. The assessment shall be completed using information contained in the prisoner's file and in computerized databases available to employees and gathered during face-to-face discussions with the prisoner. Page 6 further states employees designated by the Warden shall complete both PREA Risk Assessments if any of the following occur: within 72 hours of a prisoner's arrival at a correctional facility, including intake and whenever warranted due to a referral, request, incident of sexual abuse, or receipt of additional information that may increase the prisoner's risk of being sexually abused by other prisoners or being sexually abusive toward other prisoners. 05.01.140, page 5 states if not assessed prior to arrival, a transferred prisoner shall be screened within 72 hours of arrival at the receiving facility to identify any history of sexually aggressive behavior and to assess the prisoner's risk of sexual victimization. Staff shall complete the Prison Rape Elimination Act (PREA) Risk Assessments Worksheet (CAJ-1023) in accordance with the PREA Risk Assessment Manual. The assessment shall be completed using information contained within the prisoner's Records Office file, on electronic databases available to staff and obtained from discussions with the prisoner. A review of the PREA Risk Assessment Manual indicates page 4 instructs when risk assessments need to be completed. The Manual states they should be done within 72 hours of arrival. The PAQ stated that 1317 inmates, or 100% of those that arrived in the previous twelve months that stayed longer than 72 hours were screened for risk of sexual victimization or risk of sexually abusing other inmates within 72 hours. Further communication with the staff indicated the numbers were incorrect and that 1173 inmates arrived and stayed longer than 72 hours and all 1173 had an initial risk screening within 72 hours. A review of 21 inmate files of those that arrived within the previous twelve months indicated that all 21 had an initial risk screening completed within 72 hours of arrival. Interviews with fourteen inmates that arrived within the previous twelve months indicated that nine had been asked the risk screening questions during intake. The interview with the staff responsible for the risk screening confirmed that inmates are screened for their risk of victimization and abusiveness within 72 hours.

115.41 (c): The PAQ indicated that the risk assessment is conducted using an objective screening instrument. 05.01.140, page 5 states that the risk assessment will be completed by staff utilizing the PREA Risk Assessment Worksheet (CAJ-1023) in accordance with the PREA Risk Assessment Manual. 03.03.140, page 5 states the assessment shall be completed using information contained in the prisoner's file and in computerized databases available to employees and gathered during face-to-face discussions with the prisoner. Prisoners shall be asked: questions relating to mental, physical, or developmental disabilities; whether they are, or are perceived to be, gay, lesbian, bisexual, transgender, intersex, or gender nonconforming; whether they have been previously victimized; and what is their perception of being vulnerable. A review

of CAJ-1023 indicated that the worksheet consists of yes or no questions. Each yes or no response has a weighted score attached, which is different for each question. Scores range anywhere from two points to 60 points. At the end of each section (one section for aggressor risk and one section for victim risk) the weighted scores are totaled. The score then determines what category(ies) the inmate falls into: no score, potential victim/potential aggressor or victim/aggressor. The CAJ-1023 is completed in the OMNI system (electronic system) which automatically scores the responses and totals the scores. The system designates the individual with the appropriate designation(s). Staff then have to manually enter the designation(s) into a separate screen in OMNI that is utilized by staff to determine housing, programming and job assignments.

115.41 (d): A review of CAJ-1023 indicates that the intake screening considers the following criteria to assess inmates for risk of sexual victimization: victim of substantiated prisoner-on-prisoner non-consensual sexual act in MDOC; perception of vulnerability; sexual orientation/gender identity; developmental disability; mental disorder; physical disability; age; physical stature; vulnerable to sexual victimization due to nature of crime (sexual assault against a child, elderly, handicapped or developmental disability); prior incarcerations; knowledge of prison/jail life; history of victimization outside MDOC; non-violent criminal history and history of consensual sex. The interview with the staff who conduct the risk screening indicated that within 72 hours the inmate is called to the office and they go through a history of the facility, the assessment and other forms. He stated they describe zero tolerance and how to report and that information is in the electronic database. The staff stated for the aggressor section of the assessment they determine if the individual was in prison before, if they have a history of perpetrating sexual abuse, gang affiliation, domestic violence history, violent offenses and any consensual sexual activity in prison. He indicate the victimization section includes information on disabilities, age, if their crime causes them to be victimized (sexual offenses), sexual orientation, history of victimization, non-violence history, if incarcerated less than a year, physical build and if they understand the prison system.

115.41 (e): A review of CAJ-1023 confirms that the intake screening considers the following; aggressor of substantiated prisoner-on-prisoner non-consensual sexual act in MDOC; history of perpetrated sexual victimization by threat or force; history of perpetrated physical abuse; history of perpetrating domestic violence; gang affiliation in last two years; history of predatory/intimidating behavior and history of facility consensual sex. The interview with the staff who conduct the risk screening indicated that within 72 hours the inmate is called to the office and they go through a history of the facility, the assessment and other forms. He stated they describe zero tolerance and how to report and that information in the electronic database. The staff stated for the aggressor section of the assessment they determine if the individual was in prison before, if they have a history of perpetrating sexual abuse, gang affiliation, domestic violence history, violent offenses and any consensual sexual activity in prison. He

indicate the victimization section includes information on disabilities, age, if their crime causes them to be victimized (sexual offenses), sexual orientation, history of victimization, non-violence history, if incarcerated less than a year, physical build and if they understand the prison system.

115.41 (f): The PAQ indicated that policy requires that the facility reassess each inmate's risk of victimization or abusiveness within a set time period, not to exceed 30 days after the inmate's arrival at the facility, based upon any additional, relevant information received by the facility since the intake screening. 03.03.140, page 6 states in addition to the PREA Risk Assessments required in Paragraphs KK and LL employees designated by the Warden shall complete a PREA-Risk Assessment Review-Prison: no earlier than fourteen days but no later than 30 calendar days of arrival, including intake (unless the prisoner transfers from the facility prior to 30 days) and when it has been twelve months since the last review. The review shall consist of review of the most recent victim and aggressor risk assessments, including asking questions relating to mental, physical, or developmental disabilities, whether they are, or are perceived to be, gay, lesbian, bisexual, transgender, intersex, or gender nonconforming, previous victimization, or their own perception of vulnerability. 05.01.140, page 5 states designated staff shall complete a PREA-Risk Assessment Review-Prison form on all transferred prisoners no later than 30 calendar days after the prisoner's arrival at the facility, unless the prisoner transfers to another facility within the 30 calendar days. A review of the PREA Risk Assessment Manual indicates page 4 instructs when risk assessments need to be completed. The Manual states they should be done within 30 days of arrival. The PAQ indicated that 1317, or 100% of inmates entering the facility who stayed longer than 30 days were reassessed for their risk of sexual victimization or of being sexually abusive within 30 days after their arrival at the facility. Further communication with the staff indicated that the numbers were incorrect and that 1173 arrived and stayed longer than 30 days and all had a reassessment. A review of 21 inmate files of those that arrived in the previous twelve months indicated fourteen inmates had a reassessment completed. One of the six that had not been completed was still within the 30 day timeframe and was not yet due. The interviews with staff responsible for the risk screening indicated that inmates are reassessed within 30 days and that they try to typically conduct the reassessment around 21 days. Interviews with fourteen inmates that arrived in the previous twelve months indicated none remember being asked the risk screening questions on more than one occasion. It should be noted that after interviews the auditor was advised that the staff do not go back over all the risk screening questions, rather the staff meets with the inmate and asks if they are having any issues or if any of the responses have changed since the initial risk assessment. As such, the auditors phrasing of the question as outlined in the questionnaire may have elicited a no response due to not being asked the direct questions on more than one occasion.

115.41 (g): The PAQ indicated that policy requires that an inmate's risk level be

reassessed when warranted due to a referral, request, incident of sexual abuse, or receipt of additional information that bears on the inmate's risk of sexual victimization or abusiveness. 03.03.140, page 5 states all prisoners shall be assessed during an intake screening and upon transfer to another facility for their risk of being sexually abused by other prisoners or being sexually abusive toward other prisoners. The Department's computerized database risk assessment tools shall be used to determine a prisoner's risk. The assessment shall be completed using information contained in the prisoner's file and in computerized databases available to employees and gathered during face-to-face discussions with the prisoner. Page 6 further states employees designated by the Warden shall complete both PREA Risk Assessments if any of the following occur: within 72 hours of a prisoner's arrival at a correctional facility, including intake and whenever warranted due to a referral, request, incident of sexual abuse, or receipt of additional information that may increase the prisoner's risk of being sexually abused by other prisoners or being sexually abusive toward other prisoners. A review of the PREA Risk Assessment Manual indicates page 4 instructs when risk assessments need to be completed. The PREA Manual states they should be done when warranted due to referral, request, incident of sexual abuse or receipt of additional information that bears on the prisoner's risk of sexual victimization or abusiveness. The interview with staff responsible for risk screening confirmed that inmates are reassessed when warranted due to request, referral, incident of sexual abuse or receipt of additional information. Interviews with fourteen inmates that arrived in the previous twelve months indicated none remember being asked the risk screening questions on more than one occasion. A review of sexual abuse investigations indicated two required a reassessment due to a substantiated or unsubstantiated incident of sexual abuse. Neither of the inmate victims were reassessed after the sexual abuse allegation/investigation.

115.41 (h): The PAQ indicated that policy prohibits disciplining inmates for refusing to answer whether or not the inmate has a mental, physical or developmental disability; whether or not the inmate is or is perceived to be gay, lesbian, bisexual, transgender, intersex or gender non-conforming; whether or not the inmate has previously experienced sexual victimization; and the inmate's own perception of vulnerability. 03.03.140, pages 5-6 states the assessment shall be completed using information contained in the prisoner's file and in computerized databases available to employees and gathered during face-to-face discussions with the prisoner. Prisoners shall be asked: questions relating to mental, physical, or developmental disabilities; whether they are, or are perceived to be, gay, lesbian, bisexual, transgender, intersex, or gender nonconforming; whether they have been previously victimized; and what is their perception of being vulnerable. Prisoners shall not be disciplined for refusing to answer or not disclosing complete information in response to these questions. However, refusal to answer/disclose information shall be noted in the Department's computerized database. The interview with the staff responsible for risk screening indicated that inmates are not disciplined for refusing to answer or not fully disclose information for any of the risk screening questions.

115.41 (i): 03.03.140, page 6 states results of the risk assessment shall be considered when making housing, bed, work, education, and program assignments with the goal of keeping separate those prisoners at high risk of being sexually victimized from those at high risk of being sexually abusive. Employees shall complete a PREA-Aggressor Risk Assessment-Prison and a PREA-Victim Risk Assessment-Prison in accordance with the PREA Risk Assessment Manual. Reasonable steps shall be taken to ensure the confidentiality of information obtained during the risk assessment process. Results of risk assessments shall not be shared with prisoners. Information provided during the risk assessment shall be shared only with those who need to know for housing, bunking, and work assignment placement. Reasonable steps shall be taken to ensure the confidentiality of information obtained during the risk assessment process. The PC stated that the agency has implemented appropriate controls on information from the risk screening to ensure sensitive information is not exploited. He stated that this starts with who has access to certain programs as the electronic systems (OMNI and AIM) have certain profiles that allow access. The information is accessible only to those with a need to know and that these individuals have a confidential workload within the systems. The interview with the PCM confirmed that the agency has outlined who should have access to the risk screening information so that sensitive information is not exploited. He stated there is limited access and that only a staff with a need to know can access the screens. The staff responsible for the risk screening stated that the information from the risk screening is only available to certain staff who have access to that portion of the computer system. Inmate medical and mental health records are both electronic and paper. Paper file are maintained in medical records which is staffed Monday through Friday 7am-3pm. The door is locked when the records room is not staffed. Access to medical records after hours is restricted to healthcare staff, medical records staff, administrative staff and the shift supervisor. Medical records can be viewed by medical and mental healthcare staff with a need to know. Correctional staff do not have access to medical records and are not able to view the records. Inmate risk screening information is electronic through the OMNI system. Access to the risk screening is via specific user profiles of those with a need to know. During the tour the auditor requested a Correctional Officer attempt to access the risk screening information. The staff did not have access to the reception tab, which is where the risk screening information is stored/located.

Based on a review of the PAQ, 03.03.140, 05.01.140, the Prison Rape Elimination Act (PREA) Manual, PREA Risk Assessment Manual, PREA Risk Assessment Worksheet (CAJ-1023), a review of inmate files and information from interviews with the PREA Coordinator, PREA Compliance Manager, staff responsible for conducting the risk screenings and random inmates indicates that this standard appears require corrective action. A review of a 21 inmate files of those that arrived in the previous twelve months indicated fourteen inmates had a reassessment completed. One of the six that had not been completed was still within the 30 day timeframe and was not yet due. A review of sexual abuse investigations indicated two required a reassessment due to a substantiated or unsubstantiated incident of sexual abuse.

Neither of the inmate victims were reassessed after the sexual abuse allegation/ investigation. Interviews with fourteen inmates that arrived in the previous twelve months indicated none remember being asked the risk screening questions on more than one occasion.

Corrective Action

The facility will need to ensure that all inmates receive a reassessment within the 30 day timeframe. The facility will need to provide a list of inmates that arrived during the corrective action period as well as a sample of risk reassessment to confirm they were completed within the timeframe. Additionally, the facility will need to develop a process to ensure all inmate victims of sexual abuse are provided a risk reassessment if the investigation is determined to be substantiated or unsubstantiated. A process memo as well as examples during the corrective action period will need to be provided to the auditor.

Verification of Corrective Action Since the Interim Audit Report

The auditor gathered and analyzed the following additional evidence provided by the facility during the corrective action period relevant to the requirements in this standard.

Additional Documents:

1. List of Inmates that Arrived During the Corrective Action Period
2. Inmate Risk Assessments
3. Staff Training on Reassessments Due to Incident of Sexual Abuse
4. List of Sexual Abuse Allegations During the Corrective Action Period
5. Inmate Risk Assessments

The facility provided a list of inmates that arrived during the corrective action period and risk assessments for every fifteenth inmate on the list. All the examples provided included a reassessment within 30 days.

	<p>Further, the facility provided the training curriculum and sign in sheets for the training completed on the requirement for risk reassessments due to incident of sexual abuse (including those that have investigations that are deemed unsubstantiated). The facility provided a list of sexual abuse allegations reported during the corrective action period and corresponding risk assessments for applicable alleged victims.</p> <p>Based on the documentation provided the facility has corrected this standard and as such appears to be compliant.</p>
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115.42	Use of screening information
	Auditor Overall Determination: Meets Standard
	<p>Auditor Discussion</p> <p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Policy Directive 03.03.140 – Sexual Abuse and Sexual Harassment of Prisoners – Prison Rape Elimination Act (PREA) 3. Policy Directive 04.06.184 – Gender Dysphoria 4. Policy Directive 05.01.140 – Prisoner Placement and Transfer 5. Sample of Housing Determination Documents 6. Memorandum Related to Gender/Gender Identity Housing Requests 7. Transgender/Intersex Inmate Biannual Reviews 8. LGBTI Inmate Housing Documents <p>Interviews:</p> <ol style="list-style-type: none"> 1. Interview with Staff Responsible for Risk Screening 2. Interview with PREA Coordinator 3. Interview with PREA Compliance Manager 4. Interview with Transgender/Intersex Inmates 5. Interview with Gay, Lesbian and Bisexual Inmates

Site Review Observations:

1. Location of Inmate Records.
2. Housing Assignments of LGBTI Inmates
3. Shower Area in Housing Units

Findings (By Provision):

115.42 (a): The PAQ stated that the agency/facility uses information from the risk screening to inform housing, bed, work, education and program assignments with the goal of keeping separate those inmates at high risk of being sexually victimized from those at high risk of being sexually abusive. 03.03.140, page 6 states results of the risk assessment shall be considered when making housing, bed, work, education, and program assignments with the goal of keeping separate those prisoners at high risk of being sexually victimized from those at high risk of being sexually abusive. 05.01.40, page 5 states this assessment shall be considered when making housing, bed, work, education and program assignments at that facility. Risk assessment scores affecting bed assignments shall follow the procedures outlined in the PREA Manual. The interview with the PREA Compliance Manager indicated that each inmate goes through the intake screening process and if through the screening they are determined to be a victim they are housed with victims or those who have a no score (non-victim and non-aggressor) and aggressors are housed with other aggressor or those with a no score. The PCM stated housing means they would not be in the same cube or specialized housing area. The interview with the staff responsible for the risk screening indicated that the information from the risk screening is utilized to refer individuals to mental health and that it is also utilized to bunk/house them appropriately when they are moved out of the intake area. The staff stated the information is used to ensure victims are not placed in the same room as aggressors. He also stated they use it to make sure victims and aggressors are not placed in areas without constant supervision or camera coverage. A review of the housing roster with risk designations indicates that staff utilize the risk designation to assign housing in the open bay cube style units as well as in the segregated housing unit. The auditor confirmed that while high risk victims are housed in the same building with high risk aggressors, they are not housed in the same cubes. The auditor requested documentation related to job, program and educational assignments, however at the issuance of the interim report the auditor had not received the documentation.

115.42 (b): The PAQ indicated that the agency/facility makes individualized determinations about how to ensure the safety of each inmate. 03.03.140, page 6 states results of the risk assessment shall be considered when making housing, bed,

work, education, and program assignments with the goal of keeping separate those prisoners at high risk of being sexually victimized from those at high risk of being sexually abusive. 05.01.40, page 5 states this assessment shall be considered when making housing, bed, work, education and program assignments at that facility. Risk assessment scores affecting bed assignments shall follow the procedures outlined in the PREA Manual. The interview with the staff responsible for the risk screening indicated that the information from the risk screening is utilized to refer individuals to mental health and that it is also utilized to bunk/house them appropriately when they are moved out of the intake area. The staff stated the information is used to ensure victims are not placed in the same room as aggressors. He also stated they use it to make sure victims and aggressors are not placed in areas without constant supervision or camera coverage.

115.42 (c): The PAQ stated that the agency/facility makes housing and program assignments for transgender or intersex inmates in the facility on a case-by-case basis. 04.06.184, page 2, states that when making housing and program assignments the Gender Dysphoria Collaborative Review Committee (GDCRC) and facility staff shall consider on a case-by-case basis whether a placement would comprise the prisoner's health and safety and any management or security concerns. The memo related to gender/gender identity housing request states that inmates with a gender identity defined in the memo may make a housing request to be reviewed by the Gender Dysphoria Review Committee (GDRC). Housing assignments will be considered on a case-by-case basis utilizing the "Individual Risk Assessment of Housing Placement." The memo indicates numerous questions that are considered related to housing, including: gender questions, safety questions, general and behavioral questions and housing questions. The agency does not recognize transgender identity or intersex identity unless the inmate is also diagnosed with Gender Dysphoria. While inmates with Gender Dysphoria are transgender or intersex, not all transgender or intersex individuals have Gender Dysphoria. The facility has not housed any transgender or intersex in the previous twelve months. The auditor requested documentation related to those inmates currently diagnosed with Gender Dysphoria as it relates to housing determinations. At the issuance of the interim report the documentation had not been received. The PCM stated the facility does not currently have any transgender or intersex inmates but that when the facility does house transgender and intersex inmates there is a list of things that need to be addressed and accommodated through health care and mental health. The PCM confirmed that housing of transgender and intersex inmates would consider the health and safety of the inmates and whether the placement would present any security or management problems. It should be noted that the auditor reviewed numerous risk assessments and asked other inmates during interviews about any transgender or intersex inmates at the facility. The auditor was unable to identify any at the facility, and as such no interviews were completed.

115.42 (d): 04.06.184, page 3, indicates that the prisoner shall be assessed by an

appropriate medical provider, in consultation with the GDCRC, at least twice a year to determine if any changes are needed to the approved individual management plan. The agency does not recognize transgender identity or intersex identity unless the inmate is also diagnosed with Gender Dysphoria. While inmates with Gender Dysphoria are transgender or intersex, not all transgender or intersex individuals have Gender Dysphoria. The auditor requested documentation related to those inmates currently diagnosed with Gender Dysphoria as it relates to biannual assessments. At the issuance of the interim report the documentation had not been received. The staff responsible for the risk screening confirmed that transgender and intersex inmates would be reassessed every six months. The PCM stated he was unsure about the assessments as the facility does not currently have any transgender or intersex inmates.

115.42 (e): 04.06.184, page 2, states that the prisoner's own views with respect to his or her own safety shall be given serious consideration. The agency does not recognize transgender identity or intersex identity unless the inmate is also diagnosed with Gender Dysphoria. While inmates with Gender Dysphoria are transgender or intersex, not all transgender or intersex individuals have Gender Dysphoria. The interviews with the PCM and staff responsible for the risk screening indicated that transgender and intersex inmates' view with respect to their safety are given serious consideration. It should be noted that the auditor reviewed numerous risk assessments and asked other inmates during interviews about any transgender inmates at the facility. The auditor was unable to identify any at the facility, and as such no interviews were completed.

115.42 (f): 04.06.184, page 3, indicates that if the evaluation(s) supports a diagnosis of Gender Dysphoria, the evaluator shall formulate an individual management plan in consultation with the referring integrated treatment team and GDCRC. An Individual Management Plan for Gender Dysphoria (CHJ-339) form shall be used for this purpose. The evaluator shall give consideration to all of the following in development of the plan: facility placement and housing in accordance with Prison Rape Elimination Act (PREA) standards (generally single-occupancy cell) and access to toilet and shower facilities with relative privacy. During the tour it was confirmed that three general population housing buildings had single person showers with curtains. The segregated housing unit also had a single person shower with a door. The two housing buildings with communal showers had privacy curtain/walls at the entrance. The interviews with the PCM and the staff responsible for risk screening confirmed that transgender and intersex inmates are afforded the opportunity to shower separately. The staff responsible for the risk screening stated that on the occasion that there has been a transgender inmate at the facility, the inmate is housed in a unit with an individual shower stall. The PCM stated that if the shower was part of the management plan from health services/mental health they would be offered semi-private showering in a unit that has private showers. The auditor was unable to identify any transgender or intersex inmates at the facility and as such no interviews

were completed.

115.42 (g): The memo related to gender/gender identify housing request states that the MDOC shall not place transgender or intersex offenders in dedicated facilities, units, or wings solely on the basis of such identification, status, or based solely on their external genital anatomy. The facility does not have a tracking mechanism for LGB inmates. As such the auditor requested that staff identify LGB inmates known to staff for interview purposes and documentation purposes. A review of housing assignments for three inmates staff identified as LGB indicated they were housed in three different units at the facility. It should be noted the auditor inquired about additional LGB inmates, however a review of risk screening documents and information from the LGB inmate produced zero additional LGB inmates for interview. The interviews with the PC and PCM confirmed that the agency does not have a consent decree and that LGBTI inmates are not placed in one housing unit or one facility based on their gender identify and/or sexual preference. Interviews with three LGB inmates indicated that none felt that they were placed in any specific housing unit, facility or wing based on their sexual preference and/or gender identity.

Based on a review of the PAQ, 03.03.140, 04.06.184, 05.01.140, a Sample of Housing Determination Documents, Memorandum Related to Gender/Gender Identity Housing Requests, Transgender/Intersex Inmate Biannual Reviews, LGBTI Inmate Housing Documents and information from interviews with the PC, PCM, staff responsible for the risk screenings and LGBTI inmates, indicates that this standard appears to require corrective action. The auditor requested documentation related to job, program and educational assignments, however at the issuance of the interim report the auditor had not received the documentation. The auditor requested documentation related to those inmates currently diagnosed with Gender Dysphoria as it relates to housing determinations and biannual assessments. At the issuance of the interim report the documentation had not been received. Communication with the agency indicated that all current inmates diagnosed with Gender Dysphoria are housed at a facility with a gender with which they were born. No documentation was provided prior to the issuance of the interim report related to the reasoning/justification for the current housing determinations.

Corrective Action

The facility will need to provide the requested job, program and education assignments. The agency will need to develop a process for determining case-by-case male/female housing determinations. Documentation of the reasoning/justification for each transgender and intersex inmate will need to be completed. A sample of the housing determination documents will need to be provided to the auditor.

Additionally, all transgender and intersex inmates will need to be assessed biannually. Documentation of a sample of these biannual assessments will need to be provided to the auditor.

Verification of Corrective Action Since the Interim Audit Report

The auditor gathered and analyzed the following additional evidence provided by the facility during the corrective action period relevant to the requirements in this standard.

Additional Documents:

1. High Risk Lists
2. Memorandum Related to High Risk Inmate Job Assignments
3. Transgender and Intersex Inmate Housing Determinations
4. Memorandum Related to Transgender and Intersex Inmates
5. Policy Update Notification

The facility provided the originally requested list of high risk victims and high risk abusers. The auditor reviewed the lists and confirmed that housing assignments were appropriate and high risk abusers were not housed with high risk victims. The auditor identified that a few "potential aggressors" were assigned as wheelchair pushers. The auditor requested the facility review these job assignments to confirm if they were appropriate.

The facility provided a memo that advised that moving forward the Warden would be responsible for reviewing high risk inmate job assignments to ensure they are appropriate (including tutors, wheelchair pushers and aides). The memo also confirmed that those forwarded to the facility by the auditor were reviewed by the Warden.

The agency provided requested documentation related to transgender and intersex inmate housing determinations. The documentation illustrated that a multidisciplinary team meets and discusses housing assignments of transgender and intersex inmates, confirming that they are reviewed on a case-by-case basis.

	<p>The facility provided a memo detailing that they have not had any transgender or intersex inmates housed at the facility during the audit period and as such no biannual assessments were completed.</p> <p>The facility provided the Policy Update Notification which advised that the GDRC will change its name to the Gender Review Committee (GRC), which will now handle management plans for all eligible prisoners, not simply those with a gender dysphoria diagnosis.</p> <p>Based on the documentation provided the facility has corrected this standard and as such appears to be compliant.</p>
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115.43	Protective Custody
	<p>Auditor Overall Determination: Meets Standard</p> <p>Auditor Discussion</p> <p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Policy Directive 04.05.120 - Segregation Standards 3. The Prison Rape Elimination Act (PREA) Manual 4. Housing Assignments of Inmates at High Risk of Victimization <p>Interviews:</p> <ol style="list-style-type: none"> 1. Interview with the Warden 2. Interview with Staff who Supervise Inmates in Segregated Housing 3. Interviews with Inmates in Segregated Housing for Risk of Victimization <p>Site Review Observations:</p> <ol style="list-style-type: none"> 1. Observations in the Segregated Housing Unit

Findings (By Provision):

115.43 (a): The PAQ indicated that the agency has a policy prohibiting the placement of inmates at high risk for sexual victimization in involuntary segregation unless an assessment of all available alternatives has been made and a determination has been made that there is no available alternative means of separation from likely abusers. 04.05.120, page 2 states prisoners at high risk for sexual victimization or who are alleged to have suffered sexual abuse shall not be placed in involuntary temporary segregation unless an assessment of all available alternatives is completed and a determination has been made that no less restrictive means of separation from likely abusers exists. If the review cannot be conducted immediately, the prisoner may be held in temporary segregation for up to 24 hours while the review is completed. The PAQ indicated there have been zero instances where inmates have been placed in involuntary segregated housing due to their risk of sexual victimization. The interview with the Warden confirmed that the agency has a policy that prohibits placing inmates at high risk of victimization in segregated housing unless there are no other available alternative means of separation of likely abusers. He stated they do not retaliate against high risk inmates by placing them in segregated housing. A review of housing assignments for inmates at high risk of victimization (known victims and potential victims) indicated one was housed in the segregated housing unit, however he was housed there for a reason unrelated to his risk level.

115.43 (b): 04.5.120, pages 2-3 state if no less restrictive means of separating a prisoner from likely abusers exists, the prisoner shall be assigned to temporary segregation only until an alternative means of separation from likely abusers can be arranged and should not exceed 30 calendar days pending investigation unless extenuating circumstances exist. If the prisoner is held in temporary segregation for more than 30 calendar days, the facility shall afford the prisoner a review to determine whether there is a continuing need for separation. The facility shall clearly document the basis for the facility's concern for the prisoner's safety and the reason why no less restrictive means of separation can be arranged. Prisoners placed in temporary segregation for this purpose shall have access to programs, privileges, education, and work opportunities to the extent possible. If the facility restricts access to these opportunities, the facility shall document: the opportunities that have been limited; the duration of the limitation; and the reasons for such limitations. During the tour the auditor observed that the segregation housing unit had an indoor recreation room that is utilized as multi-purpose. Additionally, a separate outdoor recreation area was observed for those in the segregated housing unit. Inmates are provided a daily phone call after they have been in the unit for six days. Inmates are able to provide any grievances or mail to any staff or they can place it in the locked box when they are out of their cell. Out of cell time includes showers (three days a week), recreation (daily) and other appointments. PREA information was observed near the shower area in the housing unit in English and Spanish. The interview with the staff who supervise inmates in segregated housing indicated that if an inmate is

involuntarily segregated due to their risk of sexual victimization they would not be afforded access to programs, privileges, education and work opportunities to the extent possible. He stated he was not sure about documentation of restriction as it was above his paygrade and those were not decisions he would make. A review of housing assignments for inmates at high risk of victimization (known victims and potential victims) indicated one was housed in the segregated housing unit, however he was housed there for a reason unrelated to his risk level. There were no inmates in segregated housing due to their risk of victimization and as such no interviews were conducted. It should be noted that one inmate from the segregated housing unit was interviewed as a random inmate from the housing unit.

115.43 (c): 04.05.120, pages 2-3 state prisoners at high risk for sexual victimization or who are alleged to have suffered sexual abuse shall not be placed in involuntary temporary segregation unless an assessment of all available alternatives is completed and a determination has been made that no less restrictive means of separation from likely abusers exists. If the review cannot be conducted immediately, the prisoner may be held in temporary segregation for up to 24 hours while the review is completed. If no less restrictive means of separating a prisoner from likely abusers exists, the prisoner shall be assigned to temporary segregation only until an alternative means of separation from likely abusers can be arranged and should not exceed 30 calendar days pending investigation unless extenuating circumstances exist. If the prisoner is held in temporary segregation for more than 30 calendar days, the facility shall afford the prisoner a review to determine whether there is a continuing need for separation. The facility shall clearly document the basis for the facility's concern for the prisoner's safety and the reason why no less restrictive means of separation can be arranged. Prisoners placed in temporary segregation for this purpose shall have access to programs, privileges, education, and work opportunities to the extent possible. If the facility restricts access to these opportunities, the facility shall document: the opportunities that have been limited; the duration of the limitation; and the reasons for such limitations. The PAQ indicated there have been zero instances where inmates have been placed in involuntary segregated housing due to their risk of sexual victimization. The interview with the Warden indicated that inmates would only be placed in involuntary segregated housing until an alternative means of separation could be arranged. He stated they try to move one of the individuals to another location before they utilize segregated housing. He stated that transfers occur two days a week and so if it was within those days they would transfer immediately. He stated if it was not within those two days that they would more than likely have a staff member escort the individual to another facility, rather than place him/her in segregated housing. The interview with the staff who supervise inmates in segregated housing confirmed that any inmate at risk of victimization that is placed in involuntary segregated housing would only be placed there until an alternative means of separation could be arranged. The staff indicated that if an inmate was placed in involuntary segregated housing it would be no longer than a month. A review of housing assignments for inmates at high risk of victimization (known victims and potential victims) indicated one was housed in the

segregated housing unit, however he was housed there for a reason unrelated to his risk level. There were no inmates in segregated housing due to their risk of victimization and as such no interviews were conducted. It should be noted that one inmate from the segregated housing unit was interviewed as a random inmate from the housing unit.

115.43 (d): The PAQ indicated there have been zero instances where inmates have been placed in involuntary segregated housing due to their risk of sexual victimization and as such no files had documentation related to this provision. A review of housing assignments for inmates at high risk of victimization (known victims and potential victims) indicated one was housed in the segregated housing unit, however he was housed there for a reason unrelated to his risk level.

115.43 (e): The PAQ indicated that if an involuntary segregated housing assignment is made, the facility affords each such inmate a review every 30 days to determine whether there is a continuing need for separation from the general population. 04.05.120, page 3 states prisoners being housed in temporary segregation longer than seven business days for the following reasons shall have their placement reviewed in accordance with Paragraph FFF. Paragraph FFF (page 11) states housing unit team members and SCC shall regularly review the behavioral adjustment of each prisoner classified to administrative segregation, including prisoners classified to administrative segregation who are serving a detention sanction for misconduct. A housing unit team review shall be conducted within seven calendar days of the prisoner being classified to administrative segregation. SCC shall review the prisoner at least every 30 calendar days thereafter until the prisoner is reclassified to general population status. SCC reviews shall be an out-of-cell personal interview with each prisoner. If the prisoner chooses not to participate in the review, the highest ranking SCC member shall personally visit the prisoner to encourage his/her participation. The interview with the staff who supervise inmates in segregated housing confirmed that inmates would be reviewed at least every 30 days for their continued need of separation from the general population. There were no inmates in segregated housing due to their risk of victimization and as such no interviews were conducted. It should be noted that one inmate from the segregated housing unit was interviewed as a random inmate from the housing unit.

Based on a review of the PAQ, 04.05.120, the Prison Rape Elimination Act (PREA) Manual, Housing Assignments of Inmates at High Risk of Victimization, observations from the facility tour as well as information from the interviews with the Warden and staff who supervise inmates in segregated housing indicates that this standard appears to be compliant

115.51 Inmate reporting

Auditor Overall Determination: Meets Standard

Auditor Discussion

Documents:

1. Pre-Audit Questionnaire
2. Policy Directive 03.03.140 - Sexual Abuse and Sexual Harassment of Prisoners - Prison Rape Elimination Act (PREA)
3. Policy Directive 05.03.118 - Prisoner Mail
4. Policy Directive 05.03.130 - Prisoner Telephone Use
5. Legislative Corrections Ombudsman (LCO) Memorandum of Understanding (MOU)
6. Prisoners Orientation Guidebook
7. Inmate Handbook - An End to Silence
8. Michigan Department of Corrections Identifying and Addressing Sexual Abuse and Sexual Harassment - A Guide for Prisoners (Brochure)
9. PREA Poster
10. Incident Reports (Verbal Reports)

Documentation Received During the Interim Report

1. Memorandum Related to Logging of PREA Incidents in the Log Books

Interviews:

1. Interview with Random Staff
2. Interview with Random Inmates
3. Interview with the PREA Compliance Manager

Site Review Observations:

1. Observation of Posted PREA Information

Findings (By Provision):

115.51 (a): The PAQ stated that the agency has established procedures for allowing multiple internal ways for inmates to report privately to agency officials; sexual abuse or sexual harassment; retaliation by other inmates or staff for reporting sexual abuse or sexual harassment; and staff neglect or violation of responsibilities that may have contributed to such incidents. 03.03.140, page 7 states reports can be made by employees or prisoners verbally or in writing regardless of when the incident was alleged to have occurred. Such reports may be made in any manner, including: privately to appropriate supervisory employees; through the MDOC Sexual Abuse Hotline; by completing the Department's Sexual Abuse/Sexual Harassment Complaint form on the MDOC website.; by contacting the PREA Manager; by contacting the Internal Affairs Section' through an external reporting agency (Corrections Ombudsman, Crimestoppers) and/or anonymously. 05.03.130, page 2 states calls made to the crime stoppers tip line, the sexual abuse hotline, and other calls/services approved by the CFA Deputy Director will be at no cost to the prisoner. Page 5 further states all telephone, TTY, CapTel, Videophone, and VRS calls made from telephones/ devices designated for prisoner use shall be monitored, except for calls to the following: a public official (i.e., any elected federal, state, or local government official, or an Ambassador or a consulate general) who has made a written request to not have their calls monitored, business telephone numbers of attorneys, the Legislative Ombudsman, DRM, an Embassy, a Consulate, and legitimate legal service organizations after a request has been received from the prisoner not to monitor, except if the attorney is related to the prisoner by blood or marriage and a number on the universal list, except as otherwise indicated on Attachment B. Attachment B confirmed that the Sexual Abuse Hotline is a number that falls under the monitoring exception. A review of the PREA Poster, Brochure, the Prisoner Orientation Guidebook and the Inmate Handbook confirm that they all provide methods to report sexual abuse. The PREA Poster advises inmates that they can call the Sexual Abuse Hotline and provides an anonymous pin. The Brochure indicates that inmates can report verbally or in writing to staff, through the Sexual Abuse Hotline, through the grievance process, by writing to the Department PREA Administrator, by writing to the Legislative Correction's Ombudsman (LCO) and through family and friends who can file a complaint electronically online. The Guidebook states inmates can report to a staff member, through the MDOC Sexual Abuse Hotline or by contacting the Legislative Ombudsman's Office or the Michigan State Police. The Inmate Handbook advises inmates that they can report through a written grievance, orally, through hotline, through an external reporting mechanism and through a third party. The auditor tested the PREA hotline during the tour in numerous housing units. The PREA Reporting Poster provided a 517 area code number and a universal pin number. When the phone is first picked up inmates are advise to select "1" for English or "2" for Spanish. While the instructions are in English and Spanish, the actual hotline instructions are only in English. The auditor attempted to call the number with the universal pin and was unable to reach the hotline. Staff advised to try using the public 1-877 number to reach the hotline. The auditor had an inmate assist with calling the

1-877 number as it required an inmate pin number, the inmate reached the hotline and the auditor left a message on March 15, 2023. The auditor received confirmation on March 16, 2023 that the hotline call was received. While the auditor was able to test the hotline, the directions on the PREA Reporting Poster were inaccurate related to contacting the hotline. Additionally, during the tour the auditor had an inmate assist with filing out a written kite to test another internal reporting mechanism. The auditor submitted a kite on March 15, 2023 via a mailbox in one of the housing units. The auditor was provided a copy of the kite that was date sampled on March 16, 2023 confirming it was received. Interviews with 40 inmates confirm that all were aware of at least one method to report sexual abuse and sexual harassment. Inmates stated they could report to staff, through the hotline, on the kiosk, in writing and through their family. Interviews with seventeen staff confirm that inmates have multiple ways to report sexual abuse and sexual harassment including through the hotline, in writing, verbally, via a kite and to mental health care staff.

115.51 (b): The PAQ stated that the agency provides at least one way for inmates to report abuse or harassment to a public entity or office that is not part of the agency. 03.03.140, page 7 states reports can be made by employees or prisoners verbally or in writing regardless of when the incident was alleged to have occurred. Such reports may be made in any manner, including: privately to appropriate supervisory employees; through the MDOC Sexual Abuse Hotline; by completing the Department's Sexual Abuse/Sexual Harassment Complaint form on the MDOC website; by contacting the PREA Manager; by contacting the Internal Affairs Section' through an external reporting agency (Corrections Ombudsman, Crimestoppers) and/or anonymously. 05.03.130, page 2 states calls made to the crime stoppers tip line, the sexual abuse hotline, and other calls/services approved by the CFA Deputy Director will be at no cost to the prisoner. 05.03.118, page 3 states outgoing mail of prisoners in segregation shall not be sealed and shall be inspected by staff prior to mailing. However, mail that is clearly identified as being sent to the business address of one of the following may be sealed by the prisoner and shall not be opened or otherwise inspected by staff prior to mailing unless the entity has specifically objected in writing to receiving mail from the prisoner sending the mail, and subject to Administrative Rule 791.6603(5) and Paragraphs M, P, and W: a licensed attorney, including the Attorney General, an assistant attorney general, a prosecuting attorney, and an attorney of a legitimate legal service organization (e.g., American Civil Liberties Union, State Appellate Defender Office, Michigan Appellate Assigned Counsel System); State or federal courts.; Federal, state, or local public officials; the Director or any other Central Office staff; staff at the institution in which the prisoner is segregated; representatives of the news media; the Office of the Legislative Corrections Ombudsman and a consulate or embassy. Page 4 further states general population prisoners shall be permitted to send sealed mail, subject to Administrative Rule 791.6603(5) and Paragraphs M, P, and W. However, outgoing mail may be opened and inspected if it is determined by the Warden or designee that there are reasonable grounds to believe the mail is being sent in violation of Administrative Rule 791.6603(5). However, mail which is clearly identified as being sent to the

business address of one of the following may be sealed by the prisoner and shall not be opened or otherwise inspected by staff prior to mailing, unless the entity has specifically objected in writing to receiving mail from the prisoner sending the mail or as required pursuant to Paragraphs M, P, or W: a licensed attorney; this includes the Attorney General, an assistant attorney general, a prosecuting attorney, and an attorney of a legitimate legal service organization (e.g., American Civil Liberties Union, State Appellate Defender Office, Michigan Appellate Assigned Counsel System); State or federal courts; Federal, state, or local public officials; the Director or any other Central Office staff; staff at the institution in which the prisoner is housed; the Office of the Legislative Corrections Ombudsman; a consulate or embassy. The MOU with the LCO indicates that LCO agrees to receive and immediately forward reports of sexual abuse and sexual harassment to MDOC officials, allowing the prisoner to remain anonymous upon request. The LCO will immediately send by email or fax all reports made. The MOU was initially signed in September 2014. A review of the Brochure and Guidebook confirm they advise inmates that they can report through the Legislative Correction's Ombudsman. While the documentation indicates this is a reporting mechanism, it does not identify that this is the outside reporting entity and does not address the ability to remain anonymous. Additionally, no address is provided. Staff advised that an address is not required and all inmates have to do is have "LCO" written on the envelope. This information was not observed to be provided anywhere in the literature or posters. During the tour the auditor observed PREA information posted in each housing unit at the facility as well as in common areas. The PREA Reporting Poster was observed in English and Spanish on larger size paper. Posters were fixed to the officer's station wall and/or on the wall by the phones. The PREA Reporting Posters advise inmates they can report through a staff member and via the hotline. The PREA Reporting Poster provided a phone number for inmates to call as well as a phone number for probationers and the public to call (1-877 number). The PREA Reporting Poster did not contain information on the Legislative Corrections Ombudsman. The auditor tested the external reporting mechanism on March 14, 2023 at a prior MDOC facility. The auditor utilized a piece of scrape paper from the officer's station to write information on related to the functional test. The auditor obtained an envelope from staff to send the letter. Inmate are provided envelopes for legal mail in the library, if needed. The auditor labeled the envelope LCO and placed it in the US mailbox in a housing unit. Staff indicated that inmates do not have to utilize an address for LCO and that all correspondence can just have LCO written on the envelope. The correspondence is sent via inter-office mail and does not require postage. On April 11, 2023 the auditor received confirmation that the correspondence was received by LCO and forwarded to the PC. The external reporting mechanism and process is the same for all facilities across the agency and as such the auditor did not send another test letter. During the tour the auditor observed that the mail room was located in the administration area outside the secure perimeter. All housing units as well as a few common areas have a locked mail box for kites and US mail. Inmates can place mail in the boxes and a specific third shift staff member is responsible for collecting the US mail and placing it in the mail room for staff to process the following day. Conversation with the mail room staff indicated that outgoing mail is brought to them, weighted and processed for postage. The staff stated the outgoing mail is provided to them sealed and that they do not

open the correspondence unless it looks suspicious or they are on the mail watch list. The staff stated if they are on a mail watch the outgoing mail would be provided to the Inspector to review. The staff advised that legal mail is treated differently in that it is brought up to the mail room by the counselors. The staff stated legal mail is stamped and is never opened. Further communication with the mailroom staff confirmed that any correspondence to the Legislative Corrections Ombudsman (LCO) is treated as legal mail and would never be opened. The incoming mail process for regular mail includes receiving it, logging it and then opening it and scanning the documents for any issues/concerns. The staff stated they make a copy of the correspondence and the copy is provided to the inmate while the original is shredded. The staff stated with regard to incoming legal mail, they do not open the legal mail but rather they make a copy of the outside of the envelope and provide it to second shift staff. The staff will then provide the correspondence to the inmate, who will open the document in front of the staff and provide the original envelope back to the staff and keep the copy of the envelope. The original documents inside the envelope are retained by the inmate. The staff do not read or scan the legal mail once opened. The mailroom staff again confirmed that any correspondence from LCO would not be read/monitored. The interview with the PCM indicated inmates are provided a packet at intake that has the PREA hotline number and the Just Detention International information. He stated there is an anonymous pin for the PREA hotline and that the PREA hotline information is able to be forwarded to the facility for investigation. Interviews with 40 inmates indicated that ten were aware that they could report to the Legislative Corrections Ombudsman as an outside reporting mechanism, while 20 stated they knew they could report anonymously. The PAQ indicated that inmates are not detained solely for civil immigration purpose.

115.51 (c): The PAQ indicated that the agency has a policy mandating that staff accept reports of sexual abuse and sexual harassment made verbally, in writing, anonymously and from third parties. The PAQ also indicated that staff document verbal reports no later than the end of shift. 03.03.140, page 7 states employees shall immediately report in writing any knowledge, suspicion, information, or observation of conduct prohibited by this policy to the appropriate supervisor and the facility PREA Coordinator, regardless of the method of the report. Reports can be made by employees or prisoners verbally or in writing regardless of when the incident was alleged to have occurred. Such reports may be made in any manner, including: privately to appropriate supervisory employees; through the MDOC Sexual Abuse Hotline; by completing the Department's Sexual Abuse/Sexual Harassment Complaint form on the MDOC website.; by contacting the PREA Manager; by contacting the Internal Affairs Section' through an external reporting agency (Corrections Ombudsman, Crimestoppers) and/or anonymously. The PREA Manual notes that prisoners may report allegations prohibited by policy, including threats of such conduct and retaliation for reporting such conduct, verbally or in writing to any Department employee, through the MDOC Sexual Abuse Hotline, through the PREA grievance process as outlined in policy, through the Legislative Corrections Ombudsman, or through a third party. It further states that if reported verbally to an

employee, the employee shall document it in writing as soon as possible and report it to the appropriate supervisory staff. Interviews with 40 inmates confirmed that 39 knew they could report allegations of sexual abuse or sexual harassment verbally or in writing to staff and 25 knew they could report via a third party. Interviews with seventeen random staff confirmed that inmates can report verbally, in writing, anonymously and through a third party. Staff stated verbal reports would be documented immediately via the log book (located in the housing units). A review of a sample of investigations indicated five were reported verbally. A review of documentation confirmed all five were documented in a written report. One was documented via email from a mental health care staff member and the others were documented in a participation report by security staff. During the tour the auditor had a staff member demonstrate how they document verbal reports of sexual abuse and/or sexual harassment. The staff stated that there is a PREA form on any of the computers and that they would document the information on the form and that the form would be handed in to the supervisor. The staff stated they would also verbally report the information immediately to a supervisor. The staff confirmed that they are able to bypass the supervisor if that person is involved or there is a need to remain private. In addition to the PREA form, the staff stated that he would also log the information in the log book in the housing unit. He indicated he would put the inmate's number, that he reported a PREA claim and the staff that escorted him off the unit. During the interim report period the facility provided a memo to all staff (dated April 11, 2023) advising staff that they are required to immediately report any knowledge, suspicion or information regarding an incident of sexual abuse or sexual harassment. The memo further stated that information related to sexual abuse complaints are not to be logged in the logbooks. The email was sent to all staff via email on the same date as composed.

115.51 (d): The PAQ indicated that the agency has established procedures for staff to privately report sexual abuse and sexual harassment of inmates. PAQ documentation noted that staff are advised of these methods via the annual PREA training.

03.03.140, page 7 states reports can be made by employees or prisoners verbally or in writing regardless of when the incident was alleged to have occurred. Such reports may be made in any manner, including: privately to appropriate supervisory employees; through the MDOC Sexual Abuse Hotline; by completing the Department's Sexual Abuse/Sexual Harassment Complaint form on the MDOC website.; by contacting the PREA Manager; by contacting the Internal Affairs Section' through an external reporting agency (Corrections Ombudsman, Crimestoppers) and/or anonymously. Interviews with seventeen random staff indicated ten knew they could privately report sexual abuse and sexual harassment of inmates. Most staff stated that they could report privately via an email or verbally to a supervisor. During the tour the auditor had a staff member demonstrate how they document verbal reports of sexual abuse and/or sexual harassment. The staff stated that there is a PREA form on any of the computers and that they would document the information on the form and that the form would be handed in to the supervisor. The staff stated they would also verbally report the information immediately to a supervisor. The staff

confirmed that they are able to bypass the supervisor if that person is involved or there is a need to remain private.

Based on a review of the PAQ, 03.03.140, 05.03.118, 05.03.130, Legislative Corrections Ombudsman (LCO) Memorandum of Understanding (MOU), Prisoners Orientation Guidebook, the Inmate Handbook, Michigan Department of Corrections Identifying and Addressing Sexual Abuse and Sexual Harassment – A Guide for Prisoners (Brochure), PREA Poster, the memo related to documenting PREA incidents in the log books, observations from the facility tour and interviews with the PCM, random inmates and random staff, this standard appears to require corrective action. The auditor tested the PREA hotline during the tour in numerous housing units. The PREA Reporting Poster provided a 517 area code number and a universal pin number. When the phone is first picked up inmates are advise to select “1” for English or “2” for Spanish. While the instructions are in English and Spanish, the actual hotline instructions are only in English. The auditor attempted to call the number with the universal pin and was unable to reach the hotline. Staff advised to try using the public 1-877 number to reach the hotline. The auditor had an inmate assist with calling the 1-877 number as it required an inmate pin number, the inmate reached the hotline and the auditor left a message on March 15, 2023. The auditor received confirmation on March 16, 2023 that the hotline call was received. While the auditor was able to test the hotline, the directions on the PREA Reporting Poster were inaccurate related to contacting the hotline. A review of the Brochure and Guidebook confirm they advise inmates that they can report through the Legislative Correction’s Ombudsman. While the documentation indicates this is a reporting mechanism, it does not identify that this is the outside reporting entity and does not address the ability to remain anonymous. Additionally, no address is provided. Staff advised that an address is not required and all inmates have to do is have “LCO” written on the envelope. This information was not observed to be provided anywhere in the literature or posters. The interview with the PCM indicated inmates are provided a packet at intake that has the PREA hotline number and the Just Detention International information as well. He stated there is an anonymous pin for the PREA hotline and that the PREA hotline information is able to be forwarded to the facility for investigation. Interviews with 40 inmates indicated that ten were aware that they could report to the Legislative Corrections Ombudsman as an outside reporting mechanism, while 20 stated they knew they could report anonymously.

Corrective Action

The facility will need to ensure that the hotline is accessible through the directions provided on the Posters. The facility will need to test the process and provide a memo confirming the issue was alleviated. The facility will need to update current distributed information to include more information on the Legislative Corrections Ombudsman, including that they are the outside reporting entity, that inmates can

remain anonymous when reporting and direction on how to mail the information (address or that they only have to write LCO on the envelope). The updated documentation will need to be provided to the auditor and distributed to the inmate population. Additionally, the facility will need to ensure that the information is included in documentation distributed to all future inmates. Confirmation of the current inmate education will need to be provided. Further the PCM should be educated on the outside reporting entity and proper procedures for the reporting entity.

Recommendation

The auditor recommends that the facility emphasize the private reporting method for staff during the next PREA training or sooner.

Verification of Corrective Action Since the Interim Audit Report

The auditor gathered and analyzed the following additional evidence provided by the facility during the corrective action period relevant to the requirements in this standard.

Additional Documents:

1. Updated PREA Poster
2. Photos of Updated Poster Around Facility
3. Test Call to Hotline
4. Updated Michigan Department of Corrections Identifying and Addressing Sexual Abuse and Sexual Harassment - A Guide for Prisoners (Brochure)
5. JPay Blast On Outside Reporting Entity

The facility provided the updated PREA Poster in English and Spanish that illustrated correct directions on how to contact the hotline number. Numerous photos were provided confirming the updated PREA Posters were placed around the facility, including in each housing unit.

	<p>The facility completed a test call of the hotline via the updated instructions on the PREA Poster. Documentation was providing confirming the agency PREA staff received the call (transcribed call).</p> <p>The facility provided the updated Brochure that included the mailing address to LCO, that it is the external reporting mechanism, and that inmates can remain anonymous when reporting to LCO and direction on how to do that. The facility sent a JPay blast to the inmate population with the updated Brochure as well as a memo that outlined LCO as the external reporting mechanism, their ability to remain anonymous and directions on how to contact them. This was sent via the PCM and as such this information served as training with the PCM.</p> <p>Based on the documentation provided the facility has corrected this standard and as such appears to be compliant.</p>
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115.52	Exhaustion of administrative remedies
	<p>Auditor Overall Determination: Meets Standard</p> <p>Auditor Discussion</p> <p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Policy Directive 03.03.140 - Sexual Abuse and Sexual Harassment of Prisoners - Prison Rape Elimination Act (PREA) 3. PREA Prisoner Grievance Form (Step I) - CAJ-1038A 4. PREA Prisoner Grievance Appeal Form (Step II) - CAJ-1038B 5. Grievance Log 6. Investigative Reports <p>Interviews</p> <ol style="list-style-type: none"> 1. Inmates who Reported Sexual Abuse <p>Findings (By Provision):</p>

115.52 (a): The PAQ indicated that the agency is not exempt from this standard. Further communication with the staff indicated that they do not utilize the grievance process for reports of sexual abuse. These allegations are immediately referred for investigation and do not follow the lengthy grievance process timelines. 03.03.140, page 7 states the MDOC has eliminated the administrative grievance procedure for addressing prisoner grievances regarding sexual abuse. If prisoners utilize the prisoner grievance system to report an allegation of sexual abuse, the facility Grievance Coordinator shall forward the sexual abuse allegation to the facility PREA Coordinator for further handling in accordance with this policy, and the sexual abuse grievance shall be removed from the grievance process. The prisoner shall be notified in writing that this has occurred. Prisoners may utilize the prisoner grievance system in accordance with 03.02.130 "Prisoner/Parolee Grievances" to report allegations of sexual harassment or retaliation. However, because grievances require processing time and may not prompt immediate action, prisoners in need of immediate assistance should notify an employee.

115.52 (b): The PAQ indicated that agency policy or procedure allows an inmate to submit a grievance regarding an allegation of sexual abuse at any time, regardless of when the incident is alleged to have occurred. Additionally, it indicated that the policy does not require the inmate to use an informal grievance process, or otherwise attempt to resolve with staff, an alleged incident of sexual abuse. Further communication with the staff indicated that they do not utilize the grievance process for reports of sexual abuse. These allegations are immediately referred for investigation and do not follow the lengthy grievance process timelines. 03.03.140, page 7 states the MDOC has eliminated the administrative grievance procedure for addressing prisoner grievances regarding sexual abuse. If prisoners utilize the prisoner grievance system to report an allegation of sexual abuse, the facility Grievance Coordinator shall forward the sexual abuse allegation to the facility PREA Coordinator for further handling in accordance with this policy, and the sexual abuse grievance shall be removed from the grievance process. The prisoner shall be notified in writing that this has occurred. Prisoners may utilize the prisoner grievance system in accordance with 03.02.130 "Prisoner/Parolee Grievances" to report allegations of sexual harassment or retaliation. However, because grievances require processing time and may not prompt immediate action, prisoners in need of immediate assistance should notify an employee.

115.52 (c): The PAQ indicated that agency policy and procedure allow an inmate to submit a grievance alleging sexual abuse without submitting it to the staff member who is subject of the complaint. Additionally, it indicated that policy and procedure require that an inmate grievance alleging sexual abuse not be referred to the staff member who is the subject of the complaint. Further communication with the staff indicated that they do not utilize the grievance process for reports of sexual abuse.

These allegations are immediately referred for investigation and do not follow the lengthy grievance process timelines. 03.03.140, page 7 states the MDOC has eliminated the administrative grievance procedure for addressing prisoner grievances regarding sexual abuse. If prisoners utilize the prisoner grievance system to report an allegation of sexual abuse, the facility Grievance Coordinator shall forward the sexual abuse allegation to the facility PREA Coordinator for further handling in accordance with this policy, and the sexual abuse grievance shall be removed from the grievance process. The prisoner shall be notified in writing that this has occurred. Prisoners may utilize the prisoner grievance system in accordance with 03.02.130 "Prisoner/Parolee Grievances" to report allegations of sexual harassment or retaliation. However, because grievances require processing time and may not prompt immediate action, prisoners in need of immediate assistance should notify an employee.

115.52 (d): The PAQ indicated that agency policy and procedure require that a decision on the merits of any grievance or portion of a grievance alleging sexual abuse be made within 90 days of the filing of the grievance. Further communication with the staff indicated that they do not utilize the grievance process for reports of sexual abuse. These allegations are immediately referred for investigation and do not follow the lengthy grievance process timelines. 03.03.140, page 7 states the MDOC has eliminated the administrative grievance procedure for addressing prisoner grievances regarding sexual abuse. If prisoners utilize the prisoner grievance system to report an allegation of sexual abuse, the facility Grievance Coordinator shall forward the sexual abuse allegation to the facility PREA Coordinator for further handling in accordance with this policy, and the sexual abuse grievance shall be removed from the grievance process. The prisoner shall be notified in writing that this has occurred. Prisoners may utilize the prisoner grievance system in accordance with 03.02.130 "Prisoner/Parolee Grievances" to report allegations of sexual harassment or retaliation. However, because grievances require processing time and may not prompt immediate action, prisoners in need of immediate assistance should notify an employee. The PAQ indicated that there were zero grievances of sexual abuse in the previous twelve months and a decision was reached within 90 days. The PAQ stated that no sexual abuse grievances involved an extension. A review of the grievance log and investigative reports confirmed that grievances are forwarded immediately for investigation and the grievance process does not apply after it is forwarded for investigation.

115.52 (e): The PAQ indicated that agency policy and procedure permit third parties, including fellow inmates, staff members, family members, attorneys, and outside advocates, to assist inmates in filing grievances for administrative remedies related to allegations of sexual abuse and to file such request on behalf of inmates. It also states that agency policy and procedure require that if the inmate declines to have third-party assistance in filing a grievance of sexual abuse, the agency documents the inmate's decision to decline. Further communication with the staff indicated that they do not utilize the grievance process for reports of sexual abuse. These allegations are

immediately referred for investigation and do not follow the grievance process timelines. 03.03.140, page 7 states the MDOC has eliminated the administrative grievance procedure for addressing prisoner grievances regarding sexual abuse. If prisoners utilize the prisoner grievance system to report an allegation of sexual abuse, the facility Grievance Coordinator shall forward the sexual abuse allegation to the facility PREA Coordinator for further handling in accordance with this policy, and the sexual abuse grievance shall be removed from the grievance process. The prisoner shall be notified in writing that this has occurred. Prisoners may utilize the prisoner grievance system in accordance with 03.02.130 "Prisoner/Parolee Grievances" to report allegations of sexual harassment or retaliation. However, because grievances require processing time and may not prompt immediate action, prisoners in need of immediate assistance should notify an employee. The PAQ indicated there were zero grievances filed by inmates in the previous twelve months in which the inmate declined third-party assistance. A review of the grievance log and investigative reports confirmed that grievances are forwarded immediately for investigation and the grievance process does not apply after it is forwarded for investigation.

115.52 (f): The PAQ indicated that the agency has a policy and established procedures for filing an emergency grievance alleging that an inmate is subject to substantial risk of imminent sexual abuse. It also indicated that an initial response is required within 48 hours and a final agency decision be issued within five days. Further communication with the staff indicated that they do not utilize the grievance process for reports of sexual abuse. These allegations are immediately referred for investigation and do not follow the grievance process timelines. 03.03.140, page 7 states the MDOC has eliminated the administrative grievance procedure for addressing prisoner grievances regarding sexual abuse. If prisoners utilize the prisoner grievance system to report an allegation of sexual abuse, the facility Grievance Coordinator shall forward the sexual abuse allegation to the facility PREA Coordinator for further handling in accordance with this policy, and the sexual abuse grievance shall be removed from the grievance process. The prisoner shall be notified in writing that this has occurred. Prisoners may utilize the prisoner grievance system in accordance with 03.02.130 "Prisoner/Parolee Grievances" to report allegations of sexual harassment or retaliation. However, because grievances require processing time and may not prompt immediate action, prisoners in need of immediate assistance should notify an employee. The PAQ stated there were zero grievances alleging imminent risk of sexual abuse over the previous twelve months. A review of the grievance log and investigative reports confirmed that grievances are forwarded immediately for investigation and the grievance process does not apply after it is forwarded for investigation.

115.52 (g): The PAQ indicated that the agency has a written policy that limits its ability to discipline an inmate for filing a grievance alleging sexual abuse to occasions where the agency demonstrates that the inmate filed the grievance in bad faith.

Further communication with the staff indicated that they do not utilize the grievance process for reports of sexual abuse. These allegations are immediately referred for investigation and do not follow the grievance process timelines. 03.03.140, page 7 states the MDOC has eliminated the administrative grievance procedure for addressing prisoner grievances regarding sexual abuse. If prisoners utilize the prisoner grievance system to report an allegation of sexual abuse, the facility Grievance Coordinator shall forward the sexual abuse allegation to the facility PREA Coordinator for further handling in accordance with this policy, and the sexual abuse grievance shall be removed from the grievance process. The prisoner shall be notified in writing that this has occurred. Prisoners may utilize the prisoner grievance system in accordance with 03.02.130 "Prisoner/Parolee Grievances" to report allegations of sexual harassment or retaliation. However, because grievances require processing time and may not prompt immediate action, prisoners in need of immediate assistance should notify an employee. The PAQ noted there were zero inmates grievances alleging sexual abuse that resulted in disciplinary action by the agency against the inmate for having filed the grievance in bad faith.

Based on a review of the PAQ, 03.03.140, CAJ-1038A, CAJ-1038B, the Grievance Log, Sexual Abuse Investigations and interviews with the inmates who reported sexual abuse, this standard appears to not be applicable and as such compliant.

115.53	Inmate access to outside confidential support services
	Auditor Overall Determination: Meets Standard
	Auditor Discussion
	<p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Policy Directive 03.03.140 - Sexual Abuse and Sexual Harassment of Prisoners - Prison Rape Elimination Act (PREA) 3. Policy Directive 05.03.118 - Prisoner Mail 4. Policy Directive 05.03.130 - Prisoner Telephone Use 5. Inmate Handbook - An End to Silence 6. PREA Poster 7. Memorandum from Just Detention International to People in MDOC 8. Screenshots of Memorandum from JDI on JPay 9. Memorandum of Understanding (MOU) with Just Detention International

Interviews:

1. Interview with Random Inmates
2. Interview with Inmates who Reported Sexual Abuse

Site Review Observations:

1. Observations of Victim Advocacy Information

Findings (By Provision):

115.53 (a): The PAQ indicated the facility provides inmates with access to outside victim advocates for emotional support services related to sexual abuse by; giving inmates mailing addresses and phone numbers for local, state or national victim advocacy or rape crisis organizations; and enabling reasonable communication between inmates and these organizations in as confidential a manner as possible. The PAQ indicated that the agency provides inmates with access to such services by giving inmate mailing addresses and telephone numbers for immigrant services agencies for persons detained solely for civil immigration purposes. 03.03.140, page 11 states the Department shall provide prisoner victims with mailing addresses and toll-free phone numbers to outside victim advocates for confidential emotional support services related to sexual abuse. 05.03.130, page 2 states calls made to the crime stoppers tip line, the sexual abuse hotline, and other calls/services approved by the CFA Deputy Director will be at no cost to the prisoner. Page 5 further states all telephone, TTY, CapTel, Videophone, and VRS calls made from telephones/devices designated for prisoner use shall be monitored, except for calls to the following: a public official (i.e., any elected federal, state, or local government official, or an Ambassador or a consulate general) who has made a written request to not have their calls monitored, business telephone numbers of attorneys, the Legislative Ombudsman, DRM, an Embassy, a Consulate, and legitimate legal service organizations after a request has been received from the prisoner not to monitor, except if the attorney is related to the prisoner by blood or marriage and a number on the universal list, except as otherwise indicated on Attachment B. Attachment B confirmed that the Sexual Abuse Support Line is a number that falls under the monitoring exception. A review of the JDI Poster indicated that inmates are advised they can contact Just Detention International for help over the phone if they or someone they care about have been sexually abused or sexually harassed. The JDI Posters informs inmates that calls are confidential, anonymous, unmonitored and free of charge. It further provides an anonymous pin for the inmate to utilized as well as the 800 number to contact JDI. A review of the memo from JDI indicates it is an announcement from them related to the emotional support line. The memo explains

what the emotional support line is and advises that it is not a reporting line. The memo indicates the emotional support line is free, unrecorded, unmonitored, anonymous and confidential. It further indicates who answers the line, when it is available and how they can be reached (phone number and mailing address). A screenshot of the JPay announcement indicated it was sent to the inmate population in 2018. During the tour the auditor observed PREA information posted in each housing unit at the facility as well as in common areas. The Just Detention International (JDI) Poster was also observed in each housing unit. The JDI Poster was in English and Spanish on larger size paper. The JDI Posters were observed on the wall of the officer's station and/or near the phones. The JDI Poster included the phone number as well as a universal pin that inmates could use in lieu of their own pin number. The facility provides access to victim advocates through the JDI hotline. The auditor tested the JDI hotline during the on-site portion of the audit. Inmates are asked to select "1" for English or "2" for Spanish when picking up the phone. The auditor utilized the number on the JDI Poster as well as the universal pin number on the poster and was able to reach a live person on March 15, 2023. The live person was initially an answering service staff who advised the auditor that she would be forwarding the auditor to the advocate. A JDI staff member received the call and indicated that the hotline is available to provide services to inmates Monday through Friday from 11:00am until 9:00pm. She stated the inmates can also send correspondence through the mail. She stated they offer counseling and crisis intervention through a lot of yes and no questions to allow as much privacy as possible. She stated all the information provided is confidential and is not shared unless they threaten to harm themselves or someone else. The staff confirmed they can accommodate LEP and disabled inmates. During the tour the auditor observed that the mail room was located in the administration area outside the secure perimeter. All housing units as well as a few common areas have a locked mail box for inmates and US mail. Inmates can place mail in the boxes and a specific third shift staff member is responsible for collecting the US mail and placing it in the mail room for staff to process the following day. Conversation with the mail room staff indicated that outgoing mail is brought to them, weighed and processed for postage. The staff stated the outgoing mail is provided to them sealed and that they do not open the correspondence unless it looks suspicious or they are on the mail watch list. The staff stated if they are on a mail watch the outgoing mail would be provided to the Inspector to review. The staff advised that legal mail is treated differently in that it is brought up to the mail room by the counselors. The staff stated legal mail is stamped and is never opened. The incoming mail process for regular mail includes receiving it, logging it and then opening it and scanning the documents for any issues/concerns. The staff stated they make a copy of the correspondence and the copy is provided to the inmate while the original is shredded. The staff stated with regard to incoming legal mail, they do not open the legal mail but rather they make a copy of the outside of the envelope and provide it to second shift staff. The staff will then provide the correspondence to the inmate, who will open the document in front of the staff and provide the original envelope back to the staff and keep the copy of the envelope. The original documents inside the envelope are retained by the inmate. The staff do not read or scan the legal mail once opened. The auditor inquired about mail sent to Just Detention International (JDI). The mailroom staff stated they were not familiar

with JDI and were unsure how mail to and from the organization would be treated. Interviews with 40 inmates, including those who reported sexual abuse indicates that ten were aware of outside victim advocacy services for victims of sexual abuse and were aware of Just Detention International. A few of the inmates stated the information was on the kiosk. Most of those who were aware of JDI did not know any details related to services. While only a fourth indicated they were aware of JDI, the information is visibly posted throughout the facility, is provided in two separated handouts given upon arrival and is discussed during the initial risk screening and orientation. Inmates are not detained solely for civil immigration purposes at the facility, therefore that part of the provision does not apply.

115.53 (b): The PAQ stated that the facility informs inmates, prior to giving them access to outside support services, the extent to which such communication will be monitored. It also indicated that the facility informs inmates about mandatory reporting rules governing privacy, confidentiality and/or privilege that apply to disclosures of sexual abuse made to outside victim advocates. 05.03.130, page 2 states calls made to the crime stoppers tip line, the sexual abuse hotline, and other calls/services approved by the CFA Deputy Director will be at no cost to the prisoner. Page 5 further states all telephone, TTY, CapTel, Videophone, and VRS calls made from telephones/devices designated for prisoner use shall be monitored, except for calls to the following: a public official (i.e., any elected federal, state, or local government official, or an Ambassador or a consulate general) who has made a written request to not have their calls monitored, business telephone numbers of attorneys, the Legislative Ombudsman, DRM, an Embassy, a Consulate, and legitimate legal service organizations after a request has been received from the prisoner not to monitor, except if the attorney is related to the prisoner by blood or marriage and a number on the universal list, except as otherwise indicated on Attachment B. Attachment B confirmed that the Sexual Abuse Support Line is a number that falls under the monitoring exception. A review of the JDI Poster indicated that inmates are advised they can contact Just Detention International for help over the phone if they or someone they care about have been sexually abused or sexually harassed. The JDI Posters informs inmates that calls are confidential, anonymous, unmonitored and free of charge. It further provides an anonymous pin for the inmate to utilized as well as the 800 number to contact JDI. A review of the memo from JDI indicates it is an announcement from them related to the emotional support line. The memo explains what the emotional support line is and advises that it is not a reporting line. The memo indicates the emotional support line is free, unrecorded, unmonitored, anonymous and confidential. It further indicates who answers the line, when it is available and how they can be reached (phone number and mailing address). A screenshot of the JPay announcement indicated it was sent to the inmate population in 2018. Additionally, this memo is provided to inmates upon arrival at the facility and then again during orientation. Interviews with 40 inmates, including those who reported sexual abuse indicates that ten were aware of outside victim advocacy services for victims of sexual abuse and were aware of Just Detention International. A few of the inmates stated the information was on the kiosk. Most of those who were

aware of JDI did not know any details related to services. While only a fourth indicated they were aware of JDI, the information is visibly posted throughout the facility, is provided in two separated handouts given upon arrival and is discussed during the initial risk screening and orientation.

115.53 (c): The PAQ indicated that the agency or facility maintains MOUs or other agreements with community service providers that are able to provide inmates with emotional services related to sexual abuse. It also states that the agency or facility maintains copies of the MOU. The agency has a MOU with Just Detention International that indicates JDI will provide a statewide, sexual abuse support line for incarcerated sexual abuse survivors in MDOC facilities. Additionally, the MOU indicates that JDI shall engage the Michigan Coalition to End Domestic and Sexual Violence and local rape crisis centers with the goal of building the capacity of Michigan service providers. Further it states that JDI will respond to confidential correspondence from sexual abuse survivors incarcerated in MDOC facilities. The MOU also states that MDOC will provide incarcerated sexual abuse survivors access to JDI's sexual abuse support line toll free, at no cost to the prisoner. It also states that MDOC will provide prisoners with confidential and anonymous access to JDI's sexual abuse support line and with confidential mailing to JDI, during the life of the agreement. A review of the MOU indicates it was signed and executed on April 11, 2018.

Based on a review of the PAQ, 03.03.140, 05.03.118, 05.03.130, An End to Silence Handbook, PREA Poster, Memorandum of Understanding (MOU) with Just Detention International, memo from JDI, screenshots of the memo on JPay, observations from the facility tour and interviews with random inmates and inmates who reported sexual abuse indicate that this standard appears to require corrective action. A review of 05.03.118 did not produce information related to how mail to JDI is treated. The auditor inquired about mail sent to Just Detention International (JDI). The mailroom staff stated they were not familiar with JDI and were unsure how mail to and from the organization would be treated.

Corrective Action

The facility will need to update the current mail policy to indicate how mail to JDI is treated. Mailroom staff should be provided training related to this update. A copy of the updated policy and training will need to be provided to the auditor.

Verification of Corrective Action Since the Interim Audit Report

	<p>The auditor gathered and analyzed the following additional evidence provided by the facility during the corrective action period relevant to the requirements in this standard.</p> <p>Additional Documents:</p> <ol style="list-style-type: none"> 1. Updated LCF Operating Procedure 05.03.118 - Prisoner Mail 2. Staff Training Sign-In Sheets <p>The facility updated their mail procedure to include language that mail to and from JDI is treated as legal mail. Staff training sign-in sheets were provided confirming appropriate staff, including mail room staff, were trained on the updated policy.</p> <p>Based on the documentation provided the facility has corrected this standard and as such appears to be compliant.</p>
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115.54	Third-party reporting
	<p>Auditor Overall Determination: Meets Standard</p> <hr/> <p>Auditor Discussion</p> <p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. PREA Poster <p>Findings (By Provision):</p> <p>115.54 (a): The PAQ indicated that the agency or facility provides a method to receive third-party reports of sexual abuse and sexual harassment and publicly distributes that information on how to report sexual abuse and sexual harassment on behalf of an inmate. A review of the PREA Posters as well as the agency’s website confirms that third parties can report on behalf of an inmate. Third parties can contact the facility, call the Sexual Abuse Hotline, report online by clicking the “report online” link on the page or by writing the PREA Office. Additionally, PREA Posters provide inmates</p>

	<p>information that can be shared with family and friends on reporting via the agency website or through the Sexual Abuse Hotline. The agency also provides the opportunity for third party grievances. The auditor tested the third party reporting mechanism prior to the on-site portion of the audit. The auditor viewed the agency PREA website and confirmed that the agency has an online form that the public can complete related to sexual abuse and sexual harassment allegations/incidents. The auditor submitted the form on March 3, 2023. During the on-site portion of the audit the PC indicated that the agency had not received the information that was submitted via the online form. The PREA staff completed a test of the online form on March 13, 2023 through a submission and confirmed that the information was not received. The staff indicated that the website was recently updated and as such there may be an issue that resulted in the update. The PREA staff provided confirmation to the auditor during the interim report period that the website issue was alleviated. On March 22, 2022 the auditor submitted the online form again to test the functionality. On March 23, 2023 the auditor was provided confirmation via email (with a copy of the submission information) confirming that the test was received. During the tour third party reporting information (PREA Reporting Poster) was observed in visitation and the front entrance. The PREA Reporting Poster was in English and Spanish on larger size paper.</p> <p>Based on a review of the PAQ, PREA Poster, the agency's website and the submission of the online form this standard was corrected during the interim report period and as such is compliant.</p>
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115.61	Staff and agency reporting duties
	<p>Auditor Overall Determination: Meets Standard</p> <hr/> <p>Auditor Discussion</p> <p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Policy Directive 03.03.140 - Sexual Abuse and Sexual Harassment of Prisoners - Prison Rape Elimination Act (PREA) 3. Employee Handbook 4. Investigative Reports <p>Interviews:</p> <ol style="list-style-type: none"> 1. Interview with Random Staff

2. Interview with Medical and Mental Health Staff
3. Interview with the Warden
4. Interview with the PREA Coordinator

Findings (By Provision):

115.61 (a): The PAQ stated that the agency required all staff to report immediately and according to agency policy; any knowledge, suspicion or information they receive regarding an incident of sexual abuse or sexual harassment that occurred in a facility, whether or not it is part of the agency; any retaliation against inmates or staff who reported such an incident; and any staff neglect or violation of responsibilities that may have contributed to an incident or retaliation. 03.03.140, page 7 states employees shall immediately report in writing any knowledge, suspicion, information, or observation of conduct prohibited by this policy to the appropriate supervisor and the facility PREA Coordinator, regardless of the method of the report. Pages 54-55 of the Employee Handbook state employees are required to report any incidents of sexual abuse to a supervisor. Incidents must be reported whether witnessed by the employee or reported to the employee by an offender. Failure to report as required by this rule shall result in disciplinary action for violation of Work Rule #33 "Reporting Violations". Interviews with seventeen random staff confirm that they are required to report any knowledge, suspicion or information regarding an incident of sexual abuse and/or sexual harassment and any staff neglect or violation of responsibilities that may have contributed to an incident or retaliation Staff stated that they would immediately report the information to their supervisor and/or the Inspector (Investigator/PCM).

115.61 (b): The PAQ indicated that apart from reporting to designated supervisors or officials and designated state or local service agencies, agency policy prohibits staff from revealing any information related to a sexual abuse report to anyone other than the extent necessary to make treatment, investigation and other security and management decision. 03.03.140, page 7 states employees shall immediately report in writing any knowledge, suspicion, information, or observation of conduct prohibited by this policy to the appropriate supervisor and the facility PREA Coordinator, regardless of the method of the report. Pages 54-55 of the Employee Handbook state employees are required to report any incidents of sexual abuse to a supervisor. Incidents must be reported whether witnessed by the employee or reported to the employee by an offender. Failure to report as required by this rule shall result in disciplinary action for violation of Work Rule #33 "Reporting Violations." Interviews with seventeen random staff confirm that they are required to report any knowledge, suspicion or information regarding an incident of sexual abuse and/or sexual harassment and any staff neglect or violation of responsibilities that may have

contributed to an incident or retaliation Staff stated that they would immediately report the information to their supervisor and/or the Inspector (Investigator/PCM).

115.61 (c): 03.03.140, page 8 states employees who are Health Care and Mental Health practitioners are required to report allegations of sexual abuse that occurred in an institutional setting, whether or not the institution is part of the Department. The prisoner shall be informed by the practitioner of their duty to report and that confidentiality is limited. A review of investigations indicated there was one allegation reported to medical and/or mental health care staff. The staff member documented the report via an email to security and the information was reported to the Shift Commander. Interviews with medical and mental health care staff confirm that at the initiation of services with an inmate they disclose their limitation of confidentiality and their duty to report. Both staff stated they are required to report any allegation, incident or information related to sexual abuse that occurred within an institutional setting. Both staff interviewed also stated that they had become aware of a sexual abuse or sexual harassment incident and they reported the information to security and their direct supervisor.

115.61 (d): 03.03.140, page 8 states the facility shall report any allegations of alleged victims under the age of 18 or who are considered a vulnerable adult under a state or local vulnerable persons statute to the extent the law requires such reporting. Allegations of sexual abuse by a prisoner under the age of 18, or by a vulnerable adult, shall be reported to the Michigan State Police (MSP). A review of investigative reports confirmed that none were reported by an inmate under eighteen or anyone considered a vulnerable adult. The PC stated that any reports of sexual abuse by someone under the age of eighteen or someone considered a vulnerable adult under state or local laws would be reported to the appropriate protective agency and the county. He stated they would narrow down which protective agency is required to be notified and then they would contact local law enforcement. The interview with the Warden indicated while they do not house anyone under eighteen, these reports would be sent to MSP and the Michigan Department of Human Services. He further stated that any reports by a vulnerable adult would be reported to MSP as well.

115.61 (e): 03.03.140, page 9 states any allegation(s) that appear to be criminal shall be referred to the MSP or other appropriate law enforcement agency to be criminally investigated and referred for prosecution. The Department investigation shall be coordinated as necessary with the investigating law enforcement agency to ensure the Department's efforts will not be an obstacle for prosecution and to remain informed of the status of the investigation. All reported allegations of employee sexual abuse/sexual harassment or employee overfamiliarity, whether reported verbally or in writing, shall be referred for investigation as set forth in 02.03.100 "Employee Discipline" or 01.01.140 "Internal Affairs," as appropriate. Any allegation(s) that appear to be criminal shall be referred to the MSP or other

appropriate law enforcement agency to be criminally investigated and referred for prosecution. The Department investigation shall be coordinated as necessary with the investigating law enforcement agency to ensure the Department's efforts will not be an obstacle for prosecution. The interview with the Warden confirmed that all allegations are reported to the Inspector. A review of investigative reports indicated that one was reported via Warden to Warden notification, five were verbally reported to staff, three were reported via the hotline and three were reported in writing through a grievance.

Based on a review of the PAQ, 03.03.140, Employee Handbook, Investigative Reports and interviews with random staff, medical and mental health care staff, the PREA Coordinator and the Warden confirm this standard appears to be compliant.

115.62	Agency protection duties
	<p>Auditor Overall Determination: Meets Standard</p> <hr/> <p>Auditor Discussion</p> <p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Policy Directive 05.01.140 - Prison Placement and Transfer 3. Incident Reports <p>Interviews:</p> <ol style="list-style-type: none"> 1. Interview with the Agency Head Designee 2. Interview with the Warden 3. Interview with Random Staff <p>Findings (By Provision):</p> <p>115.62 (a): The PAQ indicated that when the agency or facility learns that an inmate is subject to substantial risk of imminent sexual abuse, it takes immediate action to protect the inmate. 05.01.140, pages 5 states whenever a prisoner is subject to</p>

	<p>imminent risk of sexual abuse, the facility shall take immediate action to protect the prisoner by preventing contact between the alleged abuser and alleged victim. Actions to protect the victim may include, but are not limited to, changes in housing units and/or assignments, transfers and stop orders. The PAQ stated that there have been two inmates who were subject to substantial risk of imminent sexual abuse within the previous twelve months. The PAQ indicated that there were zero hours/ days before taking action. The PAQ documentation indicated action was taken immediately. Documentation indicated that one incident involved an inmate reporting that he/she did not feel safe and was requesting protection. The inmate requested protection and indicated he was sexually abused. As such the danger was not related to imminent risk but rather a sexual abuse that had already occurred. After the report the facility took immediate action. The inmate was interviewed, taken to medical and MSP was contacted. Because the inmate requested protection and indicated he did not feel safe at the facility he was placed in temporary segregation. The second instance also did not meet the criteria for this standard. The inmate was involved in an altercation with staff and after being returned to the facility advised the medical staff that he wanted to claim a PREA on the staff. The inmate was placed in segregated housing related to the physical altercation earlier with staff and his allegation was forwarded for investigation. The Agency Head Designee stated actions would be taken related inmates at imminent risk of sexual abuse. He stated this starts with the movement process. He also stated they find a secure housing location for protection, that is the least restrictive means as possible. He indicated the imminent risk would be documented, there would be a timely response and it would be investigated. The Warden stated that if there was an inmate deemed at risk of imminent sexual abuse the facility staff would take the information seriously and staff would escort the inmate up front to speak to the Inspector. He stated the inmate may need to see medical and/or mental health and the individual may need to be isolated from others if anything violent is imminent. He further stated they would review cameras and JPay and determine if they can move one of the individuals to a different housing unit. The interviews with seventeen random staff indicated that staff would isolate/segregate the individual, remove them from the unit/area and notify the supervisor.</p> <p>Based on a review of the PAQ, 05.01.140, Incident Reports and interviews with the Agency Head Designee, Warden and random staff indicate that this standard appears to be compliant.</p>
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115.63	Reporting to other confinement facilities
	Auditor Overall Determination: Meets Standard
	Auditor Discussion
	Documents:

1. Pre-Audit Questionnaire
2. Policy Directive 03.03.140 – Sexual Abuse and Sexual Harassment of Prisoners – Prison Rape Elimination Act (PREA)
3. Investigative Reports
4. Investigative Log

Interviews:

1. Interview with the Agency Head Designee
2. Interview with the Warden

Findings (By Provision):

115.63 (a): The PAQ indicated that the agency has a policy that requires that upon receiving an allegation that an inmate was sexually abused while confined at another facility, the head of the facility must notify the head of the facility or appropriate office of the agency or facility where sexual abuse is alleged to have occurred. 03.03.140 pages 8-9 state any allegations received directly in the PREA Section shall be forwarded to the facility where the conduct is alleged to have occurred. If an allegation received at a facility pertains to conduct at another facility (including county jails, another state prison, federal prison, or substance abuse program facility), the Warden shall provide email notification within 72 hours as follows. For allegations of sexual abuse within the MDOC - To the appropriate facility head. The appropriate facility head shall verify whether the allegation had been previously investigated. If not, they shall ensure the allegation is entered into the Department's computerized database and investigated in a timely manner. A courtesy copy shall be forwarded to the Department's PREA Manager. For allegations of sexual abuse that occurred outside the MDOC - To the outside facility or local law enforcement agency where the incident was alleged to have occurred. When a PREA allegation is received by any MDOC office or location, other than a correctional facility, it shall be reported using the MDOC Online PREA Reporting Form on the MDOC website/PREA page. This includes any allegation received regarding sexual abuse and sexual harassment at a county jail, another state or federal prison, an MDOC facility, or a juvenile detention facility. If any documents related to the allegation are available, they must be scanned and e-mailed to the PREA Manager for review and follow-through. The PAQ indicated that during the previous twelve months, the facility had one inmate report sexual abuse that occurred while confined at another facility. The auditor requested documentation related to the Warden to Warden notification, however at the issuance of the interim report the documentation had not been received.

115.63 (b): The PAQ indicated that agency policy requires that the facility head provide such notifications as soon as possible, but not later than 72 hours after receiving the allegation. 03.03.140 pages 8-9 state any allegations received directly in the PREA Section shall be forwarded to the facility where the conduct is alleged to have occurred. If an allegation received at a facility pertains to conduct at another facility (including county jails, another state prison, federal prison, or substance abuse program facility), the Warden shall provide email notification within 72 hours as follows. For allegations of sexual abuse within the MDOC - To the appropriate facility head. The appropriate facility head shall verify whether the allegation had been previously investigated. If not, they shall ensure the allegation is entered into the Department's computerized database and investigated in a timely manner. A courtesy copy shall be forwarded to the Department's PREA Manager. For allegations of sexual abuse that occurred outside the MDOC - To the outside facility or local law enforcement agency where the incident was alleged to have occurred. When a PREA allegation is received by any MDOC office or location, other than a correctional facility, it shall be reported using the MDOC Online PREA Reporting Form on the MDOC website/PREA page. This includes any allegation received regarding sexual abuse and sexual harassment at a county jail, another state or federal prison, an MDOC facility, or a juvenile detention facility. If any documents related to the allegation are available, they must be scanned and e-mailed to the PREA Manager for review and follow-through. The auditor requested documentation related to the Warden to Warden notification, however at the issuance of the interim report the documentation had not been received.

115.63 (c): The PAQ indicated that the agency or facility documents that is has provided such notification within 72 hours of receiving the allegation. 03.03.140 pages 8-9 state any allegations received directly in the PREA Section shall be forwarded to the facility where the conduct is alleged to have occurred. If an allegation received at a facility pertains to conduct at another facility (including county jails, another state prison, federal prison, or substance abuse program facility), the Warden shall provide email notification within 72 hours as follows. For allegations of sexual abuse within the MDOC - To the appropriate facility head. The appropriate facility head shall verify whether the allegation had been previously investigated. If not, they shall ensure the allegation is entered into the Department's computerized database and investigated in a timely manner. A courtesy copy shall be forwarded to the Department's PREA Manager. For allegations of sexual abuse that occurred outside the MDOC - To the outside facility or local law enforcement agency where the incident was alleged to have occurred. When a PREA allegation is received by any MDOC office or location, other than a correctional facility, it shall be reported using the MDOC Online PREA Reporting Form on the MDOC website/PREA page. This includes any allegation received regarding sexual abuse and sexual harassment at a county jail, another state or federal prison, an MDOC facility, or a juvenile detention facility. If any documents related to the allegation are available, they must be scanned and e-mailed to the PREA Manager for review and follow-through. The

auditor requested documentation related to the Warden to Warden notification, however at the issuance of the interim report the documentation had not been received.

115.63 (d): The PAQ indicated that the agency or facility requires that allegations received from other facilities/agencies are investigated in accordance with the PREA standards. 03.03.140, page 8-9 state if an allegation received at a facility pertains to conduct at another facility (including county jails, another state prison, federal prison, or substance abuse program facility), the Warden shall provide email notification within 72 hours as follows. For allegations of sexual abuse within the MDOC - To the appropriate facility head. The appropriate facility head shall verify whether the allegation had been previously investigated. If not, they shall ensure the allegation is entered into the Department's computerized database and investigated in a timely manner. A courtesy copy shall be forwarded to the Department's PREA Manager. For allegations of sexual abuse that occurred outside the MDOC - To the outside facility or local law enforcement agency where the incident was alleged to have occurred. When a PREA allegation is received by any MDOC office or location, other than a correctional facility, it shall be reported using the MDOC Online PREA Reporting Form on the MDOC website/PREA page. This includes any allegation received regarding sexual abuse and sexual harassment at a county jail, another state or federal prison, an MDOC facility, or a juvenile detention facility. If any documents related to the allegation are available, they must be scanned and e-mailed to the PREA Manager for review and follow-through. The Agency Head Designee stated that these allegations are reported from Agency Head to Agency Head. He indicated that the PC acts as a liaison for any that come from an outside agency, but from within the agency the facility head (Warden) is the point of contact. He indicated that when an allegation comes in via this notification the agency/facility first looks up to see if the inmate is housed within the MDOC, and if they are, they follow the regular investigative process. He stated if the inmate is not part of MDOC they look up the appropriate agency and forward the information to them. The Agency Head Designee confirmed that they have received allegations from another agency and that they forward all for investigation. The interview with the Warden confirmed that information related to sexual abuse would typically be received via email from the other agency/facility and that information would be forwarded to the Inspector for investigation. The Warden indicated he believed they had one instance of a Warden to Warden notification in the previous twelve months and that in that instance it was forwarded to the Inspector for investigation. The PAQ stated that there was one allegation received from another Warden/Agency Head within the previous twelve months. A review of the investigative log and investigative reports confirmed there was one allegation reported via Warden to Warden in February 2022. The allegation was investigated by the facility investigator with a completion date in March 2022.

Based on a review of the PAQ, 03.03.140, Investigative Reports, Investigative Log and interviews with the Agency Head Designee and Warden, this standard appears to

	<p>require corrective action. The facility indicated they had one inmate report sexual abuse that occurred at another facility, however at the issuance of the interim report documentation related to the Warden to Warden notification was not provided.</p> <p>Corrective Action</p> <p>The facility will need to provide the appropriate Warden to Warden notification documentation.</p> <p>Verification of Corrective Action Since the Interim Audit Report</p> <p>The auditor gathered and analyzed the following additional evidence provided by the facility during the corrective action period relevant to the requirements in this standard.</p> <p>Additional Documents:</p> <ol style="list-style-type: none"> Clarification Documentation on OAS Information <p>The facility provided clarification that the OAS was incorrect related to Warden to Warden notifications. The number provided in provision (a) was the number of allegations received by the facility where they completed an investigation. The facility indicated they did not have any inmate report sexual abuse that occurred at another facility.</p> <p>Based on the documentation provided the facility has corrected this standard and as such appears to be compliant.</p>
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115.64	Staff first responder duties
	Auditor Overall Determination: Meets Standard
	Auditor Discussion
	Documents:

1. Pre-Audit Questionnaire
2. The Prison Rape Elimination Act (PREA) Manual
3. Sexual Violence Response and Investigation Guide
4. MDOC Computer Based Training (CBT) - Sexual Abuse and Sexual Harassment in Confinement
5. Investigative Reports

Interviews:

1. Interviews with First Responders
2. Interviews with Random Staff
3. Interviews with Inmates who Reported Sexual Abuse

Findings (By Provision):

115.64 (a): The PAQ indicated that the agency has a first responder policy for allegations of sexual abuse. The PAQ states that upon learning of an allegation that an inmate was sexually abused, the first security staff member to respond to the report shall; separate the alleged victim and abuser; preserve and protect any crime scene until appropriate steps can be taken to collect any evidence, request that the alleged victim and ensure that the alleged perpetrator not take any action that could destroy physical evidence including washing, brushing teeth, changing clothes, urinating, defecating, smoking, eating or drinking. The PREA Manual, page 25 states that custody staff shall; separate the alleged victim and the alleged perpetrator; preserve and protect any crime scene until appropriate steps can be taken to collect any evidence, if applicable, and if the abuse occurred within a time period that still allows for the collection of physical evidence request that the alleged victim and ensure that the alleged perpetrator not take any action to destroy physical evidence, including washing, brushing teeth, changing clothes, urinating, defecating, smoking, drinking or eating. Additionally, a review of the Sexual Violence Response and Investigation Guide and the CBT PREA training confirmed that the first responder duties are included in the materials. The Sexual Violence Response and Investigation Guide is utilized by all staff to direct them on steps and actions to take post sexual abuse. The PAQ indicated that during the previous twelve months there were two allegations of sexual abuse and neither involved the security staff member to separate the alleged victim and abuser. The PAQ did note that both involved the collection of physical evidence, but neither occurred within a timeframe to protect the crime scene. The PAQ further stated both sexual abuse allegations involved the security first responder to request that the alleged victim not take any action to

destroy physical evidence and neither involved ensuring the alleged abuser not take any action to destroy physical evidence. A review of documentation indicated two allegations involved first responder duties. Two allegations involved the inmate victim being transported to the local hospital for a forensic medical examination and one included instruction to the victim not to take any action to destroy any evidence. The second allegation was related to alleged digital penetration by staff during a use of force and as such instructions were not provided. None of the allegations involved immediate separation, however two did involve the alleged inmate perpetrator being moved to a different housing unit. None of the allegations involved a crime scene, and as such none involved securing the crime scene or collection of physical evidence at the crime scene. The interview with the security first responder indicated that the security staff would separate the inmates, makes sure to preserve evidence both on scene and on the inmates, keep the inmates under constant supervision, collect any clothing, instruct the inmates not to do anything (such as shower, use the restroom, brother their teeth, etc.), notify the PCM, notify the on-call administration and notify medical and mental health. The non-security first responder stated she would listen to the inmate, reassure the inmate and contact her supervisor and the PCM. She stated she would ensure the inmates were separate and she would tell them not to shower, change clothes or talk to one another in order to preserve the crime scene and evidence. The interviews with inmates who reported sexual abuse indicated that they reported across different methods. The inmates who reported via the hotline and kites advised the Inspector came to speak with them within two days of reporting. One inmate stated he reported through the mail and had the Inspector talk to him a few weeks later. The fourth inmate stated he did not report the allegation, but rather someone reported for him and it was untrue so when the Inspector asked him he advised it did not occur. The three inmates who reported stated their allegations were against staff and they were not moved or had any first responder duties.

115.64 (b): The PAQ stated that agency policy requires that if the first responder is not a security staff member, that responder shall be required to request the alleged victim not take any actions to destroy physical evidence, and then notify security staff. The PREA Manual page 26 states that non-custody staff first responders shall immediately notify his/her chain of command and request that the prisoner victim not take any action to destroy physical evidence. The PAQ indicated that during the previous twelve months there were zero allegations of sexual abuse that involved a non-security staff first responder. The interview with the security first responder indicated that the security staff would separate the inmates, makes sure to preserve evidence both on scene and on the inmates, keep the inmates under constant supervision, collect any clothing, instruct the inmates not to do anything (such as shower, use the restroom, brother their teeth, etc.), notify the PCM, notify the on-call administration and notify medical and mental health. The non-security first responder stated she would listen to the inmate, reassure the inmate and contact her supervisor and the PCM. She stated she would ensure the inmates were separate and she would tell them not to shower, change clothes or talk to one another in order to preserve the crime scene and evidence. Interviews with seventeen random staff confirmed that

they are aware of their first responder duties. Most staff stated they would separate the individuals and notify the supervisor. Many also stated they would not share the information with anyone else. Some of the staff stated they would secure the scene and take the inmate victim to health care. A few mentioned instructing inmates not to destroy any evidence on their body. A review of documentation confirmed there was one allegation that involved a non-security first responder. One allegation was reported to mental health staff and the mental health staff member immediately reported the information to security. The allegation did not involve penetration and as such directions were not required to be provided to the victim about not destroying evidence on his/her body.

Based on a review of the PAQ, the Prison Rape Elimination Act (PREA) Manual, Sexual Violence Response and Investigation Guide, the CBT PREA Training, Investigative Reports and interviews with random staff, staff first responders and the inmates who reported sexual abuse, this standard appears to be compliant.

Recommendation

The auditor recommends that the facility emphasize first responder duties during the next PREA training.

115.65	Coordinated response
	Auditor Overall Determination: Meets Standard
	Auditor Discussion
	<p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Lakeland Correctional Facility Operating Procedure OP-LCF 03.03.140 – Prison Rape Elimination Act (PREA) and Prohibited Sexual Contact Involving Prisoners 3. LCF Rape/PREA Checklist <p>Interviews:</p> <ol style="list-style-type: none"> 1. Interview with the Warden

	<p>Findings (By Provision):</p> <p>115.65 (a): The PAQ indicated that the facility shall develop a written institutional plan to coordinate actions taken to an incident of sexual abuse, among staff first responders, medical and mental health practitioners, investigators and facility leadership. A review of OP-LCF 03.03.140 and the LCF PREA Rape/PREA Checklist confirmed that they outline duties for first responders, supervisor, medical, mental health, investigators, counselors and the Warden. The Warden stated that the facility has the Lakeland Correctional Facility Management Plan that provides direction through policy and procedure for first responders, supervisor, medical, mental health, investigators and facility leadership, following an allegation/incident of sexual abuse.</p> <p>Based on a review of the PAQ, OP-LCF 03.03.140, LCF Rape/PREA Checklist and the interview with the Warden, this standard appears to be compliant.</p> <p>Recommendation</p> <p>The auditor highly recommends that the coordinated response plan be updated to specifically identify medical and mental health care response, rather than in general terminology under the PCM duties.</p>
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115.66	Preservation of ability to protect inmates from contact with abusers
	Auditor Overall Determination: Meets Standard
	Auditor Discussion
	<p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Collective Bargaining Agreements <p>Interviews:</p> <ol style="list-style-type: none"> 1. Interview with the Agency Head Designee

	<p>Findings (By Provision):</p> <p>115.66 (a): The PAQ indicated that the agency, facility or any other governmental entity responsible for collective bargaining on the agency’s behalf has entered into or renewed a collective bargaining agreement or other agreement since the last PREA audit. A review of six collective bargaining agreements indicated that all had a section that indicated that the employer has the authority to suspend, demote, discharge or take other appropriate disciplinary actions against employees for just cause. The interview with the Agency Head Designee confirmed that the agency has unions (collective bargaining entities), however the agreements do not prevent the agency from removing staff from contact with inmates and do not determine or dictate the type of discipline that staff receive.</p> <p>115.66 (b): The auditor is not required to audit this provision.</p> <p>Based on a review of the PAQ, the collective bargaining agreements as well as information from the interview with the Agency Head Designee, this standard appears to be compliant.</p>
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115.67	Agency protection against retaliation
	Auditor Overall Determination: Meets Standard
	Auditor Discussion
	<p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Policy Directive 03.03.140 - Sexual Abuse and Sexual Harassment of Prisoners - Prison Rape Elimination Act (PREA) 3. The Prison Rape Elimination Act (PREA) Manual 4. Prison Rape Elimination Act (PREA) Sexual Abuse Retaliation Monitoring (CAJ-1022) <p>Interviews:</p> <ol style="list-style-type: none"> 1. Interview with the Agency Head Designee

2. Interview with the Warden
3. Interview with Designated Staff Member Charged with Monitoring Retaliation
4. Interview with Inmates who Reported Sexual Abuse

Findings (By Provision):

115.67 (a): The PAQ indicated that the agency has a policy to protection all inmates and staff who report sexual abuse and sexual harassment or who cooperate with sexual abuse or sexual harassment investigations from retaliation by other inmates or staff. The PAQ further stated that the agency designates staff members or departments with monitoring for possible retaliation. 03.03.140, page 10, states retaliation for reporting or participating in an investigation is prohibited. Prisoners and employees who report sexual abuse or sexual harassment, or who cooperate with sexual abuse or sexual harassment investigations, are protected from retaliation for reporting the incident or participating in the investigation. Upon receiving an allegation of sexual abuse, designated employees shall initiate a PREA Sexual Abuse Retaliation Monitoring form (CAJ-1022) to be completed in accordance with the PREA Manual. Employees or prisoners who report sexual abuse, or a prisoner who is an alleged victim of sexual abuse, shall be monitored for retaliation for a period of at least 90 days, unless the investigation results in a finding of unfounded. If unfounded, retaliation monitoring may be discontinued, and the reason noted on the form.

115.67 (b): 03.03.140, page 10, states retaliation for reporting or participating in an investigation is prohibited. Prisoners and employees who report sexual abuse or sexual harassment, or who cooperate with sexual abuse or sexual harassment investigations, are protected from retaliation for reporting the incident or participating in the investigation. Upon receiving an allegation of sexual abuse, designated employees shall initiate a PREA Sexual Abuse Retaliation Monitoring form (CAJ-1022) to be completed in accordance with the PREA Manual. Employees or prisoners who report sexual abuse, or a prisoner who is an alleged victim of sexual abuse, shall be monitored for retaliation for a period of at least 90 days, unless the investigation results in a finding of unfounded. If unfounded, retaliation monitoring may be discontinued, and the reason noted on the form. The PREA Manual, page 18, states that the Department shall act promptly to remedy any retaliation including employing protective measures such as housing changes, transfers, changes of alleged staff work assignments and continuing such monitoring beyond 90 calendar days if the initial monitoring indicates a need. A review of investigative reports indicated that two inmate perpetrators were moved to a different housing unit, while the inmate victim remained in the same housing unit. One inmate requested protection and as such was placed in segregated housing. None of the allegations against staff involved removal of the alleged staff abuser. All victims were offered

emotional support services via mental health services. Interviews with the Agency Head Designee, Warden and staff responsible for monitoring retaliation all indicated that protective measures would be taken if an inmate or staff member expressed fear of retaliation. The Agency Head Designee stated there are rules and regulations and policies for retaliation. He indicated there is a mandatory 90 day monitoring for retaliation process. He further confirmed that they can take protective measures such as moving housing, transferring to another facility, removal of staff abuser from contact with inmates and offering emotional support services. The Agency Head Designee additionally stated that if there is sexual abuse reported they are typically looking to move one of the individuals and that all protective measures available are listed on the monitoring for retaliation form. The interview with the Warden indicated the best way to prevent retaliation is to be out and visible in the facility. He stated they walk and talk to the inmates so that they feel staff can be trusted. He indicated they give the inmates numerous options to report retaliation (i.e. hotline) and that they try to keep an open line of communication available with staff. The Warden confirmed that they have the ability to put staff on no inmate contact to prevent retaliation, as well as transfer an inmate from the facility, move housing of an inmate and provide emotional support services. The interview with the staff responsible for monitoring indicated that it is his job to report any retaliation and that he also sets up the monitoring for retaliation and sends the completed report to the agency PC. He stated protective measures to prevent retaliation can include separating the victim and abuser and meeting with the victim to confirm no retaliation is occurring. The staff confirmed that he conduct periodic status checks with the individual during the monitoring period. The interviews with inmates who reported sexual abuse indicated all four felt protected against retaliation and all four felt safe at the facility.

115.67 (c): The PAQ stated that the agency/facility monitors the conduct and treatment of inmates or staff who reported sexual abuse and of inmates who were reported to have suffered sexual abuse to see if there are any changes that may suggest possible retaliation by inmates or staff. The PAQ indicated that monitoring is conducted for twelve weeks, that the agency/facility acts promptly to remedy any such retaliation and that the agency/facility will continue monitoring beyond 90 days if the initial monitoring indicates a continuing need. 03.03.140, page 10, states retaliation for reporting or participating in an investigation is prohibited. Prisoners and employees who report sexual abuse or sexual harassment, or who cooperate with sexual abuse or sexual harassment investigations, are protected from retaliation for reporting the incident or participating in the investigation. Upon receiving an allegation of sexual abuse, designated employees shall initiate a PREA Sexual Abuse Retaliation Monitoring form (CAJ-1022) to be completed in accordance with the PREA Manual. Employees or prisoners who report sexual abuse, or a prisoner who is an alleged victim of sexual abuse, shall be monitored for retaliation for a period of at least 90 days, unless the investigation results in a finding of unfounded. If unfounded, retaliation monitoring may be discontinued, and the reason noted on the form. The PREA Manual, pages 17 and 18 addresses that upon receipt of a sexual abuse allegation, staff shall initiate the 90-calendar day retaliation monitoring using the

appropriate form. It indicates that the Department shall monitor for changes that may suggest possible retaliation by prisoners or staff, regardless if the prisoner is transferred. The PREA Manual indicates that staff who report sexual abuse will be monitored by supervisory staff, other than their direct supervisor, and that the supervisor will monitor for retaliatory performance reviews, reassignments and other retaliatory actions not substantiated as legitimate discipline or performance matters. With regard to prisoners who reported sexual abuse or who have been an alleged victim, the PREA Manual indicates that supervisory staff shall monitor for disciplinary sanctions, housing/program changes and also conduct periodic status checks. Page 18 indicates that monitoring may continue beyond 90 calendar days if the initial monitoring indicates a need. A review of CAJ-1022 shows that the form has check boxes to indicate the required components are reviewed and monitored by the staff including: face to face contact, review of program changes, review of disciplinary reports, review of performance evaluations, review of housing changes and review of staff reassignments. The PAQ indicated that there had been zero instances of retaliation in the previous twelve months. The Warden stated that if they suspect retaliation they open a formal investigation into the possible retaliation. The interview with the staff responsible for monitoring for retaliation indicated that he conduct monitoring for twelve weeks and that he checks misconducts (discipline) and any issues with housing or programming. He stated he also checks to see if they have been shaken down more frequently or have had other issues. The staff stated that if there is a continuing need to monitor they would extend the monitoring period for another twelve weeks. A review of a sample of sexual abuse investigations indicated that six required monitoring for retaliation (one was reported via Warden to Warden and one was deemed unfounded within 30 days). Four of the inmate victims were monitored for the full 90 days, while two were monitored until they were transferred to another facility (it should be noted the facility forwarded the monitoring documents to the receiving facility with instructions to continue the monitoring). Three of the six monitoring documents included a review of discipline, housing changes, job changes and program changes. Three did not document the required checks under this provision, but rather just the face to face periodic status checks.

115.67 (d): 03.03.140, page 10, states retaliation for reporting or participating in an investigation is prohibited. Prisoners and employees who report sexual abuse or sexual harassment, or who cooperate with sexual abuse or sexual harassment investigations, are protected from retaliation for reporting the incident or participating in the investigation. Upon receiving an allegation of sexual abuse, designated employees shall initiate a PREA Sexual Abuse Retaliation Monitoring form (CAJ-1022) to be completed in accordance with the PREA Manual. Employees or prisoners who report sexual abuse, or a prisoner who is an alleged victim of sexual abuse, shall be monitored for retaliation for a period of at least 90 days, unless the investigation results in a finding of unfounded. If unfounded, retaliation monitoring may be discontinued, and the reason noted on the form. The PREA Manual, page 17, states that supervisory staff will conduct periodic status checks when monitoring for retaliation. A review of CAJ-1022 confirms that staff check a box for face to face

contact. the form indicates face to face contact is required for all monitoring. A review of monitoring documents confirmed that staff conducted periodic face to face status checks during the monitoring period for all six inmate victims. The interview with the staff responsible for monitoring confirmed that monitoring includes periodic status checks.

115.67 (e): 03.03.140, page 10, states retaliation for reporting or participating in an investigation is prohibited. Prisoners and employees who report sexual abuse or sexual harassment, or who cooperate with sexual abuse or sexual harassment investigations, are protected from retaliation for reporting the incident or participating in the investigation. Upon receiving an allegation of sexual abuse, designated employees shall initiate a PREA Sexual Abuse Retaliation Monitoring form (CAJ-1022) to be completed in accordance with the PREA Manual. Employees or prisoners who report sexual abuse, or a prisoner who is an alleged victim of sexual abuse, shall be monitored for retaliation for a period of at least 90 days, unless the investigation results in a finding of unfounded. If unfounded, retaliation monitoring may be discontinued, and the reason noted on the form. The PREA Manual, page 18, states that if any other individual who cooperates with an investigation expresses a fear of retaliation, the Department shall take appropriate measures to protect that individual against retaliation, including the 90-calendar day retaliation monitoring if deemed necessary. A review of the CAJ-1022 forms indicates the form includes a box that can be checked if the monitoring is being completed for someone who is in fear of retaliation or is cooperating with a sexual abuse/sexual harassment investigation. A review of documentation confirmed there were zero inmates or staff who cooperated with an investigation that were required to be monitored. Additionally, no individuals expressed fear of retaliation based on the review of the forms and investigations. The interview with the Agency Head Designee indicated the same protective measures would be provided for individuals who cooperate with an investigation or express fear of retaliation. He indicated there are rules and regulations and policies for retaliation. He indicated there is a mandatory 90 day monitoring for retaliation process. He further confirmed that they can take protective measures such as moving housing, transferring to another facility, removal of staff abuser from contact with inmates and offering emotional support services. The Agency Head Designee additionally stated that if there is sexual abuse reported they are typically looking to move one of the individuals and that all protective measures available are listed on the monitoring for retaliation form. The interview with the Warden indicated the best way to prevent retaliation is to be out and visible in the facility. He stated they walk and talk to the inmates so that they feel staff can be trusted. He indicated they give the inmates numerous options to report retaliation (i.e. hotline) and that they try to keep an open line of communication available with staff. The Warden confirmed that they have the ability to put staff on no inmate contact to prevent retaliation, as well as transfer an inmate from the facility, move housing of an inmate and provide emotional support services. He further stated if they suspected retaliation they would open an investigation.

115.67(f): Auditor not required to audit this provision.

Based on a review of the PAQ, 03.03.140, the Prison Rape Elimination Act (PREA) Manual, CAJ-1022 and information from interviews with the Agency Head Designee, Warden, staff charged with monitoring for retaliation and the inmate who reported sexual abuse, the facility appears to require corrective action. Four of the inmate victims were monitored for the full 90 days, while two were monitored until they were transferred to another facility (it should be noted the facility forwarded the monitoring documents to the receiving facility with instructions to continue the monitoring). Three of the six monitoring documents included a review of discipline, housing changes, job changes and program changes. Three did not document the required checks under this provision, but rather just the face to face periodic status checks.

Corrective Action

The facility will need to train appropriate monitoring staff on the required checks under provision (c) and the requirement to document those checks on the CAJ-1022. Confirmation of the training will need to be provided to the auditor.

Verification of Corrective Action Since the Interim Audit Report

The auditor gathered and analyzed the following additional evidence provided by the facility during the corrective action period relevant to the requirements in this standard.

Additional Documents:

1. Staff Training Curriculum
2. Staff Training Sign-In Sheets
3. Monitoring for Retaliation

The facility provided a training curriculum as well a staff training sign-in sheets confirming that staff were provided training on the requirements for monitoring for retaliation.

	<p>The facility provided two examples of monitoring for retaliation that were completed during the corrective action period. Both were completed via the agency form and had necessary checks of discipline, housing, programming and job assignments.</p> <p>Based on the documentation provided the facility has corrected this standard and as such appears to be compliant.</p>
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115.68 Post-allegation protective custody	
	Auditor Overall Determination: Meets Standard
	<p>Auditor Discussion</p> <p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Policy Directive 04.05.120 - Segregation Standards 3. The Prison Rape Elimination Act (PREA) Manual 4. Investigative Reports 5. Inmate Victim Housing Documents <p>Interviews:</p> <ol style="list-style-type: none"> 1. Interview with the Warden 2. Interview with Staff who Supervise Inmates in Segregated Housing <p>Site Review Observations:</p> <ol style="list-style-type: none"> 1. Observations of the Segregated Housing Unit <p>Findings (By Provision):</p> <p>115.68 (a): The PAQ indicated that the agency has a policy prohibiting the placement of inmates who allege to have suffered sexual abuse in involuntary segregated housing unless an assessment of all available alternatives has been made and a determination has been made that there is no alternative means of separation from</p>

likely abusers. The PAQ also indicated that if an involuntary segregated housing assignment is made, the facility affords each such inmate a review every 30 days to determine whether there is a continuing need for separation from the general population. 04.05.120, page 2 states prisoners at high risk for sexual victimization or who are alleged to have suffered sexual abuse shall not be placed in involuntary temporary segregation unless an assessment of all available alternatives is completed and a determination has been made that no less restrictive means of separation from likely abusers exists. If the review cannot be conducted immediately, the prisoner may be held in temporary segregation for up to 24 hours while the review is completed. If no less restrictive means of separating a prisoner from likely abusers exists, the prisoner shall be assigned to temporary segregation only until an alternative means of separation from likely abusers can be arranged and should not exceed 30 calendar days pending investigation unless extenuating circumstances exist. If the prisoner is held in temporary segregation for more than 30 calendar days, the facility shall afford the prisoner a review to determine whether there is a continuing need for separation. The facility shall clearly document the basis for the facility's concern for the prisoner's safety and the reason why no less restrictive means of separation can be arranged. Prisoners placed in temporary segregation for this purpose shall have access to programs, privileges, education, and work opportunities to the extent possible. If the facility restricts access to these opportunities, the facility shall document: the opportunities that have been limited; the duration of the limitation; and the reasons for such limitations. Further, page 3 states prisoners being housed in temporary segregation longer than seven business days for the following reasons shall have their placement reviewed in accordance with Paragraph FFF. Paragraph FFF (page 11) states housing unit team members and SCC shall regularly review the behavioral adjustment of each prisoner classified to administrative segregation, including prisoners classified to administrative segregation who are serving a detention sanction for misconduct. A housing unit team review shall be conducted within seven calendar days of the prisoner being classified to administrative segregation. SCC shall review the prisoner at least every 30 calendar days thereafter until the prisoner is reclassified to general population status. SCC reviews shall be an out-of-cell personal interview with each prisoner. If the prisoner chooses not to participate in the review, the highest ranking SCC member shall personally visit the prisoner to encourage his/her participation. The PAQ indicated that zero inmates who alleged sexual abuse were involuntarily segregated for zero to 24 hours or longer than 30 days. A review of housing documentation for inmates who reported sexual abuse indicated that eight remained in their same housing status, one was placed in segregated housing due to requesting protection and one was at another facility at the time of the report. The documentation reviewed confirmed none of the inmate victims were placed in involuntary segregated housing after the reported sexual abuse allegation. During the tour the auditor observed the segregation housing unit had an indoor recreation room that is utilized as multi-purpose. Additionally, a separate outdoor recreation area was observed for those in the segregated housing unit. Inmates are provided a daily phone call after they have been in the unit for six days. Inmates are able to provide any grievances or mail to any staff or they can place it in the locked box when they are out of their cell. Out of cell time includes showers (three days a week), recreation (daily) and other

appointments. PREA information was observed near the shower area in the housing unit in English and Spanish. The interview with the Warden confirmed that the agency has a policy that prohibits placing inmates who reported sexual abuse in segregated housing unless there are no other available alternative means of separation of likely abusers. He stated they do not retaliate against the victim by placing them in segregated housing. He further stated they do not do this as they do not want to re-victimize them. The Warden indicated that inmates would only be placed in involuntary segregated housing until an alternative means of separation could be arranged. He stated they try to move one of the individuals to another location before they utilize segregated housing. He stated that transfers occur two days a week and so if it was within those days they would transfer immediately. He stated if it was not within those two days that they would more than likely have a staff member escort the individual to another facility, rather than place him/her in segregated housing. The Warden confirmed that they had not had any inmate victims placed in involuntary segregated housing over the previous twelve months. The interview with the staff who supervise inmates in segregated housing indicated that if an inmate is involuntarily segregated due to report of sexual abuse they would not be afforded access to programs, privileges, education and work opportunities to the extent possible. He stated he was not sure about documentation of restriction as it was above his paygrade and those were not decisions he would make. The staff who supervise inmates in segregated housing confirmed that any inmate victim of sexual abuse that is placed in involuntary segregated housing would only be placed there until an alternative means of separation could be arranged. The staff indicated that if an inmate was placed in involuntary segregated housing it would be no longer than a month. The staff confirmed any inmate victim placed in involuntary segregated housing for longer than 30 days would be reviewed at least every 30 days for their continued need of separation from the general population.

Based on a review of the PAQ, 04.05.120, the Prison Rape Elimination Act (PREA) Manual, Investigative Reports, Housing Assignments for Inmate Victims and the interviews with the Warden and staff who supervise inmates in segregated housing, this standard appears to be compliant.

115.71	Criminal and administrative agency investigations
	Auditor Overall Determination: Meets Standard
	Auditor Discussion
	Documents: 1. Pre-Audit Questionnaire

2. Policy Directive 01.01.140 – Internal Affairs
3. Policy Directive 03.03.140 – Sexual Abuse and Sexual Harassment of Prisoners – Prison Rape Elimination Act (PREA)
4. The Prison Rape Elimination Act (PREA) Manual
5. Letter from the Michigan State Police
6. Investigator Training Records
7. Investigative Reports (Current & Historical)

Interviews:

1. Interview with Investigative Staff
2. Interview with Inmates who Reported Sexual Abuse
3. Interview with the Warden
4. Interview with the PREA Coordinator
5. Interview with the PREA Compliance Manager

Findings (By Provision):

115.71 (a): The PAQ states that the agency/facility does not have a policy related to criminal and administrative agency investigations. Further communication with staff indicated that this was an error and that the agency/facility does have a policy related to criminal and administrative agency investigations. 03.03.140 page 8, states All investigations shall be conducted promptly, thoroughly, and objectively in accordance with the Sexual Abuse/Sexual Harassment Investigations portion of the PREA Manual. The PREA Manual, page 28 states when receiving an allegation of sexual abuse or sexual harassment, staff shall ensure all allegations are referred to the appropriate law enforcement agency in accordance with policy and law for criminal investigation in conjunction with the Department's administrative investigation. Referrals to law enforcement shall be documented in the Department's investigative report, PREA investigation worksheet(s) and pertinent computerized database entry(ies). 01.01.140, page 2 states internal Affairs has jurisdiction to investigate or assist in any Departmental investigation, including all allegations of employee, contractor, and offender misconduct. Generally, allegations concerning the conduct of offenders are not investigated by Internal Affairs unless it also involves allegations of employee or contractor misconduct. All allegations of prisoner misconduct are administered pursuant to 03.03.105 "Prisoner Discipline." When a worksite administrator suspects

criminal activity, they shall ensure an immediate referral is made to the Michigan State Police (MSP) or other appropriate law enforcement agency. A review of documentation indicated there were 27 allegations during the previous twelve months, thirteen sexual abuse and fourteen sexual harassment. All 27 resulted in an administrative investigation and eleven were referred to MSP for criminal investigation. Two of the eleven were investigated by MSP and were still open during the on-site portion of the audit. A review of a sample of twelve sexual abuse and sexual harassment allegations confirmed all twelve were referred for investigation and had an administrative investigation completed. All twelve investigations were timely (completed within 60 days), thorough and objective. All twelve investigations involved interviews of the alleged victim, suspect and witnesses, if applicable and all twelve involved the collection of evidence (i.e. photos, video, phone calls and JPay). The facility investigator stated that he initiates an investigation almost immediately following an allegation of sexual abuse. He further stated that anonymous and third party reports are not investigated any differently than those reports reported in another manner. The agency investigator stated that she initiate an investigation as soon as she receives the notice that she is assigned the investigation. She stated that it is in policy that they do not care how the allegation came in or was reported. She stated they investigate all allegations the same.

115.71 (b): 03.03.140, page 8 states investigations of sexual abuse/sexual harassment shall only be completed by employees who have received specialized investigator training as outlined in the PREA Manual. All investigations shall be conducted promptly, thoroughly, and objectively in accordance with the Sexual Abuse/Sexual Harassment Investigations portion of the PREA Manual. The PREA Manual, page 28 states when receiving an allegation of sexual abuse or sexual harassment, staff shall ensure all allegations are referred to the appropriate law enforcement agency in accordance with policy and law for criminal investigation in conjunction with the Department's administrative investigation. Referrals to law enforcement shall be documented in the Department's investigative report, PREA investigation worksheet(s) and pertinent computerized database entry(ies). A review of the Basic Investigator Training curriculum confirms that it covers: PREA standards, the PREA Manual, definitions, reactions of sexual abuse victims, protective custody, referral for prosecution and victim notification. The training curriculum also includes: Miranda and Garrity, evidence collection, interviewing techniques and report writing. A review of the NIC training also confirms that it covers the required elements under this provision. A review of documentation indicated that 23 facility staff have completed the specialized investigator training, including the eight investigators who completed the twelve reviewed investigations. The interviews with the investigators confirmed they had received specialized training. Both confirmed that the training covered techniques for interviewing sexual abuse victims, proper use of Miranda and Garrity warnings, sexual abuse evidence collection and the criteria and evidence required to substantiated a case for administration investigation.

115.71 (c): 03.03.140 page 8, states All investigations shall be conducted promptly, thoroughly, and objectively in accordance with the Sexual Abuse/Sexual Harassment Investigations portion of the PREA Manual. The PREA Manual, pages 28 and 29 state that the facility shall coordinate the actions of the investigation, first responders, law enforcement and forensic examiners to ensure that available direct and circumstantial evidence is gathered and preserved, including any physical DNA evidence and available electronic monitoring data. It also states that investigators shall interview alleged victims, suspected perpetrators and sufficient witnesses to establish facts. Additionally, page 29 states that the investigator shall also review prior complaints and reports of sexual abuse involving the suspected perpetrator at the facility/facilities. A review of documentation indicated there were 27 allegations during the previous twelve months, thirteen sexual abuse and fourteen sexual harassment. All 27 resulted in an administrative investigation and eleven were referred to MSP for criminal investigation. Two of the eleven were investigated by MSP and were still open during the on-site portion of the audit. A review of a sample of twelve sexual abuse and sexual harassment allegations confirmed all twelve were referred for investigation and had an administrative investigation completed. All twelve investigations involved interviews of the alleged victim, suspect and witnesses, if applicable and all twelve involved the collection of evidence (i.e. photos, video, phone calls and JPay). The interview with the facility investigator indicated his first steps would be to report the information to the PCM and then fill out a request for investigation and enter the information into the electronic investigative database (AIM). He indicated that typically it takes a day for the investigation to be assigned. He stated his investigative process would include reviewing the complaint; interviewing the victim, subject and any witnesses; reviewing any video and completing any follow-up questions. The facility investigator noted that he would be responsible for collecting evidence such as blood, fluids, DNA, video, photographs and prior complaints. The agency investigator stated that her first steps of the investigation include reading the information on why the investigation was requested and reviewing any video or obtaining a copy of any video. She stated the video is very important because of the limited retention period. She stated she will determine if the allegation needs referred to MSP, and if so refer it out immediately. She stated her first steps would also include ensuring the victim was sent out for a forensic medical examination, if applicable. The agency investigator further stated she would review any urgent thing that need to happen, collect all evidence (video, log books, round reader, etc.) and then interview the victim. She indicated after the victim she would interview any witnesses and then interview the alleged suspect last. She further stated after all evidence and interviews were complete she would clean up her written document and determine a final finding of the investigation. She stated she would also ensure all elements required for PREA are included in the investigative report, such as a review of prior complaints and any staff actions that contributed to the sexual abuse. The agency investigator stated that she would be responsible for collecting all evidence, other than physical (collected by MSP), including: video, audio, log books, schedules, interviews, etc.

115.71 (d): 03.03.140 page 8, states All investigations shall be conducted promptly, thoroughly, and objectively in accordance with the Sexual Abuse/Sexual Harassment Investigations portion of the PREA Manual. The PREA Manual, page 29, states that investigators shall interview alleged victims, suspected perpetrators and sufficient witnesses to establish facts. When the evidence appears to support criminal prosecution, the assigned inspector shall coordinate all investigative interviews with law enforcement to ensure that interviews conducted by the Department, if any, will not be an obstacle for subsequent criminal prosecution. A review of investigative reports indicated none were substantiated and none involved compelled interviews. The interview with the facility investigator indicated that they would conduct any interviews and then request MSP to follow up. He stated they do interviews to get a baseline and timeline. The agency investigator stated they do not conduct compelled interviews because they refer criminal investigations to MSP. She stated they give MSP the opportunity to investigate first and if they choose not to they would then ensure Garrity was not asked for. She further stated MSP would be responsible for referring all investigations for prosecution.

115.71 (e): 03.03.140 page 8, states All investigations shall be conducted promptly, thoroughly, and objectively in accordance with the Sexual Abuse/Sexual Harassment Investigations portion of the PREA Manual. The PREA Manual, page 29, states that the credibility of the alleged victim, suspect or witness shall be assessed on an individual basis and shall not be determined by the person's status as "prisoner" or "staff". Additionally, it states that a prisoner who alleges sexual abuse shall not be required to submit to a polygraph examination or other truth telling device/serum as a condition for proceeding with the investigation of an allegation. The interview with the facility investigator confirmed that the agency does not require the inmate victim to submit to a polygraph test or any other truth-telling device in order to continue with the investigation. Additionally, the facility investigator stated that credibility is based on past false claims as well as evidence, including a review of video. The agency investigator stated that credibility is always determined on a case-by-case basis through interviews, prior history of complaints and other elements of the evidence. Interviews with inmates who reported sexual abuse indicated they were not required to take a polygraph or truth telling device test.

115.71 (f): 03.03.140 page 8, states All investigations shall be conducted promptly, thoroughly, and objectively in accordance with the Sexual Abuse/Sexual Harassment Investigations portion of the PREA Manual. The PREA Manual, page 29, states that investigative reports shall include; an effort to determine whether staff actions or inaction contributed to the abuse, a description of physical, forensic and testimonial evidence, the reasoning behind credibility assessments and investigative facts and findings. A review of documentation indicated there were 27 allegations during the previous twelve months, thirteen sexual abuse and fourteen sexual harassment. All 27 resulted in an administrative investigation and eleven were referred to MSP for criminal investigation. Two of the eleven were investigated by MSP and were still open

during the on-site portion of the audit. A review of a sample of twelve sexual abuse and sexual harassment allegations confirmed all twelve were referred for investigation and had an administrative investigation completed. All twelve investigations were documented in a written report and included information on the initial allegation, those involved, statements/interviews, evidence reviewed, facts and the investigative finding. The interview with investigative staff confirmed that administrative investigations are documented in a written report. The facility investigator stated the report includes information on interviews and evidence. He stated that during the investigation he reviews log books, round reader data and how the staff conduct themselves in order to determine if their actions or failure to act contributed to the sexual abuse. The agency investigator indicated that the investigative report would include a description of the allegation received, a list of evidence collected, the list of steps taken during the investigation, a summary of the interviews, a conclusion and the investigative finding. She confirmed that 90 percent of the time she goes to the scene where the allegation occurred to look to see if staff made rounds. She stated she will also review cameras to assist with the review and determine if there was anything that staff could have done to prevent the incident. She further indicated that her review is sort of like the incident review that is completed at the end of the investigation, she makes sure that staff were not negligent.

115.71 (g): 03.03.140, page 9 states any allegation(s) that appear to be criminal shall be referred to the MSP or other appropriate law enforcement agency to be criminally investigated and referred for prosecution. The Department investigation shall be coordinated as necessary with the investigating law enforcement agency to ensure the Department's efforts will not be an obstacle for prosecution and to remain informed of the status of the investigation. However, the Department investigation shall proceed in accordance with 01.01.140 "Internal Affairs" regardless of whether the referral results in criminal prosecution. Criminal investigations are completed by the Michigan State Police. No criminal investigations were completed by the MSP, however based on information from the facility, MSP reports are documented in a written report that typically contains information related to the allegation, all applicable interviews, video evidence, if applicable, description of any physical evidence, if applicable, and investigative facts and findings. A review of documentation confirmed there were two criminal investigations still open with the MSP. The interviews with investigative staff confirmed that criminal investigations would be documented in a written report by MSP. The facility investigator stated the criminal investigation typically include information on interviews and evidence, including video, photos, log books and any medical paperwork. The agency investigator stated that when MSP completes an investigation they get a copy of the report through a FOIA request (for tracking purposes).

115.71 (h): The PAQ indicated that substantiated allegations of conduct that appear to be criminal will be referred for prosecution. 03.03.140, page 9 states any

allegation(s) that appear to be criminal shall be referred to the MSP or other appropriate law enforcement agency to be criminally investigated and referred for prosecution. The Department investigation shall be coordinated as necessary with the investigating law enforcement agency to ensure the Department's efforts will not be an obstacle for prosecution and to remain informed of the status of the investigation. The PAQ indicated that there have not been any allegations referred for prosecution since the last PREA audit. A review of investigative reports indicated that there were zero investigations that were substantiated and referred for prosecution. The facility investigator stated all sexual abuse cases are referred to MSP for criminal investigation. The agency investigator indicated that MSP refers all allegations for prosecution and the agency stance is they refer everything to MSP. She stated she hoped that anything that is substantiated would be sent for prosecution through MSP.

115.71 (i): The PAQ stated that the agency retains all written reports pertaining to the administrative or criminal investigation of alleged sexual abuse or sexual harassment for as long as the alleged abuser is incarcerated or employed by the agency, plus five years. The PREA Manual, page 30, states that all investigative reports relating to sexual abuse allegations shall be retained for as long as the alleged abuser is incarcerated or employed by the Department, plus five years. A review of a sample historic investigations confirmed retention is being met.

115.71 (j): 03.03.140, page 9 states in all investigations of employee sexual abuse/sexual harassment, investigators shall personally interview the complainant, the alleged victim if not the complainant, the alleged perpetrator, and sufficient witnesses to establish the facts. The investigation shall not be closed simply due to the resignation, transfer, or termination of the accused employee. The interview with the facility investigator confirmed that an investigation would continue regardless of whether the staff member and/or inmate remained employed/incarcerated with the agency. The agency investigator stated the investigation is continued no matter what and that if the inmate or staff leave prior to the investigation they make a note of that and continue with the investigation to the best of their abilities.

115.71 (k): The auditor is not required to audit this provision.

115.71 (l): 03.03.140, page 9 states any allegation(s) that appear to be criminal shall be referred to the MSP or other appropriate law enforcement agency to be criminally investigated and referred for prosecution. The Department investigation shall be coordinated as necessary with the investigating law enforcement agency to ensure the Department's efforts will not be an obstacle for prosecution and to remain informed of the status of the investigation. The interview with the Warden indicated

that the facility has a strong open line of communication with MSP. He stated they stay in contact through calls, texts and emails. The interview with the PC indicated the agency has really good partnerships and rapport with local and state law enforcement. With regard to communication, he stated Inspectors at the facility usually communicate with the agencies and that some of the prisons have MSP offices. He further stated that there is a working relationship between the agency and outside law enforcement to keep the information flowing. The PCM stated that the MSP advises the facility if they accept or deny the investigation and that if they accept the investigation that the Detective would keep him (PCM) informed of the progress. The facility investigator stated that if MSP conducted an investigation he would coordinate with them on any assistance needed. The agency investigator stated that when MSP conducts an investigation she would basically be there to assist them by providing access to inmate, pulling documents and setting up interviews. She indicated that the agency works beside MSP.

Based on a review of the PAQ, 01.01.140, 03.03.140, the Prison Rape Elimination Act (PREA) Manual, Letter from the Michigan State Police, Investigator Training Records, Investigative Reports (Current & Historical) and information from interviews with the Warden, PREA Coordinator, PREA Compliance Manager, investigative staff and the inmates who reported sexual abuse, the facility appears to meet this standard.

115.72	Evidentiary standard for administrative investigations
	Auditor Overall Determination: Meets Standard
	Auditor Discussion
	<p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. The Prison Rape Elimination Act (PREA) Manual 3. Basic Investigator Training 4. Investigative Reports <p>Interviews:</p> <ol style="list-style-type: none"> 1. Interview with Investigative Staff <p>Findings (By Provision):</p>

115.72 (a): The PAQ indicated that the agency imposes a standard of a preponderance of the evidence or a lower standard of proof when determining whether allegations of sexual abuse or sexual harassment are substantiated. The PREA Manual, page 29, indicates a preponderance of evidence shall be the standard in determining whether allegations of sexual abuse or sexual harassment are substantiated. The Basic Investigator Training Manual confirms it directs investigators that a preponderance of the evidence is the standard in determining if an allegation is substantiated for administrative investigation. A review of documentation indicated there were 27 allegations during the previous twelve months, thirteen sexual abuse and fourteen sexual harassment. All 27 resulted in an administrative investigation and eleven were referred to MSP for criminal investigation. Two of the eleven were investigated by MSP and were still open during the on-site portion of the audit. A review of a sample of twelve sexual abuse and sexual harassment allegations confirmed all twelve were referred for investigation and had an administrative investigation completed. All twelve had an investigative finding appropriate for the evidence (preponderance). Interviews with both investigators confirmed that the level of evidence required to substantiate an administrative investigation is a preponderance of evidence.

Based on a review of the PAQ, the Prison Rape Elimination Act (PREA) Manual, Basic Investigator Training, Investigative Reports and information from the interviews with investigative staff it appears this standard is compliant.

115.73	Reporting to inmates
	Auditor Overall Determination: Meets Standard
	Auditor Discussion
	<p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Policy Directive 03.03.140 - Sexual Abuse and Sexual Harassment of Prisoners - Prison Rape Elimination Act (PREA) 3. The Prison Rape Elimination Act (PREA) Manual 4. Prisoner Notification of Sexual Abuse and Sexual Harassment Investigative Findings and Actions (CAJ-1021) 5. Investigative Reports

Interviews:

1. Interview with the Warden
2. Interview with Investigative Staff
3. Interview with Inmates who Reported Sexual Abuse

Findings (By Provision):

115.73 (a): The PAQ indicated that the agency has a policy requiring that any inmate who makes an allegation that he or she suffered sexual abuse in an agency facility is informed, verbally or in writing, as to whether the allegation has been determined to be substantiated, unsubstantiated or unfounded following an investigation by the agency. 03.03.140, page 10 states the Warden shall ensure the alleged victim is notified in writing of the final disposition of an investigation involving allegations of sexual abuse. The PREA Prisoner Notification of Sexual Abuse Investigative Findings and Action Form (CAJ-1021) shall be used for this purpose once the final reviewer has made their determination of findings. The alleged victim shall sign for receipt of the notification. The CAJ-1021 shall be retained as part of the investigative packet. A review of CAJ-1021 confirms that the form includes a section for the investigative finding as well as sections for actions taken against a staff suspect and/or a prisoner suspect. The form has the name of the staff providing the notification as well as the date it was provided. The PAQ indicated that there were thirteen investigations completed within the previous twelve months and sixteen notifications were made. The interview with the facility investigator confirmed that inmates are informed of the outcome of the investigation into their allegation. The agency investigator stated that there is a form that is utilized and the notification is through the written form. Interviews with inmates who reported abuse indicated all four knew that they were to be notified of the outcome of the investigation into his allegation. A review of a sample of investigative reports indicated all nine sexual abuse victims were provided notification of the outcome of the investigation. It should be noted that the inmate who reported sexual abuse via Warden to Warden notification was provided a notification letter as well (the facility emailed the letter to the other facility for delivery).

115.73 (b): The PAQ indicated that this provision is not applicable. Further communication with the staff indicated that this was an error and that if an outside entity conducts such investigations, the agency shall request the relevant information from the investigative entity in order to inform the inmate of the outcome of the investigation. 03.03.140, page 10 states the Warden shall ensure the alleged victim is notified in writing of the final disposition of an investigation involving allegations of sexual abuse. The PREA Prisoner Notification of Sexual Abuse Investigative Findings

and Action Form (CAJ-1021) shall be used for this purpose once the final reviewer has made their determination of findings. The alleged victim shall sign for receipt of the notification. The CAJ-1021 shall be retained as part of the investigative packet. The PREA Manual, page 30, states that the assigned investigator shall remain informed about the progress of the criminal investigation and disposition. The PAQ indicated that there were zero investigations completed within the previous twelve months by an outside agency. A review of a sample of investigative reports confirmed none were completed by an outside agency.

115.73 (c): The PAQ indicated that following an inmate's allegation that a staff member has committed sexual abuse against the inmate, the agency/facility subsequently informs the inmate whenever: the staff member is no longer posted within the inmate's unit, the staff member is no longer employed at the facility, the agency learns that the staff member has been indicted on a charge related to sexual abuse within the facility or the agency learns that the staff member has been convicted on a charge related to sexual abuse within the facility. The PAQ stated that there have not been substantiated or unsubstantiated complaints of sexual abuse committed by a staff member against an inmate in an agency facility in the past twelve months. 103 03.03.140, pages 9-10 state if an investigation of employee sexual abuse/harassment determines the allegations are substantiated, the facility conducting the investigation shall inform the victim of the following using the CAJ-1021: any disciplinary action is taken. However, details of the discipline, including specific charges and sanctions shall not be provided; the employee is no longer assigned within the prisoner's unit; the employee is no longer employed at the facility; the Department learns the employee has been indicted on a charge related to sexual abuse within the facility, or; the Department learns that the employee has been convicted on a charge related to sexual abuse within the facility. The CAJ-1021 shall be retained as part of the investigative packet. A review of CAJ-1021 confirms that the form includes a section for the investigative finding as well as sections for actions taken against a staff suspect and/or a prisoner suspect. For staff this includes: that disciplinary action was taken, that the staff is no longer assigned to the housing unit, that the staff is no longer employed at the facility, that the staff was indicated on a charge related to the allegation and/or that the staff was convicted on a charge related to this allegation. A review of investigative reports confirmed there were zero substantiated staff on inmate sexual abuse or sexual harassment allegations and there were zero allegations where a staff member was removed from the unit or facility. As such, no notifications were required under this provision. The interviews with inmates who reported sexual abuse indicated three were against a staff member and none involved any notifications under this provision.

115.73 (d): The PAQ indicates that following an inmate's allegation that he or she has been sexually abused by another inmate, the agency subsequently informs the alleged victim whenever: the agency learns that the alleged abuser has been indicted on a charge related to sexual abuse within the facility or the agency learns that the

alleged abuser has been convicted on a charge related to sexual abuse within the facility. 03.03.140, page 10 states if a prisoner alleges they were sexually abused by another prisoner, the Department shall subsequently inform the alleged victim of the following using the CAJ-1021: the Department learns the alleged abuser has been indicted on a charge related to sexual abuse within the facility, or; the Department learns that the alleged abuser has been convicted on a charge related to sexual abuse within the facility. The CAJ-1021 shall be retained as part of the investigative packet. A review of CAJ-1021 confirms that the form includes a section for the investigative finding as well as sections for actions taken against a staff suspect and/or a prisoner suspect. For the inmate it includes whether he/she has been indicated on a charge related to the allegation and/or he/she was convicted on a charge related to the allegation. A review of investigative reports indicated there were zero substantiated inmate on inmate sexual abuse or sexual harassment allegations and as such zero notifications were required under this provision. The interviews with the inmates who reported sexual abuse indicated one was against another inmate, but it was reported through third party and the victim advised that the allegation was not true. As such, no notification under this provision were required.

115.73 (e): The PAQ indicated that the agency has a policy that all notifications to inmates described under this standard are documented. 03.03.140, page 10 states the Warden shall ensure the alleged victim is notified in writing of the final disposition of an investigation involving allegations of sexual abuse. The PREA Prisoner Notification of Sexual Abuse Investigative Findings and Action Form (CAJ-1021) shall be used for this purpose once the final reviewer has made their determination of findings. The alleged victim shall sign for receipt of the notification. The CAJ-1021 shall be retained as part of the investigative packet. A review of CAJ-1021 confirms that the form includes a section for the investigative finding as well as sections for actions taken against a staff suspect and/or a prisoner suspect. The form has the name of the staff providing the notification as well as the date it was provided. The PAQ stated that there were zero notifications to inmates under this standard. Further communication with staff indicated that this was an error and there were sixteen notifications documented. A review of a sample of investigative reports indicated all nine sexual abuse victims were provided notification of the outcome of the investigation (via the CAJ-1021). It should be noted that the inmate who reported sexual abuse via Warden to Warden notification was provided a notification letter as well (the facility emailed the letter to the other facility for delivery).

(f): This provision is not required to be audited.

Based on a review of the PAQ, 03.03.140, the Prison Rape Elimination Act (PREA) Manual, CAJ-1021, Investigative Reports and information from interviews with the Warden, investigative staff and inmates who reported sexual abuse, this standard appears to be compliant.

115.76	Disciplinary sanctions for staff
	Auditor Overall Determination: Meets Standard
	Auditor Discussion
	<p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Policy Directive 02.03.100 – Employee Discipline 3. Policy Directive 03.03.140 – Sexual Abuse and Sexual Harassment of Prisoners – Prison Rape Elimination Act (PREA) 4. Policy Directive 01.01.140 – Internal Affairs 5. The Prison Rape Elimination Act (PREA) Manual 6. Investigative Reports <p>Findings (By Provision):</p> <p>115.76 (a): The PAQ stated that staff are subject to disciplinary sanctions up to and including termination for violating agency sexual abuse or sexual harassment policies. 03.03.140, page 6 states it is a felony for employees to engage in sexual contact with a prisoner, as defined in MCL 750.520c. MDOC employees that engage in such conduct prohibited by this policy are subject to investigation and disciplinary action pursuant to 01.01.140 “Internal Affairs” and 02.03.100 “Employee Discipline.” 01.01.140, page 4 states when there is sufficient evidence of a work rule violation, the employee shall receive notice as set forth in 02.03.100 “Employee Discipline.” 02.03.100, page 2 states an employee being investigated for an alleged rule violation shall be suspended if the employee has a pending criminal charge for any controlled substance or criminal sexual conduct offense, or has any pending criminal felony charge. Attachment A (Discipline Guide) of 02.03.100 indicates the discipline for sexual abuse of an offender is discharge while discipline for overly familiar or unauthorized contact and sexual harassment of an offender is determined by OEA Administrator or designee and may be any sanction up to and including discharge, unless otherwise specified above.</p> <p>115.76 (b): The PAQ indicated there were zero staff members who violated the sexual abuse and sexual harassment policies and one staff member who was terminated (or resigned prior to termination) for violating agency sexual abuse or sexual harassment policies. The PAQ stated that the staff terminated employment during the investigation. 03.03.140, page 6 states it is a felony for employees to engage in</p>

sexual contact with a prisoner, as defined in MCL 750.520c. MDOC employees that engage in such conduct prohibited by this policy are subject to investigation and disciplinary action pursuant to 01.01.140 "Internal Affairs" and 02.03.100 "Employee Discipline." 01.01.140, page 4 states when there is sufficient evidence of a work rule violation, the employee shall receive notice as set forth in PD 02.03.100 "Employee Discipline." 02.03.100, page 2 states an employee being investigated for an alleged rule violation shall be suspended if the employee has a pending criminal charge for any controlled substance or criminal sexual conduct offense, or has any pending criminal felony charge. Attachment A (Discipline Guide) of 02.03.100 indicates the discipline for sexual abuse of an offender is discharge while discipline for overly familiar or unauthorized contact and sexual harassment of an offender is determined by OEA Administrator or designee and may be any sanction up to and including discharge, unless otherwise specified above. A review of investigative reports confirmed there were zero substantiated staff on inmate allegations.

115.76 (c): The PAQ stated that disciplinary sanctions for violations of agency policies related to sexual abuse or sexual harassment are commensurate with the nature and circumstances of the acts, the staff member's disciplinary history and the sanctions imposed for comparable offense by other staff members with similar histories. 03.03.140, page 6 states it is a felony for employees to engage in sexual contact with a prisoner, as defined in MCL 750.520c. MDOC employees that engage in such conduct prohibited by this policy are subject to investigation and disciplinary action pursuant to 01.01.140 "Internal Affairs" and 02.03.100 "Employee Discipline." 01.01.140, page 4 states when there is sufficient evidence of a work rule violation, the employee shall receive notice as set forth in 02.03.100 "Employee Discipline." 02.03.100, page 4 states employees who commit similar rule violations should generally receive similar discipline for their conduct. An employee who continues to commit rule violations should generally receive more severe discipline than an employee who commits a single rule violation. However, some conduct is so egregious to warrant discharge for a first offense. Attachment A shall be used to determine the appropriate discipline for rule violations that are committed by employees, absent a finding of mitigating or aggravating circumstances that support a departure from the discipline identified for the rule violation. Attachment A is not to be used to determine the discipline for supervisory and managerial employees because these employees are held to a higher standard of conduct than other employees. The PREA Manual, page 31, states that disciplinary sanctions for sexual harassment and other violations of Department sexual abuse and sexual harassment policies and work rules shall be commensurate with policy and the nature and circumstances of the acts committed, the staff member's disciplinary history and sanctions imposed for comparable offenses committed by other staff with similar histories. The PAQ indicated there were zero staff members that were disciplined, short of termination, for violating the sexual abuse and sexual harassment policies within the previous twelve months. A review of investigative reports confirmed there were zero substantiated staff on inmate allegations.

	<p>115.76 (d): The PAQ stated that all terminations for violations of agency sexual abuse or sexual harassment policies, or resignations by staff who would not have been terminated if not for their resignation, are reported to law enforcement agencies, unless the activity was clearly not criminal, and to relevant licensing bodies. 03.03.140, page 7 states all terminations for violations of agency sexual abuse or sexual harassment policies or work rules, or resignations by employees who would have been terminated if not for their resignation, shall be reported to law enforcement agencies, unless the activity was clearly not criminal and any relevant licensing bodies. The PAQ indicated that there have been zero staff member who were reported to law enforcement or licensing boards following their termination for violating agency sexual abuse or sexual harassment policies. A review of investigative reports confirmed there were zero substantiated staff on inmate allegations.</p> <p>Based on a review of the PAQ, 02.03.100, 03.03.140, 01.01.140, the Prison Rape Elimination Act (PREA) Manual and Investigative Reports indicates that this standard appears to be compliant.</p>
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115.77 Corrective action for contractors and volunteers	
	<p>Auditor Overall Determination: Meets Standard</p> <p>Auditor Discussion</p> <p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Policy Directive 03.03.140 - Sexual Abuse and Sexual Harassment of Prisoners - Prison Rape Elimination Act (PREA) 3. Investigative Reports <p>Interviews:</p> <ol style="list-style-type: none"> 1. Interview with the Warden <p>Findings (By Provision):</p> <p>115.77 (a): The PAQ stated that the agency policy requires that any contractor or volunteer who engages in sexual abuse be reported to law enforcement agencies,</p>

unless the activity was clearly not criminal, and to relevant licensing bodies. Additionally, it stated that policy requires that any contractor or volunteer who engages in sexual abuse be prohibited from contact with inmates. 03.03.140, page 6 states contractual employee or volunteer who engages in such behavior shall be prohibited from providing services within any Department correctional facility. The PAQ indicated that there have not been any contractors or volunteers who have been reported to law enforcement or relevant licensing bodies within the previous twelve months. A review of investigative reports confirmed there were zero substantiated sexual abuse or sexual harassment allegations that involved a volunteer or contractor.

115.77 (b): The PAQ stated that the facility takes appropriate remedial measures and considers whether to prohibit further contact with inmates in the case of any other violation of agency sexual abuse or sexual harassment policies by a contractor or volunteer. 03.03.140, page 6 states contractual employee or volunteer who engages in such behavior shall be prohibited from providing services within any Department correctional facility. The interview with the Warden indicated that any violation of the sexual abuse and sexual harassment policies by contractors or volunteers would result in an investigation and MSP would be contacted. He stated the volunteer or contractor would no longer be allowed in the facility and they would never be able to come back, regardless of the nature of the incident (i.e. if it is sexual harassment rather than sexual abuse).

Based on a review of the PAQ, 03.03.140, Investigative Reports and information from the interview with the Warden, this standard appears to be compliant.

115.78	Disciplinary sanctions for inmates
	Auditor Overall Determination: Meets Standard
	Auditor Discussion
	<p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Policy Directive 03.03.105 – Prisoner Discipline 3. The Prison Rape Elimination Act (PREA) Manual 4. Investigative Reports

Interviews:

1. Interview with the Warden
2. Interview with Medical and Mental Health Staff

Findings (By Provision):

115.78 (a): The PAQ stated that inmates are subject to disciplinary sanctions only pursuant to a formal disciplinary process following an administrative or criminal finding that the inmate engaged in inmate-on-inmate sexual abuse. 03.03.105, page 1 states alleged violations of written rules are classified as Class I, Class II, or Class III misconduct and are further defined in Attachments A, B, and C of this policy. Class I misconducts are subject to all hearing requirements set forth in MCL 791.252 and all requirements currently set forth in Administrative Rules and policy directives for Class I "major" misconduct. Class II and Class III misconducts are subject to all requirements currently set forth in Administrative Rules and policy directives for "minor" misconducts. A misconduct that is a felony shall be referred to the appropriate law enforcement agency as well as being pursued through the Department disciplinary process. The initiation of the disciplinary process may be delayed if it would interfere with the criminal investigation or prosecution. Attachment A, illustrates that sexual assault and sexual misconduct fall under a Class I rule violation. Attachment B, indicates the sanctions for Class I rule violations include, detention (punitive segregation), toplock, loss of privileges and restitution. The PAQ indicated there have been zero administrative finding of inmate-on-inmate sexual abuse and zero criminal finding of guilt for inmate-on-inmate sexual abuse within the previous twelve months. A review of investigative reports confirmed there were zero substantiated inmate-on-inmate sexual abuse or sexual harassment allegations during the previous twelve months.

115.78 (b): 03.03.105, page 1 states alleged violations of written rules are classified as Class I, Class II, or Class III misconduct and are further defined in Attachments A, B, and C of this policy. Class I misconducts are subject to all hearing requirements set forth in MCL 791.252 and all requirements currently set forth in Administrative Rules and policy directives for Class I "major" misconduct. Class II and Class III misconducts are subject to all requirements currently set forth in Administrative Rules and policy directives for "minor" misconducts. A misconduct that is a felony shall be referred to the appropriate law enforcement agency as well as being pursued through the Department disciplinary process. The initiation of the disciplinary process may be delayed if it would interfere with the criminal investigation or prosecution. Attachment A, illustrates that sexual assault and sexual misconduct fall under a Class I rule violation. Attachment B, indicates the sanctions for Class I rule violations include, detention (punitive segregation), toplock, loss of privileges and restitution.

The interview with the Warden indicated that an inmate perpetrator would receive discipline which could include; increase in custody (security) level, segregated housing placement, transfer to another facility, referral to MSP for criminal charges and re-evaluation of the inmate's predatory/victim status. The Warden confirmed that sanctions would be commensurate with the nature and circumstances of the abuse committed, the inmate's disciplinary history, and the sanctions imposed for comparable offenses by other inmates with similar histories.

115.78 (c): 03.03.105, page 10 states a prisoner with a mental disability is not responsible for misconduct if they lack substantial capacity to know the wrongfulness of their conduct or is unable to conform their conduct to Department rules as a result of the mental disability. The interview with the Warden confirmed that the inmates' mental illness or mental disability would be considered in the disciplinary process.

115.78 (d): The PAQ states that the facility offers therapy, counseling or other interventions designed to address and correct underlying reasons or motivations for the abuse and the facility considers whether to require the offending inmate to participate in these interventions as a condition of access to programming and other benefits. Interviews with medical and mental health staff indicated the facility offers therapy, counseling and other services designed to address and correct underlying reasons or motivations for sexual abuse. The staff stated that they do consider whether to require the offending inmate to participate in order to gain access to other programming and benefits.

115.78 (e): The PAQ stated that the agency disciplines inmates for sexual contact with staff only upon finding that the staff member did not consent to such contact. The PREA Manual, page 32, states that prisoners are unable to consent to sexual contact with MDOC employees, volunteers or contractors. Therefore, a prisoner may be disciplined for sexual contact with MDOC employees, volunteers or contractors only after it is determined the employee, volunteer or contractor did not consent to the contact.

115.78 (f): The PAQ stated that the agency prohibits disciplinary action for a report of sexual abuse made in good faith based upon a reasonable belief that the alleged conduct occurred, even if an investigation does not establish evidence sufficient to substantiate the allegation. The PREA Manual, page 32, states that a report of sexual abuse made in good faith based upon a reasonable belief that the alleged conduct occurred shall not constitute false reporting an incident or lying even if an investigation does not establish evidence sufficient to substantiate the allegation.

	<p>115.78 (g): The PAQ indicates that the agency prohibits all sexual activity between inmates and the agency deems such activity to constitute sexual abuse only if it determines that the activity is coerced. 03.03.140, page 4, states that prisoners are prohibited from having sexual contact with other prisoners. A prisoner who willingly engages in such behavior is subject to discipline.</p> <p>Based on a review of the PAQ, 03.03.105, the Prison Rape Elimination Act (PREA) Manual, Investigative Reports and information from interviews with the Warden and medical and mental health care staff, this standard appears to be compliant.</p>
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115.81	Medical and mental health screenings; history of sexual abuse
	Auditor Overall Determination: Meets Standard
	Auditor Discussion
	<p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Policy Directive 03.03.140 – Sexual Abuse and Sexual Harassment of Prisoners – Prison Rape Elimination Act (PREA) 3. Policy Directive 04.06.180 – Mental Health Services 4. Policy Directive 04.01.105 – Reception Facility Services 5. The Prison Rape Elimination Act (PREA) Manual 6. PREA Risk Assessment Manual 7. PREA Risk Assessment Worksheet (CAJ-1023) 8. Mental Health Documents 9. Prison Rape Elimination Act Authorization for Release of Information (CAJ-1028) <p>Interviews:</p> <ol style="list-style-type: none"> 1. Interview with Staff Responsible for Risk Screening 2. Interview with Medical and Mental Health Staff <p>Site Review Observations:</p>

1. Observations of Risk Screening Area

Findings (By Provision):

115.81 (a): The PAQ indicated all inmates at the facility who have disclosed prior sexual victimization during a screening pursuant to 115.41 are offered a follow-up meeting with a medical or mental health practitioners. The PAQ stated that the meetings are offered within fourteen days of the intake screening. The PAQ also indicated that medical and mental health maintain secondary materials documenting compliance with the required services. 04.01.105, page 6 states a prisoner identified as having a history of physical or sexual abuse, or who poses a reasonable concern that they may be sexually victimized while incarcerated due to age, physical stature, history, or physical or mental disabilities shall be referred to a QMHP. When necessary, prisoners shall be referred for mental health services in accordance with PD 04.06.180 "Mental Health Services." The PREA Manual, page 14 states if a PREA Risk Assessment or PREA Risk Assessment Review indicates a prisoner has experienced prior sexual victimization, whether it occurred in an institutional setting or in the community, staff shall ensure the prisoner is referred for a follow-up meeting with a medical or mental health practitioner within fourteen calendar days of the intake screening. The PAQ indicated that 100% of those inmates who reported prior victimization were seen within fourteen days by medical or mental health practitioners. A review of documentation for four inmates who disclosed prior sexual victimization during the risk screening indicated one was provided a follow-up with mental health within fourteen days. The interviews with the inmates who disclosed prior victimization during the risk screening indicated that one of the five were offered a follow-up with mental health. The interview with the staff responsible for the risk screening indicated that inmates who disclose prior sexual victimization are offered a follow-up with mental health within 24 hours.

115.81 (b): The PAQ indicated all prison inmates who have previously perpetrated sexual abuse, as indicated during the screening pursuant to 115.41 are offered a follow-up meeting with a medical or mental health practitioners. The PAQ stated that the follow-up meetings are offered within fourteen days of the intake screening. The PREA Manual, page 14 states if a PREA Risk Assessment or PREA Risk Assessment Review indicates a prisoner has previously perpetrated sexual abuse, whether it occurred in an institutional setting or in the community, staff shall ensure the prisoner is referred for a follow-up meeting with a mental health practitioner within fourteen calendar days of the intake screening. If the prisoner accepts the follow-up meeting, staff shall complete a Mental Health Services Referral (CHX-212). The PAQ indicated that 100% of those inmates who reported prior victimization were seen within fourteen days by medical or mental health practitioners. The PAQ also indicated that medical and mental health maintain secondary materials documenting compliance with the required services. During documentation review the auditor identified six

inmates who were documented with prior sexual abusiveness. None of the six had documentation of the required follow-up with mental health under this provision. The interview with the staff responsible for the risk screening indicated that inmates who are identified with prior sexual abusiveness are offered a follow-up with mental health within 24 hours.

115.81 (c): The facility is not a jail and as such this provision is not applicable.

115.81 (d): The PAQ indicated that information related to sexual victimization and abusiveness that occurred in an institutional setting is not strictly limited to medical and mental health practitioners. It further indicated that the information is only shared with other staff to inform security and management decisions, including treatment plans, housing, bed, work education and program assignments. 03.03.140, page 7 states results of risk assessments shall not be shared with prisoners. Information provided during the risk assessment shall be shared only with those who need to know for housing, bunking, and work assignment placement. Reasonable steps shall be taken to ensure the confidentiality of information obtained during the risk assessment process. 03.04.108, page 3 states the prisoner health record shall be maintained as a confidential document and stored securely. All employees, including contractual employees, shall be responsible for maintaining the confidentiality of all health information regarding a prisoner. Maintaining confidentiality applies to both the release of documents from a prisoner's health record and providing information regarding a prisoner's diagnosis, health care, and treatment, whether in writing, electronically, or verbally. The PREA Manual, page 14 states that information related to sexual victimization or abusiveness that occurred in an institutional setting is not limited to medical and mental health staff. Inmate medical and mental health records are both electronic and paper. Paper file are maintained in medical records which is staffed Monday through Friday 7am-3pm. The door is locked when the records room is not staffed. Access to medical records after hours is restricted to healthcare staff, medical records staff, administrative staff and the shift supervisor. Medical records can be viewed by medical and mental healthcare staff with a need to know. Correctional staff do not have access to medical records and are not able to view the records. Inmate risk screening information is electronic through the OMNI system. Access to the risk screening is via specific user profiles of those with a need to know. During the tour the auditor requested a Correctional Officer attempt to access the risk screening information. The staff did not have access to the reception tab, which is where the risk screening information is stored/located. Investigative records/files are maintained in the Wardens secretary's office. Electronic investigative records are limited to only administrative staff and the investigator.

15.81 (e): The PAQ indicated that medical and mental health practitioners obtain informed consent from inmates before reporting information about prior sexual victimization that did not occur in an institutional setting, unless the inmate is under

the age of eighteen. 03.03.140, page 8 states medical and mental health employees shall obtain informed consent from prisoners before reporting information about prior sexual victimization that did not occur in an institutional setting. A PREA Authorization for Release of Information Form (CAJ-1028) shall be used for this purpose. A copy of the CAJ-1028 shall be retained for auditing purposes. A review of CAJ-1028 indicates inmates can sign the form releasing information related to victimization in the community that they want reported. Interviews with medical and mental health staff indicated that they do not obtain consent prior to reporting sexual abuse that did not occur in an institutional setting. The mental health staff stated that as mandated reporters they do not have to gain consent prior to reporting something that has not previously been reported. Both staff further stated that the facility does not house anyone under the age of eighteen.

Based on a review of the PAQ, 03.03.140, 04.06.180, 04.01.105, the Prison Rape Elimination Act (PREA) Manual, PREA Risk Assessment Manual, CAJ-1023, Mental Health Documents, CAJ-1028 and information from interviews with staff who perform the risk screening, medical and mental health care staff and inmates who disclosed victimization during the risk screening, this standard appears to require corrective action. A review of documentation for four inmates who disclosed prior sexual victimization during the risk screening indicated one was provided a follow-up with mental health within fourteen days. Interviews with medical and mental health staff indicated that they do not obtain consent prior to reporting sexual abuse that did not occur in an institutional setting. The mental health staff stated that as mandated reporters they do not have to gain consent prior to reporting something that has not previously been reported.

Corrective Action

The facility will need to develop a process to ensure all inmates who disclose sexual victimization during the risk screening and all inmates identified with prior sexual abusiveness during the risk screening are offered a follow-up with mental health within fourteen days. A process memo will need to be provided to the auditor describing the procedure and appropriate staff will need to be trained on the procedure. Confirmation of the training will need to be provided to the auditor. Additionally, a list of inmate who disclosed prior victimization and a list of those identified with prior sexual abusiveness will need to be provided to the auditor as well as sample showing appropriate mental health follow-up was offered. The facility will also need to provide training to medical and mental health staff on the consent process related to reports of sexual victimization that occurred outside a correctional setting. A copy of the training will need to be provided to the auditor.

	<p>Verification of Corrective Action Since the Interim Audit Report</p> <p>The auditor gathered and analyzed the following additional evidence provided by the facility during the corrective action period relevant to the requirements in this standard.</p> <p>Additional Documents:</p> <ol style="list-style-type: none"> 1. Training Memorandum 2. Tracking Spreadsheet 3. Inmate Risk Screenings 4. Mental Health Follow-Up Documents 5. Staff Training Sign-In Sheet <p>The facility provided a training memo that was utilized to train staff on the mental health referral process under this standard. The facility created a spreadsheet to track those who disclose prior sexual victimization and those who are identified with prior sexual abusiveness. The facility provided the tracking spreadsheet and ten examples during the corrective action period. Five of the inmates declined services and five accepted services. Four of the five that accepted services were seen by a mental health staff member within fourteen days. One was seen a few days outside of the fourteen days.</p> <p>The facility also provided a training memo and a staff training sign in sheet confirming applicable staff were trained on the informed consent process for disclosing sexual abuse that occurred outside of a correctional setting.</p> <p>Based on the documentation provided the facility has corrected this standard and as such appears to be compliant.</p>
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115.82	Access to emergency medical and mental health services
	Auditor Overall Determination: Meets Standard

Auditor Discussion

Documents:

1. Pre-Audit Questionnaire
2. Policy Directive 03.03.140 – Sexual Abuse and Sexual Harassment of Prisoners – Prison Rape Elimination Act (PREA)
3. Policy Directive 03.04.100 – Health Services
4. Policy Directive 04.06.180 – Mental Health Services
5. The Prison Rape Elimination Act (PREA) Manual
6. HIV and Hepatitis Brochures
7. Investigative Reports
8. Medical/Mental Health Documents (Secondary Documents)

Interviews:

1. Interview with Medical and Mental Health Staff
2. Interview with Inmates who Reported Sexual Abuse
3. Interview with First Responders

Site Review Observations:

1. Observations of Medical and Mental Health Areas

Findings (By Provision):

115.82 (a): The PAQ indicated that inmate victims of sexual abuse receive timely, unimpeded access to emergency medical treatment and crisis intervention services and that the nature and scope of services are determined by medical and mental health practitioners according to their professional judgement. The PAQ also indicated that medical and mental health maintain secondary materials documenting the timeliness of services. 03.03.140, page 8 states prisoners who report that they have been the victim of a prisoner-on-prisoner sexual abuse or employee sexual abuse shall be referred to the Bureau of Health Care Services (BHCS) for examination, evidence collection, and treatment. They also shall be referred to BHCS mental health services for assessment, counseling, and other necessary mental health services

consistent with the requirements set forth in 04.06.180 "Mental Health Services." 03.04.100, page 10 states facilities shall offer medical and mental health evaluations and treatment that is determined medically necessary to prisoners who have been victimized by sexual abuse. Female prisoner victims of sexual abuse shall be offered a pregnancy test. Prisoner victims of sexual abuse, while incarcerated, shall be offered tests for sexually transmitted diseases as deemed medically appropriate. Treatment for services shall be provided to the victim without financial cost regardless of whether the victim names the abuser or cooperates with any investigation. 04.06.180, page 4 states all victims of sexual abuse shall be referred for mental health evaluations and offered treatment that is determined medically necessary. Evaluations and treatment may include follow-up services, treatment plans, and referrals for continued care following their transfer or release from custody. During the tour, the auditor noted that the medical and mental health areas consisted of an emergency room, treatment rooms, exam rooms, and a reception area. The auditor observed that the exam rooms, treatment rooms and emergency room provided privacy through a door with a small window. Additional mobile barriers are available to provide further privacy with the small window. The reception area consisted of a small waiting area with benches. Interviews with inmates who reported sexual abuse indicate one was seen by medical and/or mental health care staff. It should be noted that all investigations reviewed included secondary documentation confirming all inmates were provided medical and/or mental health service. Interviews with medical and mental health care staff confirm that inmates receive timely unimpeded access to emergency medical treatment and crisis intervention services. The medical staff member stated that services would be provided immediately, while the mental health staff member was unsure on the timeframe. Both staff confirmed that services would be based on their professional judgement. A review of investigative reports and medical and mental health documentation indicated all ten victims were provided medical and/or mental health services, including the one inmate that was at another MDOC facility at the time of the report.

115.82 (b): The PREA Manual, page 26 states that if no qualified medical or mental health practitioners are on duty at the time of a report of recent abuse, that custody staff first responders shall take the preliminary steps to protect the victim and notify the appropriate medical and mental health services. The facility has 24/7 medical and mental health care. Inmates are immediately escorted to medical upon notification of an allegation of sexual abuse. A review of documentation confirmed that inmate victims of sexual abuse were seen by medical staff immediately. Two of the inmates were transported to the local hospital for a forensic medical examination. The interview with the security first responder indicated that the security staff would separate the inmates, make sure to preserve evidence both on scene and on the inmates, keep the inmates under constant supervision, collect any clothing, instruct the inmates not to do anything (such as shower, use the restroom, brush their teeth, etc.), notify the PCM, notify the on-call administration and notify medical and mental health. The non-security first responder stated she would listen to the inmate, reassure the inmate and contact her supervisor and the PCM. She stated she would

ensure the inmates were separate and she would tell them not to shower, change clothes or talk to one another in order to preserve the crime scene and evidence.

115.82 (c): The PAQ indicated that inmate victims of sexual abuse while incarcerated are offered timely information about and timely access to emergency contraception and sexually transmitted infection prophylaxis. The PAQ also indicated that medical and mental health maintain secondary materials documenting the timeliness of services. 03.03.140, page 8 states prisoners who report that they have been the victim of a prisoner-on-prisoner sexual abuse or employee sexual abuse shall be referred to the Bureau of Health Care Services (BHCS) for examination, evidence collection, and treatment. They also shall be referred to BHCS mental health services for assessment, counseling, and other necessary mental health services consistent with the requirements set forth in 04.06.180 "Mental Health Services." 03.04.100, page 10 states facilities shall offer medical and mental health evaluations and treatment that is determined medically necessary to prisoners who have been victimized by sexual abuse. Female prisoner victims of sexual abuse shall be offered a pregnancy test. Prisoner victims of sexual abuse, while incarcerated, shall be offered tests for sexually transmitted diseases as deemed medically appropriate. Treatment for services shall be provided to the victim without financial cost regardless of whether the victim names the abuser or cooperates with any investigation. The agency has brochures for HIV and Hepatitis that are provided to inmates, when necessary. There were two sexual abuse allegations involving penetration reported during the previous twelve months. One involved alleged digital penetration during a use of force and as such prophylaxis was not required. A review of documentation confirmed that the second inmate victim was provided information and access to sexually transmitted infection prophylaxis. The interviews with the inmates who reported sexual abuse indicated that none involved any type of penetration and as such sexually transmitted infection prophylaxis was not required. Interviews with medical and mental health care staff confirm that inmates receive timely information and access to emergency contraception and sexual transmitted infection prophylaxis.

115.82 (d): The PAQ indicated that treatment services are provided to every victim without financial cost and regardless of whether the victim names the abuser or cooperates with any investigations arising out of the incident. 03.04.100, page 10 states facilities shall offer medical and mental health evaluations and treatment that is determined medically necessary to prisoners who have been victimized by sexual abuse. Female prisoner victims of sexual abuse shall be offered a pregnancy test. Prisoner victims of sexual abuse, while incarcerated, shall be offered tests for sexually transmitted diseases as deemed medically appropriate. Treatment for services shall be provided to the victim without financial cost regardless of whether the victim names the abuser or cooperates with any investigation.

	<p>Based on a review of the PAQ, 03.03.140, 03.04.100, 04.06.180, the Prison Rape Elimination Act (PREA) Manual, HIV and Hepatitis Brochures, Investigative Reports, Medical/Mental Health Documents, observations from the tour and information from interviews with medical and mental health care staff and inmates who reported sexual abuse, this standard appears to be compliant.</p> <p>Recommendation</p> <p>The auditor recommends that the facility cover appropriate timelines with the mental health care staff on responding to incident of sexual abuse.</p>
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115.83	Ongoing medical and mental health care for sexual abuse victims and abusers
	Auditor Overall Determination: Meets Standard
	Auditor Discussion
	<p>Documents:</p> <ol style="list-style-type: none"> 1. Pre-Audit Questionnaire 2. Policy Directive 03.04.100 – Health Services 3. Policy Directive 04.06.180 – Mental Health Services 4. The Prison Rape Elimination Act (PREA) Manual 5. Investigative Reports 6. Medical/Mental Health Documents (Secondary Documents) <p>Interviews:</p> <ol style="list-style-type: none"> 1. Interview with Medical and Mental Health Staff 2. Interview with Inmates who Reported Sexual Abuse <p>Site Review Observations:</p> <ol style="list-style-type: none"> 1. Observations of Medical Treatment Areas

Findings (By Provision):

115.83 (a): The PAQ stated that the facility offers medical and mental health evaluations, and as appropriate, treatment to all inmates who have been victimized by sexual abuse in any prison, jail, lockup, or juvenile facility. 03.03.140, page 8 states prisoners who report that they have been the victim of a prisoner-on-prisoner sexual abuse or employee sexual abuse shall be referred to the Bureau of Health Care Services (BHCS) for examination, evidence collection, and treatment. They also shall be referred to BHCS mental health services for assessment, counseling, and other necessary mental health services consistent with the requirements set forth in PD 04.06.180 "Mental Health Services." 03.04.100, page 10 states facilities shall offer medical and mental health evaluations and treatment that is determined medically necessary to prisoners who have been victimized by sexual abuse. Female prisoner victims of sexual abuse shall be offered a pregnancy test. Prisoner victims of sexual abuse, while incarcerated, shall be offered tests for sexually transmitted diseases as deemed medically appropriate. Treatment for services shall be provided to the victim without financial cost regardless of whether the victim names the abuser or cooperates with any investigation. A prisoner who has been treated off-site for an urgent or emergent condition shall be seen by an RN for follow-up no later than the next business day or, if hospitalized, no later than the business day following their return to the facility. The RN shall consult with the on-call or on-site Medical Provider as necessary to ensure that the prisoner's health care needs are met. The RN shall respond by taking one of the following actions, as deemed appropriate: schedule the prisoner for an appointment no later than the next business day with a Medical Provider and/or schedule a chart review by a Medical Provider to be completed within five business days after the prisoner's return to the facility. Page 7 states Health Care staff shall ensure that necessary additional services are provided as ordered by a Medical Provider. 04.06.180, page 4 states all victims of sexual abuse shall be referred for mental health evaluations and offered treatment that is determined medically necessary. Evaluations and treatment may include follow-up services, treatment plans, and referrals for continued care following their transfer or release from custody. During the tour, the auditor noted that the medical and mental health areas consisted of an emergency room, treatment rooms, exam rooms, and a reception area. The auditor observed that the exam rooms, treatment rooms and emergency room provided privacy through a door with a small window. Additional mobile barriers are available to provide further privacy with the small window. The reception area consisted of a small waiting area with benches. A review of investigative reports and medical and mental health documentation indicated all ten victims were provided medical and/or mental health services, including the one inmate that was at another MDOC facility at the time of the report. A review of documentation for four inmates who disclosed prior sexual victimization during the risk screening indicated one was provided a follow-up with mental health within fourteen days.

115.83 (b): 03.03.140, page 8 states prisoners who report that they have been the victim of a prisoner-on-prisoner sexual abuse or employee sexual abuse shall be referred to the Bureau of Health Care Services (BHCS) for examination, evidence collection, and treatment. They also shall be referred to BHCS mental health services for assessment, counseling, and other necessary mental health services consistent with the requirements set forth in PD 04.06.180 "Mental Health Services." 03.04.100, page 10 states facilities shall offer medical and mental health evaluations and treatment that is determined medically necessary to prisoners who have been victimized by sexual abuse. Female prisoner victims of sexual abuse shall be offered a pregnancy test. Prisoner victims of sexual abuse, while incarcerated, shall be offered tests for sexually transmitted diseases as deemed medically appropriate. Treatment for services shall be provided to the victim without financial cost regardless of whether the victim names the abuser or cooperates with any investigation.

04.06.180, page 4 states all victims of sexual abuse shall be referred for mental health evaluations and offered treatment that is determined medically necessary. Evaluations and treatment may include follow-up services, treatment plans, and referrals for continued care following their transfer or release from custody. The PREA Manual, page 27, states that the evaluation and treatments shall include as deemed medically appropriate follow up services, treatment plans and when necessary referrals for continued care following their transfer, placement in other facilities or release from custody. A review of investigative reports and medical and mental health documentation indicated all ten victims were provided medical and/or mental health services, including the one inmate that was at another MDOC facility at the time of the report. The interviews with the inmates who reported sexual abuse indicated one was provided follow-up services with medical and/or mental health care staff. It should be noted that all investigations reviewed included secondary documentation confirming all inmates were provided medical and/or mental health services. Interviews with medical and mental health care staff confirmed that they provide follow-up service, treatment plans and referrals to inmate victims of sexual abuse. The medical staff member stated they would provide an assessment of injuries, follow-up mental health referrals and referrals with mental health after leaving the facility. The mental health staff member stated they would conduct an evaluation and offer follow-up treatment as well as a treatment plan and any referrals for continued care.

115.83 (c): The PREA Manual, page 27 states that medical and mental health treatment shall be consistent with the community level of care. All medical and mental health staff are required to have the appropriate credentials and licensures. The facility utilizes a local hospital for forensic medical examinations. A review of secondary medical and mental health documentation indicated that inmates have immediate access to medical and mental health care when needed, including urgent and routine services. A review of investigative reports and medical and mental health documentation indicated all ten victims were provided medical and/or mental health services, including the one inmate that was at another MDOC facility at the time of

the report. Interviews with medical and mental health care staff confirm that the services they provide are consistent with the community level of care.

115.83 (d): This PAQ indicated that provision does not apply as the facility does not house female inmates.

115.83 (e): This PAQ indicated that this provision does not apply as the facility does not house female inmates.

115.83 (f): The PAQ indicated that inmate victims of sexual abuse while incarcerated are offered tests for sexually transmitted infections as medically appropriate. 03.03.140, page 8 states prisoners who report that they have been the victim of a prisoner-on-prisoner sexual abuse or employee sexual abuse shall be referred to the Bureau of Health Care Services (BHCS) for examination, evidence collection, and treatment. They also shall be referred to BHCS mental health services for assessment, counseling, and other necessary mental health services consistent with the requirements set forth in PD 04.06.180 "Mental Health Services." 03.04.100, page 10 states facilities shall offer medical and mental health evaluations and treatment that is determined medically necessary to prisoners who have been victimized by sexual abuse. Female prisoner victims of sexual abuse shall be offered a pregnancy test. Prisoner victims of sexual abuse, while incarcerated, shall be offered tests for sexually transmitted diseases as deemed medically appropriate. Treatment for services shall be provided to the victim without financial cost regardless of whether the victim names the abuser or cooperates with any investigation. A review of documentation indicated there were two inmate victims who reported sexual abuse involving penetration. One inmate victim reported digital penetration during a use of force and did not required testing for sexually transmitted infections. The second inmate victim was documented with HIV and STI testing. The interviews with the inmates who reported sexual abuse indicated they did not involve any type of penetration and as such sexually transmitted infection tests were not required.

115.83 (g): The PAQ indicated that treatment services are provided to every victim without financial cost and regardless of whether the victim names the abuser or cooperates with any investigations arising out of the incident. 03.04.100, page 10 states facilities shall offer medical and mental health evaluations and treatment that is determined medically necessary to prisoners who have been victimized by sexual abuse. Female prisoner victims of sexual abuse shall be offered a pregnancy test. Prisoner victims of sexual abuse, while incarcerated, shall be offered tests for sexually transmitted diseases as deemed medically appropriate. Treatment for services shall be provided to the victim without financial cost regardless of whether the victim names the abuser or cooperates with any investigation. The interviews with the

inmates who reported sexual abuse confirmed the one who indicated he was seen by medical and/or mental health did not pay for services. It should be noted that all investigations reviewed included secondary documentation confirming all inmates were provided medical and/or mental health services and none were charged for the services.

115.83 (h): The PAQ indicated that the facility attempts to conduct a mental health evaluation of all known inmate-on-inmate abusers within 60 days of learning of such abuse history, and offers treatment when deemed appropriate by mental health. 04.06.180, page 4 states all known prisoner-on-prisoner sexual abusers shall be referred for a mental health evaluation within 60 days of learning of the prisoner's sexual abuse behavior/history and offered treatment when deemed necessary by a QMHP. The PREA Manual, page 27 states that a mental health evaluation of all known prisoner on prisoner abusers shall be attempted within 60 days of learning of the abuse and treatment will be offered when deemed appropriate in accordance with policy. There were zero substantiated inmate on inmate sexual abuse allegations reported during the previous twelve month and as such not evaluations were required. Interviews with medical and mental health staff indicated that medical was not aware of the requirement but the mental health care staff member stated they would perform services on any inmate referred to mental health and that evaluations are ongoing but that the initial would be completed upon intake.

Based on a review of the PAQ, 03.04.100, 04.06.180, the Prison Rape Elimination Act (PREA) Manual, Investigative Reports, Medical/Mental Health Documents and information from interviews with the inmate who reported sexual abuse and medical and mental health care staff, this standard appears to require corrective action. A review of documentation for four inmates who disclosed prior sexual victimization during the risk screening indicated one was provided a follow-up with mental health within fourteen days. Interviews with medical and mental health staff indicated that medical was not aware of the requirement but the mental health care staff member stated they would perform services on any inmate referred to mental health and that evaluations are ongoing but that the initial would be completed upon intake.

Corrective Action

The facility will need to develop a process to ensure all inmates who disclose sexual victimization during the risk screening and all inmates identified with prior sexual abusiveness during the risk screening are offered a follow-up with mental health within fourteen days. A process memo will need to be provided to the auditor describing the procedure and appropriate staff will need to be trained on the procedure. Confirmation of the training will need to be provided to the auditor.

Additionally, a list of inmate who disclosed prior victimization and a list of those identified with prior sexual abusiveness will need to be provided to the auditor as well as sample showing appropriate mental health follow-up was offered. The facility will need to provide training with medical and mental health care staff on the requirement of mental health evaluations on known inmate-on-inmate perpetrators required under provision (h).

Verification of Corrective Action Since the Interim Audit Report

The auditor gathered and analyzed the following additional evidence provided by the facility during the corrective action period relevant to the requirements in this standard.

Additional Documents:

1. Training Memorandum
2. Tracking Spreadsheet
3. Inmate Risk Screenings
4. Mental Health Follow-Up Documents
5. Staff Training Sign-In Sheet

The facility provided a training memo that was utilized to train staff on the mental health referral process under this standard. The facility created a spreadsheet to track those who disclose prior sexual victimization and those who are identified with prior sexual abusiveness. The facility provided the tracking spreadsheet and ten examples during the corrective action period. Five of the inmates declined services and five accepted services. Four of the five that accepted services were seen by a mental health staff member within fourteen days. One was seen a few days outside of the fourteen days.

The facility also provided a training memo and a staff training sign in sheet confirming applicable staff were trained on the requirement of attempted mental health evaluations on known inmate-on-inmate perpetrators within 60 days.

Based on the documentation provided the facility has corrected this standard and as such appears to be compliant.

115.86 Sexual abuse incident reviews

Auditor Overall Determination: Meets Standard

Auditor Discussion

Documents:

1. Pre-Audit Questionnaire
2. Policy Directive 03.03.140 – Sexual Abuse and Sexual Harassment of Prisoners – Prison Rape Elimination Act (PREA)
3. The Prison Rape Elimination Act (PREA) Manual
4. PREA Sexual Abuse Incident Review Form (CAJ-1025)
5. Investigative Reports

Interviews:

1. Interview with the Warden
2. Interview with the PREA Compliance Manager
3. Interview with Incident Review Team

Findings (By Provision):

115.86 (a): The PAQ stated that the facility conducts a sexual abuse incident review at the conclusion of every criminal or administrative sexual abuse investigation, unless the allegation has been determined to be unfounded. 03.03.140, page 10 states an incident-review meeting shall be conducted within 30 days of the completed investigation of sexual abuse, unless that investigation determined the allegation was unfounded. The meeting shall be documented using the Prison Rape Elimination Act (PREA) Sexual Abuse Incident Review (CAJ-1025). The PAQ indicated there were nine criminal and/or administrative investigations of alleged sexual abuse completed at the facility, excluding only “unfounded” incidents. A review of CAJ-1025 confirms that the form has basic information to include the date of review and the team members reviewing as well as five questions and an area for recommendations. A review of a sample of investigation indicated seven required a sexual abuse incident review. All seven had a completed sexual abuse incident review, five of which were completed within 30 days of the conclusion of the investigation.

115.86 (b): The PAQ stated that the facility does not ordinarily conducts a sexual abuse incident review within 30 days of the conclusion of the criminal or administrative sexual abuse investigation. The PAQ further stated there were zero investigations of sexual abuse complete at the facility where a sexual abuse incident review was completed within 30 days. Further communication with the staff indicated that the facility does conduct a sexual abuse incident review within 30 days of the conclusion of the investigation and that there were nine sexual abuse incident reviews completed in the previous twelve months. 03.03.140, page 10 states an incident-review meeting shall be conducted within 30 days of the completed investigation of sexual abuse, unless that investigation determined the allegation was unfounded. The meeting shall be documented using the Prison Rape Elimination Act (PREA) Sexual Abuse Incident Review (CAJ-1025). A review of a sample of investigation indicated seven required a sexual abuse incident review. All seven had a completed sexual abuse incident review, five of which were completed within 30 days of the conclusion of the investigation.

115.86 (c): The PAQ indicated that the sexual abuse incident review team includes upper level management officials and allows for input from line supervisors, investigators and medical and mental health practitioners. The PREA Manual, page 32, indicates that the review team shall upper-level custody and administrative staff, with input from relevant supervisors, investigators and medical and mental health practitioners. A review of the completed CAJ-1025s indicated that the Warden, RUM, Captain, Deputy Warden, Inspector (PCM), medical staff and mental health staff typically participate in the reviews. The interview with the Warden confirmed that the facility has a sexual abuse incident review team. He stated the team consists of upper level management, line supervisors, investigators, medical staff and mental health care staff.

115.86 (d): The PAQ stated that the facility prepares a report of its findings from sexual abuse incident reviews, including but not necessarily limited to determinations made pursuant to paragraphs (d)(1)-(d)(5) of this section an any recommendations for improvement, and submits each report to the facility head and PCM. 03.03.140, page 10 states an incident-review meeting shall be conducted within 30 days of the completed investigation of sexual abuse, unless that investigation determined the allegation was unfounded. The meeting shall be documented using the Prison Rape Elimination Act (PREA) Sexual Abuse Incident Review (CAJ-1025). The PREA Manual, pages 32 and 33 indicate that the facility prepares a report of its findings from sexual abuse incident reviews via the CAJ-1025 and considers: whether the allegation or investigation indicates a need to change policy or practice; whether the incident or allegation was motivated by race, ethnicity, gender identity or sexual preference (identified or perceived), gang affiliation, or if it was motivated by other group dynamics; examine the area where the incident allegedly occurred to assess whether there were any physical barriers; assess the staffing levels; assess video monitoring technology and prepare a report of its findings to include any recommendations for

improvement. A review of CAJ-1025 confirms that the form has basic information to include the date of review and the team members reviewing as well as five questions and an area for recommendations. The five questions include: a need for policy change, if the incident was motivated by demographic and other factors, if there were any physical barriers, if staffing levels were adequate and whether video monitoring technology should be deployed. A review of seven sexual abuse incident reviews indicated (1)-(5) of this provision were considered in all of the reviews. Interviews with the Warden, PCM and incident review team member confirmed that these reviews are being completed and they include all the required elements. The Warden stated that they use the information from the sexual abuse incident reviews to keep inmates safe and to determine if there is anything that needs fixed to rectify the situation. The PCM stated that he is part of the sexual abuse incident review team and that he completes and reviews all information on the CAJ-1025. He indicated he has not noticed any trends and that he forwards the sexual abuse incident review to the Warden upon completion. He also stated that if recommendations are indicated he ensures they are implemented and any issues are fixed after the report is submitted.

115.86 (e): The PAQ indicated that the facility implements the recommendations for improvement or documents its reasons for not doing so. The PREA Manual, page 34, indicates that the Warden shall review and forward through the chain of command to the Deputy Director or designee for consideration any recommendations for improvement. A review of CAJ-1025 indicated that a section exists for recommendations and corrective action. A review of the sexual abuse incident reviews indicated that a section exists for recommendations and corrective action. None of the sexual abuse incident reviews completed included any recommendations or corrective action.

Based on a review of the PAQ, 03.03.140 The Prison Rape Elimination Act (PREA) Manual, CAJ-1025, Investigative Reports and information from interviews with the Warden, the PCM and member of the sexual abuse incident review team, this standard appears to be compliant.

115.87	Data collection
	Auditor Overall Determination: Meets Standard
	Auditor Discussion
	Documents:
	1. Pre-Audit Questionnaire

2. Policy Directive 03.03.140 - Sexual Abuse and Sexual Harassment of Prisoners - Prison Rape Elimination Act (PREA)
3. The Prison Rape Elimination Act (PREA) Manual
4. Survey of Sexual Victimization (SSV)
5. PREA Annual Reports

Findings (By Provision):

115.87 (a): The PAQ indicated that the agency collects accurate uniform data for every allegation of sexual abuse at facilities under its direct control using a standardized instrument and set of definitions. The PREA Manual, page 33, outlines the data collection process. It states that each allegation of sexual abuse reported to have occurred within Department facilities shall be entered into the appropriate MDOC computerized database. Additionally, it indicates that the Department PREA Manager gathers data on each reported incident to aggregate an annual incident report. The report will include, at minimum, the data necessary to complete the SSV. A review of the PREA Manual and 03.03.140 indicates they contain the definitions used to collect data at each facility. The agency reports their data annually to the DOJ via the SSV. A review of the agency website confirmed that SSV data is available from 2013 to current. The PREA Annual Reports contains the collected data and is published on the website for the public to view.

115.87 (b): The PREA Manual, page 33, outlines the data collection process. It states that each allegation of sexual abuse reported to have occurred within Department facilities shall be entered into the appropriate MDOC computerized database. Additionally, it indicates that the Department PREA Manager gathers data on each reported incident to aggregate an annual incident report. The report will include, at minimum, the data necessary to complete the SSV. A review of the PREA Manual and 03.03.140 indicates they contain the definitions used to collect data at each facility. The agency reports their data annually to the DOJ via the SSV. A review of the agency website confirmed that SSV data is available from 2014 to current. The PREA Annual Reports contains the collected data and is published on the website for the public to view.

115.87 (c): The PAQ indicated the standardized instrument includes, at minimum, the data necessary to answer all questions for the most recent version of the Survey of Sexual Victimization. It also indicates that the standardized instrument includes at minimum, data to answer all questions from the most recent version of the Survey of Sexual Victimization. The PREA Manual, page 33, outlines the data collection process.

It states that each allegation of sexual abuse reported to have occurred within Department facilities shall be entered into the appropriate MDOC computerized database. Additionally, it indicates that the Department PREA Manager gathers data on each reported incident to aggregate an annual incident report. The report will include, at minimum, the data necessary to complete the SSV. A review of the PREA Manual and 03.03.140 indicates they contain the definitions used to collect data at each facility. The agency reports their data annually to the DOJ via the SSV. A review of the agency website confirmed that SSV data is available from 2014 to current. Additionally, the PREA Annual Report contains the collected data and is published on the website for the public to view.

115.87 (d): The PAQ stated that the agency maintains, reviews, and collects data as needed from all available incident based documents, including reports, investigation files, and sexual abuse incident reviews. The PREA Manual, page 33, outlines the data collection process. It states that each allegation of sexual abuse reported to have occurred within Department facilities shall be entered into the appropriate MDOC computerized database. Additionally, it indicates that the Department PREA Manager gathers data on each reported incident to aggregate an annual incident report.

115.87 (e): The PAQ indicated that the agency obtains incident-based and aggregated data from every private facility with which it contracts for the confinement of its inmates and that the data complies with SSV reporting content. The PREA Manual, page 33, indicates that the agency obtains incident-based and aggregated data from every private facility with which it contracts for the confinement of its inmate. A review of the PREA Annual Report indicates that the agency includes sexual abuse and sexual harassment data related to all inmates under MDOC custody.

115.87 (f): The PAQ indicated that the agency provides the Department of Justice with data from the previous calendar year upon request. A review of the Survey of Sexual Victimization indicated that the last survey was submitted in 2018.

Based on a review of the PAQ, 03.03.140, the Prison Rape Elimination Act (PREA) Manual, Survey of Sexual Victimization (SSV) and PREA Annual Reports, this standard appears to be compliant.

115.88	Data review for corrective action
	Auditor Overall Determination: Meets Standard
	Auditor Discussion

Documents:

1. Pre-Audit Questionnaire
2. The Prison Rape Elimination Act (PREA) Manual
3. PREA Annual Reports

Interviews:

1. Interview with the Agency Head Designee
2. Interview with the PREA Coordinator
3. Interview with the PREA Compliance Manager

Findings (By Provision):

115.88 (a): The PAQ indicated that the agency reviews data collected and aggregated pursuant to 115.87 in order to assess and improve the effectiveness of its sexual abuse prevention, detection and response policies and training, including: identifying problem areas, taking corrective action on an ongoing basis and preparing an annual report of its findings from its data review and any corrective actions for each facility, as well as the agency as a whole. The PREA Manual, page 33 states that the agency reviews data annually in order to assess and improve the effectiveness of its sexual abuse prevention, detection and response policies and training. The review includes: identifying problem areas, taking corrective action on an ongoing basis and preparing an annual report of its findings and any corrective action. A review of the PREA Annual Report indicates that the 2022 report contains information on the background of PREA, Department accomplishments, PREA audits, corrective action, reporting and investigative data. The report contains a comparison of collected data from the previous three years. The report was reviewed and approved by the PREA Manager and the Agency Head. The interview with the Agency Head Designee confirmed that data is collected and aggregated in order to assess and improve the sexual abuse prevention, detection and response policies and training. He stated that corrective action is taken on an ongoing basis through the investigations themselves, the 30 day reviews and the critical incident reviews that are completed after the allegation is reported. He stated that they review to determine any contributing factors and any necessary improvements. The Agency Head Designee further stated that they also complete the annual Survey of Sexual Victimization. The PC confirmed that the agency aggregates sexual abuse data and that it is securely retained. He stated that the data is retained through the retention process on the platform it was collected and that each platform is secure with password access. He further stated that all sensitive information (such as PII) is eliminated so there is nothing to redact. The PC

confirmed that corrective action is taken on an ongoing basis related to the data collected. The interview with the PCM indicated that the facility data is submitted and then the data shows whether standards are being met and it influences any policy and procedure updates.

115.88 (b): The PAQ indicated that the annual report includes a comparison of the current year's data and corrective actions with those from prior years and provides an assessment of the progress in addressing sexual abuse. The PREA Manual, page 33 states that the agency's Annual Report includes a comparison of the current year's data and corrective actions with those from prior years and provides an assessment of the progress. A review of the PREA Annual Report indicates that the 2022 report contains information on the background of PREA, Department accomplishments, PREA audits, corrective action, reporting and investigative data. The report contains a comparison of collected data from the previous three years. The report was reviewed and approved by the PREA Manager and the Agency Head.

115.88 (c): The PAQ indicated that the agency makes its annual report readily available to the public at least annually through its website. The PAQ stated the annual report is approved by the agency head. The review of Annual Reports confirmed that they were reviewed and approved by the PREA Manager and the Agency Head. The interview with the Agency Head Designee confirmed that the PREA Coordinator completes the annual report the Agency Head reviews and approves it. A review of the website confirmed that current and previous Annual Reports are available to the public online.

115.88 (d): The PAQ indicated when the agency redacts material from an annual report for publication the redactions are limited to specific material where publication would present a clear and specific threat to the safety and security of a facility. The PAQ stated that the agency indicates the nature of material redacted. A review of the Annual Reports confirmed that no personal identifying information was included in the reports nor any security related information. The reports did not contain any redacted information. The interview with the PC indicated that there is nothing to be redacted as they do not include any labeled or sensitive information. He further stated that PII is not included so there is nothing that would need to be redacted.

Based on a review of the PAQ, the Prison Rape Elimination Act (PREA) Manual, PREA Annual Reports, the website and information obtained from interviews with the Agency Head Designee, PC and PCM, this standard appears to be compliant.

Auditor Overall Determination: Meets Standard

Auditor Discussion

Documents:

1. Pre-Audit Questionnaire
2. The Prison Rape Elimination Act (PREA) Manual
3. PREA Annual Reports

Interviews:

1. Interview with the PREA Coordinator

Findings (By Provision):

115.89 (a): The PAQ states that the agency ensures that incident based data and aggregated data is securely retained. The PREA Manual, page 33, states that the Department shall ensure that all sexual abuse and sexual harassment data collected is securely retained. The PC confirmed that the agency aggregates sexual abuse data and that it is securely retained. He stated that the data is retained through the retention process on the platform it was collected and that each platform is secure with password access.

115.89 (b): The PAQ states that agency policy requires that aggregated sexual abuse data from facilities under its direct control and private facilities with which it contracts be made readily available to the public, at least annually, through its website. The PREA Manual, page 34 states the Department shall make all aggregated sexual abuse data as outlined in the data collection section of this manual readily available to the public at least annually through its website. A review of the website confirmed that the most current (2018) Survey of Sexual Victimization as well as previous PREA Annual Reports (aggregated data) are available to the public online.

115.89 (c): The PAQ stated that before making aggregated sexual abuse data publicly available, the agency removal all personal identifies. Additionally, the PAQ indicated that the agency maintain sexual abuse data collected pursuant to 115.87 for at least ten years after the date of collection. The agency does not include any identifiable information or sensitive information on the Annual Report and as such does not require any information to be redacted. A review of historical PREA Annual Reports

	<p>confirmed that no personal identifiers were publicly available.</p> <p>115.89 (d): The PREA Manual, page 34, states that the Department shall maintain sexual abuse data collected pursuant to the data collection section of this manual for at least ten years after the date of the initial collection. A review of the agency's website confirmed that data is available from 2014 to present.</p> <p>Based on a review of the PAQ, the Prison Rape Elimination Act (PREA) Manual, PREA Annual Reports, the agency website and information obtained from the interview with the PREA Coordinator, this standard appears to be compliant.</p> <p>Recommendation</p> <p>The auditor recommends that the agency add the required language under provision (b) to policy in addition to the PREA Manual.</p>
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115.401	Frequency and scope of audits
	<p>Auditor Overall Determination: Meets Standard</p> <p>Auditor Discussion</p> <p>Findings (By Provision):</p> <p>115.401 (a): The facility is part of the Michigan Department of Correction. The agency did not conduct PREA audits during COVID-19, as outside contractors were not authorized access to the facility. The agency did not conduct audits from March 2020 through August 2022.</p> <p>115.401 (b): The facility is part of the Michigan Department of Correction. The current facility is being audited in the first year of the current three year audit cycle and as such is compliant with the current three year audit cycle. A review of the agency audit schedule confirms that the agency has scheduled all MDOC facilities to be audited during the three year audit cycle, with one third being audited each. Year.</p>

	<p>115.401 (h) - (m): The auditor had access to all areas of the facility; was permitted to review any relevant policies, procedure or documents; was permitted to retain physical and electronic copies of all documents; was permitted to conduct private interviews and was able to receive confidential information/correspondence from inmates.</p> <p>115.401 (n): The facility provided the auditor with photos of the audit announcement indicating that the audit announcement was placed throughout the facility six weeks prior to the on-site portion of the audit. During the on-site portion of the auditor observed the audit announcement posted in housing units and common areas on salmon colored paper. The announcements were on the entrance doors to each housing units as well as on the bulletin boards in the dayrooms. The announcements were in English and Spanish and were on letters size paper. The audit announcements indicated that correspondence with the auditor would be confidential unless the inmate reported harm to self or someone else. The auditor received four letters from inmates at the facility prior to the on-site portion of the audit and two letters after the on-site portion of the audit. The letters were sealed and did not appear to be opened by facility staff prior to being sent.</p>
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115.403	Audit contents and findings
	Auditor Overall Determination: Meets Standard
	Auditor Discussion
	<p>Findings (By Provision):</p> <p>115.403 (f): The facility was audited during the previous three year audit cycle. A review of the agency website confirmed that all prior PREA reports are available on the agency website. It should be noted that from March 2020 through August 2022 the agency did not conduct audits due to COVID-19.</p>

Appendix: Provision Findings		
115.11 (a)	Zero tolerance of sexual abuse and sexual harassment; PREA coordinator	
	Does the agency have a written policy mandating zero tolerance toward all forms of sexual abuse and sexual harassment?	yes
	Does the written policy outline the agency's approach to preventing, detecting, and responding to sexual abuse and sexual harassment?	yes
115.11 (b)	Zero tolerance of sexual abuse and sexual harassment; PREA coordinator	
	Has the agency employed or designated an agency-wide PREA Coordinator?	yes
	Is the PREA Coordinator position in the upper-level of the agency hierarchy?	yes
	Does the PREA Coordinator have sufficient time and authority to develop, implement, and oversee agency efforts to comply with the PREA standards in all of its facilities?	yes
115.11 (c)	Zero tolerance of sexual abuse and sexual harassment; PREA coordinator	
	If this agency operates more than one facility, has each facility designated a PREA compliance manager? (N/A if agency operates only one facility.)	yes
	Does the PREA compliance manager have sufficient time and authority to coordinate the facility's efforts to comply with the PREA standards? (N/A if agency operates only one facility.)	yes
115.12 (a)	Contracting with other entities for the confinement of inmates	
	If this agency is public and it contracts for the confinement of its inmates with private agencies or other entities including other government agencies, has the agency included the entity's obligation to comply with the PREA standards in any new contract or contract renewal signed on or after August 20, 2012? (N/A if the agency does not contract with private agencies or other entities for the confinement of inmates.)	yes
115.12 (b)	Contracting with other entities for the confinement of inmates	
	Does any new contract or contract renewal signed on or after August 20, 2012 provide for agency contract monitoring to ensure	yes

	that the contractor is complying with the PREA standards? (N/A if the agency does not contract with private agencies or other entities for the confinement of inmates.)	
115.13 (a)	Supervision and monitoring	
	Does the facility have a documented staffing plan that provides for adequate levels of staffing and, where applicable, video monitoring, to protect inmates against sexual abuse?	yes
	In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: Generally accepted detention and correctional practices?	yes
	In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: Any judicial findings of inadequacy?	yes
	In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: Any findings of inadequacy from Federal investigative agencies?	yes
	In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: Any findings of inadequacy from internal or external oversight bodies?	yes
	In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: All components of the facility's physical plant (including "blind-spots" or areas where staff or inmates may be isolated)?	yes
	In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: The composition of the inmate population?	yes
	In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: The number and placement of supervisory staff?	yes
	In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: The institution programs occurring on a particular shift?	yes
	In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into	yes

	consideration: Any applicable State or local laws, regulations, or standards?	
	In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: The prevalence of substantiated and unsubstantiated incidents of sexual abuse?	yes
	In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: Any other relevant factors?	yes
115.13 (b)	Supervision and monitoring	
	In circumstances where the staffing plan is not complied with, does the facility document and justify all deviations from the plan? (N/A if no deviations from staffing plan.)	yes
115.13 (c)	Supervision and monitoring	
	In the past 12 months, has the facility, in consultation with the agency PREA Coordinator, assessed, determined, and documented whether adjustments are needed to: The staffing plan established pursuant to paragraph (a) of this section?	yes
	In the past 12 months, has the facility, in consultation with the agency PREA Coordinator, assessed, determined, and documented whether adjustments are needed to: The facility's deployment of video monitoring systems and other monitoring technologies?	yes
	In the past 12 months, has the facility, in consultation with the agency PREA Coordinator, assessed, determined, and documented whether adjustments are needed to: The resources the facility has available to commit to ensure adherence to the staffing plan?	yes
115.13 (d)	Supervision and monitoring	
	Has the facility/agency implemented a policy and practice of having intermediate-level or higher-level supervisors conduct and document unannounced rounds to identify and deter staff sexual abuse and sexual harassment?	yes
	Is this policy and practice implemented for night shifts as well as day shifts?	yes
	Does the facility/agency have a policy prohibiting staff from alerting other staff members that these supervisory rounds are occurring, unless such announcement is related to the legitimate operational functions of the facility?	yes

115.14 (a)	Youthful inmates	
	Does the facility place all youthful inmates in housing units that separate them from sight, sound, and physical contact with any adult inmates through use of a shared dayroom or other common space, shower area, or sleeping quarters? (N/A if facility does not have youthful inmates (inmates <18 years old).)	na
115.14 (b)	Youthful inmates	
	In areas outside of housing units does the agency maintain sight and sound separation between youthful inmates and adult inmates? (N/A if facility does not have youthful inmates (inmates <18 years old).)	na
	In areas outside of housing units does the agency provide direct staff supervision when youthful inmates and adult inmates have sight, sound, or physical contact? (N/A if facility does not have youthful inmates (inmates <18 years old).)	na
115.14 (c)	Youthful inmates	
	Does the agency make its best efforts to avoid placing youthful inmates in isolation to comply with this provision? (N/A if facility does not have youthful inmates (inmates <18 years old).)	na
	Does the agency, while complying with this provision, allow youthful inmates daily large-muscle exercise and legally required special education services, except in exigent circumstances? (N/A if facility does not have youthful inmates (inmates <18 years old).)	na
	Do youthful inmates have access to other programs and work opportunities to the extent possible? (N/A if facility does not have youthful inmates (inmates <18 years old).)	na
115.15 (a)	Limits to cross-gender viewing and searches	
	Does the facility always refrain from conducting any cross-gender strip or cross-gender visual body cavity searches, except in exigent circumstances or by medical practitioners?	yes
115.15 (b)	Limits to cross-gender viewing and searches	
	Does the facility always refrain from conducting cross-gender pat-down searches of female inmates, except in exigent circumstances? (N/A if the facility does not have female inmates.)	yes
	Does the facility always refrain from restricting female inmates' access to regularly available programming or other out-of-cell opportunities in order to comply with this provision? (N/A if the	yes

	facility does not have female inmates.)	
115.15 (c)	Limits to cross-gender viewing and searches	
	Does the facility document all cross-gender strip searches and cross-gender visual body cavity searches?	yes
	Does the facility document all cross-gender pat-down searches of female inmates (N/A if the facility does not have female inmates)?	yes
115.15 (d)	Limits to cross-gender viewing and searches	
	Does the facility have policies that enables inmates to shower, perform bodily functions, and change clothing without nonmedical staff of the opposite gender viewing their breasts, buttocks, or genitalia, except in exigent circumstances or when such viewing is incidental to routine cell checks?	yes
	Does the facility have procedures that enables inmates to shower, perform bodily functions, and change clothing without nonmedical staff of the opposite gender viewing their breasts, buttocks, or genitalia, except in exigent circumstances or when such viewing is incidental to routine cell checks?	yes
	Does the facility require staff of the opposite gender to announce their presence when entering an inmate housing unit?	yes
115.15 (e)	Limits to cross-gender viewing and searches	
	Does the facility always refrain from searching or physically examining transgender or intersex inmates for the sole purpose of determining the inmate's genital status?	yes
	If an inmate's genital status is unknown, does the facility determine genital status during conversations with the inmate, by reviewing medical records, or, if necessary, by learning that information as part of a broader medical examination conducted in private by a medical practitioner?	yes
115.15 (f)	Limits to cross-gender viewing and searches	
	Does the facility/agency train security staff in how to conduct cross-gender pat down searches in a professional and respectful manner, and in the least intrusive manner possible, consistent with security needs?	yes
	Does the facility/agency train security staff in how to conduct searches of transgender and intersex inmates in a professional and respectful manner, and in the least intrusive manner possible, consistent with security needs?	yes

115.16 (a)	Inmates with disabilities and inmates who are limited English proficient	
	Does the agency take appropriate steps to ensure that inmates with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including: inmates who are deaf or hard of hearing?	yes
	Does the agency take appropriate steps to ensure that inmates with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including: inmates who are blind or have low vision?	yes
	Does the agency take appropriate steps to ensure that inmates with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including: inmates who have intellectual disabilities?	yes
	Does the agency take appropriate steps to ensure that inmates with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including: inmates who have psychiatric disabilities?	yes
	Does the agency take appropriate steps to ensure that inmates with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including: inmates who have speech disabilities?	yes
	Does the agency take appropriate steps to ensure that inmates with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including: Other (if "other," please explain in overall determination notes.)	yes
	Do such steps include, when necessary, ensuring effective communication with inmates who are deaf or hard of hearing?	yes
	Do such steps include, when necessary, providing access to interpreters who can interpret effectively, accurately, and impartially, both receptively and expressively, using any necessary specialized vocabulary?	yes
	Does the agency ensure that written materials are provided in formats or through methods that ensure effective communication	yes

	with inmates with disabilities including inmates who: Have intellectual disabilities?	
	Does the agency ensure that written materials are provided in formats or through methods that ensure effective communication with inmates with disabilities including inmates who: Have limited reading skills?	yes
	Does the agency ensure that written materials are provided in formats or through methods that ensure effective communication with inmates with disabilities including inmates who: are blind or have low vision?	yes
115.16 (b)	Inmates with disabilities and inmates who are limited English proficient	
	Does the agency take reasonable steps to ensure meaningful access to all aspects of the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment to inmates who are limited English proficient?	yes
	Do these steps include providing interpreters who can interpret effectively, accurately, and impartially, both receptively and expressively, using any necessary specialized vocabulary?	yes
115.16 (c)	Inmates with disabilities and inmates who are limited English proficient	
	Does the agency always refrain from relying on inmate interpreters, inmate readers, or other types of inmate assistance except in limited circumstances where an extended delay in obtaining an effective interpreter could compromise the inmate's safety, the performance of first-response duties under §115.64, or the investigation of the inmate's allegations?	yes
115.17 (a)	Hiring and promotion decisions	
	Does the agency prohibit the hiring or promotion of anyone who may have contact with inmates who has engaged in sexual abuse in a prison, jail, lockup, community confinement facility, juvenile facility, or other institution (as defined in 42 U.S.C. 1997)?	yes
	Does the agency prohibit the hiring or promotion of anyone who may have contact with inmates who has been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, overt or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse?	yes
	Does the agency prohibit the hiring or promotion of anyone who	yes

	may have contact with inmates who has been civilly or administratively adjudicated to have engaged in the activity described in the two bullets immediately above?	
	Does the agency prohibit the enlistment of services of any contractor who may have contact with inmates who has engaged in sexual abuse in a prison, jail, lockup, community confinement facility, juvenile facility, or other institution (as defined in 42 U.S.C. 1997)?	yes
	Does the agency prohibit the enlistment of services of any contractor who may have contact with inmates who has been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, overt or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse?	yes
	Does the agency prohibit the enlistment of services of any contractor who may have contact with inmates who has been civilly or administratively adjudicated to have engaged in the activity described in the two bullets immediately above?	yes
115.17 (b)	Hiring and promotion decisions	
	Does the agency consider any incidents of sexual harassment in determining whether to hire or promote anyone who may have contact with inmates?	yes
	Does the agency consider any incidents of sexual harassment in determining whether to enlist the services of any contractor who may have contact with inmates?	yes
115.17 (c)	Hiring and promotion decisions	
	Before hiring new employees who may have contact with inmates, does the agency perform a criminal background records check?	yes
	Before hiring new employees who may have contact with inmates, does the agency, consistent with Federal, State, and local law, make its best efforts to contact all prior institutional employers for information on substantiated allegations of sexual abuse or any resignation during a pending investigation of an allegation of sexual abuse?	yes
115.17 (d)	Hiring and promotion decisions	
	Does the agency perform a criminal background records check before enlisting the services of any contractor who may have contact with inmates?	yes

115.17 (e)	Hiring and promotion decisions	
	Does the agency either conduct criminal background records checks at least every five years of current employees and contractors who may have contact with inmates or have in place a system for otherwise capturing such information for current employees?	yes
115.17 (f)	Hiring and promotion decisions	
	Does the agency ask all applicants and employees who may have contact with inmates directly about previous misconduct described in paragraph (a) of this section in written applications or interviews for hiring or promotions?	yes
	Does the agency ask all applicants and employees who may have contact with inmates directly about previous misconduct described in paragraph (a) of this section in any interviews or written self-evaluations conducted as part of reviews of current employees?	yes
	Does the agency impose upon employees a continuing affirmative duty to disclose any such misconduct?	yes
115.17 (g)	Hiring and promotion decisions	
	Does the agency consider material omissions regarding such misconduct, or the provision of materially false information, grounds for termination?	yes
115.17 (h)	Hiring and promotion decisions	
	Does the agency provide information on substantiated allegations of sexual abuse or sexual harassment involving a former employee upon receiving a request from an institutional employer for whom such employee has applied to work? (N/A if providing information on substantiated allegations of sexual abuse or sexual harassment involving a former employee is prohibited by law.)	yes
115.18 (a)	Upgrades to facilities and technologies	
	If the agency designed or acquired any new facility or planned any substantial expansion or modification of existing facilities, did the agency consider the effect of the design, acquisition, expansion, or modification upon the agency's ability to protect inmates from sexual abuse? (N/A if agency/facility has not acquired a new facility or made a substantial expansion to existing facilities since August 20, 2012, or since the last PREA audit, whichever is later.)	yes
115.18 (b)	Upgrades to facilities and technologies	

	If the agency installed or updated a video monitoring system, electronic surveillance system, or other monitoring technology, did the agency consider how such technology may enhance the agency's ability to protect inmates from sexual abuse? (N/A if agency/facility has not installed or updated a video monitoring system, electronic surveillance system, or other monitoring technology since August 20, 2012, or since the last PREA audit, whichever is later.)	yes
115.21 (a)	Evidence protocol and forensic medical examinations	
	If the agency is responsible for investigating allegations of sexual abuse, does the agency follow a uniform evidence protocol that maximizes the potential for obtaining usable physical evidence for administrative proceedings and criminal prosecutions? (N/A if the agency/facility is not responsible for conducting any form of criminal OR administrative sexual abuse investigations.)	yes
115.21 (b)	Evidence protocol and forensic medical examinations	
	Is this protocol developmentally appropriate for youth where applicable? (N/A if the agency/facility is not responsible for conducting any form of criminal OR administrative sexual abuse investigations.)	yes
	Is this protocol, as appropriate, adapted from or otherwise based on the most recent edition of the U.S. Department of Justice's Office on Violence Against Women publication, "A National Protocol for Sexual Assault Medical Forensic Examinations, Adults/Adolescents," or similarly comprehensive and authoritative protocols developed after 2011? (N/A if the agency/facility is not responsible for conducting any form of criminal OR administrative sexual abuse investigations.)	yes
115.21 (c)	Evidence protocol and forensic medical examinations	
	Does the agency offer all victims of sexual abuse access to forensic medical examinations, whether on-site or at an outside facility, without financial cost, where evidentiarily or medically appropriate?	yes
	Are such examinations performed by Sexual Assault Forensic Examiners (SAFEs) or Sexual Assault Nurse Examiners (SANEs) where possible?	yes
	If SAFEs or SANEs cannot be made available, is the examination performed by other qualified medical practitioners (they must have been specifically trained to conduct sexual assault forensic exams)?	yes

	Has the agency documented its efforts to provide SAFEs or SANEs?	yes
115.21 (d)	Evidence protocol and forensic medical examinations	
	Does the agency attempt to make available to the victim a victim advocate from a rape crisis center?	yes
	If a rape crisis center is not available to provide victim advocate services, does the agency make available to provide these services a qualified staff member from a community-based organization, or a qualified agency staff member? (N/A if the agency always makes a victim advocate from a rape crisis center available to victims.)	yes
	Has the agency documented its efforts to secure services from rape crisis centers?	yes
115.21 (e)	Evidence protocol and forensic medical examinations	
	As requested by the victim, does the victim advocate, qualified agency staff member, or qualified community-based organization staff member accompany and support the victim through the forensic medical examination process and investigatory interviews?	yes
	As requested by the victim, does this person provide emotional support, crisis intervention, information, and referrals?	yes
115.21 (f)	Evidence protocol and forensic medical examinations	
	If the agency itself is not responsible for investigating allegations of sexual abuse, has the agency requested that the investigating agency follow the requirements of paragraphs (a) through (e) of this section? (N/A if the agency/facility is responsible for conducting criminal AND administrative sexual abuse investigations.)	yes
115.21 (h)	Evidence protocol and forensic medical examinations	
	If the agency uses a qualified agency staff member or a qualified community-based staff member for the purposes of this section, has the individual been screened for appropriateness to serve in this role and received education concerning sexual assault and forensic examination issues in general? (N/A if agency always makes a victim advocate from a rape crisis center available to victims.)	yes
115.22 (a)	Policies to ensure referrals of allegations for investigations	

	Does the agency ensure an administrative or criminal investigation is completed for all allegations of sexual abuse?	yes
	Does the agency ensure an administrative or criminal investigation is completed for all allegations of sexual harassment?	yes
115.22 (b)	Policies to ensure referrals of allegations for investigations	
	Does the agency have a policy and practice in place to ensure that allegations of sexual abuse or sexual harassment are referred for investigation to an agency with the legal authority to conduct criminal investigations, unless the allegation does not involve potentially criminal behavior?	yes
	Has the agency published such policy on its website or, if it does not have one, made the policy available through other means?	yes
	Does the agency document all such referrals?	yes
115.22 (c)	Policies to ensure referrals of allegations for investigations	
	If a separate entity is responsible for conducting criminal investigations, does the policy describe the responsibilities of both the agency and the investigating entity? (N/A if the agency/facility is responsible for criminal investigations. See 115.21(a).)	yes
115.31 (a)	Employee training	
	Does the agency train all employees who may have contact with inmates on its zero-tolerance policy for sexual abuse and sexual harassment?	yes
	Does the agency train all employees who may have contact with inmates on how to fulfill their responsibilities under agency sexual abuse and sexual harassment prevention, detection, reporting, and response policies and procedures?	yes
	Does the agency train all employees who may have contact with inmates on inmates' right to be free from sexual abuse and sexual harassment?	yes
	Does the agency train all employees who may have contact with inmates on the right of inmates and employees to be free from retaliation for reporting sexual abuse and sexual harassment?	yes
	Does the agency train all employees who may have contact with inmates on the dynamics of sexual abuse and sexual harassment in confinement?	yes

	Does the agency train all employees who may have contact with inmates on the common reactions of sexual abuse and sexual harassment victims?	yes
	Does the agency train all employees who may have contact with inmates on how to detect and respond to signs of threatened and actual sexual abuse?	yes
	Does the agency train all employees who may have contact with inmates on how to avoid inappropriate relationships with inmates?	yes
	Does the agency train all employees who may have contact with inmates on how to communicate effectively and professionally with inmates, including lesbian, gay, bisexual, transgender, intersex, or gender nonconforming inmates?	yes
	Does the agency train all employees who may have contact with inmates on how to comply with relevant laws related to mandatory reporting of sexual abuse to outside authorities?	yes
115.31 (b)	Employee training	
	Is such training tailored to the gender of the inmates at the employee's facility?	yes
	Have employees received additional training if reassigned from a facility that houses only male inmates to a facility that houses only female inmates, or vice versa?	yes
115.31 (c)	Employee training	
	Have all current employees who may have contact with inmates received such training?	yes
	Does the agency provide each employee with refresher training every two years to ensure that all employees know the agency's current sexual abuse and sexual harassment policies and procedures?	yes
	In years in which an employee does not receive refresher training, does the agency provide refresher information on current sexual abuse and sexual harassment policies?	yes
115.31 (d)	Employee training	
	Does the agency document, through employee signature or electronic verification, that employees understand the training they have received?	yes
115.32 (a)	Volunteer and contractor training	

	Has the agency ensured that all volunteers and contractors who have contact with inmates have been trained on their responsibilities under the agency's sexual abuse and sexual harassment prevention, detection, and response policies and procedures?	yes
115.32 (b)	Volunteer and contractor training	
	Have all volunteers and contractors who have contact with inmates been notified of the agency's zero-tolerance policy regarding sexual abuse and sexual harassment and informed how to report such incidents (the level and type of training provided to volunteers and contractors shall be based on the services they provide and level of contact they have with inmates)?	yes
115.32 (c)	Volunteer and contractor training	
	Does the agency maintain documentation confirming that volunteers and contractors understand the training they have received?	yes
115.33 (a)	Inmate education	
	During intake, do inmates receive information explaining the agency's zero-tolerance policy regarding sexual abuse and sexual harassment?	yes
	During intake, do inmates receive information explaining how to report incidents or suspicions of sexual abuse or sexual harassment?	yes
115.33 (b)	Inmate education	
	Within 30 days of intake, does the agency provide comprehensive education to inmates either in person or through video regarding: Their rights to be free from sexual abuse and sexual harassment?	yes
	Within 30 days of intake, does the agency provide comprehensive education to inmates either in person or through video regarding: Their rights to be free from retaliation for reporting such incidents?	yes
	Within 30 days of intake, does the agency provide comprehensive education to inmates either in person or through video regarding: Agency policies and procedures for responding to such incidents?	yes
115.33 (c)	Inmate education	
	Have all inmates received the comprehensive education referenced in 115.33(b)?	yes

	Do inmates receive education upon transfer to a different facility to the extent that the policies and procedures of the inmate's new facility differ from those of the previous facility?	yes
115.33 (d)	Inmate education	
	Does the agency provide inmate education in formats accessible to all inmates including those who are limited English proficient?	yes
	Does the agency provide inmate education in formats accessible to all inmates including those who are deaf?	yes
	Does the agency provide inmate education in formats accessible to all inmates including those who are visually impaired?	yes
	Does the agency provide inmate education in formats accessible to all inmates including those who are otherwise disabled?	yes
	Does the agency provide inmate education in formats accessible to all inmates including those who have limited reading skills?	yes
115.33 (e)	Inmate education	
	Does the agency maintain documentation of inmate participation in these education sessions?	yes
115.33 (f)	Inmate education	
	In addition to providing such education, does the agency ensure that key information is continuously and readily available or visible to inmates through posters, inmate handbooks, or other written formats?	yes
115.34 (a)	Specialized training: Investigations	
	In addition to the general training provided to all employees pursuant to §115.31, does the agency ensure that, to the extent the agency itself conducts sexual abuse investigations, its investigators receive training in conducting such investigations in confinement settings? (N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.21(a).)	yes
115.34 (b)	Specialized training: Investigations	
	Does this specialized training include techniques for interviewing sexual abuse victims? (N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.21(a).)	yes
	Does this specialized training include proper use of Miranda and	yes

	Garrity warnings? (N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.21(a).)	
	Does this specialized training include sexual abuse evidence collection in confinement settings? (N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.21(a).)	yes
	Does this specialized training include the criteria and evidence required to substantiate a case for administrative action or prosecution referral? (N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.21(a).)	yes
115.34 (c)	Specialized training: Investigations	
	Does the agency maintain documentation that agency investigators have completed the required specialized training in conducting sexual abuse investigations? (N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.21(a).)	yes
115.35 (a)	Specialized training: Medical and mental health care	
	Does the agency ensure that all full- and part-time medical and mental health care practitioners who work regularly in its facilities have been trained in how to detect and assess signs of sexual abuse and sexual harassment? (N/A if the agency does not have any full- or part-time medical or mental health care practitioners who work regularly in its facilities.)	yes
	Does the agency ensure that all full- and part-time medical and mental health care practitioners who work regularly in its facilities have been trained in how to preserve physical evidence of sexual abuse? (N/A if the agency does not have any full- or part-time medical or mental health care practitioners who work regularly in its facilities.)	yes
	Does the agency ensure that all full- and part-time medical and mental health care practitioners who work regularly in its facilities have been trained in how to respond effectively and professionally to victims of sexual abuse and sexual harassment? (N/A if the agency does not have any full- or part-time medical or mental health care practitioners who work regularly in its facilities.)	yes
	Does the agency ensure that all full- and part-time medical and mental health care practitioners who work regularly in its facilities have been trained in how and to whom to report allegations or	yes

	suspicious of sexual abuse and sexual harassment? (N/A if the agency does not have any full- or part-time medical or mental health care practitioners who work regularly in its facilities.)	
115.35 (b)	Specialized training: Medical and mental health care	
	If medical staff employed by the agency conduct forensic examinations, do such medical staff receive appropriate training to conduct such examinations? (N/A if agency medical staff at the facility do not conduct forensic exams or the agency does not employ medical staff.)	na
115.35 (c)	Specialized training: Medical and mental health care	
	Does the agency maintain documentation that medical and mental health practitioners have received the training referenced in this standard either from the agency or elsewhere? (N/A if the agency does not have any full- or part-time medical or mental health care practitioners who work regularly in its facilities.)	yes
115.35 (d)	Specialized training: Medical and mental health care	
	Do medical and mental health care practitioners employed by the agency also receive training mandated for employees by §115.31? (N/A if the agency does not have any full- or part-time medical or mental health care practitioners employed by the agency.)	yes
	Do medical and mental health care practitioners contracted by or volunteering for the agency also receive training mandated for contractors and volunteers by §115.32? (N/A if the agency does not have any full- or part-time medical or mental health care practitioners contracted by or volunteering for the agency.)	yes
115.41 (a)	Screening for risk of victimization and abusiveness	
	Are all inmates assessed during an intake screening for their risk of being sexually abused by other inmates or sexually abusive toward other inmates?	yes
	Are all inmates assessed upon transfer to another facility for their risk of being sexually abused by other inmates or sexually abusive toward other inmates?	yes
115.41 (b)	Screening for risk of victimization and abusiveness	
	Do intake screenings ordinarily take place within 72 hours of arrival at the facility?	yes
115.41 (c)	Screening for risk of victimization and abusiveness	
	Are all PREA screening assessments conducted using an objective	yes

	screening instrument?	
115.41 (d)	Screening for risk of victimization and abusiveness	
	Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (1) Whether the inmate has a mental, physical, or developmental disability?	yes
	Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (2) The age of the inmate?	yes
	Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (3) The physical build of the inmate?	yes
	Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (4) Whether the inmate has previously been incarcerated?	yes
	Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (5) Whether the inmate's criminal history is exclusively nonviolent?	yes
	Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (6) Whether the inmate has prior convictions for sex offenses against an adult or child?	yes
	Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (7) Whether the inmate is or is perceived to be gay, lesbian, bisexual, transgender, intersex, or gender nonconforming (the facility affirmatively asks the inmate about his/her sexual orientation and gender identity AND makes a subjective determination based on the screener's perception whether the inmate is gender non-conforming or otherwise may be perceived to be LGBTI)?	yes
	Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (8) Whether the inmate has previously experienced sexual victimization?	yes
	Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (9) The inmate's own perception of vulnerability?	yes
	Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (10)	yes

	Whether the inmate is detained solely for civil immigration purposes?	
115.41 (e)	Screening for risk of victimization and abusiveness	
	In assessing inmates for risk of being sexually abusive, does the initial PREA risk screening consider, as known to the agency: prior acts of sexual abuse?	yes
	In assessing inmates for risk of being sexually abusive, does the initial PREA risk screening consider, as known to the agency: prior convictions for violent offenses?	yes
	In assessing inmates for risk of being sexually abusive, does the initial PREA risk screening consider, as known to the agency: history of prior institutional violence or sexual abuse?	yes
115.41 (f)	Screening for risk of victimization and abusiveness	
	Within a set time period not more than 30 days from the inmate's arrival at the facility, does the facility reassess the inmate's risk of victimization or abusiveness based upon any additional, relevant information received by the facility since the intake screening?	yes
115.41 (g)	Screening for risk of victimization and abusiveness	
	Does the facility reassess an inmate's risk level when warranted due to a referral?	yes
	Does the facility reassess an inmate's risk level when warranted due to a request?	yes
	Does the facility reassess an inmate's risk level when warranted due to an incident of sexual abuse?	yes
	Does the facility reassess an inmate's risk level when warranted due to receipt of additional information that bears on the inmate's risk of sexual victimization or abusiveness?	yes
115.41 (h)	Screening for risk of victimization and abusiveness	
	Is it the case that inmates are not ever disciplined for refusing to answer, or for not disclosing complete information in response to, questions asked pursuant to paragraphs (d)(1), (d)(7), (d)(8), or (d)(9) of this section?	yes
115.41 (i)	Screening for risk of victimization and abusiveness	
	Has the agency implemented appropriate controls on the dissemination within the facility of responses to questions asked pursuant to this standard in order to ensure that sensitive	yes

	information is not exploited to the inmate's detriment by staff or other inmates?	
115.42 (a)	Use of screening information	
	Does the agency use information from the risk screening required by § 115.41, with the goal of keeping separate those inmates at high risk of being sexually victimized from those at high risk of being sexually abusive, to inform: Housing Assignments?	yes
	Does the agency use information from the risk screening required by § 115.41, with the goal of keeping separate those inmates at high risk of being sexually victimized from those at high risk of being sexually abusive, to inform: Bed assignments?	yes
	Does the agency use information from the risk screening required by § 115.41, with the goal of keeping separate those inmates at high risk of being sexually victimized from those at high risk of being sexually abusive, to inform: Work Assignments?	yes
	Does the agency use information from the risk screening required by § 115.41, with the goal of keeping separate those inmates at high risk of being sexually victimized from those at high risk of being sexually abusive, to inform: Education Assignments?	yes
	Does the agency use information from the risk screening required by § 115.41, with the goal of keeping separate those inmates at high risk of being sexually victimized from those at high risk of being sexually abusive, to inform: Program Assignments?	yes
115.42 (b)	Use of screening information	
	Does the agency make individualized determinations about how to ensure the safety of each inmate?	yes
115.42 (c)	Use of screening information	
	When deciding whether to assign a transgender or intersex inmate to a facility for male or female inmates, does the agency consider, on a case-by-case basis, whether a placement would ensure the inmate's health and safety, and whether a placement would present management or security problems (NOTE: if an agency by policy or practice assigns inmates to a male or female facility on the basis of anatomy alone, that agency is not in compliance with this standard)?	yes
	When making housing or other program assignments for transgender or intersex inmates, does the agency consider, on a case-by-case basis, whether a placement would ensure the inmate's health and safety, and whether a placement would	yes

	present management or security problems?	
115.42 (d)	Use of screening information	
	Are placement and programming assignments for each transgender or intersex inmate reassessed at least twice each year to review any threats to safety experienced by the inmate?	yes
115.42 (e)	Use of screening information	
	Are each transgender or intersex inmate's own views with respect to his or her own safety given serious consideration when making facility and housing placement decisions and programming assignments?	yes
115.42 (f)	Use of screening information	
	Are transgender and intersex inmates given the opportunity to shower separately from other inmates?	yes
115.42 (g)	Use of screening information	
	Unless placement is in a dedicated facility, unit, or wing established in connection with a consent decree, legal settlement, or legal judgment for the purpose of protecting lesbian, gay, bisexual, transgender, or intersex inmates, does the agency always refrain from placing: lesbian, gay, and bisexual inmates in dedicated facilities, units, or wings solely on the basis of such identification or status? (N/A if the agency has a dedicated facility, unit, or wing solely for the placement of LGBT or I inmates pursuant to a consent decree, legal settlement, or legal judgement.)	yes
	Unless placement is in a dedicated facility, unit, or wing established in connection with a consent decree, legal settlement, or legal judgment for the purpose of protecting lesbian, gay, bisexual, transgender, or intersex inmates, does the agency always refrain from placing: transgender inmates in dedicated facilities, units, or wings solely on the basis of such identification or status? (N/A if the agency has a dedicated facility, unit, or wing solely for the placement of LGBT or I inmates pursuant to a consent decree, legal settlement, or legal judgement.)	yes
	Unless placement is in a dedicated facility, unit, or wing established in connection with a consent decree, legal settlement, or legal judgment for the purpose of protecting lesbian, gay, bisexual, transgender, or intersex inmates, does the agency always refrain from placing: intersex inmates in dedicated facilities, units, or wings solely on the basis of such identification or status? (N/A if the agency has a dedicated facility, unit, or wing	yes

	solely for the placement of LGBT or I inmates pursuant to a consent degree, legal settlement, or legal judgement.)	
115.43 (a)	Protective Custody	
	Does the facility always refrain from placing inmates at high risk for sexual victimization in involuntary segregated housing unless an assessment of all available alternatives has been made, and a determination has been made that there is no available alternative means of separation from likely abusers?	yes
	If a facility cannot conduct such an assessment immediately, does the facility hold the inmate in involuntary segregated housing for less than 24 hours while completing the assessment?	yes
115.43 (b)	Protective Custody	
	Do inmates who are placed in segregated housing because they are at high risk of sexual victimization have access to: Programs to the extent possible?	yes
	Do inmates who are placed in segregated housing because they are at high risk of sexual victimization have access to: Privileges to the extent possible?	yes
	Do inmates who are placed in segregated housing because they are at high risk of sexual victimization have access to: Education to the extent possible?	yes
	Do inmates who are placed in segregated housing because they are at high risk of sexual victimization have access to: Work opportunities to the extent possible?	yes
	If the facility restricts any access to programs, privileges, education, or work opportunities, does the facility document the opportunities that have been limited? (N/A if the facility never restricts access to programs, privileges, education, or work opportunities.)	yes
	If the facility restricts access to programs, privileges, education, or work opportunities, does the facility document the duration of the limitation? (N/A if the facility never restricts access to programs, privileges, education, or work opportunities.)	yes
	If the facility restricts access to programs, privileges, education, or work opportunities, does the facility document the reasons for such limitations? (N/A if the facility never restricts access to programs, privileges, education, or work opportunities.)	yes
115.43 (c)	Protective Custody	

	Does the facility assign inmates at high risk of sexual victimization to involuntary segregated housing only until an alternative means of separation from likely abusers can be arranged?	yes
	Does such an assignment not ordinarily exceed a period of 30 days?	yes
115.43 (d) Protective Custody		
	If an involuntary segregated housing assignment is made pursuant to paragraph (a) of this section, does the facility clearly document: The basis for the facility's concern for the inmate's safety?	yes
	If an involuntary segregated housing assignment is made pursuant to paragraph (a) of this section, does the facility clearly document: The reason why no alternative means of separation can be arranged?	yes
115.43 (e) Protective Custody		
	In the case of each inmate who is placed in involuntary segregation because he/she is at high risk of sexual victimization, does the facility afford a review to determine whether there is a continuing need for separation from the general population EVERY 30 DAYS?	yes
115.51 (a) Inmate reporting		
	Does the agency provide multiple internal ways for inmates to privately report: Sexual abuse and sexual harassment?	yes
	Does the agency provide multiple internal ways for inmates to privately report: Retaliation by other inmates or staff for reporting sexual abuse and sexual harassment?	yes
	Does the agency provide multiple internal ways for inmates to privately report: Staff neglect or violation of responsibilities that may have contributed to such incidents?	yes
115.51 (b) Inmate reporting		
	Does the agency also provide at least one way for inmates to report sexual abuse or sexual harassment to a public or private entity or office that is not part of the agency?	yes
	Is that private entity or office able to receive and immediately forward inmate reports of sexual abuse and sexual harassment to agency officials?	yes
	Does that private entity or office allow the inmate to remain	yes

	anonymous upon request?	
	Are inmates detained solely for civil immigration purposes provided information on how to contact relevant consular officials and relevant officials at the Department of Homeland Security? (N/A if the facility never houses inmates detained solely for civil immigration purposes.)	na
115.51 (c)	Inmate reporting	
	Does staff accept reports of sexual abuse and sexual harassment made verbally, in writing, anonymously, and from third parties?	yes
	Does staff promptly document any verbal reports of sexual abuse and sexual harassment?	yes
115.51 (d)	Inmate reporting	
	Does the agency provide a method for staff to privately report sexual abuse and sexual harassment of inmates?	yes
115.52 (a)	Exhaustion of administrative remedies	
	Is the agency exempt from this standard? NOTE: The agency is exempt ONLY if it does not have administrative procedures to address inmate grievances regarding sexual abuse. This does not mean the agency is exempt simply because an inmate does not have to or is not ordinarily expected to submit a grievance to report sexual abuse. This means that as a matter of explicit policy, the agency does not have an administrative remedies process to address sexual abuse.	yes
115.52 (b)	Exhaustion of administrative remedies	
	Does the agency permit inmates to submit a grievance regarding an allegation of sexual abuse without any type of time limits? (The agency may apply otherwise-applicable time limits to any portion of a grievance that does not allege an incident of sexual abuse.) (N/A if agency is exempt from this standard.)	na
	Does the agency always refrain from requiring an inmate to use any informal grievance process, or to otherwise attempt to resolve with staff, an alleged incident of sexual abuse? (N/A if agency is exempt from this standard.)	na
115.52 (c)	Exhaustion of administrative remedies	
	Does the agency ensure that: An inmate who alleges sexual abuse may submit a grievance without submitting it to a staff member who is the subject of the complaint? (N/A if agency is exempt from	na

	this standard.)	
	Does the agency ensure that: Such grievance is not referred to a staff member who is the subject of the complaint? (N/A if agency is exempt from this standard.)	na
115.52 (d)	Exhaustion of administrative remedies	
	Does the agency issue a final agency decision on the merits of any portion of a grievance alleging sexual abuse within 90 days of the initial filing of the grievance? (Computation of the 90-day time period does not include time consumed by inmates in preparing any administrative appeal.) (N/A if agency is exempt from this standard.)	na
	If the agency claims the maximum allowable extension of time to respond of up to 70 days per 115.52(d)(3) when the normal time period for response is insufficient to make an appropriate decision, does the agency notify the inmate in writing of any such extension and provide a date by which a decision will be made? (N/A if agency is exempt from this standard.)	na
	At any level of the administrative process, including the final level, if the inmate does not receive a response within the time allotted for reply, including any properly noticed extension, may an inmate consider the absence of a response to be a denial at that level? (N/A if agency is exempt from this standard.)	na
115.52 (e)	Exhaustion of administrative remedies	
	Are third parties, including fellow inmates, staff members, family members, attorneys, and outside advocates, permitted to assist inmates in filing requests for administrative remedies relating to allegations of sexual abuse? (N/A if agency is exempt from this standard.)	na
	Are those third parties also permitted to file such requests on behalf of inmates? (If a third party files such a request on behalf of an inmate, the facility may require as a condition of processing the request that the alleged victim agree to have the request filed on his or her behalf, and may also require the alleged victim to personally pursue any subsequent steps in the administrative remedy process.) (N/A if agency is exempt from this standard.)	na
	If the inmate declines to have the request processed on his or her behalf, does the agency document the inmate's decision? (N/A if agency is exempt from this standard.)	na
115.52 (f)	Exhaustion of administrative remedies	

	Has the agency established procedures for the filing of an emergency grievance alleging that an inmate is subject to a substantial risk of imminent sexual abuse? (N/A if agency is exempt from this standard.)	na
	After receiving an emergency grievance alleging an inmate is subject to a substantial risk of imminent sexual abuse, does the agency immediately forward the grievance (or any portion thereof that alleges the substantial risk of imminent sexual abuse) to a level of review at which immediate corrective action may be taken? (N/A if agency is exempt from this standard.).	na
	After receiving an emergency grievance described above, does the agency provide an initial response within 48 hours? (N/A if agency is exempt from this standard.)	na
	After receiving an emergency grievance described above, does the agency issue a final agency decision within 5 calendar days? (N/A if agency is exempt from this standard.)	na
	Does the initial response and final agency decision document the agency's determination whether the inmate is in substantial risk of imminent sexual abuse? (N/A if agency is exempt from this standard.)	na
	Does the initial response document the agency's action(s) taken in response to the emergency grievance? (N/A if agency is exempt from this standard.)	na
	Does the agency's final decision document the agency's action(s) taken in response to the emergency grievance? (N/A if agency is exempt from this standard.)	na
115.52 (g)	Exhaustion of administrative remedies	
	If the agency disciplines an inmate for filing a grievance related to alleged sexual abuse, does it do so ONLY where the agency demonstrates that the inmate filed the grievance in bad faith? (N/A if agency is exempt from this standard.)	na
115.53 (a)	Inmate access to outside confidential support services	
	Does the facility provide inmates with access to outside victim advocates for emotional support services related to sexual abuse by giving inmates mailing addresses and telephone numbers, including toll-free hotline numbers where available, of local, State, or national victim advocacy or rape crisis organizations?	yes
	Does the facility provide persons detained solely for civil immigration purposes mailing addresses and telephone numbers,	na

	including toll-free hotline numbers where available of local, State, or national immigrant services agencies? (N/A if the facility never has persons detained solely for civil immigration purposes.)	
	Does the facility enable reasonable communication between inmates and these organizations and agencies, in as confidential a manner as possible?	yes
115.53 (b)	Inmate access to outside confidential support services	
	Does the facility inform inmates, prior to giving them access, of the extent to which such communications will be monitored and the extent to which reports of abuse will be forwarded to authorities in accordance with mandatory reporting laws?	yes
115.53 (c)	Inmate access to outside confidential support services	
	Does the agency maintain or attempt to enter into memoranda of understanding or other agreements with community service providers that are able to provide inmates with confidential emotional support services related to sexual abuse?	yes
	Does the agency maintain copies of agreements or documentation showing attempts to enter into such agreements?	yes
115.54 (a)	Third-party reporting	
	Has the agency established a method to receive third-party reports of sexual abuse and sexual harassment?	yes
	Has the agency distributed publicly information on how to report sexual abuse and sexual harassment on behalf of an inmate?	yes
115.61 (a)	Staff and agency reporting duties	
	Does the agency require all staff to report immediately and according to agency policy any knowledge, suspicion, or information regarding an incident of sexual abuse or sexual harassment that occurred in a facility, whether or not it is part of the agency?	yes
	Does the agency require all staff to report immediately and according to agency policy any knowledge, suspicion, or information regarding retaliation against inmates or staff who reported an incident of sexual abuse or sexual harassment?	yes
	Does the agency require all staff to report immediately and according to agency policy any knowledge, suspicion, or information regarding any staff neglect or violation of responsibilities that may have contributed to an incident of sexual	yes

	abuse or sexual harassment or retaliation?	
115.61 (b)	Staff and agency reporting duties	
	Apart from reporting to designated supervisors or officials, does staff always refrain from revealing any information related to a sexual abuse report to anyone other than to the extent necessary, as specified in agency policy, to make treatment, investigation, and other security and management decisions?	yes
115.61 (c)	Staff and agency reporting duties	
	Unless otherwise precluded by Federal, State, or local law, are medical and mental health practitioners required to report sexual abuse pursuant to paragraph (a) of this section?	yes
	Are medical and mental health practitioners required to inform inmates of the practitioner's duty to report, and the limitations of confidentiality, at the initiation of services?	yes
115.61 (d)	Staff and agency reporting duties	
	If the alleged victim is under the age of 18 or considered a vulnerable adult under a State or local vulnerable persons statute, does the agency report the allegation to the designated State or local services agency under applicable mandatory reporting laws?	yes
115.61 (e)	Staff and agency reporting duties	
	Does the facility report all allegations of sexual abuse and sexual harassment, including third-party and anonymous reports, to the facility's designated investigators?	yes
115.62 (a)	Agency protection duties	
	When the agency learns that an inmate is subject to a substantial risk of imminent sexual abuse, does it take immediate action to protect the inmate?	yes
115.63 (a)	Reporting to other confinement facilities	
	Upon receiving an allegation that an inmate was sexually abused while confined at another facility, does the head of the facility that received the allegation notify the head of the facility or appropriate office of the agency where the alleged abuse occurred?	yes
115.63 (b)	Reporting to other confinement facilities	
	Is such notification provided as soon as possible, but no later than 72 hours after receiving the allegation?	yes

115.63 (c)	Reporting to other confinement facilities	
	Does the agency document that it has provided such notification?	yes
115.63 (d)	Reporting to other confinement facilities	
	Does the facility head or agency office that receives such notification ensure that the allegation is investigated in accordance with these standards?	yes
115.64 (a)	Staff first responder duties	
	Upon learning of an allegation that an inmate was sexually abused, is the first security staff member to respond to the report required to: Separate the alleged victim and abuser?	yes
	Upon learning of an allegation that an inmate was sexually abused, is the first security staff member to respond to the report required to: Preserve and protect any crime scene until appropriate steps can be taken to collect any evidence?	yes
	Upon learning of an allegation that an inmate was sexually abused, is the first security staff member to respond to the report required to: Request that the alleged victim not take any actions that could destroy physical evidence, including, as appropriate, washing, brushing teeth, changing clothes, urinating, defecating, smoking, drinking, or eating, if the abuse occurred within a time period that still allows for the collection of physical evidence?	yes
	Upon learning of an allegation that an inmate was sexually abused, is the first security staff member to respond to the report required to: Ensure that the alleged abuser does not take any actions that could destroy physical evidence, including, as appropriate, washing, brushing teeth, changing clothes, urinating, defecating, smoking, drinking, or eating, if the abuse occurred within a time period that still allows for the collection of physical evidence?	yes
115.64 (b)	Staff first responder duties	
	If the first staff responder is not a security staff member, is the responder required to request that the alleged victim not take any actions that could destroy physical evidence, and then notify security staff?	yes
115.65 (a)	Coordinated response	
	Has the facility developed a written institutional plan to coordinate actions among staff first responders, medical and mental health practitioners, investigators, and facility leadership taken in	yes

	response to an incident of sexual abuse?	
115.66 (a)	Preservation of ability to protect inmates from contact with abusers	
	Are both the agency and any other governmental entities responsible for collective bargaining on the agency's behalf prohibited from entering into or renewing any collective bargaining agreement or other agreement that limit the agency's ability to remove alleged staff sexual abusers from contact with any inmates pending the outcome of an investigation or of a determination of whether and to what extent discipline is warranted?	yes
115.67 (a)	Agency protection against retaliation	
	Has the agency established a policy to protect all inmates and staff who report sexual abuse or sexual harassment or cooperate with sexual abuse or sexual harassment investigations from retaliation by other inmates or staff?	yes
	Has the agency designated which staff members or departments are charged with monitoring retaliation?	yes
115.67 (b)	Agency protection against retaliation	
	Does the agency employ multiple protection measures, such as housing changes or transfers for inmate victims or abusers, removal of alleged staff or inmate abusers from contact with victims, and emotional support services for inmates or staff who fear retaliation for reporting sexual abuse or sexual harassment or for cooperating with investigations?	yes
115.67 (c)	Agency protection against retaliation	
	Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Monitor the conduct and treatment of inmates or staff who reported the sexual abuse to see if there are changes that may suggest possible retaliation by inmates or staff?	yes
	Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Monitor the conduct and treatment of inmates who were reported to have suffered sexual abuse to see if there are changes that may suggest possible retaliation by inmates or staff?	yes
	Except in instances where the agency determines that a report of	yes

	sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Act promptly to remedy any such retaliation?	
	Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Monitor any inmate disciplinary reports?	yes
	Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Monitor inmate housing changes?	yes
	Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Monitor inmate program changes?	yes
	Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Monitor negative performance reviews of staff?	yes
	Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Monitor reassignments of staff?	yes
	Does the agency continue such monitoring beyond 90 days if the initial monitoring indicates a continuing need?	yes
115.67 (d)	Agency protection against retaliation	
	In the case of inmates, does such monitoring also include periodic status checks?	yes
115.67 (e)	Agency protection against retaliation	
	If any other individual who cooperates with an investigation expresses a fear of retaliation, does the agency take appropriate measures to protect that individual against retaliation?	yes
115.68 (a)	Post-allegation protective custody	
	Is any and all use of segregated housing to protect an inmate who is alleged to have suffered sexual abuse subject to the requirements of § 115.43?	yes
115.71 (a)	Criminal and administrative agency investigations	
	When the agency conducts its own investigations into allegations	yes

	of sexual abuse and sexual harassment, does it do so promptly, thoroughly, and objectively? (N/A if the agency/facility is not responsible for conducting any form of criminal OR administrative sexual abuse investigations. See 115.21(a).)	
	Does the agency conduct such investigations for all allegations, including third party and anonymous reports? (N/A if the agency/facility is not responsible for conducting any form of criminal OR administrative sexual abuse investigations. See 115.21(a).)	yes
115.71 (b)	Criminal and administrative agency investigations	
	Where sexual abuse is alleged, does the agency use investigators who have received specialized training in sexual abuse investigations as required by 115.34?	yes
115.71 (c)	Criminal and administrative agency investigations	
	Do investigators gather and preserve direct and circumstantial evidence, including any available physical and DNA evidence and any available electronic monitoring data?	yes
	Do investigators interview alleged victims, suspected perpetrators, and witnesses?	yes
	Do investigators review prior reports and complaints of sexual abuse involving the suspected perpetrator?	yes
115.71 (d)	Criminal and administrative agency investigations	
	When the quality of evidence appears to support criminal prosecution, does the agency conduct compelled interviews only after consulting with prosecutors as to whether compelled interviews may be an obstacle for subsequent criminal prosecution?	yes
115.71 (e)	Criminal and administrative agency investigations	
	Do agency investigators assess the credibility of an alleged victim, suspect, or witness on an individual basis and not on the basis of that individual's status as inmate or staff?	yes
	Does the agency investigate allegations of sexual abuse without requiring an inmate who alleges sexual abuse to submit to a polygraph examination or other truth-telling device as a condition for proceeding?	yes
115.71 (f)	Criminal and administrative agency investigations	
	Do administrative investigations include an effort to determine whether staff actions or failures to act contributed to the abuse?	yes

	Are administrative investigations documented in written reports that include a description of the physical evidence and testimonial evidence, the reasoning behind credibility assessments, and investigative facts and findings?	yes
115.71 (g)	Criminal and administrative agency investigations	
	Are criminal investigations documented in a written report that contains a thorough description of the physical, testimonial, and documentary evidence and attaches copies of all documentary evidence where feasible?	yes
115.71 (h)	Criminal and administrative agency investigations	
	Are all substantiated allegations of conduct that appears to be criminal referred for prosecution?	yes
115.71 (i)	Criminal and administrative agency investigations	
	Does the agency retain all written reports referenced in 115.71(f) and (g) for as long as the alleged abuser is incarcerated or employed by the agency, plus five years?	yes
115.71 (j)	Criminal and administrative agency investigations	
	Does the agency ensure that the departure of an alleged abuser or victim from the employment or control of the agency does not provide a basis for terminating an investigation?	yes
115.71 (l)	Criminal and administrative agency investigations	
	When an outside entity investigates sexual abuse, does the facility cooperate with outside investigators and endeavor to remain informed about the progress of the investigation? (N/A if an outside agency does not conduct administrative or criminal sexual abuse investigations. See 115.21(a).)	yes
115.72 (a)	Evidentiary standard for administrative investigations	
	Is it true that the agency does not impose a standard higher than a preponderance of the evidence in determining whether allegations of sexual abuse or sexual harassment are substantiated?	yes
115.73 (a)	Reporting to inmates	
	Following an investigation into an inmate's allegation that he or she suffered sexual abuse in an agency facility, does the agency inform the inmate as to whether the allegation has been determined to be substantiated, unsubstantiated, or unfounded?	yes

115.73 (b) Reporting to inmates		
	If the agency did not conduct the investigation into an inmate's allegation of sexual abuse in an agency facility, does the agency request the relevant information from the investigative agency in order to inform the inmate? (N/A if the agency/facility is responsible for conducting administrative and criminal investigations.)	yes
115.73 (c) Reporting to inmates		
	Following an inmate's allegation that a staff member has committed sexual abuse against the resident, unless the agency has determined that the allegation is unfounded, or unless the inmate has been released from custody, does the agency subsequently inform the resident whenever: The staff member is no longer posted within the inmate's unit?	yes
	Following an inmate's allegation that a staff member has committed sexual abuse against the resident, unless the agency has determined that the allegation is unfounded, or unless the resident has been released from custody, does the agency subsequently inform the resident whenever: The staff member is no longer employed at the facility?	yes
	Following an inmate's allegation that a staff member has committed sexual abuse against the resident, unless the agency has determined that the allegation is unfounded, or unless the resident has been released from custody, does the agency subsequently inform the resident whenever: The agency learns that the staff member has been indicted on a charge related to sexual abuse in the facility?	yes
	Following an inmate's allegation that a staff member has committed sexual abuse against the resident, unless the agency has determined that the allegation is unfounded, or unless the resident has been released from custody, does the agency subsequently inform the resident whenever: The agency learns that the staff member has been convicted on a charge related to sexual abuse within the facility?	yes
115.73 (d) Reporting to inmates		
	Following an inmate's allegation that he or she has been sexually abused by another inmate, does the agency subsequently inform the alleged victim whenever: The agency learns that the alleged abuser has been indicted on a charge related to sexual abuse within the facility?	yes
	Following an inmate's allegation that he or she has been sexually	yes

	abused by another inmate, does the agency subsequently inform the alleged victim whenever: The agency learns that the alleged abuser has been convicted on a charge related to sexual abuse within the facility?	
115.73 (e)	Reporting to inmates	
	Does the agency document all such notifications or attempted notifications?	yes
115.76 (a)	Disciplinary sanctions for staff	
	Are staff subject to disciplinary sanctions up to and including termination for violating agency sexual abuse or sexual harassment policies?	yes
115.76 (b)	Disciplinary sanctions for staff	
	Is termination the presumptive disciplinary sanction for staff who have engaged in sexual abuse?	yes
115.76 (c)	Disciplinary sanctions for staff	
	Are disciplinary sanctions for violations of agency policies relating to sexual abuse or sexual harassment (other than actually engaging in sexual abuse) commensurate with the nature and circumstances of the acts committed, the staff member's disciplinary history, and the sanctions imposed for comparable offenses by other staff with similar histories?	yes
115.76 (d)	Disciplinary sanctions for staff	
	Are all terminations for violations of agency sexual abuse or sexual harassment policies, or resignations by staff who would have been terminated if not for their resignation, reported to: Law enforcement agencies (unless the activity was clearly not criminal)?	yes
	Are all terminations for violations of agency sexual abuse or sexual harassment policies, or resignations by staff who would have been terminated if not for their resignation, reported to: Relevant licensing bodies?	yes
115.77 (a)	Corrective action for contractors and volunteers	
	Is any contractor or volunteer who engages in sexual abuse prohibited from contact with inmates?	yes
	Is any contractor or volunteer who engages in sexual abuse reported to: Law enforcement agencies (unless the activity was clearly not criminal)?	yes

	Is any contractor or volunteer who engages in sexual abuse reported to: Relevant licensing bodies?	yes
115.77 (b)	Corrective action for contractors and volunteers	
	In the case of any other violation of agency sexual abuse or sexual harassment policies by a contractor or volunteer, does the facility take appropriate remedial measures, and consider whether to prohibit further contact with inmates?	yes
115.78 (a)	Disciplinary sanctions for inmates	
	Following an administrative finding that an inmate engaged in inmate-on-inmate sexual abuse, or following a criminal finding of guilt for inmate-on-inmate sexual abuse, are inmates subject to disciplinary sanctions pursuant to a formal disciplinary process?	yes
115.78 (b)	Disciplinary sanctions for inmates	
	Are sanctions commensurate with the nature and circumstances of the abuse committed, the inmate's disciplinary history, and the sanctions imposed for comparable offenses by other inmates with similar histories?	yes
115.78 (c)	Disciplinary sanctions for inmates	
	When determining what types of sanction, if any, should be imposed, does the disciplinary process consider whether an inmate's mental disabilities or mental illness contributed to his or her behavior?	yes
115.78 (d)	Disciplinary sanctions for inmates	
	If the facility offers therapy, counseling, or other interventions designed to address and correct underlying reasons or motivations for the abuse, does the facility consider whether to require the offending inmate to participate in such interventions as a condition of access to programming and other benefits?	yes
115.78 (e)	Disciplinary sanctions for inmates	
	Does the agency discipline an inmate for sexual contact with staff only upon a finding that the staff member did not consent to such contact?	yes
115.78 (f)	Disciplinary sanctions for inmates	
	For the purpose of disciplinary action does a report of sexual abuse made in good faith based upon a reasonable belief that the alleged conduct occurred NOT constitute falsely reporting an incident or lying, even if an investigation does not establish	yes

	evidence sufficient to substantiate the allegation?	
115.78 (g)	Disciplinary sanctions for inmates	
	If the agency prohibits all sexual activity between inmates, does the agency always refrain from considering non-coercive sexual activity between inmates to be sexual abuse? (N/A if the agency does not prohibit all sexual activity between inmates.)	yes
115.81 (a)	Medical and mental health screenings; history of sexual abuse	
	If the screening pursuant to § 115.41 indicates that a prison inmate has experienced prior sexual victimization, whether it occurred in an institutional setting or in the community, do staff ensure that the inmate is offered a follow-up meeting with a medical or mental health practitioner within 14 days of the intake screening? (N/A if the facility is not a prison).	yes
115.81 (b)	Medical and mental health screenings; history of sexual abuse	
	If the screening pursuant to § 115.41 indicates that a prison inmate has previously perpetrated sexual abuse, whether it occurred in an institutional setting or in the community, do staff ensure that the inmate is offered a follow-up meeting with a mental health practitioner within 14 days of the intake screening? (N/A if the facility is not a prison.)	yes
115.81 (c)	Medical and mental health screenings; history of sexual abuse	
	If the screening pursuant to § 115.41 indicates that a jail inmate has experienced prior sexual victimization, whether it occurred in an institutional setting or in the community, do staff ensure that the inmate is offered a follow-up meeting with a medical or mental health practitioner within 14 days of the intake screening? (N/A if the facility is not a jail).	na
115.81 (d)	Medical and mental health screenings; history of sexual abuse	
	Is any information related to sexual victimization or abusiveness that occurred in an institutional setting strictly limited to medical and mental health practitioners and other staff as necessary to inform treatment plans and security management decisions, including housing, bed, work, education, and program assignments, or as otherwise required by Federal, State, or local law?	yes
115.81 (e)	Medical and mental health screenings; history of sexual abuse	
	Do medical and mental health practitioners obtain informed consent from inmates before reporting information about prior	yes

	sexual victimization that did not occur in an institutional setting, unless the inmate is under the age of 18?	
115.82 (a)	Access to emergency medical and mental health services	
	Do inmate victims of sexual abuse receive timely, unimpeded access to emergency medical treatment and crisis intervention services, the nature and scope of which are determined by medical and mental health practitioners according to their professional judgment?	yes
115.82 (b)	Access to emergency medical and mental health services	
	If no qualified medical or mental health practitioners are on duty at the time a report of recent sexual abuse is made, do security staff first responders take preliminary steps to protect the victim pursuant to § 115.62?	yes
	Do security staff first responders immediately notify the appropriate medical and mental health practitioners?	yes
115.82 (c)	Access to emergency medical and mental health services	
	Are inmate victims of sexual abuse offered timely information about and timely access to emergency contraception and sexually transmitted infections prophylaxis, in accordance with professionally accepted standards of care, where medically appropriate?	yes
115.82 (d)	Access to emergency medical and mental health services	
	Are treatment services provided to the victim without financial cost and regardless of whether the victim names the abuser or cooperates with any investigation arising out of the incident?	yes
115.83 (a)	Ongoing medical and mental health care for sexual abuse victims and abusers	
	Does the facility offer medical and mental health evaluation and, as appropriate, treatment to all inmates who have been victimized by sexual abuse in any prison, jail, lockup, or juvenile facility?	yes
115.83 (b)	Ongoing medical and mental health care for sexual abuse victims and abusers	
	Does the evaluation and treatment of such victims include, as appropriate, follow-up services, treatment plans, and, when necessary, referrals for continued care following their transfer to, or placement in, other facilities, or their release from custody?	yes
115.83 (c)	Ongoing medical and mental health care for sexual abuse	

	victims and abusers	
	Does the facility provide such victims with medical and mental health services consistent with the community level of care?	yes
115.83 (d)	Ongoing medical and mental health care for sexual abuse victims and abusers	
	Are inmate victims of sexually abusive vaginal penetration while incarcerated offered pregnancy tests? (N/A if "all male" facility. Note: in "all male" facilities there may be inmates who identify as transgender men who may have female genitalia. Auditors should be sure to know whether such individuals may be in the population and whether this provision may apply in specific circumstances.)	na
115.83 (e)	Ongoing medical and mental health care for sexual abuse victims and abusers	
	If pregnancy results from the conduct described in paragraph § 115.83(d), do such victims receive timely and comprehensive information about and timely access to all lawful pregnancy-related medical services? (N/A if "all male" facility. Note: in "all male" facilities there may be inmates who identify as transgender men who may have female genitalia. Auditors should be sure to know whether such individuals may be in the population and whether this provision may apply in specific circumstances.)	na
115.83 (f)	Ongoing medical and mental health care for sexual abuse victims and abusers	
	Are inmate victims of sexual abuse while incarcerated offered tests for sexually transmitted infections as medically appropriate?	yes
115.83 (g)	Ongoing medical and mental health care for sexual abuse victims and abusers	
	Are treatment services provided to the victim without financial cost and regardless of whether the victim names the abuser or cooperates with any investigation arising out of the incident?	yes
115.83 (h)	Ongoing medical and mental health care for sexual abuse victims and abusers	
	If the facility is a prison, does it attempt to conduct a mental health evaluation of all known inmate-on-inmate abusers within 60 days of learning of such abuse history and offer treatment when deemed appropriate by mental health practitioners? (NA if the facility is a jail.)	yes

115.86 (a)	Sexual abuse incident reviews	
	Does the facility conduct a sexual abuse incident review at the conclusion of every sexual abuse investigation, including where the allegation has not been substantiated, unless the allegation has been determined to be unfounded?	yes
115.86 (b)	Sexual abuse incident reviews	
	Does such review ordinarily occur within 30 days of the conclusion of the investigation?	yes
115.86 (c)	Sexual abuse incident reviews	
	Does the review team include upper-level management officials, with input from line supervisors, investigators, and medical or mental health practitioners?	yes
115.86 (d)	Sexual abuse incident reviews	
	Does the review team: Consider whether the allegation or investigation indicates a need to change policy or practice to better prevent, detect, or respond to sexual abuse?	yes
	Does the review team: Consider whether the incident or allegation was motivated by race; ethnicity; gender identity; lesbian, gay, bisexual, transgender, or intersex identification, status, or perceived status; gang affiliation; or other group dynamics at the facility?	yes
	Does the review team: Examine the area in the facility where the incident allegedly occurred to assess whether physical barriers in the area may enable abuse?	yes
	Does the review team: Assess the adequacy of staffing levels in that area during different shifts?	yes
	Does the review team: Assess whether monitoring technology should be deployed or augmented to supplement supervision by staff?	yes
	Does the review team: Prepare a report of its findings, including but not necessarily limited to determinations made pursuant to §§ 115.86(d)(1)-(d)(5), and any recommendations for improvement and submit such report to the facility head and PREA compliance manager?	yes
115.86 (e)	Sexual abuse incident reviews	
	Does the facility implement the recommendations for improvement, or document its reasons for not doing so?	yes

115.87 (a)	Data collection	
	Does the agency collect accurate, uniform data for every allegation of sexual abuse at facilities under its direct control using a standardized instrument and set of definitions?	yes
115.87 (b)	Data collection	
	Does the agency aggregate the incident-based sexual abuse data at least annually?	yes
115.87 (c)	Data collection	
	Does the incident-based data include, at a minimum, the data necessary to answer all questions from the most recent version of the Survey of Sexual Violence conducted by the Department of Justice?	yes
115.87 (d)	Data collection	
	Does the agency maintain, review, and collect data as needed from all available incident-based documents, including reports, investigation files, and sexual abuse incident reviews?	yes
115.87 (e)	Data collection	
	Does the agency also obtain incident-based and aggregated data from every private facility with which it contracts for the confinement of its inmates? (N/A if agency does not contract for the confinement of its inmates.)	yes
115.87 (f)	Data collection	
	Does the agency, upon request, provide all such data from the previous calendar year to the Department of Justice no later than June 30? (N/A if DOJ has not requested agency data.)	yes
115.88 (a)	Data review for corrective action	
	Does the agency review data collected and aggregated pursuant to § 115.87 in order to assess and improve the effectiveness of its sexual abuse prevention, detection, and response policies, practices, and training, including by: Identifying problem areas?	yes
	Does the agency review data collected and aggregated pursuant to § 115.87 in order to assess and improve the effectiveness of its sexual abuse prevention, detection, and response policies, practices, and training, including by: Taking corrective action on an ongoing basis?	yes
	Does the agency review data collected and aggregated pursuant	yes

	to § 115.87 in order to assess and improve the effectiveness of its sexual abuse prevention, detection, and response policies, practices, and training, including by: Preparing an annual report of its findings and corrective actions for each facility, as well as the agency as a whole?	
115.88 (b)	Data review for corrective action	
	Does the agency's annual report include a comparison of the current year's data and corrective actions with those from prior years and provide an assessment of the agency's progress in addressing sexual abuse?	yes
115.88 (c)	Data review for corrective action	
	Is the agency's annual report approved by the agency head and made readily available to the public through its website or, if it does not have one, through other means?	yes
115.88 (d)	Data review for corrective action	
	Does the agency indicate the nature of the material redacted where it redacts specific material from the reports when publication would present a clear and specific threat to the safety and security of a facility?	yes
115.89 (a)	Data storage, publication, and destruction	
	Does the agency ensure that data collected pursuant to § 115.87 are securely retained?	yes
115.89 (b)	Data storage, publication, and destruction	
	Does the agency make all aggregated sexual abuse data, from facilities under its direct control and private facilities with which it contracts, readily available to the public at least annually through its website or, if it does not have one, through other means?	yes
115.89 (c)	Data storage, publication, and destruction	
	Does the agency remove all personal identifiers before making aggregated sexual abuse data publicly available?	yes
115.89 (d)	Data storage, publication, and destruction	
	Does the agency maintain sexual abuse data collected pursuant to § 115.87 for at least 10 years after the date of the initial collection, unless Federal, State, or local law requires otherwise?	yes
115.401 (a)	Frequency and scope of audits	

	During the prior three-year audit period, did the agency ensure that each facility operated by the agency, or by a private organization on behalf of the agency, was audited at least once? (Note: The response here is purely informational. A "no" response does not impact overall compliance with this standard.)	no
115.401 (b)	Frequency and scope of audits	
	Is this the first year of the current audit cycle? (Note: a "no" response does not impact overall compliance with this standard.)	yes
	If this is the second year of the current audit cycle, did the agency ensure that at least one-third of each facility type operated by the agency, or by a private organization on behalf of the agency, was audited during the first year of the current audit cycle? (N/A if this is not the second year of the current audit cycle.)	na
	If this is the third year of the current audit cycle, did the agency ensure that at least two-thirds of each facility type operated by the agency, or by a private organization on behalf of the agency, were audited during the first two years of the current audit cycle? (N/A if this is not the third year of the current audit cycle.)	na
115.401 (h)	Frequency and scope of audits	
	Did the auditor have access to, and the ability to observe, all areas of the audited facility?	yes
115.401 (i)	Frequency and scope of audits	
	Was the auditor permitted to request and receive copies of any relevant documents (including electronically stored information)?	yes
115.401 (m)	Frequency and scope of audits	
	Was the auditor permitted to conduct private interviews with inmates, residents, and detainees?	yes
115.401 (n)	Frequency and scope of audits	
	Were inmates permitted to send confidential information or correspondence to the auditor in the same manner as if they were communicating with legal counsel?	yes
115.403	Audit contents and findings	

(f)		
	The agency has published on its agency website, if it has one, or has otherwise made publicly available, all Final Audit Reports. The review period is for prior audits completed during the past three years PRECEDING THIS AUDIT. The pendency of any agency appeal pursuant to 28 C.F.R. § 115.405 does not excuse noncompliance with this provision. (N/A if there have been no Final Audit Reports issued in the past three years, or, in the case of single facility agencies, there has never been a Final Audit Report issued.)	yes