



Correctional Reception Center

February 10, 2014
February 11, 2014
February 12, 2014

Adam Jackson,
Report Coordinator

**CORRECTIONAL INSTITUTION INSPECTION COMMITTEE REPORT
ON THE INSPECTION AND EVALUATION OF
CORRECTIONAL RECEPTION CENTER**

Dates of Inspection:	February 10, 2014 February 11, 2014 February 12, 2014
Type of Inspection:	Unannounced
Legislators/CIIC Staff Present:	State Representative Kevin Boyce State Representative Gary Scherer Joanna E. Saul, Director Gregory Geisler, Corrections Analyst II Adam Jackson, Corrections Analyst II Carol Robison, Corrections Analyst II Darin Furdere, Corrections Analyst I Jamie Hooks, Corrections Analyst I Katelyn Gibbons, CIIC Intern Todd Righter, CIIC Intern Chelsea Taber, CIIC Intern
Facility Staff Present:	Warden Mick Oppy CIIC spoke with many additional staff throughout the course of the inspection.

Institution Overview

The Correctional Reception Center (CRC) is the Ohio Department of Rehabilitation and Correction's (DRC) reception center for the southern region of Ohio.ⁱ The facility houses inmates of all security classifications including a small work cadre population that are assigned to specific areas of the prison.ⁱⁱ CRC opened in September 1987 on 50 acres in Orient, Ohio. The institution's FY 2013 budget was \$43,129,498.ⁱⁱⁱ

The rated capacity for CRC is 1,562.^{iv} As of February 10, 2014, the institution housed 1,891 inmates^v (121.1 percent of capacity).

Demographically, 64.0 percent of the inmates are classified as white, 34.1 percent as black, and 1.9 percent as of another race.¹ The average inmate age was 35.0 years.^{2vi}

¹1.2 percent were classified as "Other," 0.4 percent were classified as American Native, and 0.3 percent

² The youngest inmate was listed as 18.3 years of age and the oldest inmate was listed as 95.0 years of age.

The average length of stay is 31 days.^{vii} The institution employs 476 total staff, of which 289 are security staff.^{3viii}

The institution scored 100 percent compliance on the most recent ACA audit for mandatory standards, and 99.5 percent compliance on non-mandatory standards.^{4ix} In its most recent full internal management audit, CRC was 96.7 percent⁵ compliant on mandatory standards, and 98.4 percent compliant on non-mandatory standards. Of the Ohio Standards, the facility was found to only be compliant with 86.7 percent of the standards.^{6x}

Executive Director Overview

Overall, the inspection was positive, although with mixed concerns. Violence outcome measures have predominately decreased and the institution is very strictly controlled in its movement, resulting in a high level of inmate reports of safety. Unit conditions were overall good. Rehabilitation and reentry provisions were rated as good, with good access to purposeful activities for most inmates, a strong release planning accountability system, and the highest academic enrollment in the DRC. Under the new administration, staff morale has improved.

Areas in need of improvement include use of force, including multiple inmate reports of excessive use of force, and data indicates that force is disproportionately used against black inmates. Staff/inmate interactions were rated as in need of improvement, particularly due to these reports of excessive force. Healthcare – both medical and mental health services – were also rated in need of improvement due to backlogs for inmate assessments and recent suicides. The segregation unit raised concerns regarding cleanliness, failure to follow policy in regard to log sheets and offering privileges, and the overrepresentation of black and mental health caseload inmates in the disciplinary population. The library was wanting. Fiscal responsibility could also be improved, given negative fiscal audit findings and an increase of 21.5% in utility expenditures.

Although these are concerns that certainly need to be addressed, CIIC staff's sense is that the new administration provides a fresh start for the institution. Even prior to the administration change, staff had been working to address several of the above concerns, and there has been improvement. The administration appears cohesive, well supported by line staff, and eager to tackle the challenges that the institution presents.

³ The composition of staff are 41 Administrative Support, 9 program staff, 344 security staff, and 205 other staff who are predominantly medical professionals.

⁴ The most recent audit by the Commission on Accreditation for Corrections was conducted on May 23-25, 2012.

⁵ CRC was non-compliant on two non-mandatory standards related to the institution rated capacity, inmate population, and insufficient unencumbered space to accommodate the inmate segregation population.

⁶ The full internal management audit was conducted on May 14-16, 2013.

I. INSPECTION SUMMARY

SAFETY AND SECURITY: GOOD⁷

INDICATORS	RATING	FINDINGS
Violence Outcome Measures	Acceptable	<ul style="list-style-type: none"> • Total inmate-on-inmate assaults in the first six months of 2013 remained the same, but total inmate-on-staff assaults decreased 37.5 in comparison to the same period in 2012. • The rate of inmate disciplinary convictions for assaults decreased by 26.4 percent during the first six months of 2013 in comparison to the first six months of 2012. The rate of inmate disciplinary convictions for assaults for the first six months of 2013 at CRC was slightly higher than the comparator prison, but lower than the DRC average. • The rate of rule 19 convictions for the first six months of 2013 decreased 33.2 percent compared to the first six months of 2012. • The rate of rule 19 convictions for the first six months of 2013 at CRC was significantly lower than the comparator prison and slightly lower than the DRC average. • There has been one homicide during the period evaluated by CIIC.
Disturbances	Exceptional	<ul style="list-style-type: none"> • During the first six months of 2013, CRC reported zero disturbances.
Use of Force	In Need of Improvement	<ul style="list-style-type: none"> • Compared to the first six months of 2012, in which 172 uses of force were reported, total uses of force decreased by 40.7 percent. The rate of use of force incidents also decreased by 43.2 percent. • The use of force rate for the first six months of 2013 was slightly

⁷ CIIC ratings are based on a four point scale: Exceptional, Good, Acceptable, and In Need of Improvement. Ratings for the overall area are based on the balance of the indicator ratings for that area. A rating of "Exceptional" for an indicator means that there is no room for improvement and, generally, that the facility performs above other prisons. A rating of "Good" for an indicator means that the prison more than meets the standard, but is not significantly better than other prisons or there is still room for improvement. A rating of "Acceptable" for an indicator means that the prison just meets the standard or meets the standard with minor exceptions. A rating of "In Need of Improvement" for an indicator means that the prison does not meet standards, is significantly different from other prisons in a negative manner, or that CIIC staff had serious concerns.

		<p>higher than the comparator prison and higher than the DRC average.</p> <ul style="list-style-type: none"> • A review of use of force incidents indicated the majority of responses to incidents appeared to be appropriate. However, there were multiple incidents where the staff member and inmate ended up on the ground. Two incidents raised concern. • Inmates relayed concerns regarding excessive force, and force is disproportionately used on black inmates.
Control of Illegal Substances	Good	<ul style="list-style-type: none"> • During the first six months of 2013, 5.2 percent of the inmates tested positive for the presence of an illegal substance, which is a significant increase in comparison to the first six months of 2012. However, in the latter six months of 2013, the percent of inmates testing positive dropped to 1.6 percent, which indicates positive progress.
Inmate Perception of Safety	Good	<ul style="list-style-type: none"> • 84.4 percent of inmate survey respondents reported they are very safe, safe, or neutral (in terms of safety). • Overall, the majority of focus group participants rated their personal safety as safe. • The institution had one inmate in segregation for refusal to lock on the day of the inspection.
Unit Security Management	Good	<ul style="list-style-type: none"> • Officers documented rounds in the requisite 30 minute intervals. However, there were a few shifts where officers did not stagger rounds per policy. • Officers were conducting the required number of shakedowns with some inconsistencies. • CIIC's review of cells indicated some concerns with towels on the floor, but there did not appear to be issues of inmates hanging items in bunk areas.
Institutional Security Management	Acceptable	<ul style="list-style-type: none"> • Some executive staff members are inconsistently making rounds in all units based on a review of employee sign-in logs. • Staff demonstrated a tracking system for violent incidents; however,

		<p>the system could be improved to provide more detailed analysis. Staff demonstrated that they have taken administrative actions in response to the data tracking to improve institutional security.</p> <ul style="list-style-type: none"> • The number of STG-affiliated inmates dropped between July 2012 and 2013, which may indicate a need for greater identification. Staff relayed that a new STG committee has been created. • There have been zero escapes or attempted escapes during the period evaluated by CIIC.
Prison Rape Elimination Act (PREA)	Deferred	<ul style="list-style-type: none"> • CRC has not yet had an official PREA audit conducted. • Staff reported 12 allegations of sexual assault in 2013, one of which was substantiated. • PREA posters, with information for inmates on reporting of sexual assaults, were posted in all the housing units. • Survey responses indicated that two of the surveyed inmates had sexual contact with another inmate at the institution. Four inmates reported sexual contact with a staff member at the facility.

HEALTH AND WELLBEING: ACCEPTABLE

INDICATORS	RATING	FINDINGS
Unit Conditions	Good	<ul style="list-style-type: none"> • All of the dayrooms were rated as good or exceptional based on the cleanliness of the floors. • The cell conditions were rated as good on most units and most appeared to be clean. • The shower conditions of most units were rated as acceptable with some rated as in need of improvement due to peeling and chipped paint, soap scum, and an unidentified black substance on the shower base and walls.
Medical Services	In Need of	<ul style="list-style-type: none"> • The doctor sick call “no-show” percentage increased to one of the

	Improvement	<p>highest in the DRC in the fourth quarter.</p> <ul style="list-style-type: none"> • There is a backlog of inmates waiting to be seen in chronic care clinics. • The institution lacks a Chief Medical Officer. • Positively, the number of inmates on the chronic care caseload who were documented as No-Shows for the past 90 days was calculated to be approximately 1.9 percent.
Mental Health Services	In Need of Improvement	<ul style="list-style-type: none"> • There are backlogs of inmates waiting to be seen by psychiatry, mental health evaluations, and general mental health requests. • A lower percentage of inmates that participated in the survey reported adequate access to mental health services. • Staffing levels were only recently filled to meet minimum standards, and there are six vacancies. • There were two suicides in the time period evaluated by CIIC.
Recovery Services	Acceptable	<ul style="list-style-type: none"> • The inmates who are in chronic need of recovery services were prioritized for programming. • A high number of inmates participate in supplementary groups. • A lower percentage of inmates reported adequate access to recovery services programming. • Negatively, the percentage of early terminations for Intensive Outpatient Programs was higher than the DRC average and other male reception centers.
Food Services	Good	<ul style="list-style-type: none"> • Survey responses were more positive than average inmate responses from previous inspections during the biennium. • The most recent evaluation by the DRC Food Service Contract Monitor found the institution to be 91 percent in-compliance. • The institution passed its most recent health inspection with four minor violations. • Meals sampled by CIIC was rated as acceptable.

Recreation	Acceptable	<ul style="list-style-type: none"> Positively, the largest number of survey respondents reported that the recreation schedule is usually or always followed. Physical facilities appeared clean and no maintenance concerns were relayed. Negatively, inmates reported fairly low satisfaction levels with access to recreation and focus group participants relayed concerns regarding a lack of activities available during on-unit recreation periods.
-------------------	-------------------	--

FAIR TREATMENT: ACCEPTABLE

INDICATORS	RATING	FINDINGS
Staff/Inmate Interactions	In Need of Improvement	<ul style="list-style-type: none"> Inmates in several focus groups raised concerns regarding derogatory and unprofessional language used by some relief officers. Inmate survey responses were predominately negative and the primary concern of many inmates was excessive use of force by officers.
Inmate Grievance Procedure	Acceptable	<ul style="list-style-type: none"> Untimely and non-response rates to informal complaints were very low. The majority of responses to both complaints and grievances were responsive to inmate concerns. However, CIIC's review of the informal complaint responses raised a concern regarding a handful of the responses. A very high percentage of grievances were extended beyond 14 days. A higher percentage of inmates than at the comparator prison reported feeling prevented from using the grievance procedure at some point.
Inmate Discipline	Good	<ul style="list-style-type: none"> Hearing procedures appear to be followed. CRC staff do an excellent job of attaching evidence to support charges. The RIB Chair was also thorough in her review of documentation. The review of closed RIB cases revealed no issues or errors.

Segregation	In Need of Improvement	<ul style="list-style-type: none"> • Cell cleanliness was an issue, with inmates able to demonstrate a high level of dirt build-up underneath their bunks and the observed showers were concerning in the level of mold/mildew. • Inmates indicated that they were not offered cell cleaning materials or recreation in line with policy; the log sheets reflected this, which is a further concern regarding completion of the log sheets. • There were several observed issues that raised concerns regarding security management, including cuffsports not being secured. • Black and mental health inmates were overrepresented in the disciplinary population in comparison to the institutional population.
--------------------	-------------------------------	---

REHABILITATION AND REENTRY: GOOD

INDICATORS	RATING	FINDINGS
Access to Purposeful Activities	Good	<ul style="list-style-type: none"> • Academic enrollment increased 34.2 percent from FY 2012 to FY 2013; and the academic waitlist decreased 4.5 percent; academic enrollment is the highest in the DRC. • Almost all inmates are housed in a unit with a specific purpose or mission (cadre, reception, RTU, SORRC, etc). • CRC offers a variety of recovery service, mental health, and religious service programs. • Apprenticeship enrollment increased by 47.6 percent from FY 2012 to FY 2013.
Quality of Educational Programming	Good	<ul style="list-style-type: none"> • Classroom instructional strategies observably included numerous examples of best practices in instruction. • CRC has the highest academic enrollment of any DRC institution. • Number of GED tests taken in FY 2013 was significantly higher than the comparator prison and the DRC average; however, the number of GED tests passed decreased 42.4 percent from FY 2012 to FY 2013. • Rate of academic certificates earned for FY 2013 was significantly

		higher than the comparator prison, but somewhat lower than the DRC average; and, the CRC rate of earned academic certificates slightly decreased from FY 2012 to FY 2013.
Library	In Need of Improvement	<ul style="list-style-type: none"> • Per capita number of materials for inmates is half the DRC average, although still greater than the comparator prison. • Cadre inmates have good access to the library; however, reception inmates have extremely limited access. • Access to titles associated with jobs, employment search and skills, careers, and companies is extremely limited to only eight books. • The mandated Reentry Resource Center with two dedicated reentry computers has not yet been implemented.
Ohio Penal Industries	N/A	<ul style="list-style-type: none"> • CRC does not have an OPI shop.
Reentry Planning	Good	<ul style="list-style-type: none"> • Staff relayed an accountability system to ensure that RPLANS are completed timely and comprehensively. • Case Manager's use of a CRC-created form requires inmates to complete specified information and submit it to the Case Manager within specified timeframes (i.e. within one week or within two days). • However, the mandated Reentry Resource Center has not yet been implemented.
Security Classification and Privilege Levels	Exceptional	<ul style="list-style-type: none"> • There were zero unaccounted oversights in the classification reviews.

FISCAL ACCOUNTABILITY: GOOD

INDICATORS	RATINGS	FINDINGS
Staff Management	Good	<ul style="list-style-type: none"> • In FY 2013, the turnover ratio was 5.9 percent and was better than the DRC average. • In CY 2013, CRC staff completed 91.6 percent of their required performance evaluations on time, which was significantly better than the DRC average. • The FY 2013 mandated training completion rates ranged from 99.3 percent to 100.0 percent. • Most of the officers rated morale as “average,” with the belief that morale continues to improve under the leadership of the current administration.
Fiscal Responsibility and Needs	In Need of Improvement	<ul style="list-style-type: none"> • CRC failed its most recent internal fiscal audit, although it passed the most recent external fiscal audit. • In CY 2013, CRC increased its energy utility costs by 21.5 percent. • Recycling revenue was less than the DRC average in FY 2013 and appears on track to decrease in FY 2014. • Positively, the cost savings ranked among the highest of the institutions inspected by CIIC during the current biennium.
Property	Exceptional	<ul style="list-style-type: none"> • In CY 2013, CRC paid \$385.07 in property loss payouts, which was a decrease of 7.4 percent from the \$415.75 paid in CY 2012. The total amount of payouts is significantly lower than the DRC average.

RECOMMENDATIONS SUMMARY

- Conduct after action reviews on any use of force where an officer and inmate end up on the ground to ensure that there were no opportunities to use lesser alternatives such as use of chemical agents.
- Ensure that staff complete use of force incident reports separate from one another.
- Ensure that cell extraction team members do not wear helmets during the video introductions.
- Evaluate the disproportionate use of force on black inmates.
- Ensure that officers are staggering rounds per policy.
- Ensure that executive staff conduct weekly rounds through housing units, in line with DRC policy.
- Reduce the number of inmates overdue in chronic care clinics, and waiting to see the Doctor beyond five days.
- Reduce the backlog of mental health assessments, and respond timelier to requests for services.
- Develop strategies to improve the level of sanitation that currently exists in the showers in the Residential Treatment Unit.
- Develop strategies to increase the number of essential staff working in the mental health and medical departments.
- Ensure that inmates are receiving appropriate food portions, including SORRC inmates.
- Ensure inmate food service workers and porters maintain a clean work area in the food preparation area of the kitchen.
- Evaluate the negative inmate perceptions of staff, including the reports of excessive use of force.
- Ensure that grievances are responded to in a timely manner.
- Ensure that segregation inmates are offered appropriate privileges, including cell cleaning and recreation, and that segregation log sheets are appropriately filled out.
- Evaluate the higher proportion of black and mentally ill inmates in the disciplinary population.

RECOMMENDATIONS CONTINUED

- Evaluate the security management concerns in segregation and consider developing strategies to address.
- Develop strategies to increase the total number of GEDs and academic certificates earned.
- Develop Student Goal Agreements in line with DRC policy.
- Evaluate and develop additional strategies to continue reducing staff overtime.
- Fill staff vacancies for positions that are eligible to be filled.
- Ensure that all Ohio fiscal standards are met for the next audit.
- Develop additional energy conservation strategies to reduce costs and usage.

ADDITIONAL SUGGESTIONS

- Consider further improvements to the violent/critical incident tracking mechanism, including a breakdown by unit.
- Consider strategies to reduce early terminations in their recovery services programming.
- Consider developing strategies to incorporate family members into recovery services programming.
- Consider implementing an incentive program for inmate food service workers.
- Consider strategies to expand the number of recreational activities available to inmates during on-unit recreational periods, which may increase inmate levels of satisfaction with access to recreation.
- Consider addressing with staff some of the problems identified in the responses to inmate complaints, including ensuring that medical staff meet with the inmate regarding medical-related complaints, that all areas of an inmate's complaint are fully addressed, and that complaints are appropriately forwarded to the Investigator when warranted.
- Consider reviewing the higher level rule violations and ensuring that the rule violation is appropriate.
- Consider allowing inmates who are in segregation for more than a month to use the telephone if they have demonstrated good behavior.
- Consider improving the quality and amount of reading material available on the segregation unit.
- Consider strategies to increase inmate awareness and direct involvement in the preparation and implementation of their reentry plan.
- Consider ways to improve library deficiencies as the total number of materials, career/employment materials, access to time/hours in the library and law library for reception inmates, and installation of the required Reentry Resource Center.
- Consider providing additional access to reading materials for reception inmates, which could include a book cart on the units.
- Consider developing strategies to address inmate concerns regarding phone service in the housing units.
- Consider developing additional strategies to improve recycling revenue.

DRC RESPONSE

Issue	<p>Problem noted by CIIC- Use of Force (UOF)</p> <ul style="list-style-type: none"> Compared to the first six months of 2012, in which 172 uses of force were reported, total uses of force decreased by 40.7 percent. The rate of use of force incidents also decreased by 43.2 percent. The use of force rate for the first six months of 2013 was slightly higher than the comparator prison and higher than the DRC average. A review of use of force incidents indicated the majority of responses to incidents appeared to be appropriate. However, there were multiple incidents where the staff member and inmate ended up on the ground. Two incidents raised concerns. 				
	<table border="1"> <tr> <td data-bbox="201 456 1591 1398"> <p>The Correctional Reception Center (CRC) has developed the below listed action plan to address the CIIC identified problem area of Use of Force:</p> <ol style="list-style-type: none"> CRC will utilize the Back-to-Basics approach, with the assistance of the Violence Oversight Committee, to evaluate all indicators to try and identify causes and patterns dealing with assaults. This approach will include Staff Awareness, Staff Education, and Increased Logistical Support. A high number of UOF at CRC occurred during mass movement and at the Chow Hall. CRC has implemented the following strategies in an attempt to decrease UOF incidents: <ol style="list-style-type: none"> Communicate to staff the heightened probability of a physical event in and around the dining area during mass movement and the need to utilize clear and concise IPC skills to deescalate negative inmate behavior. This information will be disseminated through in-service training, roll call, and daily summary sheet. Increase executive staff presence during meal times. ADO present in chow hall during evening meal DWO presence during evening meal twice a week unannounced Shift Commander on the yard during meal times Conduct a comprehensive class through in-service training highlighting the potential for harm to staff and offenders with UOF incidents that occur in areas with a high numbers of offenders i.e. Chow, mass movement. This class will be facilitated by Warden and Deputy Wardens. Emphasize and initiate protocol that instructs security staff not to stop individual inmates during mass movement unless it's a significant safety or security concern. Strategically place additional cameras in designated areas to provide complete surveillance coverage of the dining area inside and out. Ensure above camera footage is retrieved and achieved after all significant events in the area. Conduct AAR after each UOF around dining room area and when staff and offenders end up on the ground.* Evaluate the disproportionate use of force on black inmate* Ensure that cell extraction team members do not wear helmets during video introductions* </td><td data-bbox="1591 456 2024 1398"> <p>Person Responsible</p> <ol style="list-style-type: none"> Warden DWO Major Unit Managers Custody Supervisors UMC </td></tr> <tr> <td colspan="2" data-bbox="201 1398 1591 1432"> <p>Comments: * Indicate Recommendations from CIIC report (pg 12-14)</p> </td></tr> </table>	<p>The Correctional Reception Center (CRC) has developed the below listed action plan to address the CIIC identified problem area of Use of Force:</p> <ol style="list-style-type: none"> CRC will utilize the Back-to-Basics approach, with the assistance of the Violence Oversight Committee, to evaluate all indicators to try and identify causes and patterns dealing with assaults. This approach will include Staff Awareness, Staff Education, and Increased Logistical Support. A high number of UOF at CRC occurred during mass movement and at the Chow Hall. CRC has implemented the following strategies in an attempt to decrease UOF incidents: <ol style="list-style-type: none"> Communicate to staff the heightened probability of a physical event in and around the dining area during mass movement and the need to utilize clear and concise IPC skills to deescalate negative inmate behavior. This information will be disseminated through in-service training, roll call, and daily summary sheet. Increase executive staff presence during meal times. ADO present in chow hall during evening meal DWO presence during evening meal twice a week unannounced Shift Commander on the yard during meal times Conduct a comprehensive class through in-service training highlighting the potential for harm to staff and offenders with UOF incidents that occur in areas with a high numbers of offenders i.e. Chow, mass movement. This class will be facilitated by Warden and Deputy Wardens. Emphasize and initiate protocol that instructs security staff not to stop individual inmates during mass movement unless it's a significant safety or security concern. Strategically place additional cameras in designated areas to provide complete surveillance coverage of the dining area inside and out. Ensure above camera footage is retrieved and achieved after all significant events in the area. Conduct AAR after each UOF around dining room area and when staff and offenders end up on the ground.* Evaluate the disproportionate use of force on black inmate* Ensure that cell extraction team members do not wear helmets during video introductions* 	<p>Person Responsible</p> <ol style="list-style-type: none"> Warden DWO Major Unit Managers Custody Supervisors UMC 	<p>Comments: * Indicate Recommendations from CIIC report (pg 12-14)</p>	
<p>The Correctional Reception Center (CRC) has developed the below listed action plan to address the CIIC identified problem area of Use of Force:</p> <ol style="list-style-type: none"> CRC will utilize the Back-to-Basics approach, with the assistance of the Violence Oversight Committee, to evaluate all indicators to try and identify causes and patterns dealing with assaults. This approach will include Staff Awareness, Staff Education, and Increased Logistical Support. A high number of UOF at CRC occurred during mass movement and at the Chow Hall. CRC has implemented the following strategies in an attempt to decrease UOF incidents: <ol style="list-style-type: none"> Communicate to staff the heightened probability of a physical event in and around the dining area during mass movement and the need to utilize clear and concise IPC skills to deescalate negative inmate behavior. This information will be disseminated through in-service training, roll call, and daily summary sheet. Increase executive staff presence during meal times. ADO present in chow hall during evening meal DWO presence during evening meal twice a week unannounced Shift Commander on the yard during meal times Conduct a comprehensive class through in-service training highlighting the potential for harm to staff and offenders with UOF incidents that occur in areas with a high numbers of offenders i.e. Chow, mass movement. This class will be facilitated by Warden and Deputy Wardens. Emphasize and initiate protocol that instructs security staff not to stop individual inmates during mass movement unless it's a significant safety or security concern. Strategically place additional cameras in designated areas to provide complete surveillance coverage of the dining area inside and out. Ensure above camera footage is retrieved and achieved after all significant events in the area. Conduct AAR after each UOF around dining room area and when staff and offenders end up on the ground.* Evaluate the disproportionate use of force on black inmate* Ensure that cell extraction team members do not wear helmets during video introductions* 	<p>Person Responsible</p> <ol style="list-style-type: none"> Warden DWO Major Unit Managers Custody Supervisors UMC 				
<p>Comments: * Indicate Recommendations from CIIC report (pg 12-14)</p>					

Issue	Problem noted by CIIC – Medical Services <ul style="list-style-type: none"> • The doctor sick call “no-show” percentage increased to one of the highest in the DRC in the fourth quarter. • There is a backlog of inmates waiting to be seen in chronic care clinics. • The institution lacks a Chief Medical Officer. • Positively, the number of inmates on the chronic care caseload who were documented as No-Shows for the past 90 days was calculated to be approximately 1.9 percent. • Reduce the number of inmates overdue in chronic care clinics and waiting to see the Doctor beyond 5 days. • Develop strategies to increase the number of essential staff working in the mental health and medical departments* 	
	<p>The Correctional Reception Center has developed the below listed action plan to address the CIIC concern with Medical Services:</p> <ol style="list-style-type: none"> 1) Implemented no-show process to be followed in DSC; same as effective process utilized in CCC 2) Added one (1) FT contractor NP on 3/4/14 (to replace NP on disability) 3) Continue to utilize PRN contractors on weekends as available to assist with any CCC backlog in medical services. 4) The majority of the CCC backlog is for RTU inmates. ALP schedules have been revised to allow providers to increase time spent Tuesday and Thursday in the RTU from 8:30AM-4PM to facilitate CCC clinics. 5) Collaborate with BOMS to continue recruiting for Chief Medical Officer and increasing essential staff in medical services. 	Person Responsible <ol style="list-style-type: none"> 1. Deputy Warden Special Services 2. Health Care Administrator 3. Assistant Health Care Administrator
	Comments: Comments: DSC is current without backlog for the past two (2) months. This was reported wrong and corrected in the CQI	
	meeting on 2/20/2014. At the present time, medical service providers are seeing inmates in DSC prior to scheduled date.	
	CCC backlog was reduced from 38.3% in December 2013 to 12.6% in January 2014.	
	*Indicate Recommendations from CIIC report (pg 12-14)	

Issue	<p>Problem noted by CIIC – Mental Health Services</p> <ul style="list-style-type: none"> • There are backlogs of inmates waiting to be seen by psychiatry, mental health evaluations, and general mental health requests. • A lower percentage of inmates that participated in the survey reported adequate access to mental health services. • Staffing levels were only recently filled to meet minimum standards, and there are six vacancies. • There were two suicides in the time period evaluated by CIIC. • Develop strategies to improve the level of sanitation that currently exists in the showers in the Residential Treatment Unit* • Develop strategies to increase the number of essential staff working in the mental health and medical departments* • Reduce the backlog of mental health assessments, and respond timelier to request for services* • Develop strategies to increase the number of essential staff working in the mental health department* 		
	<table border="1"> <tr> <td data-bbox="184 513 1591 1219"> <p>The Correctional Reception Center has developed the below listed action plan to address the CIIC concern with Mental Health Services:</p> <ol style="list-style-type: none"> 1. A new data base has been initiated that will closely monitor the evaluations process. This new database will help improve efficiency and track staff accountability of completing the evaluations outlined within policy. The data base will be monitored daily by Mental Health Nursing Supervisor and MHA. Inmates waiting to see psychiatry have been made a priority. These Offenders will be made a priority to be sent through the Assessment Process. Mental Health Nursing Supervisor will provide training to Mental Health staff on the database. 2. The Outpatient staff will increase programming and groups that will be offered to offenders. At the time of Detailed Screen, Mental Health staff will make a referral on a Referral form and it will be sent directly to the Group Facilitator. . 3. Nursing Supervisor has been assigned to Reception area to oversee the database and service accessibility. 4. Mental Health staff is reporting productivity schedule directly to MHA which is being tracked daily by the MHA and weekly by the DWSS. Staff that do not meet the established expectation shall be offered coaching, training, (as needed), and if necessary, Standards of Employee Conduct. 5. Collaborate with BOMHS to continue recruiting for Prescribing Providers and increasing essential staff in mental health services. Mental Health Services currently using Contractors from designated contractor services. </td><td data-bbox="1591 513 2011 1219"> <p>Person Responsible</p> <ol style="list-style-type: none"> 1. DWSS 2. Mental Health Administrator 3. Mental Health Nurse Supervisor 4. UMC/ D unit Manager </td></tr> </table>	<p>The Correctional Reception Center has developed the below listed action plan to address the CIIC concern with Mental Health Services:</p> <ol style="list-style-type: none"> 1. A new data base has been initiated that will closely monitor the evaluations process. This new database will help improve efficiency and track staff accountability of completing the evaluations outlined within policy. The data base will be monitored daily by Mental Health Nursing Supervisor and MHA. Inmates waiting to see psychiatry have been made a priority. These Offenders will be made a priority to be sent through the Assessment Process. Mental Health Nursing Supervisor will provide training to Mental Health staff on the database. 2. The Outpatient staff will increase programming and groups that will be offered to offenders. At the time of Detailed Screen, Mental Health staff will make a referral on a Referral form and it will be sent directly to the Group Facilitator. . 3. Nursing Supervisor has been assigned to Reception area to oversee the database and service accessibility. 4. Mental Health staff is reporting productivity schedule directly to MHA which is being tracked daily by the MHA and weekly by the DWSS. Staff that do not meet the established expectation shall be offered coaching, training, (as needed), and if necessary, Standards of Employee Conduct. 5. Collaborate with BOMHS to continue recruiting for Prescribing Providers and increasing essential staff in mental health services. Mental Health Services currently using Contractors from designated contractor services. 	<p>Person Responsible</p> <ol style="list-style-type: none"> 1. DWSS 2. Mental Health Administrator 3. Mental Health Nurse Supervisor 4. UMC/ D unit Manager
<p>The Correctional Reception Center has developed the below listed action plan to address the CIIC concern with Mental Health Services:</p> <ol style="list-style-type: none"> 1. A new data base has been initiated that will closely monitor the evaluations process. This new database will help improve efficiency and track staff accountability of completing the evaluations outlined within policy. The data base will be monitored daily by Mental Health Nursing Supervisor and MHA. Inmates waiting to see psychiatry have been made a priority. These Offenders will be made a priority to be sent through the Assessment Process. Mental Health Nursing Supervisor will provide training to Mental Health staff on the database. 2. The Outpatient staff will increase programming and groups that will be offered to offenders. At the time of Detailed Screen, Mental Health staff will make a referral on a Referral form and it will be sent directly to the Group Facilitator. . 3. Nursing Supervisor has been assigned to Reception area to oversee the database and service accessibility. 4. Mental Health staff is reporting productivity schedule directly to MHA which is being tracked daily by the MHA and weekly by the DWSS. Staff that do not meet the established expectation shall be offered coaching, training, (as needed), and if necessary, Standards of Employee Conduct. 5. Collaborate with BOMHS to continue recruiting for Prescribing Providers and increasing essential staff in mental health services. Mental Health Services currently using Contractors from designated contractor services. 	<p>Person Responsible</p> <ol style="list-style-type: none"> 1. DWSS 2. Mental Health Administrator 3. Mental Health Nurse Supervisor 4. UMC/ D unit Manager 		
	<p>Comments: * Indicate Recommendations from CIIC report (pg 12-14)</p>		

Issue	Problem noted by CIIC – Staff/ Inmate Interactions <ul style="list-style-type: none"> Inmates in several focus groups raised concerns regarding derogatory and unprofessional language used by some relief officers Inmate surveys responses were predominately negative and the primary concern was excessive use of force by officers. 	
	<p>The Correctional Reception Center has developed the below listed action plan to address the CIIC concern of Staff /Inmate Interactions:</p> <ol style="list-style-type: none"> The Warden and executive staff has been and will continue to instruct during In-Service training concerning the importance of open lines of communication, and the need for inmate interaction, Inter Personal Communication Skills, as well as the benefits that result from good communications. Executive staff as well as supervisors and the Inspector's Office following up on complaints involving alleged inappropriate or unprofessional communications and/or actions involving staff. Evaluate the negative inmate perceptions of staff, including the reports of excessive force* Ensure grievances are responded to in a timely manner.* 	Person Responsible <ol style="list-style-type: none"> Warden DWO DWSS UMC Major IIS
	Comments: *Indicate Recommendations from CIIC report (pg 12-14)	

Issue	Problem noted by CIIC – Segregation <ul style="list-style-type: none"> Cell cleanliness was an issue, with inmates able to demonstrate a high level of dirt build-up underneath their bunks and the observed showers were concerning in the level of mold/mildew Inmates indicated that they were not offered cell cleaning materials or recreation in line with policy; the log sheets reflected this, which is a further concern regarding completion of the log sheets. There were several observed issues that raised concerns regarding security management, including cuff ports not being secured. Black and mental health inmates were overrepresented in the disciplinary population in comparison to the institutional population Evaluate the security management concerns in segregation and consider developing strategies to address* Ensure that segregation inmates are offered appropriate privileges, including cell cleaning and recreation, and that segregation log sheets are appropriately filled out* Evaluate the higher proportion of black and mentally ill inmates in segregation* Consider reviewing the higher level rule violations and ensuring that the rule violation is appropriate* Consider allowing inmates who are in segregation for more than a month to use the telephone if they have demonstrated good behavior*
--------------	--

<p>The Correctional Reception Center has developed the below listed action plan to address the CIIC concern with Segregation:</p> <ul style="list-style-type: none"> Back 2 Basics Committee was formed as a result of a recommendation made by the Castro AAR team. Effective February 24, 2014 the below cell cleaning schedule went into effect. <ul style="list-style-type: none"> Monday 2nd shift-SC Wednesday 2nd shift- DC1 Friday 1st shift- DCII This will be logged into the log book and marked appropriately on the DRC 4118 A sergeant will be assigned in segregation one of the job duties of that sergeant will be the cleanliness of segregation and the cells. To ensure the cells are being cleaned according to the above cell cleaning schedule the sergeant will randomly pick 3 cells weekly for inspection to check for cleanliness. If the cells have not been cleaned the sergeant will ensure cleaning supplies are given to that cell. The officers who were responsible for cell cleaning for the cell will be counseled. Each time an offender is placed in segregation a DRC 4046 (Cell Inspection form) will be completed and place on the wall next to the cell. Every month the Deputy Warden of Operations and the Segregation supervisor will conduct sanitation evaluations reviewing the cleanliness of the cells, floors and cell walls. <p>A memo will be put out in roll call as a reminder that "cuff ports are not to be left unsecured" , and anytime a visitor comes to segregation and needs to be on the ranges they are to be escorted at all times.</p> <ul style="list-style-type: none"> We will monitor the mental health and racial breakdown on a regular basis Back 2 Basics Committee was formed as a result of a recommendation made by the Castro AAR team. Effective February 24, 2014 the below recreation schedule went into effect. <p>Sunday through Saturday: 1st shift shall be responsible for the cells on the lower range in SC, DC1 and DCII 2nd shift shall be responsible for the cells on the upper range in SC, DC1 and DCII No more than two inmates shall be placed in the same recreation cage (indoor or outdoor) and they shall be cell mates</p> <p>This will be logged into the log book and marked appropriately on the DRC 4118</p> <ul style="list-style-type: none"> All RIB cases are reviewed for reduced charges if warranted. Inmates that are on Local Control or Security Control Investigation who have been in segregation longer than 30 days with good behavior will be able to use the phone as long as they have not been placed on phone restriction. Phone calls will be logged in the RAP6 screen on DOTS-Portal and on the DRC2640 Inmate Segregation Phone Log. 	<p>Person Responsible</p> <ol style="list-style-type: none"> 1. DWO 2. Major 3. Admin Capt 4. Segregation Supervisor
<p>Comments: *Indicate Recommendations from CIIC report (pg 12-14)</p>	

Issue	<p>Problem noted by CIIC –Library</p> <ul style="list-style-type: none"> • Per capita number of materials for inmates is half the DRC average, although still greater than the comparator prison. • Cadre inmates have good access to the library; however, reception inmates have extremely limited access. • Access to titles associated with jobs, employment search and skills, careers, and companies is extremely limited to only eight books. • The mandated Reentry Resource Center with two dedicated reentry computers has not yet been implemented • Improving the quality and amount of reading materials available on the segregation unit* • Consider ways to improve library deficiencies as the total number of materials, career/employment materials, access to time/hours in the library and law library for reception inmates and installation of reentry plan.* • Consider providing additional access to reading materials for reception inmates which would include a book cart on the units* 		
	<table border="1"> <tr> <td data-bbox="184 521 1591 1109"> <ul style="list-style-type: none"> • The Correctional Reception Center has developed the below listed action plan to address the CIIC concern Library Services • After running a report to get a list of the actual number of materials in our library catalog the number is 13,014. The number of materials CIIC used was from monthly reports and that number is erroneous. The new, correct number will be used in future library reports and calculations. • An order has been placed for 30 new books for the reentry section as well as processing others into that section. Currently there are 24 books in the reentry section with the 30 ordered to be added when they arrive. This section will have new books ordered and added as they become available. • A work order has been put in for the computers to be installed. • As funds become available paperback books will be purchased for use in the segregation housing area. A rotating collection, rather than a stagnant collection that is added to randomly will be established. Librarian will place donated books into circulation into Segregation. • All issues addressed except access to law library. It was not made clear during the CIIC inspection that reception inmates have access to the law library by the pass system and the time they have while on pass is 2 – 2.5 hours at a time and re-passing is done as needed for reception inmates. • Warden will assign a Back to Basic committee to address library deficiencies </td><td data-bbox="1591 521 2011 1109"> <p>Person Responsible</p> <ol style="list-style-type: none"> 1. DWSS 2. Liberian 3. Back 2 Basic Committee </td></tr> </table>	<ul style="list-style-type: none"> • The Correctional Reception Center has developed the below listed action plan to address the CIIC concern Library Services • After running a report to get a list of the actual number of materials in our library catalog the number is 13,014. The number of materials CIIC used was from monthly reports and that number is erroneous. The new, correct number will be used in future library reports and calculations. • An order has been placed for 30 new books for the reentry section as well as processing others into that section. Currently there are 24 books in the reentry section with the 30 ordered to be added when they arrive. This section will have new books ordered and added as they become available. • A work order has been put in for the computers to be installed. • As funds become available paperback books will be purchased for use in the segregation housing area. A rotating collection, rather than a stagnant collection that is added to randomly will be established. Librarian will place donated books into circulation into Segregation. • All issues addressed except access to law library. It was not made clear during the CIIC inspection that reception inmates have access to the law library by the pass system and the time they have while on pass is 2 – 2.5 hours at a time and re-passing is done as needed for reception inmates. • Warden will assign a Back to Basic committee to address library deficiencies 	<p>Person Responsible</p> <ol style="list-style-type: none"> 1. DWSS 2. Liberian 3. Back 2 Basic Committee
<ul style="list-style-type: none"> • The Correctional Reception Center has developed the below listed action plan to address the CIIC concern Library Services • After running a report to get a list of the actual number of materials in our library catalog the number is 13,014. The number of materials CIIC used was from monthly reports and that number is erroneous. The new, correct number will be used in future library reports and calculations. • An order has been placed for 30 new books for the reentry section as well as processing others into that section. Currently there are 24 books in the reentry section with the 30 ordered to be added when they arrive. This section will have new books ordered and added as they become available. • A work order has been put in for the computers to be installed. • As funds become available paperback books will be purchased for use in the segregation housing area. A rotating collection, rather than a stagnant collection that is added to randomly will be established. Librarian will place donated books into circulation into Segregation. • All issues addressed except access to law library. It was not made clear during the CIIC inspection that reception inmates have access to the law library by the pass system and the time they have while on pass is 2 – 2.5 hours at a time and re-passing is done as needed for reception inmates. • Warden will assign a Back to Basic committee to address library deficiencies 	<p>Person Responsible</p> <ol style="list-style-type: none"> 1. DWSS 2. Liberian 3. Back 2 Basic Committee 		
	<p>Comments: *Indicate Recommendations from CIIC report (pg 12-14)</p>		

Issue	<p><i>Problem noted by CIIC –Fiscal Responsibility and Needs</i></p> <ul style="list-style-type: none"> • CRC failed its most recent internal fiscal audits, although it passed the most recent external audit. • In CY 2013, CRC increased its energy utility costs by 21.5 percent. • Recycling revenue was less than the DRC average in FY 2013 and appears on track to decrease in FY 2014. • Positively, the cost savings ranked among the highest of the institutions inspected by CIIC during the current biennium. • Develop additional energy conservations strategies to reduce cost and usage* • Ensure that all Ohio fiscal standards are met for the next audit* • Develop additional energy conservation strategies to reduce costs and usage* • Developing additional strategies to improve recycling revenue*
	<p>The Correctional Reception Center has developed the below listed action plan to address the CIIC concern with Fiscal Responsibility and Needs: The 87.5 percent on the most recent Fiscal Audit was over the 80.0 percent failing grade. Therefore, we did not fail this audit. We did fail on one of the eight standards, i.e., the actual Petty Cash on Hand did not match the amount shown in our CACTAS Cashier Accounting System by a small amount. Actions have been taken to prevent this from happening in the future. The Business Administrator counts all cash on a regular basis and verifies deposited cash amounts weekly. Whenever our Petty Cash Fund or Inmate Personal Cash Fund is reimbursed, the Business Administrator immediately counts the funds as soon as the bank run has been completed and ensures that it matches the amounts shown in CACTAS.</p> <p>The IMA Fiscal Standards Audit was conducted during our regular IMA Audit in May of 2013. We were one of the first institutions audited after the Fiscal Standards were added to this Audit. We actually failed four of the eight standards, but some of these evidently were weighted heavily.</p>

	<p>The Correctional Reception Center has developed the below listed action plan to address the CIIC concern with Fiscal Responsibility and Needs:</p> <p>The following actions have been taken to correct these deficiencies:</p> <ol style="list-style-type: none"> An original Form DRC1362 is being used for all Employee Activity Fund Purchases. Sub-Accounts have been created under the Employee Activity Fund for Combined Charitable Campaigns and other mandated OSC collections such as Operation Feed, etc. We are very diligent to ensure that all appropriate documentation is being collected before any invoice payments are made. BA3 reiterated to the staff the importance of all invoices being paid within the 30 day timeline. BA3 monitors the work list as the vouchers appear and ensures that the approval process occurs as quickly as possible. We are sending out cell phone bills to users for verification and repayment of personal calls on a monthly basis. We have corrected some internal reporting problems and are now current on our internal desk phone auditing process. Arrangements were made for Fleet Ohio Training for our two Account Clerks. One has subsequently moved to another position within DRC and the other was just recently trained due to some training date issues. The garage employee who generates these reports was out for some time, but we are working to catch up this project as quickly as possible. 	<p>Person Responsible</p> <p>1. BA3</p>
	<p>Comments: *Indicate Recommendations from CIIC report (pg 12-14)</p>	

The Correctional Reception Center has developed the below listed action plan to address the CIIC concern with Fiscal Responsibility and Needs:

In CY2013, CRC increased its energy utility costs by 21.5 percent.

We have “de-lamped” all areas within the institution that were eligible for de-lamping. We did not de-lamp our housing units or areas where we had security concerns. We are currently working on a project to eliminate the need to have the garage/warehouse lights on all night long, and estimate a \$10,000 per annum cost savings when this occurs. As a result of our most recent Energy Conservation Audit, we have also identified other areas that could provide savings including: LED lighting, occupancy sensors in offices, office equipment unplugged or turned off during non-use hours, energy efficient windows/doors. etc.

Recycling revenue was less than the DRC average in FY2013 and appears on-track to decrease in FY2014. It is

CRC is making a concentrated effort to increase revenue through recycling. We just received a pulper in Food Service which should provide a significant increase in savings due to food waste being cut two-thirds. We removed individual trash cans and liners and went to centralized recycling bins within the entire institution.

We continue to recycle scrap metal; however, with the majority of scrap metal already being recycled, this revenue is not as great as in the past.

We continue to look at other Recycling and “Green Energy” possibilities

Person Responsible

1. BA3

Comments: *Indicate Recommendations from CIIC report (pg 12-14)

Issue	Recommendation noted by CIIC – Develop additional strategies to address negative inmate/staff interactions at CRC, or negative perceptions that inmates may have of the interactions.	
	<p>Tasks</p> <p>The Correctional Reception Center has developed the below listed action plan to address the CIIC concern of Staff Accountability:</p> <ol style="list-style-type: none"> 1. The Warden and executive staff has been and will continue to instruct during In-Service training concerning the importance of open lines of communication, and the need for inmate interaction, Inter Personal Communication Skills, as well as the benefits that result from good communications. 2. Executive staff as well as supervisors and the Inspector's Office following up on complaints involving alleged inappropriate or unprofessional communications and/or actions involving staff. 3. Ensure that executive staff conduct weekly rounds through housing unit in complaint with DRC policy* 4. Ensure that officers are staggering rounds per policy* 	<p>Person Responsible</p> <ol style="list-style-type: none"> 1. Warden 2. DWO 3. DWSS 4. UMC 5. Major 6. IIS 7. Executive Staff
	<p>Comments: *Indicate Recommendations from CIIC report (pg 12-14)</p>	

Issue	Recommendation noted by CIIC –Improvements in Violent/critical tracking	
	<p>Tasks</p> <ul style="list-style-type: none"> • Further improvements to the violent/critical incident tracking mechanism, including a breakdown by unit* <ol style="list-style-type: none"> 1. CRC developed a tracking mechanism to track violent and critical incident within institution. CRC has modified tracking mechanism to include shift and location of incident for more accurate tracking. 	<p>Person Responsible</p> <ol style="list-style-type: none"> 1. DWO
	<p>Comments: *Indicate Recommendations from CIIC report (pg 12-14)</p>	

Issue	Recommendation noted by CIIC – Executive staff should ensure that all staff is responding to informal complaints in a timely manner.	
	Tasks <ol style="list-style-type: none"> 1. Continue to monitor the standard of less than 15% for untimely ICR responses. 2. Remind staff of the importance of timely ICR responses at Department Head and Executive Staff Meetings. 3. The Inspector's Office has, and will continue to, send out reminders to staff that there is an untimely or unanswered ICR that has been sent to their department CRC will continue to educate inmates by television posting and town hall meetings of proper filing and distribution procedures for ICRs. 4. Educate staff members on the need to quote specific policy and/or administrative regulations regarding the issue being grieved 5. Consider addressing with staff some of the problems identified in the responses inmate complaints, including ensuring that medical staff meet with the inmate regarding medical-related complaints, that all areas of an inmate's complaint are fully addressed, and that the complaints are appropriately forwarded to the investigator when warranted* 	Person 1. IIS
	Comments: *Indicate Recommendations from CIIC report (pg 12-14)	

Issue	Recommendation noted by CIIC –Develop Strategies to increase Programming, GED, Recovery Services	
	Tasks <ul style="list-style-type: none">• Develop strategies to increase the total number of GEDS and academic certificates earned*• Develop Student Goal Agreements in line with DRC policy*• Increase inmate awareness and direct involvement in preparation and implementation of reentry plans*	Person Responsible 1.DWSS 2.Asst Principal 3.Unit Management Chief
	<ol style="list-style-type: none">1. CRC will review enrollment and schedule and see if there is anything we can do to increase GED and certificates. However due to the mission of CRC with reception, offenders are normally at CRC a short portion of their prison sentence.2. Education Superintendent is planning an upcoming site visit and will be assisting in getting CRC in policy compliance according setting goals.3. CRC unit staff will be meeting with APA and all staff involved in the Release Preparation Program to assure all inmates receives information before leaving. Being at CRC we frequently have same day releases where an inmate receives County Time and enters to get a number and is released. These inmates need to receive information before leaving.	
Comments: *Indicate Recommendations from CIIC report (pg 12-14)		

Issue	Develop Strategies to increase programming in Recovery Services	
	<p>Tasks</p> <ul style="list-style-type: none"> To reduce early terminations in Recovery Services programming* Incorporate family members in Recovery Services programming* <ol style="list-style-type: none"> SWS1/RS to meet with each group at the start and random interventions throughout each: TRP/IOP/RMP/CC group to talk about motivation level for retention/continuation. Ensure each group member considering early self-termination speak individually with Correctional Program Coordinator (CPC) and SWS1/RS. Ensure each group member considering early self-termination talk in group with group members and CPC Ensure each group member considering early self-termination write a paper about their concerns leading to self-termination. Incorporate a post CBT/CC group to meet 2X month for support and motivation in addition to the 12stp/AA/NA meetings Increase family involvement. At present, family members are invited/present at the completion ceremony phase of the program. SWS1/RS, CPC to visit LoCI recovery services program to observe/learn Incorporate family programming as appropriate for CRC. 	<p>Person Responsible</p> <ol style="list-style-type: none"> Social Work Supervisor 1 Recovery Service(SWS 1/RS)
	Comments: *Indicate Recommendations from CIIC report (pg 12-14)	

Issue	Recommendation noted by CIIC –Staffing	
	<p>Tasks</p> <ul style="list-style-type: none"> Evaluate and develop additional strategies to continue reducing staff overtime Fill staff vacancies for positions that are eligible to be filled <ol style="list-style-type: none"> CRC was outside the 4% vacancy rate at time CIIC reviewed. Since then this has been addressed and CRC is currently at 4% vacancy rate. 	<p>Person Responsible</p> <ol style="list-style-type: none"> Human Resources
	Comments: *Indicate Recommendations from CIIC report (pg 12-14)	

Recommendation noted by CIIC –Strategies to expand Unit Functions.	
<p>Tasks</p> <ul style="list-style-type: none"> Expand the number if recreational activities available to inmates during on unit recreational periods, which may increase inmate levels of satisfaction with access to recreation* Address inmate concern regarding phone service in housing units* Consider implementing an incentive programs for food services workers* <ol style="list-style-type: none"> Units notified that we need to increase Pro Social Activities during Recreation. Monthly Meaningful Activity Schedules posted in the pods and submitted for review. February was Black History Month where there were a number of activities and programs offered to all inmates. The Warden will be assigning a Back to Basic committee to review recreational activities in the housing units. There is no more space in the units to add additional phones. UMC reiterated to Unit Staff the importance of reporting all out of service phones immediately to the institutional investigator which will make proper notification to GTL. Back to Basic committee will review Food Service operation to determine if Incentive Pay would improve the operation. 	<p>Person Responsible</p> <ol style="list-style-type: none"> Unit Management Chief Back to Basic Committee

Issue	Suggestion noted by CIIC – Consider surveying inmates regarding the food quality and determine whether there are options to improve the quality of the meals without increasing costs.	
	<p>Tasks</p> <ul style="list-style-type: none"> The Correctional Reception Center follows the Policy in regards to food service and follows proper scheduling. Monitor to ensure inmates are receiving appropriate food portions, including SORRC inmates* Monitor food service sanitation workers and works areas, to include food preparation area*. <ol style="list-style-type: none"> CRC Food Service follows DRC menu cycle in compliance to 60-FSM-02. Shift Supervisors and ADO are required to sample meals daily. Food Service Managers are required by policy to evaluate portion size. On Site Aramark staff supervises the serving of all meals. During the serving of each meal Shift Supervisors are also present in dining room to regulate inmate movement and to resolve any issues. Food Service Managers are trained and required to conduct documented inspections of Food Service. Health and Safety Officer is also responsible for documenting in section of Food Service. Aramark Staff supervise the sanitation of the preparation and serving areas. 	<p>Person Responsible</p> <ol style="list-style-type: none"> BA3 Aramark Supervisor Starcher
	Comments: *Indicate Recommendations from CIIC report (pg 12-14)	

I. SAFETY AND SECURITY

CIIC EXPECTATION: Prisons will provide a safe and secure environment for all inmates.

A. VIOLENCE OUTCOME MEASURES

CIIC's evaluation of violence focuses on the number and rate of assaults, fights, and homicides at the institution during a six month time period in comparison to the same six month time period of the previous year; the comparator prison rate; and the DRC average. Overall, the CIIC inspection team rated violence outcome measures as **ACCEPTABLE**.

Assaults

- During the first six months of 2013, there were 21 reported inmate-on-inmate assaults.^{xi} Of the assaults 85.7 percent were physical assaults, 9.5 percent were harassment assaults, and 4.8 percent were sexual assaults.^{xii} Total inmate-on-inmate assaults in the first six months of 2013 remained the same in comparison to the same period in 2012.^{8xiii}
- The institution reported 15 inmate-on-staff assaults during the first six months of 2013.^{xiv} Of the total, 46.7 were harassment assaults, 40.0 percent were physical assaults, and 13.3 percent were inappropriate physical contacts.^{xv} Total inmate-on-staff assaults in the first six months of 2013 decreased by 37.5 percent in comparison to the same period in 2012.^{9xvi}
- The rate of inmate disciplinary convictions for assaults decreased by 26.4 percent during the first six months of 2013 in comparison to the first six months of 2012.^{10xvii} The rate of inmate disciplinary convictions for assaults for the first six months of 2013 at CRC was slightly higher than the comparator prison, but lower than the DRC average.^{11xviii}
- Negatively, the total number of inmate-on-inmate assaults doubled from 2011 to 2013.

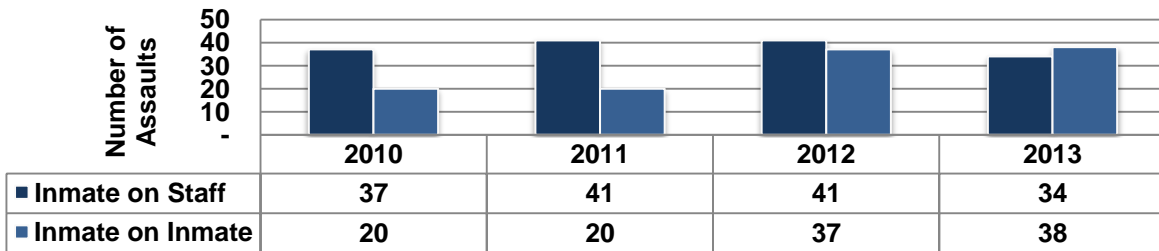
⁸ During the first six months of 2012, there were 21 inmate-on-inmate assaults.

⁹ During the first six months of 2012, there were 24 inmate-on-staff assaults.

¹⁰ The rate of inmate disciplinary convictions for assaults during the first six months of 2012 was 27.3. The rate during the first six months of 2013 was 20.1.

¹¹ The rate of inmate disciplinary convictions for assaults during the first six months of 2013 was 20.1 per 1,000 inmates. The rate of the comparator prison was 18.1 and the DRC average rate was 27.4.

Chart 1
Total Assaults
CY 2010 – 2013

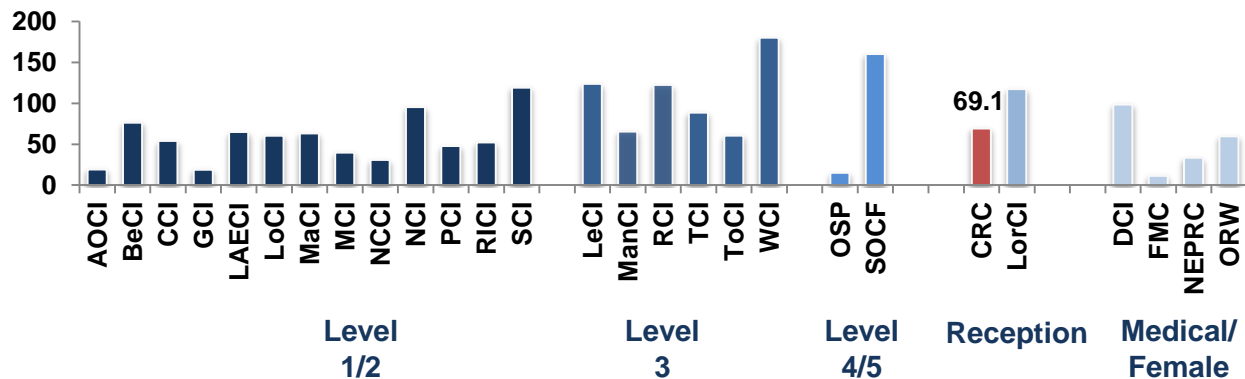


Fights

- Fights¹² are documented via RIB convictions for rule 19 (fight) violations. The rate¹³ of rule 19 convictions for the first six months of 2013 decreased 33.2 percent compared to the first six months of 2012.^{14xix}
- The rate of rule 19 convictions for the first six months of 2013 at CRC was significantly lower than the comparator prison and slightly lower than the DRC average.^{15xx}

The following provides a comparison of the rate of documented rule 19 violations per 1,000 inmates across the DRC.

Chart 2
Rule 19 Violation (Fights) Rates¹⁶
January – June 2013



¹² The total number of RIB convictions for rule 19 violations does not correlate to a total number of fights. For example, seven inmates might have been involved in one fight – all seven inmates would have been found guilty by the RIB for a rule 19 violation and would therefore be included in the total number.

¹³ The rate was obtained by dividing the total number of rule 19 violations for the six month time period by the average monthly institutional population for that same time period.

¹⁴ In the first six months of 2012, the facility reported 178 (103.5 per 1,000 inmates) rule 19 convictions; during the first six months of 2013, the facility reported 124 (69.1 per 1,000 inmates) rule 19 violations.

¹⁵ The rate for the comparator prison was 117.2 and the DRC average was 72.9.

¹⁶ Rate is per 1,000 inmates.

Homicides

- There has been one homicide during the period evaluated by CIIC (2012 to date).¹⁷

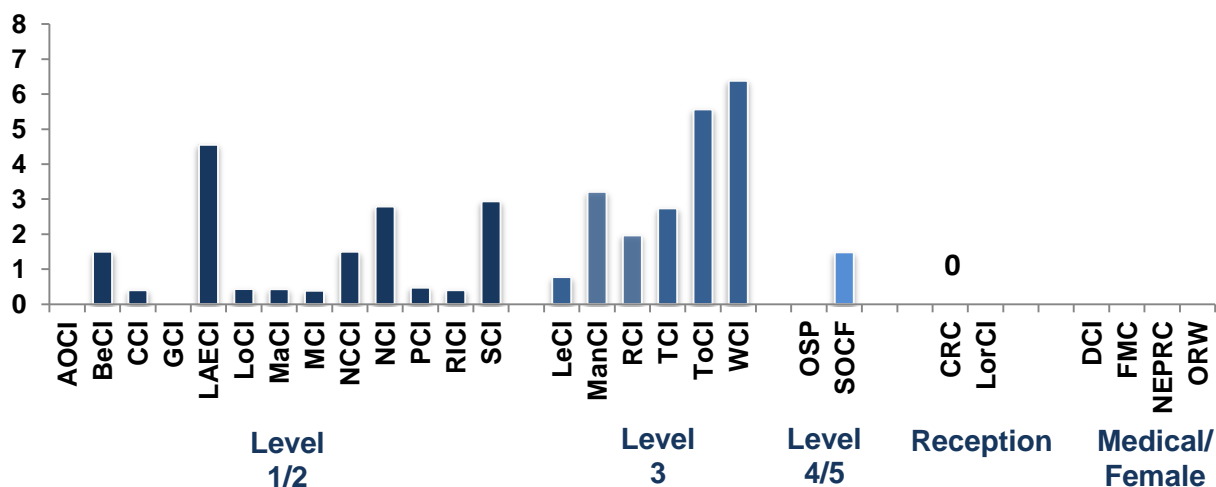
B. DISTURBANCES¹⁸

CIIC's evaluation of disturbances focuses on the number of disturbances at the institution during a six month time period in comparison to the same six month period of the previous year, the comparator prison rate, and the DRC average. Overall, the CIIC inspection team rated disturbances as **EXCEPTIONAL**.

- During the first six months of 2013, CRC reported zero disturbances. The rate of disturbances remained the same in comparison to the first six months of 2012.^{19xxi}
- The rate of disturbances for the first six months of 2013 was the same as the comparator prison, but lower than the DRC average.^{20xxii}

The following provides a comparison of the rate of disturbances across the DRC per 1,000 inmates.

Chart 3
Rate of Disturbances by Institution
January – June 2013



¹⁷ The homicide occurred in September 2012 when an inmate assaulted his cellmate.

¹⁸ Disturbances are defined as any event caused by four or more inmates that disrupts the routine and orderly operation of the prison.

¹⁹ The rate of disturbances at the institution during the first six months of 2012 and 2013 was zero.

²⁰ The rate of disturbances for the comparator prison was zero and the average for DRC system-wide was 1.4.

C. USE OF FORCE

CIIC's evaluation of use of force focuses on the number of uses of force at the institution during a six month time period in comparison to the same six month period of the previous year, the comparator prison rate, and the DRC average. A further evaluation is conducted by reviewing a random sample of 20 use of force reports. Overall, the CIIC inspection team rated use of force as **IN NEED OF IMPROVEMENT**.

- During the first six months of 2013, the facility reported 102 use of force²¹ incidents.^{xxiii} Compared to the first six months of 2012, in which 172 uses of force were reported, total uses of force decreased by 40.7 percent. The rate of use of force incidents also decreased by 43.2 percent.²²
- During the first six months of 2013, 60.9 percent of use of force incidents involved black inmates, 37.4 percent involved white inmates, and 1.7 percent involved inmates of another race.^{23xxiv} In comparison to the racial breakdown of the institution, force was disproportionately used on black inmates.
- The use of force rate for the first six months of 2013 was slightly higher than the comparator prison and higher than the DRC average.^{24xxv}
- During the first six months of 2013, chemical agents (mace) were used 30 times.^{xxvi} This is 63.9 percent less time than chemical agents were used during the same period in 2012, in which chemical agents were used 83 times.^{xxvii}
- CIIC's review of use of force includes a sample of 20 randomly selected use of force reports as well as any available video. Key findings include:
 - The majority of responses to incidents appeared to be appropriate. However, there were multiple incidents in which the staff member and inmate ended up on the ground, which is potentially problematic.²⁵ Two incidents raised concern.²⁶
 - One use of force packet contained two incident reports which were verbatim.²⁷
 - During the review of one planned use of force incident, team members did not follow proper procedures when introducing themselves.²⁸

²¹ Further information regarding use of force incidents can be found in the Glossary.

²² The rate of use of force incidents during the first six months of 2012 was 100.0 per 1,000 inmates. During the first six months of 2013, the rate was 56.8.

²³ As of February 20, 2014, 64.0 percent of the total institutional population was classified as white; 34.1 percent was classified as black, and 1.9 as inmates of another race.

²⁴ The use of force rate at CRC for the first six months of 2013 was 56.8 per 1,000 inmates; the comparator prison rate was 52.9 per 1,000 inmates. The DRC average was 40.4.

²⁵ This does not indicate that force was inappropriate or excessive, but when possible it is recommended to use chemical agents as opposed to taking an inmate to the ground. However, force is often times reactive and sometimes it is not possible to access chemical agents before utilizing a takedown technique.

²⁶ The Warden relayed that they have removed staff for questionable use of force where inmate injuries were questionable. The Warden also stated that he is immediately notified whenever there is a use of force incident.

²⁷ This may indicate that staff worked together when filling out their statements.

²⁸ Team members were wearing protective helmets during the introduction. Proper procedure requires the team member to have the helmet in hand with helmet number showing during the video introduction.

- Positively, all but one incident had available video, the majority of inmates provided statements, and there were minimal documentation errors.
- Several survey respondents indicated issues with officers using excessive force. Inmates also relayed concerns about being placed in segregation under investigation when they reported a use of force incident.²⁹

D. CONTROL OF ILLEGAL SUBSTANCES

CIIC's evaluation of control of illegal substances focuses on the percent of inmates who tested positive of an illegal substance at the institution during a six month time period in comparison to the same six month period of the previous year, the comparator prison rate, and the DRC average. Overall, the CIIC inspection team rated control of illegal substances as **GOOD**, due to recent improvements.

- During the first six months of 2013, 5.2 percent of the inmates tested positive for the presence of an illegal substance,^{30,31xxviii} which is a significant increase in comparison to the first six months of 2012.^{32xxix} However, in the latter six months of 2013, the percent of inmates testing positive dropped to 1.6 percent, which indicates positive progress.
- The percentage of inmates who tested positive for the last six months of 2013 at CRC was slightly more than the comparator prison, but less than the DRC average.^{33xxx}
- In response to CIIC's survey question pertaining to prohibited substances, the top substances that inmates reported as available were tobacco (67), marijuana (56), and prescription pills (45).³⁴ (Please refer to the DRC Inmate Survey results in the Appendix for more information.)
- Staff relayed that they attempt to situate officers and cameras strategically in the visitation room.

E. INMATE PERCEPTION OF SAFETY

CIIC's evaluation of inmate perception of safety focuses on three areas: survey responses, focus group participants, and the number of refusal to lock for personal

²⁹ Recent correspondence received from an anonymous inmate at CRC states, "I was informed I was being placed in the hole (segregation unit) because I reported abuse, or unauthorized excessive use of force by a staff member or CO. I was placed under what they called 'investigation' yet in the entire time I was there nobody came and spoke to me, yet I was under 'investigation.'"

³⁰ Each DRC institution conducts monthly urinalysis tests of a random sample of its population. The urinalysis tests for the presence of a broad range of substances. The institution randomly tested 96 inmates of which five tested positive.

³¹ Four inmates tested positive for THC (marijuana) and one for benzodiazepine.

³² During the first six months of 2012, 2.6 percent of inmates tested positive for the presence of an illegal substance.

³³ The average percent of positive drug test results during the last six months of 2013 for the comparator prison was 1.2 percent. The DRC average was 2.7 percent.

³⁴ 73 inmates refused to answer and 83 indicated that prohibited substances are not available.

safety reasons. Overall, the CIIC inspection team rated control of illegal substances as **GOOD**.

- 84.4 percent of inmate survey respondents (n=244) reported they are very safe, safe, or neutral (in terms of safety), which is high.
- Overall, the majority of focus group participants rated their personal safety as safe.³⁵
- The institution had only one inmate in segregation for refusal to lock due to safety concerns, and three inmates were under PC investigation on the day of the inspection.

F. UNIT SECURITY MANAGEMENT

CIIC's evaluation of unit security management focuses on policy compliance for officer rounds, documented shakedowns, and cell/bunk security. Overall, the CIIC inspection team rated unit security management as **GOOD**.

Officer Rounds

- Officers documented rounds in the requisite 30 minute intervals. However, there were a few shifts in which officers did not stagger rounds per policy.³⁶

Cell/Bunk Searches (Shakedowns)

- Housing unit officers are required to search inmates' bunks/cells for contraband, including illegal drugs and weapons. Officers were conducting the required number of shakedowns with some inconsistencies.

Cell/Bunk Security Check

- During the inspection, CIIC staff check a random selection of cells in each unit for common cell security issues such as obstruction of windows, material in locks and cuff ports, inappropriate pictures, clotheslines, and graffiti. CIIC's review of cells indicated only a few concerns, such as towels on the floor.³⁷
- CIIC staff also check bunk areas to identify if inmates are hanging items to block officers' direct observation. There did not appear to be issues of inmates hanging items in bunk areas.

³⁵ Inmates felt that most inmates generally got along well with one another at the institution. They felt that their housing units were ran pretty strict, which minimized the opportunities for inmates to be involved in an altercation with another inmate. No inmates reported having any safety concerns during their first nights in the reception center as a new inmate. Focus group participants were also asked if there are any vulnerable areas of the prisons or areas where incidents are more likely to occur. Most participants could not identify any areas that they felt were "hot spots" or that may not be covered by a camera. The one area identified was the entry way of the med-bay.

³⁶ Housing unit officers are required to conduct security check rounds at least every 30 minutes at staggered intervals.

³⁷ There were two units with concerns of inappropriate pictures being posted in the cells.

G. INSTITUTIONAL SECURITY MANAGEMENT

CIIC's evaluation of security management focuses on: executive staff rounds, critical incident management, STG management, and escapes. Overall, the CIIC inspection team rated institutional security management as **ACCEPTABLE**.

Executive Staff Rounds

- Some executive staff members³⁸ are inconsistently making rounds in all units based on a review of employee sign-in logs.³⁹

Critical Incident Management

- A discussion was held with the Warden regarding critical incident tracking. Staff demonstrated a tracking system for violent incidents; however, the system could be improved to provide more detailed analysis. Staff demonstrated that they have taken administrative actions in response to the data tracking to improve institutional security.⁴⁰
- Nearly all of the officers interviewed believe they were adequately informed of incidents between shifts.⁴¹
- Most officers interviewed relayed that if a critical incident would occur, it would most likely happen in or near the chow hall during the meal periods.⁴²
- Due to the overcrowding of the institution, staff have had to place bunk beds on the floors of the reception housing units, which blocks officer visibility and is inherently a security concern.

STG Management

- As of July 2013, there were 178 STG-affiliated inmates,⁴³ which was 10.0 percent of the institutional population.^{xxxi} The number of STG-affiliated inmates

³⁸ In reference to rounds, executive staff includes the Warden, the Deputy Wardens, the Inspector, and the Unit Management Chief. The Warden and Deputy Wardens are required to conduct rounds per DRC policy 50-PAM-02 (once per week). Visibility of leadership is important in the correctional environment. It indicates they are aware of the conditions within their facility, and it also serves to boost the morale of staff and inmates.

³⁹ CIIC's review of the employee sign-in logs generally covers the one month period prior to the date of the inspection.

⁴⁰ Staff relayed that they now separate the reception inmates by security classification level, which has reduced overall violence at the institution. Staff also relayed that outside of the chow hall is an area of concern and that most incidents happen on weekends. However, staff have installed additional cameras and now require the ADO to be present in the food service area.

⁴¹ Officers received their communication from the information relayed during roll call, information provided in emails from the Warden's office, or from the officer they relieved from the previous shift.

⁴² The chow hall becomes a high traffic area as officers are required to manage over 200 inmates that pass each other when their units are called for meals. Inmates are clearly visible to each other which would cause concerns for inmates who need to be separated.

⁴³ 172 were listed as passive, five were listed as active, and one was disruptive.

decreased by 44.9 percent than the number in July 2012,⁴⁴ which may indicate lesser identification of inmates. However, executive staff relayed that an STG committee has been created to improve the collection of STG information.

- The institutional percentage of STG-affiliated inmates was slightly higher than the comparator prison, but lower than the DRC average.^{45xxxii}
- The number of rule 17 (unauthorized group activity) convictions⁴⁶ appears to be in line with their STG population.^{47xxxiii}
- In response to CIIC's survey question pertaining to the type of gang activity at the institution, results were inconclusive to the primary types of activity at the institution.⁴⁸ Please refer to the DRC Inmate Survey results in the Appendix for more information.

Escapes

- There have been zero escapes or attempted escapes during the period evaluated by CIIC (2012 to date).

H. PRISON RAPE ELIMINATION ACT (PREA)

CIIC's evaluation of the institution's compliance with the Prison Rape Elimination Act (PREA) focuses on the number of reported sexual assaults, review of the most recent PREA audit report, access to inmate reporting, and inmate responses. Overall, the CIIC inspection team rated PREA compliance as **DEFERRED** until the institution completes a PREA audit.

- Staff reported 12 allegations of sexual assault in 2013, one of which was substantiated.⁴⁹ There were also four allegations of sexual harassment, two of which were substantiated, and two of which were unfounded.
- The facility has not yet been audited for PREA compliance.
- PREA posters, with information for inmates on reporting of sexual assaults, were posted in all the housing units.
- Survey responses indicated that two inmates have had sexual contact with another inmate at the institution⁵⁰ and two inmates reported sexual abuse from another inmate at the institution. Four inmates reported that they had sexual

⁴⁴ The institution had an STG population of 323 as of July 23, 2012.

⁴⁵ The percentage of STG-affiliated inmates for the comparator prison was 9.9 and the DRC average was 16.2.

⁴⁶ RIB convictions for rule 17 (unauthorized group activity) violations do not capture total gang activity in an institution, as gang activity likely occurs that is not captured by staff supervision and/or documented via a conduct report and RIB conviction.

⁴⁷ During the first six months of 2013 the facility reported a rate of 3.9 (seven) rule 17 violations. The comparator prison rate was 22.8 and the DRC average was 12.7.

⁴⁸ 65 inmates refused to answer and 105 indicated that gang activity is not frequent at this institution.

⁴⁹ Staff relayed that of the 12 allegations, one was founded and 11 were unfounded. One of the sexual assault allegations pertained to staff on inmate; however, it was unfounded.

⁵⁰ Six inmates refused to answer whether or not they had sexual contact with another inmate.

contact with a staff member at the facility⁵¹ and one inmate reported they experienced sexual abuse from a staff member.

- All focus group participants were aware of the means available to report sexual victimization and had recently viewed a video on the subject of PREA. They relayed that they were given pamphlets and were informed during orientation of the various means for reporting, including the phone number programmed into their phone lists.

SAFETY AND SECURITY RECOMMENDATIONS

- Conduct after action reviews on any use of force where an officer and inmate end up on the ground to ensure that there were no opportunities to use lesser alternatives such as use of chemical agents.
- Ensure that staff complete use of force incident reports separate from one another.
- Ensure that cell extraction team members do not wear helmets during the video introductions.
- Evaluate the disproportionate use of force on black inmates.
- Ensure that officers are staggering rounds per policy.
- Ensure that executive staff conduct weekly rounds through housing units, in line with DRC policy.
- Consider further improvements to the violent/critical incident tracking mechanism, including a breakdown by unit.

⁵¹ 23 inmates refused to answer whether or not they had sexual contact with a staff member.

II. HEALTH AND WELLBEING

CIIC EXPECTATION: Prisons will provide sanitary conditions and access to adequate healthcare and wellness programming.

A. UNIT CONDITIONS

CIIC's evaluation of unit conditions consists of direct observation of unit conditions. Based on its observation, CIIC rated unit conditions as **GOOD**.

- The layout of the CRC compound consists of ten reception housing units (A1-4, B1-4, R1-2); two general population housing units for work cadre (C1-2); and four Residential Treatment Units (D1-4). In addition to the RTU, reception, and general population housing units, the institution also includes a medical bay and a segregation unit. (Additional information regarding the segregation unit is available in a separate section.)
- Housing units were two-tiered and double-celled with a dayroom, TV room, showers, laundry facilities, drinking fountains, ice machines and microwaves. Each of the units appeared to be clean and in good condition with very few maintenance concerns.⁵²
- All of the dayrooms were rated as good or exceptional based on the cleanliness of the floors which appeared to have recently been cleaned by inmate porters.
- Laundry facilities, drinking fountains, ice machines and microwaves were operational. Although most of the phones were operational, CIIC observed one phone each in R-1 and R-2 that had no dial tone. (A detailed review of the broken items in each unit is available for review in the Cell Block checklists located in the Appendix.)
- The cell conditions were rated as good on most units and most appeared to be clean. Every cell is equipped with a toilet and a sink and each appeared to be operable in all units.
- Several housing units had bunks on the unit floors due to the overcrowding of the facility.
- The shower conditions of most units were rated as acceptable. However several showers were rated as in need of improvement due to peeling and chipped paint, soap scum, and an unidentified black substance on the shower base and walls. CIIC also observed one shower in A-4 that was leaking and one shower in R-2 that was inoperable. CRC submitted a capital improvement request for a shower renovation project.⁵³
- Cleaning materials in most units were observed to be stocked and the correct inventory existed in most units. However, CIIC observed detergent packets that were broken and spilled inside the chemical box of some units.

⁵² 67.8 percent of inmate survey respondents (n=245) believe their unit is "clean" or "very clean."

⁵³ In FY 2013-14, CRC requested \$203,175 to renovate the showers in the several housing units.

- First aid boxes were documented to be secure in nearly every unit. Fire extinguishers were present and secured in each unit. Each fire extinguisher had received their monthly inspections.

B. MEDICAL SERVICES

CIIC's inspection of medical services in a correctional facility focuses on cleanliness of facilities, staffing, access to medical staff, and staff and inmates communication. The inspection includes information collected from interviewing the health care administrator, observations of the facilities and a focus group comprised of staff. CIIC does not independently evaluate the quality of medical care in a facility. Overall, the CIIC inspection team rated medical services as **IN NEED OF IMPROVEMENT**.

Facilities

- The facilities for general population and reception were observed to be in good condition.⁵⁴
- The facility has sufficient administrative and clinical space for staff.

Staffing

- The facility has a sufficient number of nurses to ensure inmate's request for services are responded to in a timely manner.⁵⁵
- The facility has not had consistent advanced level providers over the previous year. Currently the Chief Medical Officer's position is vacant.⁵⁶

Access to Medical Services⁵⁷

- Health Service Request forms were available in every housing unit.

⁵⁴ The medical facilities at CRC consist of the primary infirmary, where the majority of clinics are conducted. There is also a portion of the reception block dedicated to performing assessments and physicals of inmates as they come into the facility from county jails. Lastly, there are also exam rooms in the Residential Treatment Unit.

⁵⁵ The nursing staff consists of 17 RNs, and 6 LPNs. Advanced level providers consist of physicians that provide two FTE hours of service and Nurse Practitioners that provide 3.5 FTE hours of service. There is a Health Care Administrator, and a Quality Improvement Coordinator. Contracted staff consists of two dentists, 2.5 dental assistants, one part-time hygienist, one radiology technician, a part time diet technician, three phlebotomists and six Health Information Technicians.

⁵⁶ The facility experienced a vacancy of the medical director in October 2013, which contributed to current backlogs and other administrative issues at the facility. It was relayed that a new part time doctor is starting soon, which should help to address those issues. However, the lack of a Chief Medical Director, who is the ultimate medical authority at the facility, directly impacts the day to day care of offenders at the institution.

⁵⁷ Access to medical staff is evaluated based on several factors: (1) time period between inmate submission of a health service request form and appointment with medical staff; (2) time period between referral to the doctor and appointment with the doctor; (3) response times to kites and informal complaint forms; and (4) current backlogs for Nurse Health Call, Doctor Health Call, and Chronic Care Clinic.

- Although a backlog for Doctor Sick Call⁵⁸ was originally reported on-site, subsequent communication indicated that this was incorrect. However, inmates reported that they may wait over one week to see the doctor.⁵⁹
- Staff reported a backlog for Chronic Care Clinics.⁶⁰
- The Doctor Sick Call overall “no-show” percentage for 2013 was 6.2 percent, which is average for most facilities evaluated. However, the fourth quarter no-show percent was 17.6 percent, which was the highest in the DRC.⁶¹
- Surveys of the inmate population are only performed on an annual basis.
- It was reported that there are no backlogs for Nurse Sick Call, and inmates reported that they wait no more than 48 hours to be seen in nurse sick call from the time the request is logged.⁶²
- The number of inmates on the chronic care caseload who were documented as No-Shows/ for the past 90 days was calculated to be 1.9 percent, which is lower than other institutions evaluated.⁶³
- Inmates that participated in the survey reported moderate satisfaction with healthcare services.⁶⁴

Medical Deaths

- There were eight inmate deaths in the time period evaluated by CIIC.⁶⁵

⁵⁸ It was reported that there was a small back log of 15 inmates overdue to see the doctor.

⁵⁹ Inmates in the non-chronic care focus group relayed that it may take longer than one week to see the doctor.

⁶⁰ At the time of the inspection, there were a total of 54 inmates waiting to be seen in chronic care clinics beyond the 15 day window. It was reported that 36 are inmates housed in the D-unit where seriously mentally ill clients are housed, seven are in segregation, and the remainder are out to court or housed at Franklin Medical Center. It was reported that the physician responsible for the reception unit is now going to be assigned the additional responsibility of conducting clinics in the RTU twice a week to reduce the backlog of patients who are housed in D unit. In regard to the inmates housed in segregation, it was reported that the space in segregation is insufficient to provide services due to the structure of the segregation block, and that there are too few officers to transport chronic care patients from segregation to the infirmary for their appointments.

⁶¹ A “no-show” is recorded when an inmate fails to show up for his scheduled doctor sick call (DSC) appointment. The DRC prefers that the “no-show” percentage be below 10 percent of the total DSC appointments each month. The fourth quarter DSC “no-show” percentage dramatically increased to 17.6 percent from the previous three quarters. The DSC “no show” percentage for CRC in the first quarter of 2013 was 1.8 percent, 2.0 percent during the second quarter, and 4.0 percent for the third quarter. For the entire DRC, the no show rate for the first quarter was calculated to be 6.5 percent, 5.8 percent for the second quarter, and 7.1 percent for the third quarter and 6.4 percent for the fourth quarter. It is assumed that the increase was due to the loss of the Chief Medical Officer.

⁶² Of survey respondents in the general population 58 percent (n=179) stated that they are “usually” or “sometimes” seen within two days of submitting a sick call slip.

⁶³ It was reported that in the last 90 days there were 1,153 chronic care appointments and 22 no-shows.

⁶⁴ Of survey respondents in general population, 73.7 percent (n=194) reported that they were “neutral,” “satisfied” or “very satisfied” with the quality of care provided by nurses; 69.1 percent (n=188) reported they were “neutral,” “satisfied” or “very satisfied” with the care provided by the doctor; and 75.0 percent (n=168) reported that they were “neutral,” “satisfied” or “very satisfied” with their dental care

⁶⁵ The period of time evaluated by CIIC was from January 2012 to December 2013. It was reported that five of the deaths were medically unexpected, one was medically expected, two were suicides and one was a homicide.

Inmate Communication⁶⁶

CIIC staff conducted two focus groups of inmates in regard to medical care. One consisted of inmates enrolled in chronic care clinics, and the other consisted of inmates not enrolled in chronic care clinics. The following are key findings:

- Staff is responsive, behaves professionally towards inmates and provides thorough care.
- Inmates relayed no concerns regarding medication refills or administration.⁶⁷
- Inmates reported satisfaction with the dental services they receive.
- Inmates relayed that sick call appointments are generally conducted timely with the exception of Doctor Sick Call.

Departmental Internal Audit Findings

- A full internal management audit was conducted in May 14-16, 2012. The auditors relayed several concerns pertaining to appropriate documentation.⁶⁸

Further information regarding medical services can be found in the inspection checklist in the Appendix.

C. MENTAL HEALTH SERVICES

CIIC's inspection of mental health services in a correctional facility focuses on cleanliness of facilities, staffing, access to mental health staff, and critical incident data. CIIC does not independently evaluate the quality of care provided. Overall, the CIIC inspection team rated mental health services as **IN NEED OF IMPROVEMENT**.

Caseload

- 16.6 percent of the total inmate population (n=1,891) is on the mental health caseload.⁶⁹

⁶⁶ Two focus groups were conducted of general population inmates. One focus group consisted of inmates on the chronic care caseload, the other focus group consisted of inmates that are not on the chronic care caseload.

⁶⁷ Inmates relayed that they have had no issues regarding having their medications refilled. Reportedly staff will call the housing units to remind inmates if they miss a dose or do not show up for pill call.

⁶⁸ Among the discrepancies noted in the IMA, it was observed that 1) there was one instance of an untimely chronic care clinic follow-up appointment. 2) It was found that nursing telephone triage was not being followed consistently. 3) Documentation related to the receiving health screening was not being completed in all cases, 4) Documentation showed that only one in five inmates were scheduled for nurse sick call within 48 hours following the receipt of the health services request. 5) In all cases reviewed by auditors, assessments by nurses and doctors were not completed on patients returning from FMC or the hospital. 6) Documentation on emergent medical events was incomplete.

⁶⁹ There are 314 inmates on the mental health caseload, which accounts for 16 percent of the population (n=1,891). On the day of the inspection, there were 190 inmates classified as seriously mentally ill (SMI). There were 18 inmates on the mental health caseload in segregation, eight of which were classified as SMI.

- There were 314 inmates on the mental health caseload, with 190 inmates classified as seriously mentally ill (SMI).

Facilities

- The mental health facilities consist of administrative areas, program space a secure records room, and a Residential Treatment Unit. All were noted to be in overall good condition.⁷⁰
- There are 14 specially designated cells for observation of inmates experiencing mental health crisis between the Residential Treatment Unit, segregation and the infirmary. During the inspection they were observed to be in acceptable or good condition.

Residential Treatment Unit

- There are four units within the Residential Treatment Unit. The bottom floor houses inmates who are in crisis, or who engage in self-injurious behavior. The remaining units house offenders classified as RTU levels 1-4.
- All of the cells were observed to have an acceptable or good level of cleanliness.
- Crisis cells in the RTU were observed to be in good condition.
- Common areas in units were rated good or excellent for cleanliness.
- The amenities shared by inmates (phones, laundry microwaves, ice machines, drinking fountains, etc) were all noted to be operational. (A detailed review of the broken items in each unit is available for review in the housing unit checklists located in the Appendix.)
- Every cell is equipped with a toilet and a sink. Only a few toilets were inoperable due to the lack of availability of toilets to replace them.⁷¹
- First aid boxes were secured in all general population units. Fire extinguishers were up to date for inspections in all units.
- Prison Rape Elimination Act (PREA) posters or posters advertising steps to stop and report sexual assault were hung in units, and CIIC contact information was available in all but one of the units inspected.
- The showers overall were in need of improvement. The condition of the showers showed a lack of effort to maintain cleanliness.

Staffing

- Staffing levels have recently been filled to meet the minimum necessary standards to address the mental health needs of the population.⁷²

⁷⁰ The showers in the Residential Treatment Unit were observed to only be in acceptable condition. There was soap scum-residue observed in all of the showers, and chipped pain, rust stains, and missing tiles in many others. It was relayed that they are scheduled for refurbishment after the RTU is moved to its new location. However, in the meantime it was recommended that greater efforts be applied to improving the condition of the showers.

⁷¹ The cells with inoperable toilets were not being used to house inmates.

- Psychiatric coverage is provided by one psychiatrist, a nurse practitioner, and further supplemented by tele-psychiatry once per week.⁷³
- There were six vacancies at the time of the inspection.⁷⁴

Access to Mental Health⁷⁵

- Staff reported that it should take no longer than 14 days for an initial psychiatry appointment, with medication referrals given priority. However, at the time of the inspection there was a backlog of inmates waiting to be seen by psychiatry.
- A lower percentage of inmates that participated in the survey reported adequate access to mental health services and programs.⁷⁶
- Staff reported inmates referred to mental health for evaluation are not being seen within 14 days.⁷⁷
- All requests to mental health are being responded to, but the timeliness of the requests is still in the process of improving.⁷⁸
- Mental health staff makes weekly rounds in segregation.⁷⁹

⁷² Coverage is provided by a psychiatrist and one Nurse Practitioner, there are five psychologists, three Licensed Independent Social Workers, five Licensed Social Workers, one masters-level psychology assistants, 12 RNs, two Licensed Practical Nurses, one Licensed Professional Clinical Counselor, five activity therapists, a Mental Health Administrator, and four Health Information Technicians. Contract staff has been hired to address shortfalls with filling necessary positions in the mental health department.

⁷³ The institution currently has one psychiatrist position vacant.

⁷⁴ The vacancies consist of one nurse, two Licensed Independent Social Workers, one Licensed Social Worker, a Nurse Practitioner, and a Psychiatrist.

⁷⁵ Access to mental health staff is evaluated based on several factors: (1) time period between inmate submission of a mental health service request form and appointment with mental health staff; (2) time period between referral and appointment with the psychologist or psychiatrist; (3) response times to kites and informal complaint forms; and (4) current backlogs.

⁷⁶ Of survey respondents in general population, only 54.2 percent (n=153) reported that they had adequate access to mental health services. In regard to the quality of mental health services, 65.8 percent of general population inmates (n=146) reported that they were "neutral", "satisfied" or "very satisfied" with the quality of care provided by mental health staff. In regard to the degree of difficulty with getting into mental health and wellness programs, 57.9 percent of inmates (n=152) reported that it was easy or neutral to get into mental health and wellness programs.

⁷⁷ According to staff there was a backlog of four inmates waiting to have Bio-Psychosocial profiles completed, and 148 inmates waiting to have Mental Health Screenings accomplished. Staff relayed that this is down from a backlog in excess of 400 assessments the month prior. It was reported that an action plan was established that assigned clinicians to work in housing units with an expectation that they will complete a certain number of mental health screenings each week in order to eliminate the current backlog and prevent future backlogs from developing. Previously, inmates were passed to come for screenings which led to an excessive number of inmates not showing up for their appointments among other reasons which contributed to the backlog.

⁷⁸ The kite log for November and December 2013 was reviewed, and for January 2014. Reportedly, the previous contracted Health Information Technician failed to track the response time for kites submitted to the mental health department seeking services. However, the current HIT was managing to keep track of the response time to kites, and provided to reminders to staff who were delinquent. The majority of kites for January appeared to be responded to within seven calendar days.

⁷⁹ Per policy, if an inmate on the caseload is in segregation over 30 days, staff is required to conduct an intensive screening of the inmate to assess him for stressors, and the likelihood for inflicting self harm. Subsequent reviews are conducted at 30 day intervals thereafter.

- There have been 32 transfers to a Residential Treatment Unit (RTU) during the past year and 45 inmates transferred to Intensive Treatment Programs. It was reported that transfers generally occur in a timely manner.
- There were 34 inmates reported to be on mandated medications.
- An estimated 95 percent of programs scheduled were conducted in the past 90 days.
- A variety of mental health services and programming is reportedly provided to inmates at the institution.

Critical Incidents

- There have been two suicides reported at the institution in the time period evaluated by CIIC.⁸⁰
- There have been seven suicide attempts reported at the facility in the past year. Staff reported that there were only 27 incidents of self-injurious behavior during the past six months.⁸¹
- There have been 760 incidents of inmates placed on constant watch, 373 incidents of inmates placed on close watch, and 1,515 inmates placed under mental health observation during the past year.
- The exact number of times restraints have been used in the past year could not be provided.
- Staff is assigned to respond to crisis situations on a rotating monthly basis, and have a coordinated response to assist inmates during these periods.

Departmental Internal Audit Findings

- A full internal management audit was conducted in May 14-16, 2012. There were discrepancies noted regarding CRC mental health services.⁸²

Further information regarding mental health services can be found in the inspection checklist in the Appendix.

⁸⁰ One suicide occurred in 2012, and the other occurred in 2013. Both incidents reportedly occurred in segregation.

⁸¹ The higher number of SIB incidents is due to the presence of the D-1 unit, located in the RTU, which exclusively houses offenders from for this condition.

⁸² 1) Auditors found numerous violations of policy with regard to the application of using restraints. 2) Documentation was found to be inadequate regarding offenders placed on suicide watch. 3) Nine of 25 cases reviewed had incomplete mental health evaluations. 4) In seven of 10 files reviewed, the Warden failed to sign documentation within eight hours of offenders being placed on involuntary medications. 5) Informed consent forms for inmates being given psychotropic medications could not be provided. 6) Out of seven charts available for review, three of seven charts did not indicate psychotherapy as an intervention, five of seven did not identify psychotherapy as goal directed; and five charts did not have progress notes that reflected the intervention.

D. RECOVERY SERVICES

CIIC's evaluation of recovery services in a correctional environment focuses primarily on access and quality (as determined by DRC staff). Overall, the CIIC inspection team rated recovery services as **ACCEPTABLE**.

Access⁸³

- The inmates who are in chronic need of recovery services were prioritized for programming.
- Barely half of inmates who participated in the survey reported adequate access to recovery services.^{84,85}
- There were a high number of inmates reported to be participating in supplementary groups like Alcoholics Anonymous, Narcotics Anonymous or other related programming over the course of the year.⁸⁶
- Volunteers are utilized to maximize the effectiveness of AA/NA programming. Furthermore, one graduate of the programs assists in providing programming.
- Since inmates are housed at the facility for a short period of time, the prison does not have specialized units dedicated to recovery services programming.
- 100 percent of scheduled treatment programs in the last 90 days were held.⁸⁷
- 5.9 percent of the institution's cadre population that are identified as eligible⁸⁸ (n=134) were enrolled in formal recovery services programming, with 52 on the waiting list. This is average for other institutions evaluated and lower than other reception centers evaluated.
- The staff does not conduct outreach to family members to incorporate them into the offender's recovery at this time.

⁸³ Each inmate is screened using an assessment tool for the need for addiction services, and is assigned a number associated with a recovery services level. This number indicates the degree to which inmates are in need of addiction services. Inmates are scored from zero to three; zero indicating no need of services, to three indicating chronic need for addiction services. This number is determined through completion of a need for services assessment that gives an overall score resulting in the assignment to one of the recovery services levels. Inmates who score either two or three are most in need of treatment; thus, they should be prioritized for programming.

⁸⁴ Only 50.9 percent of inmates (n=175) housed in general population reported that they had adequate access to recovery services programming. Furthermore, only 67.4 percent of inmates (n=181) in general population reported that it was easy to get into recovery services programs

⁸⁵ A variety of incentives are available for inmates if they successfully complete programs. Incentives include earned credit, risk reduction, reentry coupons, and eligibility for 80 percent release under HB 86.

⁸⁶ Staff reported that for the year there were 5,700 documented attendances of offenders participating in supplementary programming. There could be one inmate counted multiple times.

⁸⁷ During the previous 90 days, there were 55 programs scheduled and 55 held.

⁸⁸ Inmates who are eligible for formal recovery services programming are considered recovery services level two or three, preferably with less than two years remaining time to serve. Formal programming consists of the Treatment Readiness Program and the Intensive Outpatient Program (IOP) is facilitated by staff. Other groups like Alcoholics Anonymous and Narcotics Anonymous are often times facilitated by community volunteers, which are open to general population inmates regardless of their assessed recovery services level.

Quality

- The institution was audited by DRC administrators on April 24, 2012. DRC auditors documented several concerns.^{89xxxiv}
- In 2013, the percent of early terminations for CRC's Treatment Readiness Program⁹⁰ was 4.5 percent. This percentage was lower than the other male reception center, and lower than the DRC's average.⁹¹
- In 2013, the percentage of early terminations for CRC's Intensive Outpatient Program⁹² was 29.6 percent, which is higher than the average for the other male reception center,⁹³ and higher than the DRC average for all other prisons.
- The percentage of early terminations for CRC's Recovery Maintenance Program⁹⁴ was 3.5 percent, which is lower than the other male reception center and the DRC average.⁹⁵

E. FOOD SERVICE

CIIC's inspection of food services⁹⁶ includes eating the inmate meal, and observation of the dining hall, food preparation area, and loading dock. CIIC also interviews the Food Service Director. Overall, food service was rated as **GOOD**.

Meal

- CIIC sampled three inmate meals.⁹⁷ Each of the meals were rated as acceptable based on the appropriate serving temperatures. Although the quality of the main

⁸⁹ Auditors reported that there were issues regarding charting practices that were in need of improvement, and that staff needed to ensure that up-to-date and accurate treatment information is disseminated through the DOTS portal.

⁹⁰ The Treatment Readiness Program is a 60-hour program delivered daily for a minimum of 15 hours a week. A minimum of ten of the hours must be cognitive behavioral treatment specific. The remaining hours shall consist of ancillary services. This program incorporates the stages of change model to focus on participant motivation and readiness that will enhance treatment engagement and retention. This program is offered to Recovery Service level 2 and 3 inmates.

⁹¹ According to information provided the Bureau of Recovery Services, at CRC there were 44 total participants and two early terminations from the Treatment Readiness Program in 2013. The overall DRC average early termination rate was 13.5 percent.

⁹² The Intensive Outpatient Program is a 180 hour program that provides treatment services delivered daily for a minimum of 15 hours a week. A minimum of ten of the hours must be cognitive behavioral treatment specific. The remaining hours will consist of ancillary services.

⁹³ At CRC there were 27 participants in treatment and nine early terminations. The DRC overall average termination was 20.7 percent.

⁹⁴ Recovery services provided following the successful completion of the Recovery Services intensive Outpatient Program that consists of two 1-hour, or one 2-hour professionally facilitated group meetings per week for a total of 8 weeks (16 sessions).

⁹⁵ At CRC there were 28 participants and one early termination from the Recovery Maintenance Program in 2013. According to information provided by the Bureau of Recovery Services, the average termination percentage for the DRC was 14.6 percent.

⁹⁶ DRC Food Services changed to Aramark, a private vendor, in September 2013.

⁹⁷ The meals were sampled on each day of the inspection. The February 10, 2014 lunch meal consisted of meatloaf patty and gravy, potatoes, broccoli, coleslaw, two slices of wheat bread and fruit. The February 11, 2014 lunch meal consisted of turkey salami, potatoes, vegetable soup, broccoli, fruit, and

entrée served during the second and third meals was acceptable, some CIIC staff found the main entrée of the first day to be tough and hard to consume. The side items served during the second and third meal were good. However, the potatoes served during the first meal were dry and bland. In addition, CIIC staff perceived the meal portions on the first day to be smaller than at other institutions.

- The most recent staff evaluations of the inmate meals were rated as only “fair.”⁹⁸
- Of the inmates interviewed⁹⁹ by CIIC, most rated the meals as in need of improvement and expressed concern regarding the size of the portions.^{xxxv} Focus group participants relayed that they are given insufficient time to eat meals. They relayed that often the food is so hot that they have to pour their cold water on it in order to make it an acceptable temperature and be able to eat it before being quickly moved from the chow hall. Focus group participants also raised concerns that inmate workers serving food in the chow hall regularly use derogatory language towards inmates in the SORRC program and intentionally reduce their food portions.
- Further, a review of the food service kite log¹⁰⁰ found that most inmates relayed concerns regarding the portion sizes of the meals.
- Despite the concerns relayed by inmates, survey responses were more positive¹⁰¹ than the average¹⁰² inmate responses from previous inspections during the biennium. However, the most common reason for inmate dissatisfaction with the food was in regard to portion sizes.

Dining Hall

- The tables and floor of the dining hall were clear of debris as inmate porters cleaned the area in-between meals. There were no signs of debris on the dining hall tables or under the serving line.

Food Preparation Area

- The counters were clear of any debris or food particles. Most of the kitchen floor was clean and organized particularly the areas surrounding the appliances, and

wheat bread. The February 12, 2014 lunch meal consisted of cheeseburger pizza, potatoes, garden salad, Italian dressing, and fruit.

⁹⁸ Each DRC institution assigns one staff member, the Administrative Duty Officer (ADO), to taste and evaluate the quality of the inmate meal. The most recent evaluation of CRC lunch meal provided by staff was the lunch meal served on February 10 and 11, 2014.

⁹⁹ During the inspection of the food service operations, CIIC interviewed several inmates regarding the quality of the meals served at CRC.

¹⁰⁰ Per DRC Policy 50-PAM-02 (“Inmate Communication/Weekly Rounds”), the inmate kite system is a means of two-way communication between all levels of staff and inmates. All kites are required to be answered within seven calendar days and logged on the Kite Log.

¹⁰¹ 63.8 percent of inmate survey respondents (n=243) indicated that they were either “unsatisfied” or “very unsatisfied” with the quality of the food.

¹⁰² An average of 69.9 percent of the inmates surveyed during previous inspections were “unsatisfied or very unsatisfied” with their meals.

the freezer and coolers. However, CIIC observed an excess amount of spilled water on the floor near two kettles that were being used by the inmate food service workers. The amount of water seemed excessive and needed to also be addressed by an inmate porter.

- During the inspection, staff relayed that an oven and a kettle had been inoperable for nearly two months. Staff relayed that a work order request was placed to address each issue.
- The institution passed its most recent health inspection¹⁰³ with four minor violations.^{104xxxvi}
- The most recent evaluation¹⁰⁵ by the DRC Food Service Contract Monitor¹⁰⁶ found the institution to be 91.0 percent compliant with only two minor areas of concern.^{107xxxvii}

Inmate Food Service Staff

- The CRC inmate food service staff consists of 88 work cadre that work as cooks, food preparation workers, and porters. There are also approximately 20 volunteers from the reception units that work the serving line. Inmate workers currently earn \$18-\$24 per month and there is no incentive program for higher pay.

More information regarding CIIC's inspection of food services can be found in the checklist in the Appendix.

F. RECREATION

Engagement in recreational activities promotes positive physical and mental health. CIIC's evaluation of recreational facilities is based on three factors: facilities, activities, and access. Overall, recreation was rated as **ACCEPTABLE**.

Facilities

- Physical facilities¹⁰⁸ appeared clean. Staff relayed that there were no current maintenance concerns.

¹⁰³ The most recent health inspection was conducted on September 25, 2013.

¹⁰⁴ The Health Department reportedly observed violations related to leaking ice machine; inoperable temperature gauge; hygienic practices-inmate worker did not wear beard guard; and no soap in the soap dispenser to allow inmate workers to wash hands.

¹⁰⁵ Most recent evaluation occurred on January 8, 2014.

¹⁰⁶ The most recent inspection by the Southeast Regional Contract Monitor was conducted on January 6, 2014.

¹⁰⁷ The two areas of concern were regarding the need to post the weekly menu in the chow hall and proper documentation with the Quality Control Program.

¹⁰⁸ Indoor recreation facilities consist of a gymnasium with basketball hoops, billiards, and volleyball, a music room, a multipurpose/television room with ping pong tables, and an area for playing darts. Outdoor facilities consist of a softball diamond, horse shoe pits, pull-up/dip bar stations, open field space, two full basketball courts, and courts used for racquetball, handball, and pickle ball.

Activities

- Being a reception center, the recreation department is more limited in the activities that may be offered to inmates.¹⁰⁹ However, the department still provides a satisfactory selection of activities, including three intramural leagues for inmate cadre¹¹⁰ and a number of various monthly tournaments that are available to reception inmates.^{111,112}
- Overall, the recreation department offers a majority of the activities permitted for Level 3 inmates, per policy.¹¹³

Access

- Staff reported that recreation is open from approximately 7:30 am to 8:00 pm daily. Each reception housing unit receives two one-hour periods of off-unit recreation per week.¹¹⁴ Inmates assigned to the RTU receive five periods of recreation per week and cadre inmates receive a recreation period daily.¹¹⁵
- Positively, the largest number of survey respondents reported that the recreation schedule is usually or always followed,¹¹⁶ which is above the average reported at other institutions inspection this biennium.¹¹⁷
- Negatively, inmates reported fairly low satisfaction levels with access to recreation.¹¹⁸ Nearly half of the survey respondents reported that they were either unsatisfied or very unsatisfied with access to recreation, which is lower than the average reported at other institutions inspected during the current biennium.¹¹⁹

¹⁰⁹ This is both due to the transient nature of the population and the range of security levels.

¹¹⁰ Intramural sports leagues available to cadre inmates include basketball (indoor and outdoor), flag football, and softball. There are also daily aerobics classes scheduled.

¹¹¹ Past tournaments included various card/board games, an Iron Man competition, darts, ultimate frisbee, a turkey bowl (football), arm wrestling, volleyball, and basketball, among others. Staff relayed that it is too difficult to coordinate non-cadre intramural teams, so tournament-based activities better accommodate the transient population.

¹¹² The recreation department facilitates ongoing special events, such as activities for Black History Month, talent shows, and holiday-based productions.

¹¹³ Of those activities not provided most were due to a lack of interest by cadre inmates.

¹¹⁴ Reception inmates are also scheduled to receive a period of recreation on their unit daily.

¹¹⁵ Staff relayed that recreation is rarely shut down due to staffing or an unusual incident. However, it was relayed that weather has impacted recreation more this winter than in the past.

¹¹⁶ CIIC's survey of inmates (n=244) found that 44.7 percent reported that the recreation schedule is usually or always followed, 40.2 percent of respondents reported that it is only sometimes followed, and only 15.2 reported that it is rarely or never followed.

¹¹⁷ For purposes of comparison, an average of 38.7 percent of inmates surveyed at other institutions this biennium reported that their schedule is usually/always followed.

¹¹⁸ CIIC's survey of inmates (n=239) found that 9.6 percent were very satisfied, 18.0 percent were satisfied, 24.7 percent were neutral, 30.1 percent were unsatisfied, and 17.6 percent were very unsatisfied with access to recreation. In addition, 18 inmates specifically requested more recreation time as their response to CIIC's open ended survey question.

¹¹⁹ For purposes of comparison, an average of 40.2 percent of inmates surveyed at all institutions inspected during the current biennium reported being unsatisfied or very unsatisfied with access to recreation.

- Overall, focus group participants did not relay significant concerns regarding recreation, but would like increased access to off-unit recreation due to the lack of recreational activities available during on-unit recreational periods.¹²⁰

HEALTH AND WELLBEING RECOMMENDATIONS

- Reduce the number of inmates overdue in chronic care clinics, and waiting to see the Doctor beyond five days.
- Reduce the backlog of mental health assessments, and respond timelier to requests for services.
- Develop strategies to improve the level of sanitation that currently exists in the showers in the Residential Treatment Unit.
- Develop strategies to increase the number of essential staff working in the mental health and medical departments.
- Consider strategies to reduce early terminations in their recovery services programming.
- Consider developing strategies to incorporate family members into recovery services programming.
- Ensure that inmates are receiving appropriate portions, including SORRC inmates.
- Ensure inmate food service workers and porters maintain a clean work area in the food preparation area of the kitchen.
- Consider implementing an incentive program for inmate food service workers.
- Consider strategies to expand the number of recreational activities available to inmates during on-unit recreational periods, which may increase inmate levels of satisfaction with access to recreation.

¹²⁰ Inmates felt that there was very little to do during their daily on-unit recreation. Unless an inmate had cards or a game bought from commissary, there were no other options available. For example, inmates in one focus group relayed that the officer on their unit will not permit them to walk the inside perimeter of the unit during their recreation hour and will only permit them to sit at tables.

IV. FAIR TREATMENT

CIIC EXPECTATION: Prisons will provide fair and professional treatment of inmates.

A. STAFF/INMATE INTERACTIONS

CIIC's evaluation of staff/inmate interactions is based on its survey of inmates, inmate focus groups, and analysis of grievance data. Overall, CIIC rates staff/inmate interactions as **IN NEED OF IMPROVEMENT**.

- Inmates in several focus groups raised concerns regarding derogatory and unprofessional language used by some of the relief officers and officers that are assigned to the chow hall. This language was reportedly directed towards inmates involved in the SORRC program. Inmates felt that the tone and demeanor of these officers is unnecessarily degrading and unwarranted. However, focus group participants relayed that the majority of their regular officers (particularly first shift officers) are professional and respectful in their treatment and communication with inmates.
- Out of 247 completed surveys, at least 90 inmates specifically identified issues with staff (most referred to how staff treated inmates and excessive use of force) as the one change that they would like to make at the facility. (For more information regarding the survey responses, please see the Appendix.)
- Lower percentages of survey respondents reported that housing unit officers are responsive to their needs, professional, and fulfilling job duties.¹²¹
- Less than half of inmate survey respondents indicated that they felt that their Case Manager or Unit Manager was helpful; however, these numbers are in line with the comparator prison.¹²²
- A significantly higher percentage of inmates reported that they had been harassed, threatened, or abused by staff than at the comparator prison,¹²³ with the most common incidents involving feeling threatened or intimidated and insulting remarks.

¹²¹ 43.2 percent of total survey respondents (n=234) that housing unit officers are responsive, 39.1 percent (n=235) that they are professional, and 51.1 percent (n=233), that they fulfill job duties. In comparison, responses for LORCI reception inmates were as follows: 53.0 percent of the total (n=181) responded that housing unit officers were generally responsive to their needs; 58.3 percent of the total (n=180), that housing unit officers were professional; and, 64.6 percent of the total (n=181), that officers fulfilled job duties. For cadre inmates: 66.7 percent (n=12), housing unit officers are responsive to their needs; 57.1 percent (n=14), housing unit officers are professional; and 54.5 percent (n=11), housing unit officers fulfill job duties.

¹²² 48.4 percent of survey respondents (n=184) reported feeling that their Case Manager was helpful and 42.6 percent of survey respondents (n=136) reported feeling that their Unit Manager was helpful. A large number of inmates reported not knowing who these individuals were, which is likely due to the fact that it is a reception institution. In comparison, 48.3 percent and 45.3 percent, respectively, of LORCI survey respondents reported the same.

¹²³ 51.4 percent of survey respondents (n=243). In comparison, only 27.7 percent of survey respondents reported the same at LORCI.

- The total number of grievances against staff actions increased slightly from 39 in CY 2012 to 42 in CY 2013.

Positively,

- The Inspector regularly monitors the grievance procedure and provides data to the Warden. She has in the past provided ongoing reports regarding the staff who are most frequently the subject of inmate complaints, which is not required, but is a best practice at some institutions.

B. INMATE GRIEVANCE PROCEDURE (IGP)

CIIC's evaluation of the inmate grievance procedure¹²⁴ includes a review of a random sample of informal complaints and grievances, inmate survey responses, and data analysis. Overall, CIIC rates the inmate grievance procedure as **ACCEPTABLE**.

Access

- Informal complaints, kites and health service request forms were observed to be available on most units.¹²⁵ However, some of the forms were missing on several units including A-2, B-3, B-4, and C-2. Several focus group participants relayed concerns that the forms in their unit are frequently out of stock and remain out of stock for several days at a time.
- A higher percentage of inmate respondents reported that they had felt prevented from using the grievance procedure at some point.¹²⁶
- For inmates who had not used the grievance procedure, the top two reasons reported were "No problems/reason to use" and "staff retaliation."
- A higher percentage of inmates reported knowing who the Inspector was than at the comparator prison.¹²⁷
- The Inspector posted information regarding how to use the grievance procedure on each housing unit bulletin board.

¹²⁴ Pursuant to Section 103.73 of the Ohio Revised Code, the CIIC is required to evaluate the inmate grievance procedure at each state correctional institution. The inmate grievance procedure is a three-step process by which inmates can document and report concerns to multiple levels of DRC staff. For more information on the inmate grievance procedure, please see the Glossary at the back of the report.

¹²⁵ Inmate survey responses indicated that the large majority of inmates have access to informal complaints. 72.3 percent of inmate respondents (n=235) reported having access to informal complaints. In comparison, 72.0 percent of LORCI survey respondents reported the same.

¹²⁶ 29.7 percent of inmate respondents (n=239) reported that they had felt prevented from using the grievance procedure at some point. In comparison, only 17.2 percent of LORCI survey respondents reported the same.

¹²⁷ 30.2 percent of total survey respondents (n=245). In comparison, only 18.3 percent reported the same at LORCI.

Informal Complaints

- In CY 2013, the facility reported receiving 832 informal complaints resolutions (ICRs), a 14.0 percent decrease from CY 2012.¹²⁸
- Of the total, only 18 did not have a documented response, which is below the DRC average.¹²⁹ Of those that did receive a response, 7.9 percent were outside of the seven day timeframe mandated by DRC administrative rule, which is low. Both the non-response and untimely response rate have decreased since 2012.¹³⁰
- CIIC's review of a random sample of 20 ICR responses indicated that staff are generally responsive to inmate concerns and professional in their responses. However, it was clear that medical staff did not always meet with the inmate when responding to medical-related complaints, as required by DRC policy, two responses did not address the inmate's original complaint, one Unit Manager response had a tone issue,¹³¹ and another Unit Manager response did not appropriately forward information to the Investigator.¹³²
- An average percentage of inmates in comparison to the comparator prison reported feeling that informal complaints are dealt with fairly at the institution.¹³³

Grievances

- In CY 2013, there were 80 grievances filed, a 17.5 percent decrease from CY 2012.¹³⁴ All grievances were completed during the year.
- The total number of inmates who filed a grievance during the year decreased 29.6 percent from CY 2012 to CY 2013.
- Of the total number of grievances filed in CY 2013, approximately a quarter were filed by one inmate.¹³⁵
- Of the total dispositions in 2013, 89.0 percent were denied and 11.0 percent were granted. The top three categories with the most grievances were Personal

¹²⁸ A decrease in the number of informal complaints received may indicate that inmates are experiencing fewer problems at the institution, which would be positive. However, a decrease could also indicate decreased faith in the grievance procedure, and therefore no straight conclusions can be drawn regarding the decrease.

¹²⁹ Although 2013 data is not yet available, the average rate of non-response to ICRs in the DRC was three percent in 2012.

¹³⁰ In CY 2012, the non-response rate was 3.1 percent and the untimely rate was 11.5 percent.

¹³¹ The inmate's complaint was regarding an institutional aspect. The response from the Unit Manager stated, "If you want to transfer, I can take care of that." This response could legitimately be perceived by the inmate as threatening.

¹³² The inmate's complaint was that he had seen an officer putting tobacco chew in his mouth, and that it made him sick because officers are not supposed to be using tobacco on grounds. The response from a Unit Manager was that there was no record that the inmate had reported to sick call for his sickness.

¹³³ 12.4 percent of survey respondents (n=121). In comparison, 15.0 percent of survey respondents at LORCI reported the same.

¹³⁴ As with the informal complaints, a decrease could be positive or negative. See above footnote.

¹³⁵ Staff relayed that this inmate was originally housed in the Residential Treatment Unit, then moved to the compound. Staff relayed that some of his grievances did have merit. The inmate has since transferred to another institution.

Property with 19, Supervision with 15, and both Force and Staff Accountability with 12. The largest decrease was in the number of Force-related grievances, which dropped from 32 in CY 2012.

- Inspectors are expected to dispose of grievances within 14 days to ensure timely response to inmates' concerns. In 2013, 42 grievances were reportedly extended beyond the applicable timeframe, or 52.5 percent of the total.
- CIIC's review of a random sample of ten grievance dispositions indicated that the Inspector always interviewed requisite staff, reviewed appropriate evidence, and cited appropriate policy. There appeared to be more instances of rejecting grievances based on untimeliness than at other institutions; however, it is within DRC policy to reject grievances due to failure to adhere to the timelines.
- A lower percentage of inmates reported that grievances were dealt with fairly at the institution.¹³⁶

C. INMATE DISCIPLINE

CIIC's evaluation of inmate discipline¹³⁷ includes observation of Rules Infraction Board (RIB) hearings and a review of a random sample of closed RIB cases. Overall, CIIC rates inmate discipline as **GOOD**.

- Overall, CIIC staff felt that the inmate disciplinary process was fair.
- Basic RIB hearing procedures appeared to be followed.¹³⁸ In particular, CRC staff do an excellent job of attaching evidence to support charges, which the RIB Chair reviewed as part of the hearing. In addition, the RIB Chair reviewed the inmate rights form prior to the hearing and asked the inmate if he was on the mental health caseload. Last, the Chair reviewed the inmate statement with the inmate and informed the inmate of what he was signing. The only area to improve is to ensure that the inmate received a copy of the conduct report prior to the hearing; however, this is presumably done by the hearing officer at an earlier stage of the process.
- CIIC's review of closed cases¹³⁹ indicated that staff are diligent in ensuring that appropriate documentation is completed.
- Sanctions appeared appropriate for offenses. However, there is a slight concern that inmates are charged with more serious rule violations than the offense may

¹³⁶ 7.4 percent of survey respondents (n=108). In comparison, at LORCI, 17.1 percent of inmate respondents reported the same.

¹³⁷ Inmates charged with a rule infraction are given a conduct report (also known as a ticket). All conduct reports are first heard by a hearing officer; if the offense is a minor offense, the hearing officer may dispose of it himself. More serious offenses must be referred to the RIB, which is a two-person panel that conducts a formal hearing, including witness testimony and evidence.

¹³⁸ CIIC found that the RIB panel spoke clearly and communicated professionally with the inmate, read the conduct report, consulted evidence, deliberated regarding both the evidence and the sanctions, and asked the inmate if he would like to appeal.

¹³⁹ CIIC reviewed 16 closed RIB cases.

have warranted at another institution.¹⁴⁰ In addition, the review of closed cases raised concerns regarding the level of force used in a given situation (addressed separately in the Safety and Security section), which in itself resulted in a more serious charge for the inmate due to the force.¹⁴¹

D. SEGREGATION

CIIC's evaluation of segregation consists of an observation of the unit and evaluation of the population. CIIC rates segregation as **IN NEED OF IMPROVEMENT**.

Conditions

- Segregation consists of three two-tiered units (labeled SC, DC, and LC).
- Multiple inmates on all units relayed concerns regarding the cleanliness of the cells themselves, with several inmates relaying that they are not offered cell cleaning materials in line with DRC policy. Inmates were able to demonstrate a high level of dirt build-up underneath their bunks. The observed showers were also concerning in the level of mold/mildew.
- There is a telephone for inmate use; however, segregation staff do not have a set schedule or policy for providing telephone calls to inmates outside of emergencies.
- General cell security issues were minimal.¹⁴² However, CIIC staff noted that although the cuffports appeared to be closed, several (when tested) were not secured and easily opened. Further, cuffports appeared to be left open for an extended period of time following the food service.
- There were several observed issues that raised concerns regarding security management of the unit.¹⁴³
- Segregation log sheets had a large number of signatures, indicating that many staff are looking at the sheets, which is positive. However, the sheets on certain

¹⁴⁰ For example, in one case, two inmates were on their racks (bunks). Inmate A said to Inmate B that Inmate B's mouth had gotten them in trouble. Inmate B got off his bunk and knocked a book from Inmate A's hands. Inmate A went to tell the officer. Both inmates were charged with a rule 19 (fight) violation.

¹⁴¹ For example, in one case, an officer went to search a cell and asked both inmates to exit. As they did, the officer noted that an inmate began reaching under his bunk. At that point, the officer reportedly "became fearful" and a high level use of force then occurred. The inmate was then charged with an assault, disobedience of a direct order, and physical resistance, although the situation potentially could have been handled differently.

¹⁴² "Cell security issues" as used by CIIC include obstruction of windows, towels on floor, clotheslines, inappropriate pictures, material in locks, STG graffiti, and any other issues that indicate a security concern.

¹⁴³ Inmate porters serving the meal service were allowed into the unit to collect food trays and mop without officer supervision and with a guest in the unit; inmates under PC investigation were listed on a whiteboard in plain view of other inmates entering and leaving the unit; a Unit Manager took a statement from an inmate in the room next door to the RIB hearing room, which was plainly heard by those in the room, including another inmate.

ranges were missing the necessary indications that all privileges were being offered.¹⁴⁴

- Staff relayed that there was only one maintenance issue on the day of the inspection; however, inmates relayed that there were more in terms of toilets leaking, lack of cold water, and showers not draining appropriately. Staff relayed that maintenance concerns are handled the same day.
- There is an indoor recreation area on each range that includes a table with chairs and standard sit-up/pull-up equipment. There is also one outdoor recreation area with a basketball hoop. The fact that there is only one outdoor recreation area may become more of an issue in the summer months, but at the time of the inspection, outdoor recreation was not being offered due to inclement weather. Related to the above concern about log sheets, inmates relayed that they were not all offered recreation in line with policy, depending on which shift was responsible for offering recreation.
- Positively, zero cells were triple-bunked on the day of the inspection, and several were single-celled.

Segregation Population

- Staff provided a segregation tracking mechanism (segregation roster) that provided a fair amount of data.¹⁴⁵
- On the day of the inspection, there were 66 total inmates in segregation, or 3.5 percent of the total institutional population, which is very low.
- Of the total, only 24.2 percent had been in segregation for more than one month; only one inmate had been in segregation for more than three months.¹⁴⁶ This is very positive.
- Of the total, 51.5 percent were classified as on Security Control status (including inmates under investigation and PC pending transfer),¹⁴⁷ 16.7 percent as Disciplinary Control, and 31.8 percent as on Local Control. This is a good distribution.

¹⁴⁴ For example, inmates on the bottom range of the SC unit had log sheets indicating that they were offered recreation every day, which is more than policy requires. The inmates on the upper range of the SC unit had log sheets that they were only being offered recreation four times a week, which is less than policy requires. The difference is that first shift runs recreation for the bottom range and second shift runs recreation for the top range. In addition, the cell cleanliness issue that inmates identified was supported through the lack of markings on the “cell cleaning” portion of the log sheet.

¹⁴⁵ The roster tracks inmates by disciplinary status, rule violation, date that the inmate came into the segregation unit, the racial breakdown, and whether the inmate is on the mental health caseload. All of this is important information for ensuring the orderly management the population.

¹⁴⁶ One additional inmate relayed that he had been in segregation more than three months; he stated that he was released for one day after an investigation and then placed back into segregation.

¹⁴⁷ Security Control, Disciplinary Control, and Local Control are different designations for inmate placement in segregation. An inmate is placed on Security Control pending an investigation, an RIB hearing, or a transfer. The RIB can assign an inmate Disciplinary Control time based on a guilty finding for a rule violation; Disciplinary Control time cannot be more than 15 days for a single rule violation. Local Control is reserved for more serious rule violations, is assigned by a separate committee from the RIB, and can span up to 180 days, reviewed monthly.

- Of the five inmates identified as being under investigation, only one had been in segregation for over a week, which is very positive.
- Negatively, of the total segregation population, 47.0 percent were classified as black and 51.5 percent were classified as white, and one inmate was classified as “other.” This is out of line with the institutional demographics.¹⁴⁸
- Also negatively, of the total segregation population, 30.3 percent were on the mental health caseload. This is out of line with the institutional mental health caseload proportion.¹⁴⁹ This includes 13 inmates who are “seriously mentally ill.”

Programming/Access to Staff

- Segregation inmates reportedly have access to library materials upon request. However, although there was a book cart on the segregation unit, it was completely empty except for a handful of torn copies of old books.
- Staff relayed that educational programming is accessible to inmates in segregation through delivery of assignments by the School Administrator on the day they are assigned, with pick-up the following week. Assistance with assignments is offered as needed.

¹⁴⁸ As of February 20, 2014, 64.0 percent of the total institutional population was classified as white; 34.1 percent was classified as black, and 1.9 as inmates of another race.

¹⁴⁹ On the day of the inspection, 16.6 percent of the total inmate population was on the mental health caseload.

FAIR TREATMENT RECOMMENDATIONS

- Evaluate the negative inmate perceptions of staff, including the reports of excessive use of force.
- Consider addressing with staff some of the problems identified in the responses to inmate complaints, including ensuring that medical staff meet with the inmate regarding medical-related complaints, that all areas of an inmate's complaint are fully addressed, and that complaints are appropriately forwarded to the Investigator when warranted.
- Ensure that grievances are responded to in a timely manner.
- Consider reviewing the higher level rule violations and ensuring that the rule violation is appropriate.
- Ensure that segregation inmates are offered appropriate privileges, including cell cleaning and recreation, and that segregation log sheets are appropriately filled out.
- Consider allowing inmates who are in segregation for more than a month to use the telephone if they have demonstrated good behavior.
- Evaluate the higher proportions of black and mentally ill inmates in segregation.
- Evaluate the security management concerns in segregation and consider developing strategies to address.
- Consider improving the quality and amount of reading material available on the segregation unit.

V. REHABILITATION AND REENTRY

CIIC EXPECTATION: Prisons will provide access to quality programming and purposeful activities that will ultimately aid reentry.

A. ACCESS TO PURPOSEFUL ACTIVITIES

CIIC's evaluation of access to purposeful activities includes a review of data, staff interviews, and inmate surveys. Overall, CIIC rates access to purposeful activities as **GOOD**.

- CRC currently provides at least 80 different programs.¹⁵⁰
- Academic enrollment increased from FY 2012 to FY 2013 by 34.3 percent.¹⁵¹ CRC has the highest rate of academic enrollment of any DRC institution. The rate of academically waitlisted inmates was significantly lower than the other reception center and the DRC average.¹⁵²

¹⁵⁰CRCI staff provided information regarding programs and activities, revealing the following categories and approximate number of options:

- Orientation Program (1): All reception inmates, approximately 120 per week, receive a two-hour orientation program that includes facilitation from first-time offenders from the CRC cadre.
- Academic Education (7): ABLE, Pre-GED, GED, High School, Special Education, Career Scope, and Employability Skills.
- Apprenticeships (12): Animal Trainer, Boiler Operator, Cook, Electrician – Maintenance, Heating and Air Conditioning, Janitor, Landscape Management Tech, Maintenance Repairer – Building, Material Coordinator, Painter, Recovery Operator – Recycling, and Welding – Combination.
- Unit Core Programs currently offered (5): Thinking for Change, Inside Out Dads, Roots of Success, Victim Awareness, and CBT.
- Other Unit programs: (5) First Time Offender, Money Smart, Family Ties, Cage Your Rage, and Culture in Corrections,
- Recreation programs (11): softball, basketball, music, handball, paddleball, horseshoes, ping pong, board games, corn hole, flag football, and tournaments.
- Recovery Services (5): Intensive Outpatient Program (IOP), Recovery Services AOD Education, AA, NA, and Twelve Steps.
- Religious Service's programs (24) include the Services for Catholic, Islamic, Jehovah Witness, Protestant, Jewish, Eid-al-Adha, and five special holiday services and programs. Religious Studies and programs include Bible Study, Taleem, Torah, Catechism, Bible College, Catholic Renewal, 17 Principles of Success, Purpose Driven Life, Marriage Seminar, Surviving and Thriving, Evangelism Explosion, Success After Prison, and Pathfinders Services.
- Mental Health Services (4): Depression Group, Cognitive Behavioral Therapy (CBT), Mindfulness Group for Self-Injurious Behavior (SIB), and Jogging for Depression and Anxiety.
- Inmate-led Groups and Organizations (1): Seven-Step
- Individualized One-on-One Services [emphasizing rehabilitation and reentry] (1): Carey Guides provide one-on-one individualized rehabilitation services that target individual needs and are delivered directly to inmates, including those in segregation, by trained staff.
- Community Service programs (4) include Vannie Mats, Dog Program, Craft/Toy Construction, and Reading Room for visitors.

¹⁵¹Total CRC academic enrollment for FY 2012 was 1,214 inmates, and increased for FY 2013 to 1,631 academically enrolled inmates, for an increase of 417 inmates.

¹⁵²Academic waitlist remained virtually unchanged from 198 in FY 2012 to 189 in FY 2013, for a decrease of 9 inmates or 4.5 percent. The rate of academically waitlisted inmates for FY 2013 was 115.9, which

- Nearly all cadre inmates have access to activities and a meaningful amount of work, although reception inmates (with the exception of SORRC inmates) have significantly fewer opportunities.
- 12 apprenticeships currently enroll 53 inmates. The number of inmate apprentices for FY 2012 and FY 2013 were essentially equal.¹⁵³ The FY 2013 number of CRC apprenticeships was significantly higher than both the comparator prison and the DRC average.¹⁵⁴
- On the inspection date, unit programs and inmate enrollments included Thinking for a Change (12), Victim Awareness (20), Computer Lab for typing (14), Aunt Mary's Reading Club (4), SORRC programming (34), Recovery Services programming (12), and Cognitive Behavioral Therapy – CBT (12). There were 96 inmates enrolled and zero inmates on waitlists.
- CRC's rate of community service hours for CY 2013 was greater, at 405.0 percent, than the comparator prison, but 37.5 percent lower than the DRC average.¹⁵⁵
- Seven Step is the single inmate-led group.¹⁵⁶
- CRC offers a variety of recovery service programs.¹⁵⁷
- Mental Health provides individual counseling and also evidence-based programs, which include Depression Group, Cognitive Behavioral Therapy (CBT), Mindfulness Group for Self-Injurious Behavior (SIB), and Jogging for Depression and Anxiety.
- CRC provides the reception center for sex offenders.¹⁵⁸
- Religious Services program options for the second quarter of FY 2014 were supported by 215 volunteers, who served inmates at a rate of 115.2 per 1,000 inmates.¹⁵⁹ Inmates participated 4,475 times in the religious services programs for the quarter.

was significantly lower than the other reception center, which had a rate of 253.2, and significantly lower than the DRC average of 412.3 inmates waitlisted per 1,000 inmates enrolled

¹⁵³CRC engaged a total of 117 inmates as apprentices in FY 2013, remaining virtually unchanged from the 116 total inmate apprentices in FY 2012.

¹⁵⁴The FY 2013 number of inmates in CRC apprenticeships was 117, which was significantly higher than the other reception center, which enrolled 26 inmates for FY 2013 and significantly higher than the DRC average of 55.3 inmates for FY 2013.

¹⁵⁵CRC community service hours per inmate for CY 2013 were 58.8 hours, which was 86.6 percent higher than the comparator prison average of 16.3 hours per inmate, but 42.0 percent lower than the DRC average of 91.7 hours per inmate. CRC total community service hours YTD December 2013 were 107,424 hours, which is 86,154 hours (405.0 percent) greater than the comparator prison total of 21,270 hours; but 64,565 hours (37.5 percent) lower than the DRC average of 171,989 hours per institution for the period.

¹⁵⁶Inmate-led groups offer advantages of being short-term programs allowing more inmates to participate, are facilitated by other inmates, relieve some program burdens from staff, enable inmates to receive Certificates of Completion, and offer opportunities for inmates to mentor each other in rehabilitation. Seven Step offers opportunities for inmates to interactively assist each other in their transformation process and acquire a new attitude toward their life and their self perception.

¹⁵⁷CRC provides AOD Education classes/groups /meetings to the reception inmates from all the reception units to engage them in initial programming and encourage them to contact/sign-up/enter Recovery Services Programming once at parent institution.

¹⁵⁸Sex offender programming for the female population is provided at Ohio Reformatory for Women.

¹⁵⁹CRC second quarter FY 2014 inmate population was recorded at 1,867 and the religious volunteer number was reported at 215, for a rate of 115.2 volunteers per 1,000 inmates in the population.

- Although inmates relayed that the recreation scheduled is usually followed, they reported a fairly low level of satisfaction with access.¹⁶⁰
- Every housing unit of CRC has a specific mission: reception, Residential Treatment Unit (RTU), Sex Offender Risk Reduction Center (SORRC), or work cadre.¹⁶¹
- Inmate Survey Results: 6.5 percent of inmate survey respondents (n=247) identified program or program-related issues as the one positive aspect of the institution; and 4.5 percent of inmate survey respondents (n=247) identified programs or program-related issues as the one change that they would most like to see at CRC.¹⁶²

B. EDUCATIONAL PROGRAMMING

CIIC's evaluation of the quality of educational programming in a correctional institution focuses on data analysis, a document review, direct observation of at least one program, and inmate survey responses. CIIC rates the overall quality of educational programming as **GOOD**.

Access

- CRC had the highest total academic enrollment for FY 2013.¹⁶³ CRC's academic enrollment increased from FY 2012 to FY 2013 by 34.3 percent.¹⁶⁴
- GED enrollment for FY 2013 was 37.2 percent higher than the institution's enrollment for FY 2012.¹⁶⁵ The rate of enrollment was significantly higher than both the comparator prison and the DRC average.¹⁶⁶
- The waitlist for academic programs was very small, particularly in comparison to the comparator prison and the DRC average.¹⁶⁷
- Apprenticeship enrollment for FY 2013 was 117, which was 350.0 percent higher than the comparator prison, and 103.8 percent higher than the DRC average per institution.^{168,169}

¹⁶⁰Being a reception center, reception inmates only receive two periods of off-unit recreation each week, which likely contributes to their low level of satisfaction with access.

¹⁶¹CRC units with specified purposes include Reception, Cadre, Medical, Residential Treatment Unit (RTU), and SORRC, which is the Sex Offender Risk Reduction Center.

¹⁶²16 or 6.5 percent of survey respondents (n=247) indicated program or program-related issues as the best aspect of CRC and 11 or 4.5 percent of survey respondents (n=247) relayed that programs or program-related issues were the one thing that needed to be changed.

¹⁶³In FY 2013, 1,631 inmates were enrolled in academic programs.

¹⁶⁴Total CRC academic enrollment for FY 2012 was 1,214 inmates, and increased for FY 2013 to 1,631 academically enrolled inmates, an increase of 417 inmates or 34.3 percent.

¹⁶⁵CRC's FY 2013 GED enrollment was 390, which was an increase from the FY 2012 GED enrollment of 284, an increase of 106 or 37.2 percent.

¹⁶⁶The CRC rate for FY 2013 GED enrollment was 221.1 per 1,000 inmates, while the rate of GED enrollment in the single comparator prison was 169.9 and the DRC average GED enrollment rate was 116.3.

¹⁶⁷The FY2013 CRC rate of academic waitlisted inmates was 115.9, which was 54.2 percent lower than the single comparator prison rate of 253.2 and significantly lower, at 71.9 percent, than the DRC average, which was 412.3 per 1,000 inmates.

¹⁶⁸Apprenticeship enrollment increased by one inmate, from 116 in FY 2012 to 117 in FY 2013. The single comparator prisons apprenticeship enrollment increased by three inmates, from 23 in FY 2012 to

- Advanced Job Training (AJT), which is college-level programming, is not provided currently at CRC due to its reception mission.¹⁷⁰
- CRC inmate respondents to the 2014 education needs assessment indicated that they appreciate educational programs; however, they also desire vocational or career-technology programs.¹⁷¹ It is not clear, however, whether this is possible to provide at CRC, given its missions.

Outcome Measures

- Negatively, the total number of GEDs earned at CRC decreased 42.4 percent from FY 2012 to FY 2013.^{172,173} CRC rate of GED achievement for FY 2013 was third lowest among all DRC institutions,¹⁷⁴ despite the fact that the number of GED tests given in FY 2013 was significantly higher than both the single comparator prison and the DRC average.¹⁷⁵
- The rate of academic certificates earned was significantly higher by 110.6 percent than the comparator prison rate; however, the rate was 34.9 percent lower than the DRC average, and negatively, the CRC rate of academic certificates earned decreased from FY 2012 to FY 2013.¹⁷⁶

26 in FY 2013, and the DRC average increase per institution was 19.5 new apprenticeship enrollees per institution, an increase from 1023 to 1549 inmates enrolled in apprenticeships.

¹⁶⁹CRC reported 53 inmates enrolled in 12 apprenticeships on February 13, 2014. There were 25 or 47.2 of the apprenticeship inmates enrolled in the janitor apprenticeship and eight or 15.1 percent enrolled as animal trainers. The remaining 37.7 percent were distributed over Boiler Operator (2), Cook (2), Electrician, Maintenance (2), Heating and Air Conditioning (1), Landscape Management Tech (4), Building Maintenance and Repairer (2), Material Coordinator (4), Painter (1), Recovery Operator – Recycling (1), and Welding- Combination (1).

¹⁷⁰ There were three AJT students in FY 2012 and one AJT student in FY 2013.

¹⁷¹ CRC inmate respondents to the 2014 Education Needs Assessment indicated their high regard for the educational programs provided at CRC, and 60.0 percent of respondents rated education programs as good and excellent. The value of educational programming, as identified by inmate respondents, is to increase employability skills prior to release. The assessment results showed that 56 percent of the respondents had participated in some form of educational programming, more than 60.0 percent of respondents would like additional participation in GED classes, and a significant number of inmates want to enroll in Career-Technology programs or a college program. In addition, 63.5 percent of the CIIC inmate survey respondents (n=167) indicated that it was difficult to get placement into vocational training

¹⁷² From FY 2012 to FY 2013, the total number of GEDs earned at CRC decreased from 59 in FY 2012 to 34 in FY 2013, for a 42.4 percent decrease.

¹⁷³ CRC percentage of GEDs passed in FY 2013 was 44.7 percent or a rate of 447.4 per 1,000, which was a decrease from FY 2012, which posted 62.1 percent passage and a passage rate of 621.1 per 1,000. The FY 2013 rate of GED passage was significantly lower than the single comparator prison rate of 814.8, and lower than the DRC average rate of 584.3.

¹⁷⁴ The number of GEDs achieved in institutions includes those awarded to students in the GED program and also to students who sit for the test and pass the test without GED student status at the institution.

¹⁷⁵ In FY 2013, CRC gave 76 GED tests, while the comparator prison gave 27 GED tests and the DRC average GED tests given per institution was 62.3 tests.

¹⁷⁶ CRC rate of academic certificates earned for FY 2013 was 198 per 1,000 enrollees or 19.8 percent of enrollees, which represents a decrease from FY 2012 with 348 per 1,000 enrollees or 34.8 percent of enrollees earning an academic certificate, a decrease of 15.0 percentage points. The FY 2013 CRC rate of academic certificates earned was 198 per 1,000 enrollees, which was 110.6 percent higher than the comparator prison rate of 94 per 1,000 enrollees and 34.9 percent lower than the DRC average rate of 304 per 1,000 enrollees.

On-Site Observation

- Observations of a CRC academic classroom revealed students actively engaged in the instructional period.¹⁷⁷
- One inmate tutor was observed assisting students. CRC currently engages nine trained and certified inmate tutors.^{xxxviii}
- Lesson plans were written to include materials, performance objectives with references to cognitive goals, activities, and references to common core state standards by subject (but not by number).¹⁷⁸
- CRC teachers do not currently create Student Goal Agreements, as required by DRC policy. However, staff provided thorough “Student Tracking Sheets,” and staff indicated that the Student Goal Agreements would be reinstituted.¹⁷⁹

C. LIBRARY

CIIC’s evaluation of the library includes an observation of the physical facility, an evaluation of data, and inmate survey responses. CIIC rates the library as **IN NEED OF IMPROVEMENT**.

Facilities

- The CRC library was very clean, but sparse, and was somewhat small among the DRC libraries in square footage.
- CRC’s library consists of a main library area and an adjoining law room. There is a separate librarian office, which does not have visibility of the main library area or the law library, which is a small room.
- There currently is no functioning Reentry Resource Center as required in policy. A table is in place in the law library, but the two required reentry computers^{180,181} have not yet been installed.

¹⁷⁷Students were using workbooks and paper-based materials. Instruction was delivered using a multitude of best instructional strategies that included profuse references to vocabulary, rich contextual cues, engaging question and dialogue style, reflection and other higher-order thinking processes, think-aloud and read-aloud, and paraphrasing details and concepts.

¹⁷⁸Lesson plans could be enriched by including specific benchmarks and indicators of successful quantitative levels of achievement and additional details associated with the activities that will be used during instructional periods. Lesson plans may include specific tasks that students will complete, and written as observable performance tasks with measurable achievement indicators, such as ‘Student will complete exercise ABC with a minimum of 80 percent accuracy.’

¹⁷⁹The tracking sheets provided explicit and quantitatively defined student goals, which were exceptional examples of defined goals. Signatures and achievement dates for the goals were lacking on the tracking sheets, however the sheets were dated with the date of its creation.

¹⁸⁰The Reentry Resource Center is to be functional, with the Ohio Career Information System (OCIS) software and Ohio Means Jobs website accessible to inmates, who may use the information in searching for employment.

¹⁸¹In addition to software applications loaded on the two required reentry computers, M.U.S.C.L.E. sheets with necessary county information are provided through the Reentry Resource Center. CRC staff indicated that the M.U.S.C.L.E. sheets must be printed from online sources when requested by inmates

Access

- Approximately 21 inmates, with an equal number of chairs, may use the library at one time.
- Access to local community and Ohio county news is available through 11 newspaper subscriptions.
- CRC library maintains subscriptions to approximately 34 magazines and journals.
- Access to the main library includes two evenings each week, and Sunday afternoons each week; however, the total hours of operation are less than the comparator prison and less than the DRC average.¹⁸²
- Access to the CRC library is limited almost exclusively to the cadre inmates. Reception inmates may access the library for approximately ten minutes once each week on a strict and limited unit-by-unit schedule.¹⁸³
- The total number and rate of materials per inmate is half the DRC average, although significantly larger than the comparator prison.^{184,185}
- CRC library does not maintain a viable collection of titles related to job and career types and searches, employment skills, business, reentry topics, and companies. There were only eight books found in the stacks.^{186,187}
- There is no proactive system or budget for new book acquisition.

D. OHIO PENAL INDUSTRIES

Penal industries are found within state and federal correctional institutions across the United States as opportunities for inmates to acquire job-related skills that will give them meaningful activity, increase their marketability for employment at release, and provide a product or service that may be used or needed by the prison system, other state agencies or governmental entities, or by firms within the private sector. There are no OPI shops at CRC.

¹⁸²CRC library hours of 108.8 average per month for the July through December 2012 period were significantly fewer than the 148.8 average hours of the comparator prison, and significantly less than the DRC average of 180.6 hours per month. CRC posted 108.8 as the library's monthly average hours for the period, which was 26.8 percent less than Lorain Correctional Institution and 71.8 percent less than the DRC average.

¹⁸³In order for reception inmates to acquire library materials, they must kite the librarian to locate materials or request materials through the interlibrary loan system.

¹⁸⁴For the six-month period of July through December 2012, the average number of materials in the single comparator prison, Lorain Correctional Institution, was 5,111 and the DRC average was 14,267 materials, while the CRC six-month average was 7,602 materials.

¹⁸⁵CRC provides materials at a rate of 4.4 per capita (inmate), and Lorain Correctional Institution provides library materials at a rate of 3.4, while the DRC average is 9.5 materials per capita or inmate.

¹⁸⁶Titles shelved in the 645.0 through 649.0 DDS range are counted for an approximate number of titles, which does not reflect the number of books that might be checked out to inmates.

¹⁸⁷Employment and career materials are predominantly provided in response to inmate requests, placing the library's operation continuously in a reactive mode regarding this genre.

E. REENTRY PLANNING

CIIC's evaluation of reentry planning¹⁸⁸ includes interviews of staff,¹⁸⁹ focus groups of inmates,¹⁹⁰ a document review, and inmate survey responses. Overall, CIIC rates the reentry provisions as **GOOD**.

Reentry Planning¹⁹¹

- CRC has an accountability system to ensure that all inmates' RPLANs are completed prior to release.¹⁹²
- CRC maintains a broad one-year superstructure schedule to prepare inmates for a successful release, which is modeled after the Pickaway Correctional Institution concept for the O.N.E. Stop reintegration model.¹⁹³

¹⁸⁸ Reentry planning requires pervasive attention to specific details from the first day of incarceration through the post-release period. Effective reentry planning is crucial for a successful reintegration into society. The inspection includes considerations of the degree and types of inmate access to unit programs, purposeful activities, inmate contact with community, and staff accountability related to reentry processes and unit life.

¹⁸⁹ CIIC inspection process related to reentry preparations includes interviews of the Reentry Coordinator (RC), the Unit Management Chief (UMC), and available Case Managers (CM). In numerous institutions, the duties of the RC are assigned to the UMC or other Unit Manager, prompting a combined interview.

¹⁹⁰ CIIC conducts four focus groups of inmates representing various populations within the institution, including a group of inmates who are within approximately 30 days or less of their release date. .

¹⁹¹ Reentry operations at all DRC institutions include the use of the DRC RPLAN (Offender Transitional Release Plan.)

¹⁹² Monthly, a designated Case Manager, serving much as a Unit Manager, runs a release list for the succeeding month, to become aware of the 30 days or less inmates. CM divides the list into two groups, those leaving within three to four weeks, and those leaving within one to two weeks. CM works first with those on the one-to-two week list.

- Case Manager meets individually with inmates from the list, and gives them a (1) CRC-created 'form', asking inmates to complete specific housing and transportation information in writing, and return the form within one week to the CM, (2) Ohio Benefit Bank¹⁹² packet, requesting that they complete specified OBB information and return it to CM within two days, and (3) a Bureau of Motor Vehicle (BMV) Reinstatement form and guidelines.
- The CM's self-created form, once completed by the inmate, is forwarded to the assigned Case Managers, who complete all necessary cells in the RPLAN from the form at that time.
- Once all paperwork is completed, inmate's reentry file is given to a second designated Case Manager, also serving much as a Unit Manager.
- Second coordinating Case Manager provides the inmate with their (1) Reentry Resource Guide information (the M.U.S.C.L.E. sheets) and (2) specific county information that is different than the M.U.S.C.L.E. information.
- Completed documents and information continue to be forwarded to the assigned Case Managers, who maintain hardcopies within inmates' release files.
- Daily, a Unit Manager pulls a list of inmates who are within 30 days of release date; names on list are prioritized and relayed to Case Managers.
- Case Managers hold date-driven individual meetings with inmates in Case Managers' offices, where inmate RPLAN screen is viewed together to identify the remaining incomplete details and information. Questions are answered regarding transportation and housing. All tasks associated with the incomplete information are completed that same day.¹⁹²
 - Case Managers give each inmate, at the meeting, a Pre-Release Packet with additional information as applicable (lists of county names and contact information.)

- Core unit reentry programs currently include Thinking for a Change, Victim Awareness, Inside Out Dads, and Cage Your Rage, and Money Smart, with a total current enrollment of approximately 96 inmates.¹⁹⁴
- Remarkably positive, there are no current waitlisted inmates for the unit programs.¹⁹⁵
- Ohio Benefit Bank (OBB) information is coordinated by the Chaplain, who provides a regularly scheduled presentation and packet of materials for every inmate during the reentry phase.
- The Adult Parole Authority (APA) provides information and reentry workshops to CRC inmates at multiple scheduled meetings at six months, three months, and one month prior to release dates.
- Job fairs are provided twice a year under coordination of the Unit Management Chief, who identifies and engages community partners.

Negatively,

- Shortage of space on the living units reportedly makes it difficult to offer unit programs simultaneously.¹⁹⁶
- CRC inmates in the 30-days-to-release focus group relayed they feel they are inadequately prepared for their release and that information is not adequately communicated to them.¹⁹⁷
- Inmate survey responses were predominately negative regarding reentry planning.¹⁹⁸

¹⁹³ The O.N.E. Stop model is based on a one-year-to-out timeframe, and brings the inmate into contact with programs, information, and individuals over the period of one year in order to address reentry requirements and needs through four channels: Self-Service, Individual Counseling, Group Sessions, and Regular/On-going Sessions.

¹⁹⁴ In addition to the core reentry unit programs, CRC provides Computer Lab training for keyboarding skills, the Sex Offender programming, Recovery Services programming, and Cognitive Behavioral Therapy (CBT) on the living units.

¹⁹⁵ It is not uncommon throughout DRC to find high ratios of waitlisted inmates for the core unit programs; however, at CRC, there have been no inmates posted to waitlists for the unit programs within the month preceding the inspection through the inspection date.

¹⁹⁶ Access to Case Managers regarding programs and reentry information can be challenged across the DRC, as space is at a premium in overcrowded prisons, and most Case Managers typically have many tasks assigned to them, which increases the potential that the time allocated for individual assistance or program facilitation may be heavily reduce. Further, Case Managers' work load is heavy due to large numbers of inmates, a time-consuming, tedious (not seamless), and redundant system to create and update Case Plans and inmate files, and ever increasing tasks that include a high volume of data entry. One new responsibility delegated to Case Managers is the recent addition of tasks and requirements to meet the federal Prison Rape Elimination Act (PREA) statutes.

¹⁹⁷ The 30-days-to-release inmates in focus group indicated that they need more contact with county and community representatives, more contact time with their Case Managers, they are unaware of any 'reentry process,' and they have not received all information needed to find housing or employment prior to their release.

¹⁹⁸ 74.4 percent of inmate survey respondents (n=242) indicated that staff had not discussed what programs they should be taking while incarcerated, which was slightly higher than the DRC average of 70.0 percent. 88.4 percent of inmate survey respondents (n=241) indicated that staff had not discussed a reentry plan with them, which was essentially equal to the DRC average of 89.1 percent. 80.0 percent of

Library Reentry Resource Center¹⁹⁹

- The Library Reentry Resource Center at CRC has not yet been established or installed.²⁰⁰
- Inmates in the 30-days-to-release focus group indicated they had no knowledge of the Reentry Resource Center in the main library and had not used it.²⁰¹

Community Connections

- Survey respondents were almost evenly divided regarding whether they have experienced problems sending or receiving mail within the past six months,²⁰² which is average in comparison to other institutions inspected during the current biennium.²⁰³
- A small majority of survey respondents indicated that they have not experienced problems with visits within the past six months,²⁰⁴ which is slightly below the average of other institutions inspected during the current biennium.^{205,206}
- A slight majority of survey respondents indicated that they have experienced problems accessing the telephone within the past six months,²⁰⁷ which is worse than the average of other institutions inspected during the current biennium.²⁰⁸

inmate survey respondents (n=240) indicated that they did not know where they might locate reentry resources, which was 14.3 percentage points higher than the DRC average of 74.3 percent.

¹⁹⁹Each DRC institution is required to have a reentry resource center in the institutional library, per DRC 78-REL-05.

²⁰⁰The two computers dedicated solely for reentry preparation, are to be installed with the Ohio Career Information System (OCIS) and Ohio Means Jobs references and website to support and guide inmates in preparation of employment and additional education. OCIS and Ohio Reentry Connections software system allows inmates to create individualized job search accounts. OCIS is a career and college search tool that can be used for the following purposes: learn about the different options for postsecondary education, research the most up-to-date career information available, find out what careers are in demand nationally and in Ohio, research colleges, universities and scholarship opportunities, read real-world interviews given by someone in a career of interest, and find out how to prepare for a chosen career. On the last day of incarceration, the inmate's account 'goes live' so the inmate can access it from a computer outside the gate and send previously created job applications and cover letters to potential employers.

²⁰¹Inmate comments are validated because the Reentry Resource Center does not yet exist.

²⁰²CIIC's survey of inmates found that 48.6 percent of total respondents (n=212) indicated that they have experienced problems with sending or receiving mail within the past six months.

²⁰³An average of 49.3 percent of survey respondents from all institutions inspected during the current biennium indicated that they had experienced a problem sending or receiving mail within the past six months.

²⁰⁴CIIC's survey of inmates found that 52.5 percent of total respondents (n=198) indicated that they have not had any problems receiving visits within the past six months. Of those inmates who indicated problems with visitation, the most frequently cited reason was the distance for visitors (75 inmates).

²⁰⁵An average of 56.7 percent of survey respondents from all institutions inspected during the current biennium indicated that they have not had any problems receiving visits within the past six months.

²⁰⁶Inmates relayed a concern that coats are frequently stolen while an inmate is in the visiting room. As a result, focus group participants relayed that they were told not to wear a coat to visitation to prevent it from being taken, which is of concern due to the very cold temperatures during winter months.

²⁰⁷CIIC's survey of inmates found that 52.4 percent of total respondents (n=212) indicated that they had experienced problems accessing the telephone within the past six months. Of those inmates who

- Several inmates raised concerns that there are regular interruptions in phone service that result in calls being dropped.²⁰⁹ Positively, most focus group participants relayed that the process of setting up their phone lists was very efficient, taking less than one week and, in many cases, only 24 hours.

F. SECURITY CLASSIFICATION AND PRIVILEGE LEVELS

The inspection revealed a total of zero unaccounted oversights in the classification reviews that were more than one month overdue. CIIC rates the classification reviews as **EXCEPTIONAL**.

REENTRY AND REHABILITATION RECOMMENDATIONS

- Develop strategies to increase the total number of GEDs and academic certificates earned.
- Develop Student Goal Agreements in line with DRC policy.
- Consider strategies to increase inmate awareness and direct involvement in the preparation and implementation of their reentry plan.
- Consider ways to improve library deficiencies as the total number of materials, career/employment materials, access to time/hours in the library and law library for reception inmates, and installation of the required Reentry Resource Center.
- Consider providing additional access to reading materials for reception inmates, which could include a book cart on the units.
- Consider developing strategies to address inmate concerns regarding phone service in the housing units.

indicated problems accessing the telephone, the most frequently cited reason was that there are not enough telephones (88 inmates).

²⁰⁸ An average of 45.1 percent of survey respondents from all institutions inspected during the current biennium indicated that they had experienced problems accessing the telephone within the six months to our inspection.

²⁰⁹ CIIC noted during the inspection that, with the exception of two housing units, there were either six or eight phones installed in each unit. Of those phones, inmates indicated that three were inoperable and CIIC staff were unable to hear a dial tone with two additional phones. All units are equipped with at least one JPAY kiosk that can be used for video visitation and writing correspondence.

VI. FISCAL ACCOUNTABILITY

CIIC EXPECTATION: Prisons will responsibly utilize taxpayer funds and implement cost savings initiatives where possible.

A. STAFF MANAGEMENT

CIIC's evaluation of staffing includes a data review and staff interviews regarding overtime management, turnover ratio, morale, training, and evaluations. CIIC rates staffing as **GOOD**.

Overtime Management

- In FY 2013, CRC paid \$2,649,701^{xxxix} in total staff overtime hours which was a 13.4 percent increase from FY 2012.^{210xl} The amount of paid overtime was more than the DRC average²¹¹ for each fiscal year.
- In FY 2013, CRC paid \$2,053,112^{xli} in correctional officer overtime hours which was higher than the DRC average²¹² and a 11.4 percent increase from FY 2012.^{213xlii}
- As of December 2013, CRC had paid \$1,410,004.21²¹⁴ in total overtime hours and was on pace to increase their overtime payouts for FY 2014.²¹⁵

Vacancies

- On the day of the inspection, CRC reported 48 total vacancies²¹⁶ including 30 correctional officer positions (9.8 percent of total correctional officer positions).^{xliii}

Turnover Ratio

- In FY 2013, CRC had a 5.9²¹⁷ percent turnover ratio, which was a decrease from FY 2012²¹⁸ and significantly better than the DRC average.²¹⁹
- In FY 2013, CRC had a correctional officer turnover rate of 7.1 percent, which was an increase from FY 2012,²²⁰ but still better than the DRC average.^{221xliv}

²¹⁰ In FY 2012, CRC paid \$2,336,385 in total overtime.

²¹¹ The average DRC total overtime paid in FY 2013 was \$2,410,652. The average DRC total overtime paid in \$2,245,764 was FY 2012.

²¹² The average DRC correctional officer overtime was \$1,847,222 in FY 2013. The average DRC correctional officer overtime paid in FY 2012 was \$1,861,693.

²¹³ In FY 2012, CRC paid \$1,842,200 in correctional officer overtime.

²¹⁴ The total amount includes \$1,072,437.23 in correctional officer overtime for FY 2014 year-to-date.

²¹⁵ DRC fiscal year ends on June 30, 2014.

²¹⁶ According to their February 10, 2014 vacancy report, CRC had eight vacancies in mental health services; five vacancies listed in miscellaneous or "other" category; three vacancies in medical services; and two vacancies in educational services.

²¹⁷ The majority of the turnover was due to resignations by staff.

²¹⁸ In FY 2012, CRC reported a 6.3 percent turnover ratio.

²¹⁹ In FY 2013, the average DRC turnover rate was 7.4 percent.

- As of December 2013, CRC had a 4.8 percent turnover ratio for FY 2014 year-to-date.^{xlv}

Training²²²

- The FY 2013 CRC mandated training completion rates consisted of the following:^{xlvi}
 - CPR/First-Aid: 100.0 percent²²³
 - Unarmed Self-Defense: 100.0 percent²²⁴
 - In-Service Training: 99.8 percent²²⁵
 - Firearms Training: 99.4 percent²²⁶

Evaluations²²⁷

- In CY 2013, CRC staff completed 489 (91.6 percent) of 534 required performance evaluations on time which was one of the highest completion percentages in the DRC and significantly better than the DRC average.^{228xlvii} Further, CRC supervisors completed 522 (97.8 percent) of their required evaluations, which is also significantly better than most institutions during FY 2013.
- The number of completed evaluations in CY 2013 was slightly better than evaluations completed in CY 2012.^{229xlviii}

Workplace Environment

- Positively, all of the officers interviewed (n=16) felt supported by the administration. Also, most officers believe that staff gets along well at the institution. Further, most staff believe they are adequately trained for their job.

²²⁰ In FY 2012, CRC reported a 5.3 percent turnover ratio.

²²¹ In FY 2013, the average DRC correctional officer turnover rate was 8.3 percent.

²²² In FY 2012, DRC required 40 hours of in-service training for custody staff (all non-clerical/support designated staff) and 16 hours in-service training for non-custody (clerical/support staff). According to DRC policy, 39-TRN-02 ("In-Service Training"), the prisons are mandated by the CTA to ensure custody staff receives annual re-certification training on the following topics: firearms, unarmed self-defense, CPR/First Aid, and in-service training. These topics are derived from Administrative Regulations, Legislative/Judicial Requirements, ACA Standards, DRC policies, and/or other Department Training Advisory Council recommendations. The goal of each institution is for all required staff to complete 100 percent of their required training by the end of each fiscal year.

²²³ 496 of 496 staff successfully completed their CPR/First-Aid training.

²²⁴ 496 of 496 staff successfully completed their unarmed self-defense training.

²²⁵ 495 of 496 staff successfully complete their in-service training. One staff did not complete their training.

²²⁶ 323 of 325 staff successfully completed their firearms training. Two staff failed the firearms training.

²²⁷ CIIC's review of evaluations consists of a document review and staff interviews.

²²⁸ The average completion rate for CY 2013 performance evaluations was 71.2 percent. The percentage is based on 8,223 of 11,557 evaluations completed within the required time period during CY 2013.

²²⁹ In CY 2012, CRC staff completed 482 (98.8 percent) of 488 required performance evaluations. Also, 417 (85.5 percent) of the 488 required evaluations were completed on time.

- Most of the officers rated morale as “average,” with the belief that it continues to improve under the leadership of the current administration.²³⁰
- The Warden relayed that he personally addressed every in-service training class (regarding effective communication with inmates).
- A review of the CRC Cultural Assessment from November 2012 found similar concerns to those relayed during CIIC interviews. Some of the concerns raised by staff included the request that staff work more as a team; that officers receive more support from the administrative staff and their direct supervisors; and tension among staff due to racial and cultural differences. Executive staff relayed several initiatives to address the concerns from the cultural assessment.

B. FISCAL RESPONSIBILITY AND NEEDS

CIIC’s evaluation of fiscal responsibility and needs includes a document review of the fiscal audits²³¹ and an interview of staff regarding the implementation of cost saving initiatives, both those required by policy²³² and those independently developed by staff. CIIC rates their fiscal responsibility as **IN NEED OF IMPROVEMENT**.

Fiscal Audits

- In their most recent internal management audit,²³³ CRC was compliant in only three of their eight applicable mandatory standards for an overall score of 42.9 percent.^{234xlix}
- In their most recent external fiscal audit,²³⁵ CRC passed seven of their eight applicable standards for an overall score of 87.5 percent.ⁱ The one standard in which CRC was not compliant was in regard to inaccuracies related to the cashier office petty cash fund.ⁱⁱ

²³⁰ Under the previous administration, morale was considerably low due to poor communication between staff; tension among correctional officers; lack of support by officers from the administration; and a perception that the previous administration did not fully support the officers in their efforts to maintain a safe environment. However, officers believe their workplace environment has improved since the arrival of the new administration.

²³¹ The DRC fiscal audit evaluation is a two-phase process which includes an Internal Management Audit (IMA) and a full audit from the Bureau of Fiscal Audits. According to the Ohio Standards of each audit, institutions are required to score 90 percent or above to pass each applicable Ohio Standard and the fiscal audit.

²³² According to DRC policy 22-BUS-17, “Energy Conservation and Waste Reduction,” each institution is required to establish green initiatives that include recycling, energy conservation, and waste reduction. Institutions that earn money through recycling initiatives deposit the money into a centralized fund, from which they receive 50 percent back that must be reinvested into the institution. Institutions may request additional funds from fund 5AF0 for the purpose of recycling or energy conservation related program initiation or enhancement.

²³³ Internal Management Audit review was conducted on May 14-16, 2013.

²³⁴ The four standards in which CRC was not compliant were in reference to Ohio Standard 14-01 (“Employee Activity Fund”); 14-02 (“General Vouchers”); 14-05 (“Telephone Charges”); and 14-08 (“Fleet”).

²³⁵ Full fiscal audit conducted by the external auditor during the following period: December 1, 2011 through December 22, 2011.

- CRC developed an action plan with the external auditor to address the concern relayed by the external auditor.^{236lii}

Cost Savings

- CRC provided the following cost savings information during the inspection. Some of the cost savings provided by CRC are based on estimates that were implemented in 2013
 - Natural Gas cost savings measures \$88,700.01
 - Review of purchase orders/reduction of quantities \$25,000.00
 - De-Lamping Projects \$16,107.57
 - Reduction of waste removal \$9,895.00
 - \$139,702.58**

Energy Conservation²³⁷

- In CY 2013, CRC increased its energy utility costs by \$131,005.80 (21.5 percent) from FY 2012. The most significant increase was in regard to their gas costs which decreased by 27.2 percent. The 2012-2013 utility costs comparison²³⁸ is illustrated in the following chart:

Energy Type	CY 2012	CY 2013	Percentage of Change
Electric	\$421,869.99	\$501,481.32	18.9%
Gas	\$188,699.92	\$240,094.39	27.2%
Water ²³⁹	N/A	N/A	N/A
Total	\$610,569.91	\$741,575.71	21.5%

- The CRC energy audit found several energy conservation initiatives²⁴⁰ to help reduce costs in 2013-14.^{liii}

²³⁶ The concern related to cashier's records was corrected on-site with the external auditor present.

²³⁷ The DRC established a goal for each institution to reduce its annual utility costs by five percent. Natural gas, water and electricity are the primary utilities targeted for reduction of use.

²³⁸ Comparison reflects the invoices received during the following periods: January - December 2012 and January - December 2013.

²³⁹ According to staff, nearby Pickaway Correctional Institution produces the water for the Correctional Reception Center. As a result, PCI does not have any water costs.

²⁴⁰ CRC began a de-lamping project in an effort to reduce energy; will change the perimeter flood lights to LED flood lights; will consider installing occupancy sensors in all offices; new project will reduce the need to have garage lights stay on 24/7; office equipment has been unplugged when not in use; insulation was installed on the lines for all HVAC equipment; will install new energy efficient windows; HVAC units need

Recycling and Waste Reduction

- In FY 2013, the recycling program produced \$8,165.11 of revenue,²⁴¹ which was a significant increase from the \$2,524.94 of revenue earned in FY 2012. However, the FY 2013 recycling revenue was significantly less than the DRC average.²⁴² As of December 2013, the recycling program produced \$1,959.54 of revenue for FY 2014 year-to-date.
- CRC recycling projects conducted during CY 2013 resulted in \$18,367.90²⁴³ of revenue.
- The CRC waste audit²⁴⁴ developed several initiatives²⁴⁵ to divert additional waste in 2013-14.^{iv}

Capital Projects

- From FY 2013 to FY 2018,^{vi} funding was requested for the following capital improvement requests:²⁴⁶

• HVAC Project	\$5,270,700
• Window replacement project	\$3,948,000
• Food service drains upgrades/repairs	\$2,510,000
• Heat loop replacement	\$1,322,500
• Control room upgrade	\$994,875
• HVAC duct system cleaning	\$635,000
• Water valve replacement project	\$404,250
• Shower renovation project	\$203,175
• Emergency power loop upgrade	\$150,000

to be replaced; air filters are changed quarterly; Staff and inmates are aware of the institution's efforts to recycle.

²⁴¹ Institutions that earn money through recycling initiatives deposit the money into a centralized fund, from which they receive 50 percent back that must be reinvested into the institution. CRC purchased recycling containers with their revenue.

²⁴² DRC average recycling revenue for FY 2013 was \$12,289.78. Some or all data for some institutions. Some or all data was not provided in the 2013 DRC "Recycling Scorecard" from the following institutions: Allen Oakwood Correctional Institution, Dayton Correctional Institution, Franklin Medical Center, Mansfield Correctional Institution, and Richland Correctional Institution.

²⁴³ CRC recycled scrap metal; metal cans; and batteries for \$13,459.90 in revenue. CRC also received \$4,908 in revenue for paybacks for cardboard recycling from a local company. The total revenue received equaled \$18,367.90.

²⁴⁴ The CRC waste audit was conducted on March 28, 2013.

²⁴⁵ The waste audit developed the following initiatives: CRC implemented its full recycling program in 2013; Considering methods to remove food waste; works with nearby Pickaway Correctional Institution to help each institution decrease their waste; Business office maintains accurate records in the required institution database system; Contacts various scrap yards for the best possible price in regard to their recyclable items.

²⁴⁶ Some of the projects were in the process of being completed while others had not been approved. Many of the projects were initially requested in previous fiscal years while other capital improvements will be requested by the end of FY 2020.

• Segregation sinks and Toilets project	\$120,000
• Replace building/unit doors	<u>\$80,000</u>
	\$15,638,500

C. PROPERTY

CIIC's evaluation of property includes a review of financial data for property payouts. CIIC rates property loss payouts as **EXCEPTIONAL**.

- In CY 2013, CRC paid \$385.07 in property loss payouts, which was a decrease of 7.4 percent from the \$415.75 paid in CY 2012.^{lvii} The CY 2013 property payouts were significantly less than the DRC average.²⁴⁷

FISCAL ACCOUNTABILITY RECOMMENDATIONS

- Evaluate and develop additional strategies to continue reducing staff overtime.
- Fill staff vacancies for positions that are eligible to be filled.
- Ensure that all Ohio fiscal standards are met for the next audit.
- Consider developing additional strategies to improve recycling revenue.
- Develop additional energy conservation strategies to reduce costs and usage.

²⁴⁷ In CY 2013, the average DRC property payout was \$972.85.

VII. APPENDIX

A. INMATE SURVEY

A voluntary, confidential and anonymous survey of a representative proportion of the prisoner population was carried out for this inspection. The results of this survey formed part of the evidence base for the inspection. CIIC's inmate survey attempts to capture a significant sample of the inmate population across a wide range of issues.

At CRC, CIIC staff gave or attempted to give surveys to 312 inmates. Inmates were selected using a stratified systematic sampling method: at the start of the inspection, institutional staff provided a printout of inmates by housing unit and every fifth inmate was selected. CIIC staff provided an explanation of the survey to each selected inmate. CIIC staff later conducted sweeps of the housing units to collect the surveys. CIIC received 247 completed surveys, representing 13.1 percent of the total CRC population.

The questions and the total response counts for all inmates are replicated on the following pages, as well as the open-ended responses to the two questions at the end of the survey.

DRC Inmate Survey

DO NOT WRITE YOUR NAME OR NUMBER ON THIS FORM

The Correctional Institution Inspection Committee is a legislative committee that inspects the prisons of Ohio and evaluates programs, operations, conditions, and the grievance procedure. We ask you to complete this survey to help us evaluate the prison. Your participation in this survey is completely voluntary. Your answers to these questions will remain anonymous. Should you choose to participate, please complete the survey **TODAY**. Upon completion, please hand it to your Case Manager or housing unit officer. Thank you for your time and assistance.

Please mark within the boxes. Do not select more than one option unless otherwise instructed.

Right Way

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Wrong Way

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

DEMOGRAPHICS

Q1 What is your race?

White.....	140
Black.....	83
Hispanic.....	16
Other.....	6

Q2 How old are you?

Under 21	9
21-25.....	34
26-30.....	44
31-35.....	55
36-40.....	50
41-45.....	18
46-50.....	16
51-55.....	8
Over 55.....	12

Q3 What is your security classification/privilege level?

	1	2	3A	3B	4A	4B	5A	5B
Level	68	85	57	7	0	1	0	1

Q4 How long have you been incarcerated on this number?

Less than 1 year.....	161
1-2 years.....	27
2-5 years.....	31
5-10 years.....	13
10-15 years.....	7
15-20 years.....	3
Over 20 years	3

Q5 Are you within one month of release?

Yes.....	14
No.....	226

Q6 What types of offense(s) have you been convicted of? (Check all that apply)

Crime against person excluding sex offense (i.e. murder, manslaughter, assault, robbery, etc.)	37
Sex offense	42
Property offense (i.e. burglary, theft, etc.).....	79
Drug offense	88
Fraud	7
Other.....	57

HEALTH AND WELLBEING

Q7 Please answer the following regarding your unit.

	Yes	No
Do you normally have enough clean clothes for the week?	129	114
Are you normally able to shower five (5) days a week?	205	38
Do you normally have the opportunity to exchange for clean sheets every week?	180	60
Do you normally have the opportunity to request and receive cleaning chemicals every week?	167	71

Q8 How clean do you feel that your unit generally is?

Very Clean	20
Clean	146
Unclean.....	61
Very Unclean	18

Q9 How satisfied are you with the quality of the food here?

Very Satisfied.....	3
Satisfied	27
Neutral	58
Unsatisfied	81
Very Unsatisfied.....	74

If unsatisfied why?

Portion sizes	152
Taste	103
Preparation of the meal	39
Temperature	53
Lack of variety	81
Inadequate substitute	41
Other.....	34
N/A.....	16

Q10 Are health service request forms (aka sick call slips) responded to within two days?

Usually	41
Sometimes.....	63
Rarely	75
Never filed.....	60

Q11 If you are on the chronic care caseload, are you generally receiving timely follow-ups?

Yes.....	32
No	44
N/A.....	155

Q12 Overall, how satisfied are you with the quality of healthcare provided by the following:

	Very Satisfied	Satisfied	Neutral	Unsatisfied	Very Unsatisfied	N/A
Nurses	24	52	67	25	26	45
Doctor	14	54	62	31	27	54
Dentist	16	48	62	25	17	65
Mental Health	9	34	53	17	33	91

Q13 Do you have any emotional or mental health problems?

Yes.....	76
No	167

Q14 Are you on the mental health caseload?

Yes.....	69
No	174

Q15 Do you feel you have adequate access to mental health services?

Yes.....	83
No	70
N/A.....	91

Q16 Did you regularly use drugs or alcohol prior to incarceration?

Yes.....	140
No	106

Q17 Do you feel you have adequate access to recovery services programs?

Yes.....	89
No	86
N/A.....	70

Q18 Is the institutional recreation schedule generally followed?

Usually / always.....	109
Sometimes.....	98
Never / rarely	37

Q19 How satisfied are you with access to recreation?

Very Satisfied.....	23
Satisfied.....	43
Neutral.....	59
Unsatisfied.....	72
Very Unsatisfied.....	42

FAIR TREATMENT

Q20 Overall, do you normally have access to the following:

	Yes	No
Kites	209	35
Informal Complaints	170	65
Health Service Request Forms (sick call slips)	210	30

Q21 Do you know who the Inspector is?

Yes.....	74
No.....	171

Q22 Do you feel that informal complaints are generally dealt with fairly at this institution?

Yes.....	15
No.....	106
Never filed.....	123

Q23 Do you feel that grievances are generally dealt with fairly at this institution?

Yes.....	8
No.....	100
Never filed.....	136

Q24 Do you feel that grievance appeals are dealt with fairly?

Yes.....	6
No.....	94
Never filed.....	145

Q25 Have you ever felt that you were prevented from using the grievance procedure?

Yes.....	71
No.....	168

Q26 If you have never used the grievance procedure, why not? (Choose the best answer)

No problems / reason to use.....	72
Grievance procedure does not work.....	61
Staff retaliation.....	65
Form not available.....	12
Do not want to be a snitch.....	14
Do not know how to use.....	3
N/A.....	40

Q27 Overall, do you feel that disciplinary decisions are fair from the following:

	Yes	No	Don't Know
Hearing Officer	17	86	138
RIB Panel	12	73	156

Q28 Are your housing unit officers generally:

	Yes	No
Responsive to your needs:	101	133
Professional	92	143
Fulfilling job duties	119	114

Q29 Have you been harassed, threatened, or abused by staff here?

Yes.....	125
No.....	118

If yes, what did it involve? (Check all that apply)

Insulting remarks (about you or your family or friends).....	103
Physical abuse (being hit, kicked or assaulted).....	26
Sexual abuse.....	1
Feeling threatened or intimidated.....	103
Having your commissary / property taken.....	44
Debt.....	1
Drugs.....	2
Race or ethnic origin.....	30
Religion / religious beliefs.....	17
Sexual orientation.....	4
Age.....	9
Disability / medical condition.....	16
You were new here.....	43
Offense / crime.....	36
Gang related issues.....	8
N/A.....	39

Q30 If you have been harassed, threatened, or abused by staff, did you report it?	
Yes.....	16
No.....	123
N/A.....	98

If yes, are you satisfied with how it was handled?

Yes.....	2
No.....	31
N/A.....	145

Q31 Have you ever had sexual contact with a staff member at this institution?	
Yes.....	4
No.....	222
Refuse to answer.....	23

Q32 Where do staff/inmate sexual acts occur?	
80	

Q33 Do you know how to report sexual contact with staff?	
Yes.....	154
No.....	86

Q34 Do you feel that your Case Manager is helpful?	
Yes.....	89
No.....	95
Do not know who this is.....	59

Q35 Do you feel that your Unit Manager is helpful?	
Yes.....	58
No.....	78
Do not know who this is.....	108

SAFETY

Q36 How safe are inmates at this institution from other inmates (violence, extortion, etc.)?	
Very Safe.....	19
Safe.....	74
Neutral.....	113
Unsafe.....	21
Very Unsafe.....	17

Q37 Have you been harassed, threatened, or abused by other inmates here?	
---	--

Yes.....	38
No.....	207

If yes, what did it involve? (Check all that apply)

Insulting remarks (about you or your family or friends).....	26
Physical abuse (being hit, kicked or assaulted).....	12
Sexual abuse.....	2
Feeling threatened or intimidated.....	24
Having your commissary / property taken.....	7
Debt.....	1
Drugs.....	2
Race or ethnic origin.....	8
Religion / religious beliefs.....	7
Sexual orientation.....	2
Age.....	7
Disability / medical condition.....	6
You were new here.....	11
Offense / crime.....	11
Gang related issues.....	8
N/A.....	82

Q38 If you have been harassed, threatened, or abused by other inmates did you report it?	
---	--

Yes.....	14
No.....	56
N/A.....	158

If yes, are you satisfied with how it was handled?

Yes.....	3
No.....	15
N/A.....	151

Q39 Have you ever had sexual contact with another inmate at this institution?	
--	--

Yes.....	2
No.....	234
Refuse to answer.....	6

Q40 Where do inmate/inmate sexual acts occur?	
79	

Q41 Do you know how to report sexual contact with another inmate?

Yes..... 182
No 53

Q42 What type of prohibited substances are available within this institution? (Choose all that apply)

Prohibited substances are not available 83
Tobacco 67
Marijuana 56
Heroin 31
Cocaine 20
Methamphetamine (Meth) 10
Prescription pills 45
Alcohol / hooch 28
Other 27
Refuse to answer 73

Q43 What type of gang activity frequently occurs at this institution? (Choose all that apply)

Gang activity is not frequent at this institution 105
Assaults 26
Theft 29
Extortion 29
Gambling 26
Sex Trade 10
Drug Trade 25
Other 16
Refuse to answer 65

REHABILITATION AND REENTRY

Q44 Do you know how to reduce your security / privilege level?

Yes..... 103
No 138

Q45 Have staff discussed with you what programs you should be taking while incarcerated?

Yes..... 62
No 180

Q46 Have staff discussed a reentry plan for you?

Yes..... 28
No 213

Q47 Do you know where you can find reentry resources?

Yes..... 48
No 192

Q48 Do you know how to obtain the following after release?

	Yes	No	N/A
Housing	104	121	19
Job	107	120	15
State ID	155	71	15
Food	133	96	13
Continuing Health Care (medication, etc.)	90	133	16
Recovery Services (NA, AA, etc.)	109	102	26
Education	124	95	21
County agency information	93	121	24

Q49 How easy or difficult is it to get into the following activities in this prison?

	Easy	Neutral	Difficult	N/A
Prison Job	40	51	88	62
Vocational Training	15	46	106	70
Academic Programming (ABLE, Pre-GED, GED)	56	56	57	67
Unit Programs (Thinking for a Change, Victims Awareness, etc.)	23	69	76	69
Mental health/wellness programming	30	58	64	85
Recovery Service Programs (AOD, IOP, AA, NA, etc.)	64	58	59	56

Q50 How satisfied are you with educational programs at this institution?

Very Satisfied..... 16
Satisfied..... 20
Neutral 47
Unsatisfied 23
Very Unsatisfied..... 32
Never participated..... 101

If unsatisfied, why? (Check all that apply)

Lack of materials..... 20
Teacher was not good 9
Class was not interesting / not useful..... 15
Class did not apply to me..... 17
Class was frequently cancelled..... 13
Other : 20
N/A 85

Q51 How satisfied are you with unit programs (i.e. Thinking for a Change, Victims Awareness, etc.) at this institution?

Very Satisfied..... 9
Satisfied..... 11
Neutral 41
Unsatisfied 23
Very Unsatisfied..... 26
Never participated..... 126

If unsatisfied, why? (Check all that apply)

Lack of materials..... 15
Teacher was not good 9
Programs were not interesting / not useful..... 13
Programs did not apply to me 12
Programs were frequently cancelled..... 13
Other : 18
N/A 83

Q52 Have you had any problems with sending or receiving mail within the past six months?

Yes..... 103
No 109
N/A..... 25

Q53 Have you had any problems accessing the telephone within the past six months?

Yes..... 111
No 101
N/A..... 26

If yes, why? (Check all that apply)

Phones are broken 53
Not enough phones..... 88
Access denied by other inmates 22
Currently do not have phone privileges..... 22

Q54 Have you had any problems receiving visits within the past six months?

Yes..... 94
No 104
N/A..... 43

If yes, why? (Check all that apply)

Distance for visitors 75
Visiting hours / schedule 45
Visit scheduling process 31
Visitor turned away 10
Visitor not approved..... 26
I do not have people who want to visit 11
Currently do not have visitation privileges..... 11

Final Comments

Q55 What is ONE positive aspect of this prison?

205

Q56 What is the ONE change you would most like to see here?

220

DO NOT WRITE YOUR NAME OR NUMBER ON THIS FORM

CRC Open-Ended Survey Question Responses

What is the ONE positive aspect of this prison?

1. No comments
2. N/A
3. Distance to the city of Columbus
4. Leaving to ride out go to parent institution
5. It's not dorms!
6. –
7. It will teach you not to ever come back
8. More phone time and recreation time
9. Nothing
10. The programs available
11. –
12. It has a out door
13. I get visits so I can see my girlfriend and family
14. Every day counts toward my sentence
15. N/A
16. N/A
17. Thinking time
18. None
19. None whatsoever!
20. Religious services
21. Care
22. Safe
23. The heat work
24. All day visits
25. Makes me not want to return!
26. There are none
27. I'm leaving it soon
28. –
29. It's short term shipping
30. Cleanliness
31. Clean uniforms
32. The buildings need to be assigned #s. You are turned out door and told to find building #s and there are no numbers on buildings. If you are going to be told building numbers, then numbers should be assigned.
33. You do get to leave here eventually. Otherwise this place is a living hell. The guards treat you like they are the victims of your crime.
34. They keep you safe
35. –
36. You think of what you did wrong.
37. Commissary
38. To sit you down and think about where your life is going.
39. Showers seven days a week.

40. N/A
41. Recreation
42. –
43. It's not really a bad place, but "is" prison
44. None
45. –
46. Updates on new senate bills and new laws. I like the legal workers here.
47. It's a relaxed environment for the most part.
48. –
49. None
50. Sanitation
51. They are good for keeping you on your rack.
52. N/A
53. It's clean
54. –
55. Education. Religious Services. Food is better, just a little too hot.
56. It's so bad that you never want to return.
57. It has recreation every day and it is clean. The regular housing unit staff do a good job of taking care of your needs.
58. –
59. Level 3 parent prison honor camp
60. Being locked up is inspire me reevaluate my life
61. None
62. Quiet at night
63. Nothing
64. I've personally seen some good changes since new Warden and Deputy Warden have started.
65. The COs are not as bad as they used to be.
66. I cannot find any positive aspect about this prison. This prison needs a lot of work.
67. It all counts on my time to get home.
68. Church
69. Safe.
70. There are a lot of chiefs here. CO uniforms look nice. U receive new undergarments when u arrive.
71. Library
72. That you get the appropriate amount of hours of sleep.
73. Nothing...
74. Jesus and the Word of God
75. Meeting people
76. They keep you alive!
77. N/A
78. I can come outside 3 times a day. To go eat!
79. Commissary
80. –
81. –

82. Nothing
83. The sergeant for A-1
84. Teaches you personal awareness
85. —
86. Plenty of toilet paper for all this shit!
87. None
88. Nothing
89. The security is good. Officers are always going around making sure everything is ok with us.
90. Free food. Free rent. Free clothes. Shoes. And not having to think but get told to do stuff.
91. Haven't had the choice to explore my environment thoroughly.
92. None
93. Better staff attitude
94. —
95. The visiting room
96. I finally get to go to commissary
97. Don't know
98. Can't think of one. They got Grippos.
99. Sometime the food.
100. Nothing
101. —
102. N/A
103. It is a very well disciplined facility. It helps restore order and respect to those who have need of it in their lives.
104. Violence has reduced. Shouldn't have to be in reception long, ride out to your classed inst.
105. Nothing
106. Can't think of any honestly
107. That I will be leaving it soon!
108. It makes you not want to come back
109. None
110. Time to reflect on my self.
111. I like how it is ran and how the COs act. Cause I will not come back to CRC.
112. ?
113. You get to leave within a short period or not
114. You're only here for a short period of time.
115. Programs
116. Moving to another prison.
117. None
118. You learn to not talk or you lose your teeth and get broke bones if not killed by staff.
119. People/inmates seem to be transferred pretty quickly to parent institution
120. —
121. None

122. Job
123. -
124. N/A
125. Security
126. -
127. The way they run this place.
128. I don't know
129. I have nothing positive to say about CRC. The staff here is just downright mean and very rude.
130. Mail
131. Nothing!!!
132. -
133. -
134. Going to commissary every week
135. Nothing
136. -
137. I haven't found anything
138. I enjoy rec every day
139. I don't want to come back
140. Reflection
141. Church
142. -
143. There are some CO who act like you're still human. Not many. They help.
144. N/A
145. Close to home in Columbus
146. It makes me learn from my mistakes
147. Not a damn thing
148. Consistently
149. It beats Lebanon
150. Getting my mind rite
151. Gate pay
152. Recovery services are very good here and easily accessed.
153. Nothing
154. Security, safe environment is provided. I have no fear of abuse from inmates or staff.
155. It's close to my house. My people can be here quick.
156. Availability of school
157. You receive all the rest you want
158. No positive aspect. Place is run by redneck fuck bullies
159. It is clean
160. One day they gotta let me OUT
161. None
162. It's small and well structured
163. Health care
164. Nothing!!! Locked in cell all day

165. It's close to Columbus
166. None. They need to get some of the COs checked for steroids and mental health problems.
167. They put in cameras so the officers no longer physically assault inmates
168. Education is great here. The teachers and librarian are helpful people, including the principal.
169. –
170. Church is good
171. –
172. GED, school
173. I only have a .58 sentence. Short term.
174. Healthcare
175. That almost every day we are given some kind of recreation.
176. None
177. –
178. None
179. None
180. There is none
181. Rehabilitation
182. It's fairly clean
183. That it's a temporary stay here
184. They maintain order but done respectfully
185. Ain't been here long enough
186. The C/O treat me so so so so bad that I'm never!!! coming back
187. Well structured
188. There is none
189. Cells
190. N/A
191. To never come back here
192. –
193. Drug programs
194. None
195. -
196. That it helps me change my life
197. Food's good, sleep all day
198. None
199. Nothing
200. Everyone is diff. I took advantage of positive things and still failed and returned to prison
201. SORRC class 5 days.
202. It is a safe and well kept environment
203. –
204. –
205. The very few staff that treat inmates like they are human.
206. Access to library
207. –

208. 23 hour lockdown. Not really time to get hurt.
209. –
210. Time can't be stopped
211. It's not one
212. Not one thing
213. Nothing! This place and staff here are rude, mean, non-supportive and talk down to you all day long!
214. Change
215. Food is ok but not enough time to eat (3 min to eat)
216. They try to get you to your final destination as soon as possible
217. It's clean
218. Time to sit and think
219. Visit or long
220. –
221. It's close to where I'm from
222. –
223. Good jobs good programs
224. None
225. Not a lot of gang activity
226. It a good church program
227. CRC is located in close proximity to my home.
228. Small general population
229. There's not a lot of inmates you have to deal with. Some officers are very fair.
230. –
231. They keep you safe
232. They keep you here like a prison should.
233. IDK
234. The educational program. If use correctly, you can learn whatever you want with all the help you ask for.
235. –
236. Nothing
237. None
238. –
239. –
240. It's small
241. –
242. –
243. There is no positive about this place. It is all negative.
244. Drug free
245. Thinking...etc.
246. Clean
247. The chapel

What is the ONE change you would most like to see here?

1. No comments
2. N/A
3. Access to movement, programs, and jobs when level permits it
4. Better treatment of inmates
5. More food and quality
6. Longer to eat meals
7. More rec time and better COs
8. Get better and new people no old people
9. R unit
10. More state blues
11. –
12. Good medical
13. Being able to get visits, commissary, and use the phone while in R1 and R2
14. More time out the cells, more rec, better food, and better staff
15. I would like to see a change in the process of how we can receive money by only approved or tentatively approved visitor.
16. Better quality and timely response for medical/mental health
17. Food portions increased
18. Rec longer friendlier staff
19. Officers beating inmates when no need/excessive force when no need
20. Quite taking rec away because CO is having a bad day and never get razors
21. Staff/inmate background invest
22. More respect from CO
23. We in our cells too long. We should at least be able to go to gym 5 days a week
24. Merit unit more family ties programs. General pop to have more access to rec.
25. A stop put to COs excessive use of force and verbal abuse on inmates
26. Someone having to visit before you can get money sent in
27. Cash in our accounts receiving money!
28. –
29. Bigger food portions. More time to eat. Thank you.
30. Warmer water for the showers
31. Protection from staff violence
32. After you are classified why does it take more than a month to get to parent institution?
33. The guards be retrained. The guards here have no training whatsoever and if they do they don't apply it and are back to be this way by their superiors.
34. Food. Less cursing by COs.
35. –
36. For inmates to be treated with more respect.
37. Bad inmates ratio to good ones, so to speak
38. Able to put money on or books without a visit.
39. More time to eat a meal.

40. That the ones who need to see mental health are seen faster. And that this place start screening for TC and that they remove the visit before you can get money on your account to get hygiene.
41. The COs
42. –
43. Nothing...
44. Reduction of staff beating inmates
45. The way that it is ran
46. I would like for people who are on medication whether it's mental or medical to stay on that medication until your mental or medical evaluation. People are getting cut off and haven't seen anyone, cut off cold turkey.
47. How staff interacts with inmates b/c they are very disrespectful
48. –
49. Different staff
50. Threats of violence; violence; excessive use of force; staff only verbally reprimanded for such actions
51. More mobility from my rack and less abuse from certain staff members mentally and physically.
52. N/A
53. Respect from the COs from the way they abuse their power.
54. Visiting 5 days per week any number
55. COs disrespecting inmates. Physical abuse by officers here. Verbal abuse by officers here. Mutual respect between officers and inmates. And a higher spending limit at commissary
56. The excessive force the staff uses after the inmate is restrained
57. That the staff stop talking to you any kind of way, just because you are in the sex offense unit. Call you names and saying they hate working this unit. Not regular unit staff.
58. You should not have to have an approved visitor visit you to get money on your commissary. Some people work those hours and stay too far away. You also should not have to eat like a dog. Staff should treat you with the respect they want. I hear a lot of them threatening to punch people just not me so far.
59. Celling/religious belief. STG celling. CO respect to inmate.
60. Much bigger meal portions
61. None
62. More time to eat without rushing
63. More freedom
64. The inmate abuse and prejudice here is out of control. These officers have a click and a code of silence. They also will abuse inmates in yard where there are no cameras.
65. To be able to get some kind of state pay for those who don't have money on their account.
66. Less violence from staff towards inmates. More time to eat food in chow hall.
67. Respect from COs.
68. (TC) Therapeutic Community to help inmates who want to change understand more of the law and why we're here. To help follow rules better.

69. I would like better food service. They short B-3 food because it's sex offender pod.
70. Eating times need to be spaced out more. Too much food wasted. Personal min pocket radios on commissary list. Hot water for showers.
71. Money without a visit.
72. Receiving money from anyone to receive commissary, etc.
73. Inmates not getting abused by officers, better rec schedule, better programs.
74. Heat turned on in the cells
75. Heat in the cells. It's colder than a welldiggers ass.
76. More freedom after classification
77. More time out of cell!
78. CO stop talking shit. Thank you. Some call us names.
79. Attitude of staff and the violence of the staff or let us defend ourselves without getting in trouble
80. —
81. —
82. Everything
83. Allow family who live too far to visit to be able put money on commissary account.
84. Allowing funds from people even if they haven't come to a visitation
85. Longer recreation time and phone time
86. More food and adequate time to eat it
87. —
88. The beds
89. The food in cafeteria. The servings are too small.
90. Contact visiting, tobacco, internet to text and talk all the time, like a 2 way or phone text only.
91. The all day lock down. More recreation time.
92. The staff treats everyone like shit.
93. Spring beds
94. —
95. The food
96. Putting smoking back in
97. Get outta R unit faster
98. I would like to see the food change. It's short and disgusting.
99. Get more help program for sex Tx
100. TVs for inmates
101. Have R1 and R2 inmates allowed to have books and go back to the old visiting approval guidelines.
102. New beds/pillow covers/ u can feel the metal under ur mat.
103. I would like to see reception inmates have the ability to participate in unit programs as opposed to remaining idle and unproductive.
104. Portions of food not be skimped, shorted. Money be able to be sent through money order, etc.
105. COs treating us like shit.
106. Bedding.

107. More JPay machines
108. The way you are treated here by the COs
109. The CO do not have to be so mad all the time (I mean listen up)
110. More food and more programs
111. Maybe more time out of the cells
112. Longer rec times
113. The disrespectful attitude from whiteshirts down to COs
114. No harsh treatment and verbal abuse from staff.
115. Verbal abuse from COs
116. More rec
117. More recreation, more food quantity
118. The corruption burn
119. Staff/COs should treat us like humans instead of another number just passing through
120. Tinted windows in the cells used for bed area restrooms
121. Everything
122. Check
123. –
124. CO talk to you
125. My return visits
126. Faster turn around times on ride outs after classification and more recreation time for Level 1 and Level 2 classifications
127. The disrespect from COs
128. I don't know
129. The medical staff needs to stop treating people so bad. I would also like to see the overall staff stop treating inmates so rough and mean.
130. None
131. Everything!!!
132. Better attitudes from COs
133. –
134. COs need to talk to us with more respect in general
135. Eat more everyday and more time out.
136. COs being more respectful if they want to be respected
137. Black COs not being racist toward white inmates
138. The GTL phone service is like rocket science. MCI was much better.
139. Food portions and staff not being so much assholes
140. Money issues
141. Food, rec, laundry
142. –
143. Stop making us have to get visits before we can get money from our people. I have not had shampoo or lotion in a month.
144. The food and jobs
145. More recreation time
146. A little more time to eat our food.
147. More recreation time. To be treated like a human being, not a caged animal.

148. More food
149. No double bunking
150. Inmates not getting hurt by staff
151. No fence
152. State pay changed to an incentive program. Most inmates only make \$17 a month, working 12, 13, 14, 15 hour days. It's slave labor and wages have remained the same for the past 15 or 20 years.
153. Food
154. Sufficient time needs to be provided for meals to facilitate proper health and digestion.
155. How the CO act toward us. They will dog us cause they know we can win with them. They got the power of the pin and the handcuffs.
156. The attitude of the COs
157. Time locked in a cell
158. Get rid of aforementioned rednecks
159. A honor dorm and incentive pay
160. Warmer clothes
161. Food portions and quality. Staff on inmate assaults.
162. Education. Vocational programs. Incentive pay.
163. Staff rudeness. Staff threats
164. More recreation time. Phones. Better food.
165. Better and more food
166. Calm down on the he-man shit
167. Better access to indigent hygiene items like razors, floss, and deodorant.
168. Respect from staff. Officers provoke inmates and harass people. Stupid bitches, dumb ass, and racial names, are the norm around here. Officers want 6 months if they fight an inmate.
169. —
170. Inmates getting beaten by correction officers
171. —
172. Food, processing, case man., ride outs, mouthy disrespecting COs, paperwork, griev
173. Respect from 2nd shift staff. More time to eat food in order to digest foods properly
174. More professionalism from staff
175. The blatant disrespect of staff. In 45 days I've never been in trouble, but yet I've been called a clackhead, cocksucker, faggot, stupid motherfucker. The guards provoke violence by encouraging inmates to fight. "Hit me bitch." Then when the guards attack inmates they continue to beat them even after they have been subdued. I watched 6 guards stomp an inmate's face into the concrete for 2-3 minutes after he was subdued.
176. More rec
177. —
178. The racism from certain staff. And bullying and intimidating inmates.
179. Officers' attitudes, food, clothing
180. The correctional officers are too quick to put their hands on inmates.

181. Bring tobacco back
182. More food
183. Better attitudes from the staff
184. I think is ran fairly on all aspects
185. Ain't been here long enough
186. The C/O to treat the inmates like humans instead of animals and criminals.
187. Food portions. Not all of us have commissary to eat. Me specifically because I'm too far away to get a visit, so all I have to eat is the little bit from chow. And I've lost a lot of weight.
188. COs and be able to be out of the cell more
189. Who can put money on inmates' books
190. How the COs talk to inmates
191. To move people faster to their jail
192. —
193. Medical help. Staff members.
194. How they talk to you
195. —
196. COs talk to you better than what they do. Really!!!
197. Ping pong table
198. More freedom they say you're a level 1 but you're treated like a level 5
199. That staff don't disrespect you like they can or beat ur ass the way they do
200. Find a program that does help inmates that are stepping out no matter their location
201. CO [redacted] fired
202. Hot water and painted showers
203. The way staff treats inmates. They need more training on how to treat inmates in a respectable manner.
204. —
205. Improved professionalism and systemic efficiency. There is a lot broken here. System wise.
206. Racial equality by COs in my dorm. Asians, Hispanics, and Indian (India) not given porter jobs!!!
207. Food variety
208. The staff's aggressive attitudes. Like everyone here is a bad person because I'm not.
209. Electronic cigs
210. More outside rec
211. Better matts and the way the staff talk to us like we're not human like them.
212. The CO
213. More time to eat and a lot longer recreation!
214. Behavior and don't do any more drugs
215. Better training for COs. How can a corrections officer stand in your face, spitting on you while calling you a stupid motherfucker ever expect to receive the respect he so desired in the first place.

216. More time to our meals
217. Time to eat in the chow hall
218. Less time locked in cell
219. –
220. They make their own rules
221. RIB convictions
222. Replace unit man
223. 7 step doing more
224. To be able to use phone at rec. so more rec time.
225. More commissary options/ cable TV
226. Competent personnel hired
227. I would like to see a more positive rapport between staff and inmate
228. College programs, vocational programs.
229. Allowing the dorm officer power to move inmate cells, because they are with us every day, not unit manager
230. COs stop talking foul to inmates
231. Some COs
232. More attentive staff. Less aggressive staff.
233. IDK
234. Food. Portion size. Quality. Temperature.
235. –
236. Better investigations.
237. C/O's not being able to physically assault inmates for no reason, such as I was just assaulted on 2-8-14 by CO [redacted] and CO [redacted] for stealing some pizzas.
238. The way staff treat inmates on the discipline. They go the extreme on the abuse.
239. –
240. More programs
241. The way inmates that have been transferred from Lorain are treated by inmates and staff. Especially 2nd shift CO [redacted].
242. –
243. Respect from the staff. Treat us like people.
244. Easier contact plans like phone system and JPay.
245. Give us state pay!!!
246. Attitude
247. I'd like to be moved through quicker to my parent institution.

B. INSPECTION CHECKLISTS²⁴⁸

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: A1Inmate Count: 134

		COMMENTS
1. What is the security classification and privilege level of the unit population?	<u>General mixed</u>	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/> Sanction <input type="checkbox"/> GP <input type="checkbox"/> Other <u>Reception</u> <input checked="" type="checkbox"/>	
FACILITIES		
3. How clean are common areas?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	<u>NO issues noted</u>
4. How many of the following are inoperative?	Toilets - <input type="checkbox"/> Sinks - <input type="checkbox"/> Showers - <input type="checkbox"/>	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input type="checkbox"/> N/A <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
6. How quickly are maintenance work orders completed?	<u>w/in a week</u>	
7. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	<u>- paint peeling - wear & tear, but not a lot of buildup</u>
8. How often are shower facilities cleaned? - Inmate porter asked <input checked="" type="checkbox"/>	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
10. Are the following <u>all</u> operational? - Phones # <u>6</u> - Laundry Facilities # <u>each</u> - Drinking Fountains # <u>1</u> - Ice machines # <u>1</u> - Microwave(s) # <u>1</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	<u>* issues w/ one is other in use</u>
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How many of the following: - Cell window obstructed <u>None</u> - Towel on floor <u>None</u> - Inappropriate pictures <u>None</u> - Clotheslines <u>None</u>	Cell door window obstructed <u>None</u> Material in lock <u>None</u> Material in cuff port <u>N/A</u> Graffiti <u>None</u>	

²⁴⁸ The checklists here do not include all forms used by CIIC staff during the inspection process.

STAFF ACCOUNTABILITY												
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/> - Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				YES NO								
14. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>				YES NO								
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>				YES NO								
16. How many officers are on duty per shift?				1 st - 2 2 nd - 2 3 rd - 1 + fleet								
17. Are officers performing security checks at staggered, 30 min intervals? -Log observed <input checked="" type="checkbox"/>				YES NO		-a few rounds were every 28 mins consist.						
18. How many shakedown are performed on each shift? -Log observed <input checked="" type="checkbox"/>				3 cells per unit		Date _____ # _____ Feb. 1-9th Date _____ # _____ all completed Date _____ # _____						
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos				Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>								
20. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>				Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input checked="" type="checkbox"/>		-restocked while on unit -restocked while on unit						
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/31	355	607	2/3	1140	1149						
DWO	1/23	853	905	2/10	905	1010						
DWSS	1/14	332	335	1/24	235	302						
IIS	1/14	1030	1040									
UMC	1/10	1215	1222	1/15	1135	1145	1/24	1010	1020	1/27	110	120 ^{2/2}
ADDITIONAL COMMENTS (including inmate communication):												
*mice issue relayed by several inmates												

Dates

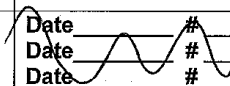


1-9
to
2-9

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: A2

Inmate Count: 127

		COMMENTS
1. What is the security classification and privilege level of the unit population?	non classed or level 3	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/> Sanction <input type="checkbox"/> Other reception <input checked="" type="checkbox"/>	GP <input type="checkbox"/>
FACILITIES		
3. How clean are common areas?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many of the following are inoperative?	Toilets - 0 Sinks - 0 Showers - 0	→ one leaking
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
6. How quickly are maintenance work orders completed?	within a couple days	
7. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	- on leaking - paint issues, but very clean
8. How often are shower facilities cleaned? - Inmate porter asked <input type="checkbox"/> not avail.	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
10. Are the following all operational? - Phones # 6 - Laundry Facilities # 3 feeders - Drinking Fountains # 1 - Ice machines # 1 - Microwave(s) # 1	Y <input type="checkbox"/> N <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	- one out ; issues w/ connections (chronic)
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How many of the following: - Cell window obstructed <u>None</u> - Towel on floor <u>one</u> - Inappropriate pictures <u>None</u> - Clotheslines <u>None</u>	Cell door window obstructed <u>None</u> Material in lock <u>None</u> Material in cuff port <u>N/A</u> Graffiti <u>minimal</u>	

STAFF ACCOUNTABILITY												
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/> - Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>								
14. Is the first aid box secured? - First Aid box checked <input checked="" type="checkbox"/>				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>								
15. Is the fire extinguisher receiving monthly inspections? - Extinguisher checked <input checked="" type="checkbox"/>				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>								
16. How many officers are on duty per shift?				1 st - 2 2 nd - 2 3 rd - 1 + floater								
17. Are officers performing security checks at staggered, 30 min intervals? - Log observed <input checked="" type="checkbox"/>				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>								
18. How many shakedowns are performed on each shift? - Log observed <input checked="" type="checkbox"/>				3 per shift		Date  # <input checked="" type="checkbox"/> Date  # <input checked="" type="checkbox"/> Date  # <input checked="" type="checkbox"/>						
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos				Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>								
20. Are the following forms in stock on the unit? - Forms observed <input type="checkbox"/>				Kites <input checked="" type="checkbox"/> ICRs <input type="checkbox"/> HSRs <input type="checkbox"/>								
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/31	601 a	612 a	2/3	1130 a	1139 a						
DWO	1/28	911 a	916 a									
DWSS	1/14	341 p	355 p	1/24	310 p	321 p						
IIS												
UMC	1/10	1220 p	1230 p	1/15	1120 a	1130 a	1/24	1040 a	1050 a	1/27	120 p	130 p
ADDITIONAL COMMENTS (including inmate communication): 												

1/9/14
to
2/9/14

2/2

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT:

A3

Inmate Count:

137

		COMMENTS
1. What is the security classification and privilege level of the unit population?	1, 2, 3	supposed to be 1 and 2
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/>	Sanction <input type="checkbox"/> GP <input type="checkbox"/> Other Reception <input checked="" type="checkbox"/>
FACILITIES		
3. How clean are common areas?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many of the following are inoperative?	Toilets - <input type="checkbox"/> Sinks - <input type="checkbox"/> Showers - <input type="checkbox"/>	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
6. How quickly are maintenance work orders completed?	w/in a day	
7. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	- but worn paint/ black spots under worn paint
8. How often are shower facilities cleaned? - Inmate porter asked <input checked="" type="checkbox"/>	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
10. Are the following all operational? - Phones # 6 - Laundry Facilities # 2 each - Drinking Fountains # 1 - Ice machines # 1 - Microwave(s) # 1	Y <input checked="" type="checkbox"/> N <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	code → issues w/ service
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How many of the following: - Cell window obstructed <u>None</u> - Towel on floor <u>None</u> - Inappropriate pictures <u>None</u> - Clotheslines <u>None</u>	Cell door window obstructed <u>None</u> Material in lock <u>None</u> Material in cuff port <u>N/A</u> Graffiti <u>None</u>	

STAFF ACCOUNTABILITY												
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/> - Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	- detergent pads broke open										
14. Is the first aid box secured? - First Aid box checked <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>											
15. Is the fire extinguisher receiving monthly inspections? - Extinguisher checked <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>											
16. How many officers are on duty per shift?	1 st - 2 2 nd - 2 3 rd - 1 + 1 float											
17. Are officers performing security checks at staggered, 30 min intervals? - Log observed <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>											
18. How many shakedowns are performed on each shift? - Log observed <input checked="" type="checkbox"/>	3 per shift	Date # Date # Date # all done, just not specified on calendar side										
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>											
20. Are the following forms in stock on the unit? - Forms observed <input type="checkbox"/>	Kites <input type="checkbox"/> ICRs <input type="checkbox"/> HSRs <input type="checkbox"/>	out of stock										
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/31	6:12 a	6:21 a	2/3	11:26 a	11:33 a						
DWO	1/30	10:55 a										
DWSS	1/14	3:59 p	4:03 p									
IIS												
UMC	1/10	12:25 p	12:32 p	1/15	11:15 a	11:25 a	1/24	10:45 a	10:55 a	1/27	1:30 p	1:40 p
212												
ADDITIONAL COMMENTS (including inmate communication):												

1/9
70
2/9

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT:

A4

Inmate Count:

136

		COMMENTS
1. What is the security classification and privilege level of the unit population?	1+2 (+ occasional R Unit Inmate w/ Inlt. level 3)	
2. Is there a specific unit mission/focus? No - but meaningful activity programs	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/> Sanction <input type="checkbox"/> GP <input type="checkbox"/> Other <input type="checkbox"/>	
FACILITIES		
3. How clean are common areas?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many of the following are inoperative?	Toilets - Sinks - Showers - one + one leaking	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
6. How quickly are maintenance work orders completed?	emergency clog - within a day	
7. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input checked="" type="checkbox"/> - paint worn, peeling, black spots, (mostly bottom range)	
8. How often are shower facilities cleaned? - Inmate porter asked <input type="checkbox"/>	Every shift <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
10. Are the following all operational? - Phones # 6 - Laundry Facilities # 30 each - Drinking Fountains # 1 - Ice machines # 1 - Microwave(s) # 1	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How many of the following: - Cell window obstructed None - Towel on floor None - Inappropriate pictures None - Clotheslines None	Cell door window obstructed None Material in lock None Material in cuff port N/A Graffiti minimal (one)	

STAFF ACCOUNTABILITY												
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/> - Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>	needs to be cleaned										
14. Is the first aid box secured? - First Aid box checked <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>											
15. Is the fire extinguisher receiving monthly inspections? - Extinguisher checked <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>											
16. How many officers are on duty per shift? 1 st - 2 2 nd - 2 3 rd - 1 + float												
17. Are officers performing security checks at staggered, 30 min intervals? - Log observed <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>	1/27 - second shift not staggered at beginning										
18. How many shakedown are performed on each shift? - Log observed <input checked="" type="checkbox"/>	3	Date _____ # _____ 4th - 6th 9th of Date _____ # _____ Feb - 1st Date _____ # _____ shift missing										
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>											
20. Are the following forms in stock on the unit? - Forms observed <input checked="" type="checkbox"/>	Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input checked="" type="checkbox"/>											
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/15	722a	731a	1/31	637a	645a	2/3	1041a	1050a			
DWO	1/28	931a	948a									
DWSS	1/14	404p	410p									
IIS												
UMC	1/10	1236p	1245p	1/15	1105a	1115a	1/24	1100a	1110a	1/27	140p	150p
ADDITIONAL COMMENTS (including inmate communication):												

1/9
to
2/9

+2/2

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT:

B1

Inmate Count:

138

		COMMENTS
1. What is the security classification and privilege level of the unit population?	reception	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/> Sanction <input type="checkbox"/> Other reception <input checked="" type="checkbox"/>	GP <input type="checkbox"/>
FACILITIES		
3. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	bed bunk area is cluttered
4. How many of the following are inoperative? Toilets - 0 Sinks - 0 Showers - 0	8	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES NO	n/a
6. How quickly are maintenance work orders completed?	within 24 hrs.	
7. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	paint peeling
8. How often are shower facilities cleaned? - Inmate porter asked <input checked="" type="checkbox"/>	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
10. Are the following all operational? - Phones # 10 - Laundry Facilities # 3 sets - Drinking Fountains # - Ice machines # - Microwave(s) #	Y <input type="checkbox"/> N <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	1 broken for 2 months
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How many of the following: - Cell window obstructed None - Towel on floor Few - Inappropriate pictures None - Clotheslines Few	Cell door window obstructed None Material in lock None Material in cuff port None Graffiti None	

STAFF ACCOUNTABILITY												
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/> - Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>								
14. Is the first aid box secured? - First Aid box checked <input checked="" type="checkbox"/>				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>								
15. Is the fire extinguisher receiving monthly inspections? - Extinguisher checked <input checked="" type="checkbox"/>				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>								
16. How many officers are on duty per shift?				1 st - 2 2 nd - 2 3 rd - 1		- w/ float						
17. Are officers performing security checks at staggered, 30 min intervals? - Log observed <input checked="" type="checkbox"/>				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>								
18. How many shakedown are performed on each shift? - Log observed <input checked="" type="checkbox"/>				3 per shift		Date 1/12 # 3		Date 1/29 # 3		Date 2/7 # 3		
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos				Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>								
20. Are the following forms in stock on the unit? - Forms observed <input checked="" type="checkbox"/>				Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input type="checkbox"/> out								
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/15	6 ⁴⁵	6 ⁵¹	1/31	7 ⁰¹	7 ¹⁴						
DWO	1/13	9 ⁵⁰	10 ³³	1/15	2 ²⁵	2 ³⁵	1/30	10 ⁴⁰	10 ⁴⁶	2/2	11 ²⁸	11 ³³
DWSS	1/19	2 ²⁰	2 ³⁵									
IIS	1/14	9 ⁵⁰	1 ⁰⁰	1/21	9 ¹²							
UMC	1/10	12 ³⁵	12 ⁵⁰	1/15	11 ⁰⁰	11 ¹⁰	1/24	11 ¹⁵	11 ²⁵	1/29	9 ¹⁰	9 ²⁰
ADDITIONAL COMMENTS (including inmate communication):												

1/9-2/9

more...

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT:

B2

Inmate Count:

1310

		COMMENTS
1. What is the security classification and privilege level of the unit population?	reception	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Sanction <input type="checkbox"/> GP <input type="checkbox"/> Faith-Based <input type="checkbox"/> Other <input checked="" type="checkbox"/> reception	
FACILITIES		
3. How clean are common areas?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many of the following are inoperative?	Toilets - 0 Sinks - 0 Showers - 0	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES NO n/a	
6. How quickly are maintenance work orders completed?	w/in day or 2	
7. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	paint peeling.
8. How often are shower facilities cleaned? - Inmate porter asked <input checked="" type="checkbox"/>	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> - twice Weekly <input type="checkbox"/>	
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
10. Are the following all operational?	Y <input type="checkbox"/> N <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How many of the following:		
- Cell window obstructed	none	Cell door window obstructed
- Towel on floor	few	Material in lock
- Inappropriate pictures	none	Material in cuff port
- Clotheslines	none	Graffiti

STAFF ACCOUNTABILITY												
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/> - Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				YES <input checked="" type="radio"/> NO <input type="radio"/>		missing laundry detergent / mop detergent						
14. Is the first aid box secured? - First Aid box checked <input checked="" type="checkbox"/>				YES <input checked="" type="radio"/> NO <input type="radio"/>								
15. Is the fire extinguisher receiving monthly inspections? - Extinguisher checked <input checked="" type="checkbox"/>				YES <input checked="" type="radio"/> NO <input type="radio"/>								
16. How many officers are on duty per shift?				1 st - 2 2 nd - 2 3 rd - 2								
17. Are officers performing security checks at staggered, 30 min intervals? - Log observed <input checked="" type="checkbox"/>				YES <input checked="" type="radio"/> NO <input type="radio"/>								
18. How many shakedowns are performed on each shift? - Log observed <input checked="" type="checkbox"/>				3 per shift		Date _____ # _____ Date _____ # _____ Date _____ # _____		all in Feb done				
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos				Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>								
20. Are the following forms in stock on the unit? - Forms observed <input checked="" type="checkbox"/>				Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input checked="" type="checkbox"/>								
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward												
DWO												
DWSS												
IIS												
UMC												
ADDITIONAL COMMENTS (including inmate communication): 												

new book

one left than 1/2

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: B3

Inmate Count: 119

		COMMENTS																
1. What is the security classification and privilege level of the unit population?	level 3, reception																	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/> Sanction <input type="checkbox"/> GP <input type="checkbox"/> Other <input checked="" type="checkbox"/> Sorrc																	
FACILITIES																		
3. How clean are common areas?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>																	
4. How many of the following are inoperative? (8)	Toilets - cells, 0 Sinks - cells, 0 Showers - 0																	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES NO	n/a																
6. How quickly are maintenance work orders completed?	w/i 24 hrs (weekdays) may be longer on weekends																	
7. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>																	
8. How often are shower facilities cleaned? - Inmate porter asked <input checked="" type="checkbox"/>	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> - twice Weekly <input type="checkbox"/>																	
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>																	
10. Are the following all operational?	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>																	
CELL SECURITY CHECK																		
11. How clean are cells?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>																	
12. How many of the following:	<table border="0"> <tr> <td>- Cell window obstructed</td> <td>none</td> <td>Cell door window obstructed</td> <td>none</td> </tr> <tr> <td>- Towel on floor</td> <td>few</td> <td>Material in lock</td> <td>none</td> </tr> <tr> <td>- Inappropriate pictures</td> <td>none</td> <td>Material in cuff port</td> <td>none</td> </tr> <tr> <td>- Clotheslines</td> <td>none</td> <td>Graffiti</td> <td>none</td> </tr> </table>		- Cell window obstructed	none	Cell door window obstructed	none	- Towel on floor	few	Material in lock	none	- Inappropriate pictures	none	Material in cuff port	none	- Clotheslines	none	Graffiti	none
- Cell window obstructed	none	Cell door window obstructed	none															
- Towel on floor	few	Material in lock	none															
- Inappropriate pictures	none	Material in cuff port	none															
- Clotheslines	none	Graffiti	none															

STAFF ACCOUNTABILITY												
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/> - Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	YES NO	laundry detergent/ mop detergent packets										
14. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES NO											
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES NO											
16. How many officers are on duty per shift?	1 st - 2 2 nd - 2 3 rd - 1											
17. Are officers performing security checks at staggered, 30 min intervals? -Log observed <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES NO											
18. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>	3 per shift	Date _____ # _____ Date _____ # _____ Date _____ # _____ all in Feb. missing some dte										
ACCESS TO CIIC PROGRAMS STAFF												
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	to not having form										
20. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>	Kites <input checked="" type="checkbox"/> ICRs <input type="checkbox"/> HSRs <input checked="" type="checkbox"/>	currently out										
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/15	6:07	6:15	1/31	8:07	8:15						
DWO	1/19	12:40	12:45	1/24	10:20	10:25						
DWSS	1/15	3:45	—									
IIS	1/13	10:05	10:10	1/21	9:20	—	1/27	11:35	11:45	1/29	9:30	9:40
UMC	1/10	12:40	12:47	1/15	10:30	10:40	1/24	11:35	11:45	1/29	9:30	9:40
ADDITIONAL COMMENTS (including inmate communication): Inspectors Corner												

1/9-
2/9

more

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT:

B4

Inmate Count:

117

		COMMENTS
1. What is the security classification and privilege level of the unit population?	1-3, reception	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/> Sanction <input type="checkbox"/> Other <input checked="" type="checkbox"/> SORK	GP <input type="checkbox"/> <input checked="" type="checkbox"/>
FACILITIES		
3. How clean are common areas?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many of the following are inoperative?	Toilets - cells, none Sinks - cells, none Showers - none	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES NO	n/a
6. How quickly are maintenance work orders completed?	w/i 24 hrs.	
7. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	mold, paint peeling
8. How often are shower facilities cleaned? - Inmate porter asked <input checked="" type="checkbox"/>	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
10. Are the following all operational? - Phones # 48 - Laundry Facilities # 3 sets - Drinking Fountains # 1 - Ice machines # 1 - Microwave(s) # 1	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	only one washer @ a time
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How many of the following: - Cell window obstructed none - Towel on floor few - Inappropriate pictures none - Clotheslines none	Cell door window obstructed none Material in lock none Material in cuff port none Graffiti none	

STAFF ACCOUNTABILITY												
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/> - Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	YES NO	one bottle less than 1/2										
14. Is the first aid box secured? - First Aid box checked <input checked="" type="checkbox"/>	YES NO											
15. Is the fire extinguisher receiving monthly inspections? - Extinguisher checked <input checked="" type="checkbox"/>	YES NO											
16. How many officers are on duty per shift? 1 st - 2 2 nd - 2 3 rd - 1												
17. Are officers performing security checks at staggered, 30 min intervals? - Log observed <input checked="" type="checkbox"/>	YES NO	could be more staggered on 3 rd										
18. How many shakedowns are performed on each shift? - Log observed <input checked="" type="checkbox"/>	3 per shift	Date _____ # _____ Date _____ # _____ Date _____ # _____ all completed in Feb.										
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>											
20. Are the following forms in stock on the unit? - Forms observed <input checked="" type="checkbox"/>	Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input checked="" type="checkbox"/>	none, all out										
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/15	5:53	6:09	1/31	8:00	8:17						
DWO	1/24	10:15	10:20	1/30	11:14	11:30						
DWSS	1/15	3:55	4:05									
IIS	1/13	10:25	10:35									
UMC	1/10	12:50	12:57	1/15	10:25	10:35	1/24	11:50	12:00	1/29	9:20	9:30 more
ADDITIONAL COMMENTS (including inmate communication): * "Inspector's corner" - explanation of IGP : example												

1/10-
2/10

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT:

C1

Inmate Count:

93

		COMMENTS
1. What is the security classification and privilege level of the unit population?	3A	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Sanction <input type="checkbox"/> Faith-Based <input type="checkbox"/> Other <input type="checkbox"/> GP <input checked="" type="checkbox"/>	
FACILITIES		
3. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many of the following are inoperative?	Toilets - 0 Sinks - 0 Showers - 0	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A	
6. How quickly are maintenance work orders completed?	within 1 week	
7. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	- chipped paint
8. How often are shower facilities cleaned? - Inmate porter asked <input checked="" type="checkbox"/>	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
10. Are the following all operational?	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How many of the following:		
- Cell window obstructed <u>Some</u>	Cell door window obstructed <u>Some</u>	
- Towel on floor <u>Many</u>	Material in lock <u>None</u>	
- Inappropriate pictures <u>Many</u>	Material in cuff port <u>N/A</u>	
- Clotheslines <u>Some</u>	Graffiti <u>None</u>	

STAFF ACCOUNTABILITY												
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/> - Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	<input checked="" type="radio"/> YES NO	- a few empty, most are full										
14. Is the first aid box secured? - First Aid box checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES NO											
15. Is the fire extinguisher receiving monthly inspections? - Extinguisher checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES NO											
16. How many officers are on duty per shift?	1 st - 2 2 nd - 2 3 rd - 1											
17. Are officers performing security checks at staggered, 30 min intervals? - Log observed <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/> NO	- not always staggered on 1 st + 3 rd										
18. How many shakedown are performed on each shift? - Log observed <input checked="" type="checkbox"/>	3	Date 2/3 # 6 Date 2/5 # 6 (not logged on one side) Date 2/7 # 6 (not logged on one side)										
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>											
20. Are the following forms in stock on the unit? - Forms observed <input checked="" type="checkbox"/>	Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input type="checkbox"/>	- Just ran out of HSRs										
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/15	11:51	12:00	1/28	12:00	12:10	2/3	7:14	7:25			
DWO												
DWSS	1/10	1:56	2:00	1/24	10:45	10:55	1/31	12:31	12:40			
IIS	1/16	9:58	10:10	1/30	12:30	12:45						
UMC	1/9	11:30	11:40	1/16	11:00	11:10	1/23	12:50	1:00	1/28	1:10	1:20 more
ADDITIONAL COMMENTS (including inmate communication):												

1/9
through
2/9

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: C2

Inmate Count: 113

		COMMENTS
1. What is the security classification and privilege level of the unit population?	3 A	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/>	Sanction <input type="checkbox"/> GP <input checked="" type="checkbox"/> Other <input type="checkbox"/>
FACILITIES		
3. How clean are common areas?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many of the following are inoperative?	Toilets - 0 Sinks - 0 Showers - 0	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A	
6. How quickly are maintenance work orders completed?	- within 8 hours came down	
7. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	- chipped paint
8. How often are shower facilities cleaned? - Inmate porter asked <input type="checkbox"/> at Chow.	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	- 1st + 2nd shift
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
10. Are the following all operational? - Phones # 8 - Laundry Facilities # 3w + 3D - Drinking Fountains # 1 - Ice machines # 1 - Microwave(s) # 2	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How many of the following: - Cell window obstructed <u>None</u> - Towel on floor <u>Many</u> - Inappropriate pictures <u>Some</u> - Clotheslines <u>Some</u>	Cell door window obstructed <u>None</u> Material in lock <u>None</u> Material in cuff port <u>N/A</u> Graffiti <u>None</u>	

STAFF ACCOUNTABILITY												
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/> - Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				<input checked="" type="radio"/> YES NO								
14. Is the first aid box secured? - First Aid box checked <input checked="" type="checkbox"/>				<input checked="" type="radio"/> YES NO								
15. Is the fire extinguisher receiving monthly inspections? - Extinguisher checked <input checked="" type="checkbox"/>				<input checked="" type="radio"/> YES NO								
16. How many officers are on duty per shift?				1 st - 2 2 nd - 2 3 rd - 1								
17. Are officers performing security checks at staggered, 30 min intervals? - Log observed <input checked="" type="checkbox"/>				<input checked="" type="radio"/> YES NO								
18. How many shakedown are performed on each shift? - Log observed <input checked="" type="checkbox"/>				3		Date 2/3 # 6 Date 2/5 # 6 Date 2/7 # 6						
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos				Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>								
20. Are the following forms in stock on the unit? - Forms observed <input checked="" type="checkbox"/>				Kites <input type="checkbox"/> ICRs <input type="checkbox"/> HSRs <input checked="" type="checkbox"/>		- Currently out of Kites and ICRS						
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/15	12:25	12:33	1/28	12:13	12:21	2/3	7:20	7:31			
DWO												
DWSS	1/10	2:00	2:08	1/24	10:56	11:15	1/31	12:46	12:56			
IIS	1/16	10:11	10:16	1/30	11:45	12:12						
UMC	1/9	11:26	11:35	1/16	10:45	10:55	1/23	12:40	12:50	1/28	1:00	1:10
ADDITIONAL COMMENTS (including inmate communication):												

1/9
through
2/9

more

STAFF ACCOUNTABILITY												
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/> - Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				<input checked="" type="radio"/> YES NO								
14. Is the first aid box secured? - First Aid box checked <input checked="" type="checkbox"/>				<input checked="" type="radio"/> YES NO								
15. Is the fire extinguisher receiving monthly inspections? - Extinguisher checked <input checked="" type="checkbox"/>				<input checked="" type="radio"/> YES NO								
16. How many officers are on duty per shift?				1 st - 2 2 nd - 2 3 rd - 1								
17. Are officers performing security checks at staggered, 30 min intervals? - Log observed <input checked="" type="checkbox"/>				<input checked="" type="radio"/> YES NO								
18. How many shakedown are performed on each shift? - Log observed <input checked="" type="checkbox"/>				3		Date 2/3 # 6 Date 2/5 # 6 Date 2/7 # 6						
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos				Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>								
20. Are the following forms in stock on the unit? - Forms observed <input checked="" type="checkbox"/>				Kites <input type="checkbox"/> ICRs <input type="checkbox"/> HSRs <input checked="" type="checkbox"/>		- Currently out of Kites and ICRS						
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/15	12:25	12:33	1/28	12:13	12:21	2/3	7:20	7:31			
DWO												
DWSS	1/10	2:00	2:08	1/24	10:56	11:15	1/31	12:46	12:56			
IIS	1/16	10:11	10:16	1/30	11:45	12:12						
UMC	1/9	11:26	11:35	1/16	10:45	10:55	1/23	12:40	12:50	1/28	1:00	1:10
ADDITIONAL COMMENTS (including inmate communication):												

1/9
through
2/9

more

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: C3Inmate Count: 106

		COMMENTS
1. What is the security classification and privilege level of the unit population?	<u>3A</u>	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Sanction <input type="checkbox"/> GP <input type="checkbox"/> Faith-Based <input type="checkbox"/> Other medical + reception <input checked="" type="checkbox"/>	
FACILITIES		
3. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many of the following are inoperative?	Toilets - <u>0</u> Sinks - <u>0</u> Showers - <u>0</u>	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> <u>N/A</u>	
6. How quickly are maintenance work orders completed?	<u>usually same day</u>	
7. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
8. How often are shower facilities cleaned? - Inmate porter asked <input checked="" type="checkbox"/>	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
10. Are the following <u>all</u> operational?		
- Phones # <u>4</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
- Laundry Facilities # <u>3w + 3D</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
- Drinking Fountains # <u>2</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
- Ice machines # <u>1</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
- Microwave(s) # <u>2</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How many of the following:		
- Cell window obstructed <u>None</u>	Cell door window obstructed <u>None</u>	
- Towel on floor <u>None</u>	Material in lock <u>None</u>	
- Inappropriate pictures <u>None</u>	Material in cuff port <u>None</u> (only a few had cuff ports)	
- Clotheslines <u>None</u>	Graffiti <u>None</u>	

STAFF ACCOUNTABILITY												
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/> - Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				YES NO								
14. Is the first aid box secured? - First Aid box checked <input checked="" type="checkbox"/>				YES NO								
15. Is the fire extinguisher receiving monthly inspections? - Extinguisher checked <input checked="" type="checkbox"/>				YES NO								
16. How many officers are on duty per shift?				1 st - 2 2 nd - 2 3 rd - 1								
17. Are officers performing security checks at staggered, 30 min intervals? - Log observed <input checked="" type="checkbox"/>				YES NO								
18. How many shakedowns are performed on each shift? - Log observed <input checked="" type="checkbox"/>				3		Date 2/3 # 6 Date 2/5 # 5 Date 2/7 # 6						
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos				Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		- CIIC & meaningful activities memos framed						
20. Are the following forms in stock on the unit? - Forms observed <input type="checkbox"/>				Kites <input type="checkbox"/> ICRs <input type="checkbox"/> HSRs <input type="checkbox"/>		- none currently on unit - get them out during recreation - inmates use them for scratch						
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/15	1:24	?	1/21	1:45	3:00	1/28	12:35	12:38	2/3	8:03	8:17
DWO	1/21	1:45	3:00									
DWSS	1/10	2:15	2:31	1/21	1:45	3:00	1/31	1:05	1:20			
IIS	1/16	10:20	10:31	1/30	11:25	11:35						
UMC	1/9	11:10	11:20	1/16	10:35	10:45	1/23	12:35	12:45	1/28	12:50	1:00
ADDITIONAL COMMENTS (including inmate communication):												

1/9
through
2/9

more

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: ~~D-4~~

Inmate Count: 50

		COMMENTS
1. What is the security classification and privilege level of the unit population?	Levels 2-3	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/>	Sanction <input type="checkbox"/> GP <input type="checkbox"/> Other <u>RTU</u> <input type="checkbox"/>
FACILITIES		
3. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many of the following are inoperative?	Toilets - <u>0</u> Sinks - <u>0</u> Showers - <u>0</u>	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
6. How quickly are maintenance work orders completed?	Within 24 hours	
7. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	Shower base clean # has soap scum + chipped paint
8. How often are shower facilities cleaned? - Inmate porter asked <input checked="" type="checkbox"/>	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
10. Are the following <u>all</u> operational? - Phones # <u>3</u> - Laundry Facilities # <u>4</u> - Drinking Fountains # <u>1</u> - Ice machines # <u>1</u> - Microwave(s) # <u>1</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How many of the following: - Cell window obstructed <u>None</u> - Towel on floor <u>None</u> - Inappropriate pictures <u>None</u> - Clotheslines <u>None</u>	Cell door window obstructed <u>None</u> Material in lock <u>None</u> Material in cuff port <u>None</u> Graffiti <u>None</u>	

STAFF ACCOUNTABILITY												
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input type="checkbox"/> - Bottles match inventory Y <input type="checkbox"/> N <input type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	Taken away to be re-filled M-F Morning										
14. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>											
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	2-24-14										
16. How many officers are on duty per shift? 1 st - 2 2 nd - 2 3 rd - 1												
17. Are officers performing security checks at staggered, 30 min intervals? -Log observed <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	25-28 min ARs examples: 5:28 pm, 5:59 pm										
18. How many shakedown are performed on each shift? -Log observed <input checked="" type="checkbox"/>	3 per Shift	Date 2-2 # 2 (2 nd) Date 2-6 # 3 (1 st) Date 2-7 # 3 (1 st)										
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>											
20. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>	Kites <input type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input checked="" type="checkbox"/>											
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/7	1:32 pm	1:48 pm	1/21	11:32 am	11:44 am	1/31	2:21 pm	2:30 pm			
DWO	1/21	12:35 pm	1:43 pm									
DWSS	1/7	1:32 pm	1:48 pm	1/21	12:38 pm	1:43 pm	1/31	1:57 pm	2:04 pm			
IIS	1/30	11:14 am	11:25 am									
UMC	2/3	4:15 pm	4:25 pm									
ADDITIONAL COMMENTS (including inmate communication): 1/7/14 - 2/7/14												

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: R1Inmate Count: 90

		COMMENTS
1. What is the security classification and privilege level of the unit population?	<u>Reception In-Take</u>	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Sanction <input type="checkbox"/> GP <input type="checkbox"/> Faith-Based <input type="checkbox"/> Other <u>Reception In-Take</u> <input type="checkbox"/>	
FACILITIES		
3. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many of the following are inoperative?	Toilets - <u>0</u> Sinks - <u>0</u> Showers - <u>0</u>	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input type="checkbox"/> NO <input type="checkbox"/>	<u>N/A</u>
6. How quickly are maintenance work orders completed?	<u>N/A</u>	
7. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Exceptional <input checked="" type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
8. How often are shower facilities cleaned? - Inmate porter asked <input type="checkbox"/>	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	<u>Count Time</u> <u>Did not Ask Porter</u>
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
10. Are the following all operational? - Phones # <u>6</u> - Laundry Facilities # <u>6</u> - Drinking Fountains # <u>1</u> - Ice machines # <u>1</u> - Microwave(s) # <u>1</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	<u>→ I had no alternative</u>
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	<u>→ Pretty Empty</u>
12. How many of the following: - Cell window obstructed <u>None</u> - Towel on floor <u>None</u> - Inappropriate pictures <u>None</u> - Clotheslines <u>None</u>	Cell door window obstructed <u>None</u> Material in lock <u>None</u> Material in cuff port <u>None</u> Graffiti <u>None</u>	

STAFF ACCOUNTABILITY												
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/> - Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				YES NO		1 Bottle Slightly less than half						
14. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>				YES NO								
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>				YES NO		2-14-14						
16. How many officers are on duty per shift?				1 st - 2 2 nd - 2 3 rd - 1 + Robins								
17. Are officers performing security checks at staggered, 30 min intervals? -Log observed <input checked="" type="checkbox"/>				YES NO		28-29 minutes between each on average.						
18. How many shakedown are performed on each shift? -Log observed <input checked="" type="checkbox"/>				3 per shift		Date 2-6-14 # 3 Date 2-3-14 # 3 Date 2-6-14 # 3						
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos				Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>								
20. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>				Kites <input type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input checked="" type="checkbox"/>								
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	2/3	12:20 pm	12:35 pm									
DWO												
DWSS	2/6	1:20 pm	4:43 pm									
IIS												
UMC	2/2	11:56 am	12:03 pm									
ADDITIONAL COMMENTS (including inmate communication): New Book started February 1, 2014												

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: R2Inmate Count: 107

		COMMENTS
1. What is the security classification and privilege level of the unit population?	Reception	Not Specific Units 1-3
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/>	Sanction <input type="checkbox"/> GP <input type="checkbox"/> Other <u>Reception</u> <input type="checkbox"/>
FACILITIES		
3. How clean are common areas?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many of the following are inoperative?	Toilets - 0 Sinks - 0 Showers - 1	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	<u>None</u>
6. How quickly are maintenance work orders completed?	<u>Resolves an Maintenance issue</u>	
7. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	<u>except 2 had chipped paint</u>
8. How often are shower facilities cleaned? - Inmate porter asked <input type="checkbox"/>	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
10. Are the following <u>all</u> operational? - Phones # <u>6</u> - Laundry Facilities # <u>6</u> - Drinking Fountains # <u>1</u> - Ice machines # <u>1</u> - Microwave(s) # <u>1</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	<u>1 phone had no dial-tone similar to R-1</u>
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	<u>Some clutter but good condition</u>
12. How many of the following: - Cell window obstructed <u>None</u> - Towel on floor <u>None</u> - Inappropriate pictures <u>None</u> - Clotheslines <u>None</u>	Cell door window obstructed <u>None</u> Material in lock <u>None</u> Material in cuff port <u>None</u> Graffiti <u>None</u>	

STAFF ACCOUNTABILITY												
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/> - Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		m-f Filled bins - 8:30 am						
14. Is the first aid box secured? - First Aid box checked <input checked="" type="checkbox"/>				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>								
15. Is the fire extinguisher receiving monthly inspections? - Extinguisher checked <input checked="" type="checkbox"/>				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>								
16. How many officers are on duty per shift?				1 st - 2 2 nd - 2 3 rd - 1 + 12 am								
17. Are officers performing security checks at staggered, 30 min intervals? - Log observed <input checked="" type="checkbox"/>				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		Avg 25 minutes between each						
18. How many shakedowns are performed on each shift? - Log observed <input checked="" type="checkbox"/>				3 per shift		Date 2-4 # 3 (2 nd) Date 2-5 # 2 (1 st) Date 2-2 # 3 (1 st)						
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos				Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>								
20. Are the following forms in stock on the unit? - Forms observed <input checked="" type="checkbox"/>				Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input checked="" type="checkbox"/>		- drawer - kept on top of "Kite Box"						
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	2/31	5:36 am	5:41 am	2/3	11:43 am	11:51 am						
DWO	2/28	8:41 am	8:50 am									
DWSS	2/2	2:20 pm	2:31 pm	2/14	3:24 pm	3:30 pm	2/24	2:45 pm	2:56 pm			
IIS												
UMC												
ADDITIONAL COMMENTS (including inmate communication): 112/14 - 2/3/14												

Inspector: GTHFacility: CRC-RTU
Date: _____

AREA INSPECTED: RESIDENTIAL TREATMENT UNIT (RTU)

HOUSING UNIT: D unit D1 ^{CRISIS UNIT} Inmate Count: 13

		COMMENTS
1. What is the activity of the unit upon entrance?	Lockdown <input checked="" type="checkbox"/> Active <input type="checkbox"/> Disruptive <input type="checkbox"/>	
2. What is the atmosphere of the unit upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	
3. Breakdown of inmates by RTU level	ALL CRISIS AND SIB INMATES	RTU LEVELS N/A in THIS CASE
FACILITIES		
4. How clean are common areas?	Excellent <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
5. How many of the following are inoperative?	Toilets - 0 Sinks - 0 Showers - 0	
6. If any of the above are inoperative, have maintenance work orders been submitted?	YES NO	
7. How quickly are maintenance work orders completed?	24-48 hours	most repairs 1-2 hrs could take longer if destroyed
8. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Excellent <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
9. How often are shower facilities cleaned? - Inmate porter asked <input type="checkbox"/>	Every shift <input checked="" type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	
10. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
11. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains - Ice machines - Microwave(s)	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A Y <input type="checkbox"/> N <input type="checkbox"/> N/A Y <input type="checkbox"/> N <input type="checkbox"/> N/A Y <input type="checkbox"/> N <input type="checkbox"/> N/A	LAUNDRY PORTER
CELL SECURITY CHECK		
12. How clean are cells?	Excellent <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
13. How clean are <u>11</u> 8 crisis cells?	Excellent <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	

Inspector: _____

Facility: _____

Date: _____

14. Do crisis cells have clear visibility?	<input checked="" type="radio"/> YES <input type="radio"/> NO	
--	---	--

RESIDENTIAL TREATMENT UNIT CONT.

15. Do cells have protective secure screening on the windows and are they intact?	<input checked="" type="radio"/> YES <input type="radio"/> NO	
16. How many of the following: - Cell window obstructed <u>none</u> - Towel on floor _____ - Inappropriate pictures _____ - Clotheslines _____ Material in lock <u>none</u> Material in cuff port _____ Object at top of door _____		
STAFF ACCOUNTABILITY		
17. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/> - Bottles match inventory <input type="checkbox"/>	YES NO	Bottles don't match all inventory
18. Is the first aid box secured? - First Aid box checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO	
19. Is the fire extinguisher receiving monthly inspections? - Extinguisher checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO	
20. How many officers are on duty per shift? 1 st - 2 2 nd - 2 3 rd - 1		
21. Are officers performing regular security checks? - Log observed <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO	9 20-30 min
22. How many shakedown are performed on each shift? - Log observed <input checked="" type="checkbox"/>	3/shift	2/7 - ✓ 2/10 ✓ 2/4 - ✓
23. How often are medical rounds conducted? - Documentation observed <input type="checkbox"/>	n/a	nurse on unit
24. How often are mental health rounds conducted? - Documentation observed <input checked="" type="checkbox"/>		
ACCESS TO CIIC, PROGRAMS, STAFF		
25. Is the current CIIC memo posted?	<input checked="" type="radio"/> YES <input type="radio"/> NO	
26. Are the commissary, programs, and library schedules posted?	<input checked="" type="radio"/> YES <input type="radio"/> NO	program/schedule list by treatment team
27. Are the following forms in stock on the unit? Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/>		

Inspector: _____

Facility: _____

Date: _____

-Forms observed <input checked="" type="checkbox"/>	HSRs <input type="checkbox"/>	<i>nurse on unit</i>
---	-------------------------------	----------------------

RESIDENTIAL TREATMENT UNIT CONT.

*1/13 -
2/11*

EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/21	1045	1108	1/28	1237	1247	2/10	1030	1045			
DWO	1/21	1041	1124									
DWSS	1/21	1041	1124									
IIS	1/16	1040	1102									
UMA	1/14	940	950	1/23	1150	1200	1/28	1205	1215	1/30	1045	1030
ADDITIONAL COMMENTS (including inmate communication):												

++

Inspector: CITFacility: CRC
Date: 2-12-14

AREA INSPECTED: RESIDENTIAL TREATMENT UNIT (RTU)

HOUSING UNIT: RTU - D2Inmate Count: 26

		COMMENTS
1. What is the activity of the unit upon entrance?	Lockdown <input checked="" type="checkbox"/> Active <input type="checkbox"/> Disruptive <input type="checkbox"/>	
2. What is the atmosphere of the unit upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	
3. Breakdown of inmates by RTU level	LEVEL 1 LEVEL 2 = 16	OVERFLOW FOR SEU = 8 SC/DC/PC
FACILITIES		
4. How clean are common areas?	Excellent <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
5. How many of the following are inoperative?	Toilets - 3 Sinks - 2 Showers - 2	SHOWERS > 1 yr TOILETS/SINK 1.5 months BUDGET ISSUES
6. If any of the above are inoperative, have maintenance work orders been submitted?	<u>YES</u> NO	
7. How quickly are maintenance work orders completed?		Generally pretty quickly
8. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Excellent <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
9. How often are shower facilities cleaned? - Inmate porter asked <input type="checkbox"/>	Every shift <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/>	M/W/F
10. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
11. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains - Ice machines - Microwave(s)	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
CELL SECURITY CHECK		
12. How clean are cells?	Excellent <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
13. How clean are _____ crisis cells?	Excellent <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	none on this unit

Inspector: GTC

Facility: CW
Date: 7/14/14

14. Do crisis cells have clear visibility?	YES NO	<u>none on this unit</u>
--	--------	--------------------------

RESIDENTIAL TREATMENT UNIT CONT.

15. Do cells have protective secure screening on the windows and are they intact?	<input checked="" type="radio"/> YES NO	
16. How many of the following: - Cell window obstructed <u>none</u> - Towel on floor <u>1</u> - Inappropriate pictures <u>1</u> - Clotheslines <u>1</u> Material in lock <u>none</u> Material in cuff port <u>1</u> Object at top of door <u>1</u>		
STAFF ACCOUNTABILITY		
17. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input type="checkbox"/> - Bottles match inventory <input type="checkbox"/>	YES <input checked="" type="radio"/> NO	<u>not on unit - off unit for restocking</u>
18. Is the first aid box secured? - First Aid box checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES NO	
19. Is the fire extinguisher receiving monthly inspections? - Extinguisher checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES NO	
20. How many officers are on duty per shift? 1st - 2 2nd - 2 3rd - 1		
21. Are officers performing regular security checks? - Log observed <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES NO	<u>920 - Punishments</u>
22. How many shakedown are performed on each shift? - Log observed <input checked="" type="checkbox"/>	<u>2/1 = 6</u> <u>2/4 = 6</u> <u>2/1 = 4</u> <u>2/5 = 3</u>	
23. How often are medical rounds conducted? - Documentation observed <input type="checkbox"/>		<u>makes rounds on 1 + 2</u>
24. How often are mental health rounds conducted? - Documentation observed <input checked="" type="checkbox"/>		
ACCESS TO CIIC, PROGRAMS, STAFF		
25. Is the current CIIC memo posted?	<input checked="" type="radio"/> YES NO	
26. Are the commissary, programs, and library schedules posted?	YES NO	<u>Shop, 1x WK, 8/1/14 submitted on 2nd shift</u>
27. Are the following forms in stock on the unit? Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/>		

Inspector: GTG

Facility: CRC
Date: 2-12-14

-Forms observed <input checked="" type="checkbox"/>	HSRs <input type="checkbox"/>	HSRs not observed
---	-------------------------------	-------------------

RESIDENTIAL TREATMENT UNIT CONT.

new log
2/10-
2/12

EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward												
DWO												
DWSS												
IIS												
UMA	2/10	155	205									
ADDITIONAL COMMENTS (including inmate communication): Bilingual PREA posters posted												

Inspector: GTC

Facility: CRC
Date: 2/12/14

AREA INSPECTED: RESIDENTIAL TREATMENT UNIT (RTU)

HOUSING UNIT: D3- ~~Atto~~

Inmate Count: 28

		COMMENTS
1. What is the activity of the unit upon entrance?	Lockdown <input checked="" type="checkbox"/> Active <input type="checkbox"/> Disruptive <input type="checkbox"/>	
2. What is the atmosphere of the unit upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	
3. Breakdown of inmates by RTU level	<u>ALL LEVEL 2</u>	
FACILITIES		
4. How clean are common areas?	Excellent <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
5. How many of the following are inoperative?	Toilets - <input checked="" type="checkbox"/> Sinks - <input checked="" type="checkbox"/> Showers - <input checked="" type="checkbox"/>	<u>Burks - no toilets to replace it</u>
6. If any of the above are inoperative, have maintenance work orders been submitted?	<u>YES</u> NO	
7. How quickly are maintenance work orders completed?		<u>pretty quickly</u>
8. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Excellent <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
9. How often are shower facilities cleaned? - Inmate porter asked <input type="checkbox"/>	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	
10. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
11. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains - Ice machines - Microwave(s)	Y <input type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/>	
CELL SECURITY CHECK		
12. How clean are cells?	Excellent <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
13. How clean are _____ crisis cells?	Excellent <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	<u>none on this unit</u>

Inspector: GTG

Facility: CRC
Date: 2/12/14

14. Do crisis cells have clear visibility?	YES	NO	<u>none on this unit</u>
--	-----	----	--------------------------

RESIDENTIAL TREATMENT UNIT CONT.

15. Do cells have protective secure screening on the windows and are they intact?	<u>YES</u>	NO	
16. How many of the following: - Cell window obstructed <u>none</u> - Towel on floor _____ - Inappropriate pictures _____ - Clotheslines _____			Material in lock _____ Material in cuff port _____ Object at top of door _____
STAFF ACCOUNTABILITY			
17. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input type="checkbox"/> - Bottles match inventory <input type="checkbox"/>	YES	NO	<u>still out being restocked</u>
18. Is the first aid box secured? - First Aid box checked <input checked="" type="checkbox"/>	<u>YES</u>	NO	
19. Is the fire extinguisher receiving monthly inspections? - Extinguisher checked <input type="checkbox"/>	YES	NO	
20. How many officers are on duty per shift?	1 st - <u>2</u> 2 nd - <u>2</u> 3 rd - <u>1</u>		
21. Are officers performing regular security checks? - Log observed <input checked="" type="checkbox"/>	<u>YES</u>	NO	
22. How many shakedown are performed on each shift? - Log observed <input checked="" type="checkbox"/>	<u>2/1=6</u> <u>2/4=6</u>	<u>2/7=3</u>	
23. How often are medical rounds conducted? - Documentation observed <input type="checkbox"/>			
24. How often are mental health rounds conducted? - Documentation observed <input checked="" type="checkbox"/>			
ACCESS TO CIIC PROGRAMS, STAFF			
25. Is the current CIIC memo posted?	YES	<u>NO</u>	<u>none on unit</u>
26. Are the commissary, programs, and library schedules posted?	<u>YES</u>	NO	
27. Are the following forms in stock on the unit?	Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/>		

Inspector: Cutler

Facility: CRC
Date: 2/12/14

-Forms observed <input checked="" type="checkbox"/>	HSRs <input checked="" type="checkbox"/>	
---	--	--

RESIDENTIAL TREATMENT UNIT CONT.

1/9 - 2/9

EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/28	121	187									
DWO	1/21	1158	1255									
DWSS	1/21	1158	1245	1/31	212	224						
IIS	1/16	1110	1125	1/30	1045	1115						
UMA	1/9	1105	1115	1/16	1045	1028	1/23	1220	1225	1/28	1237	1247
ADDITIONAL COMMENTS (including inmate communication):												

Mace

Inspector: STG

Facility: CRC
Date: 2/12/14

AREA INSPECTED: RESIDENTIAL TREATMENT UNIT (RTU)

HOUSING UNIT: D4 RTU

Inmate Count: 51

		COMMENTS
1. What is the activity of the unit upon entrance?	Lockdown <input checked="" type="checkbox"/> Active <input type="checkbox"/> Disruptive <input type="checkbox"/>	
2. What is the atmosphere of the unit upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	
3. Breakdown of inmates by RTU level	LEVEL 3 = 44 LEVEL 4 = 2	
FACILITIES		
4. How clean are common areas?	Excellent <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
5. How many of the following are inoperative?	Toilets - 0 Sinks - 0 Showers - 0	
6. If any of the above are inoperative, have maintenance work orders been submitted?	YES NO	
7. How quickly are maintenance work orders completed?		
8. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Excellent <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	<i>Handwritten note</i>
9. How often are shower facilities cleaned? - Inmate porter asked <input type="checkbox"/>	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	
10. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
11. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains - Ice machines - Microwave(s)	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
CELL SECURITY CHECK		
12. How clean are cells?	Excellent <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	<i>more property</i>
13. How clean are _____ crisis cells?	Excellent <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	<i>none on this unit</i>

Inspector: _____

Facility: _____

Date: _____

14. Do crisis cells have clear visibility?	YES	NO	<i>none on this unit</i>
--	-----	----	--------------------------

RESIDENTIAL TREATMENT UNIT CONT.

15. Do cells have protective secure screening on the windows and are they intact?	<input checked="" type="radio"/> YES	NO	
16. How many of the following: - Cell window obstructed <i>none</i> - Towel on floor _____ - Inappropriate pictures _____ - Clotheslines _____			Material in lock <i>none</i> Material in cuff port _____ Object at top of door _____
STAFF ACCOUNTABILITY			
17. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input type="checkbox"/> - Bottles match inventory <input type="checkbox"/>	YES	NO	<i>out for restocking</i>
18. Is the first aid box secured? - First Aid box checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES	NO	
19. Is the fire extinguisher receiving monthly inspections? - Extinguisher checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES	NO	
20. How many officers are on duty per shift?	1 st - 2 2 nd - 2 3 rd - 1		
21. Are officers performing regular security checks? - Log observed <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES	NO	
22. How many shakedowns are performed on each shift? - Log observed <input type="checkbox"/>	2/2 = 6 2/10 = 3 2/1 = 0 2/8 = 6		
23. How often are medical rounds conducted? - Documentation observed <input type="checkbox"/>			
24. How often are mental health rounds conducted? - Documentation observed <input checked="" type="checkbox"/>			
ACCESS TO CIIC, PROGRAMS, STAFF			
25. Is the current CIIC memo posted?	YES	<input checked="" type="radio"/> NO	
26. Are the commissary, programs, and library schedules posted?	<input checked="" type="radio"/> YES	NO	
27. Are the following forms in stock on the unit? Kites <input checked="" type="checkbox"/> ICRs <input type="checkbox"/>			<i>none in stock</i>

Inspector: GTG

Facility: CPL
Date: 2/12/14

-Forms observed <input checked="" type="checkbox"/>	HSRs <input checked="" type="checkbox"/>	
---	--	--

RESIDENTIAL TREATMENT UNIT CONT. 1/2/14 - 2/2/14

EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/2	1200	100	1/7	132	1458	1/28	148	165	1/31	221	238
DWO	1/21	1239	143									
DWSS	1/7	132	145	1/21	1239	143	1/31	157	201			
IIS	1/30	1116	1125									
UMA	1/9	1030	1040	1/14	935	945	1/23	1040	1050	1/28	1151	1201

None

ADDITIONAL COMMENTS (including inmate communication):

PROA posters on walls

Inspector: _____

Facility: _____ CRC _____

Date: 2/11/14 _____

AREA INSPECTED: INMATE HEALTH SERVICES

FACILITIES				
	#	Clean?	Organized?	Comments
Offices	2	(Yes) No	(Yes) No	
Exam Rooms	5	(Yes) No	(Yes) No	
Infirmiry Beds	5	(Yes) No	(Yes) No	
Records Areas	2	(Yes) No	(Yes) No	
Bathrooms	2	(Yes) No	(Yes) No	
Waiting Area	1	(Yes) No	(Yes) No	
Is the space available sufficient to perform duties?		X Yes No	Comments:	
Do other government agencies inspect your facility?		Yes No	Which agencies and how frequently?	
SAFETY and SANITATION				
Review documentation of cleaning schedule if necessary.				
Observed <input type="checkbox"/>				
Overall appearance of infirmiry.		Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>	Comments:	
Are clearly marked sharps/ biohazard containers present in all exam rooms?		(Yes) No	Comments: TRANSPORTABLE "SHARPS" BUCKETS THAT ARE STORED IN SECURED LOCATION	
Are officers making frequent checks of inmates housed in cells		(Yes) No	Comments: OBSERVED CO'S MAKING HANDS, SCANNING SENSEN	
Observe officer log <input type="checkbox"/>				

Inspector: GTRFacility: CRC
Date: 2/11/14

STAFFING and ADMINISTRATION				
MD/ALP 2 MD -1 GP -1 reception -1 UNIT	NP 3.5	RN 17	LPN 6	DDS 2
DDS Asst 2.5	Hygienist .1 (4 hrs 1x/week)	Radiology 1	Phlebotomy 3	HIT 6
Diet Tech .3	QIC 1	Other		
Do you have consistent physician/ALPs? (ALPs >1 year) Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		Comments: 2NP hired within the past year. One NP providing 20/week <i>could per MD, could use another doctor.</i> <i>get New Doctor starting 2/24 - part time</i>		
List any vacancies: (include length of time vacant) Medical Director		Comments: The loss of the Medical Director in Oct 2013 caused a decrease in ALP time but now we are back to 5 FTE of ALP Hours.		
List any contract staff 6 HIT FTE, 3 FTE Lab, 1 FTE X-ray, 1 FTE RN, all Dental staff		Comments: Low pay contract positions have resulted in frequent turnover of HIT and Phlebotomy positions. This has affected delivery of medical services.		
Are there any current concerns related to their performance? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Comments: The turnover rate with HIT's affects timely and accuracy of filing, scheduling, passes being sent to the inmates and reconciliation of Chronic care clinics.		
What is the annual average turnover of nursing staff?		Comments: There have been 1 RN and 1 LPN turnover in the past year and 1LPN and 1 RN position were added to the table of organization.		
What are some of the reasons nurses leave?		Comments:		
Do supervisors work late shifts to monitor operations?		X Yes No	How often? weekly <i>- until after 830PM</i> <i>sometimes till 10PM</i>	
Do interdisciplinary meetings occur with departments?		Comments Every two weeks Medical and Mental Health ave a Treatment Team meeting. Medical, Security, Mental Health, and Recovery Services meet quarterly or sooner if necessary.		
Mental Health		X Yes No		
Security		X Yes No		
Recovery Services		X Yes No		

Inspector: _____

Facility: _____ CRC _____
Date: 2/11/14 _____

ACCESS		
Is information provided to new inmates regarding how and when to seek medical care?	X Yes No	How? Information is provided orally and written when the patient enters CRC.
Are inmates educated when changes to their treatment plan made?	X Yes No	How? If a change in a patients plan of care is indicated it s discussed at the ALP appointment. Any changes in a patient's treatment plan is always discussed with the ALP or nurse.
Are inmates with special needs or infectious diseases provided with education/counseling?	X Yes No	Types? <ol style="list-style-type: none"> 1. STDs are discussed with the patient. The client is treated if one is available. 2. HIV most patients know they are positive before they arrive at CRC. If a newly diagnosed HIV patient occurs the patient is seen by the ALP and referred the Mental Health for continued counseling. 3. Every inmate that enters CRC is screened on arrival. Then staff and inmates are scanned annually. 4. All open wounds are cultured to ensure proper treatment and monitor for MRSA. 5. The number of patients treated for scabies is monitored for commonalities and trends. 6. Patients whose medical issues limit their mobility are housed in a unit where meals and prescribed medication are brought to the unit.

Inspector: CITU

Facility: CRC

Date: 2/11/14

Chronic Care Clinics			
How many inmates are in Chronic Care? <u>735</u> <u>479</u>		Total all clinics? <u>735</u> ? " <u>735</u>	
Cardiac 186	Liver(HepC) 184	Lipid 99	Pulmonary 74
Diabetes 56	Gen Med 39	HIV 13	Oncology 0
PPD(TB) 36	Seizure 59	Pain 1	Other
Is there a backlog among Chronic Care clinics beyond <u>15</u> days?		X Yes No	How many? -54 (all of them are in D Unit 8m) -7 ORC -4 CMC/ogu -7 Sec -7 in Sec
Number of Chronic Care appointments in last 90 days: <u>1153</u>		# of Chronic Care inmates who are no shows in past 90 days:	<u>22</u>
What measures are taken to ensure compliance? Patient education, medication monitoring, patients commissary purchases are monitored.		Comments: Many of the patients are new reception patient and are only here for a short time. Most will usually only be here to have one chronic care visit before going to a parent institution. RTU clients in chronic care were not being brought up to their appointment so we have worked out to where the medical Doctor goes to the RTU twice a week for a full day to provide Doctor Sick Call and Chronic Care Clinic.	
Are Patient satisfaction surveys conducted?		X Yes No	Comments: They are done annually by the QIC
	#	Response Time?	Backlog?
Kites (last 6 months)	<u>1,113</u>	3-7 days	
Nurse Sick Call (from Health Service)		1-2 days	<u>no</u>

Action plan to go two days to D unit
Difficult to see in segregation no equip
- security doesn't like to bring them out
- several defendants

Inspector: _____

Facility: CRC

Date: 2/11/14

Request) Doctor Sick Call (from nurse referral)	2 days	(for days over 15) 15 beyond 5 days
Outside Consults (from doctor referral) 30 days	45 (excluding optometry/pediatrics) 33 fulfilled (asap within same week negative within a couple weeks)	
EQUIPMENT		
Is all medical and dental equipment operational?	<input checked="" type="radio"/> Yes No	How long for repair:
The Infirmary Crash Cart is accessible and sealed? Observed <input checked="" type="checkbox"/>	<input checked="" type="radio"/> Yes No	observed EMT BAG
Any specialized or additional equipment needed?	Yes <input checked="" type="radio"/> No	Comments
DOCUMENTATION AND TRAINING		
How are records kept secure to ensure confidentiality? Observed <input checked="" type="checkbox"/>	Comments: kept in secured file room	
How soon after intake are inmate medical records reviewed to ensure continuity of care between facilities?	Comments: During intake, files reviewed by RN the day they arrive - review charts/orders	
How frequently are patient records audited?	Comments: monthly chart review per CQI program	
How are staff trained on departmental policies and procedures?	Comments: introduced during staff meeting policy/protocol testing, Lippincott	
Does staff receive training in emergency response and equipment? Are drills conducted?	<input checked="" type="radio"/> Yes No	How Often? not sure if the drills are being coordinated more frequently than quarterly
What is the response time to emergencies?	< 4 minutes	

Inspector: GTG

Facility: CRC
Date: 2/11/14

Statistics since January 2012		#
<i>check all of these</i>	Expected Deaths	0 1
	Unexpected Deaths	0 2+3
	Suicides	0 2 2
	Homicides	0 1
	MRSA Cases	15
List cause of death for each case:		1- coronary event ✓ 1- MI ✓ * 1- cancer ✓ 1- OD ✓ 1- pneumonia ✓ 1- homicide ✓

61

Inspector: OTC

Facility: OKC
Date: 2/12/14
AREA INSPECTED: MENTAL HEALTH SERVICES

FACILITIES				
	#	Clean?	Organized?	Comments
Offices	30	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Conference Rms	3	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Classrooms	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Records Areas	2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Crisis Cells	
Describe number of crisis cells and location: <u>14 D-Unit - 11</u> <u>Med Bay - 1</u> <u>Segregation - 2</u>	
How clean are the crisis cells?	Excellent <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>
Do crisis cells have clear visibility?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
Do cells have protective secure screening on the windows and are they intact?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
Provide most recent safe cell checklists for review	Comments: <u>checklists renewed 1/19/14</u>

STAFFING				
Psychiatrist	Psychologist	APN-MH	RN	Psych Asst.
<u>1</u>	<u>5</u>	<u>1</u>	<u>12</u> <u>(7 State)</u>	<u>1</u>
LSW	LISW	SW	PC	MHA
<u>5 (2-st)</u>	<u>23</u>			<u>1</u>
QIC	Other			
	<u>AT-5</u>			
List any vacancies		Psychiatrist (1)		
<u>RN-1</u> <u>SW-2 (1)</u> <u>(LSW) SW-3 (2)</u> <u>ANP (1)</u>				
List any contract staff		<u>RN-5</u> <u>LPN-2</u> <u>HIT-4</u>		
<u>LPCC-1</u> <u>one tel-med psychiatrist 2x wk</u>				

Inspector: GTG

Facility: CAC
Date: 2/12/14
MENTAL HEALTH SERVICES CONT.

CASELOAD			
Total Caseload	# <u>314</u>	Non-Psychiatry Backlog? <u>was</u>	
Number of C1/SMI	# <u>190</u>		
How many inmates are on the MH Caseload are in segregation?	# <u>18</u>	How many are C1/SMI? <u>8</u>	#
Any inmates on mandated medications?	# <u>34</u>	Types?	
Number of watches (constant, close, MHO in past year)	Constant # <u>760</u>	Close # <u>373</u>	MHO # <u>1515</u>
Suicide Attempts (past year)	# <u>7</u>	Most Common Method: <u>(3) OD 4 hanging</u>	
Self-Injurious Behavior (past year)	# <u>27</u>		
Inmates Transferred to RTU (past year) Avg wait time?	# <u>32</u>	Inmates Transferred to ITPs (past year) Avg wait time?	# <u>45</u>
ACCESS			
		Response Time?	Backlog?
Mental Health Requests (review kite log for last 90 days)	<u>1149</u>	<u>Staff previous HIT did not track, current HIT some broken job of tracking</u>	<u>appears none - must wait assignments</u>
Referrals (review Mental Health evaluation/referral log for last 90 days)	<u>Jan 409 Dec 309 Nov 419 Total 1154</u>	<u>could not be provided</u>	Number past two weeks divided by total number completed timely:
Segregation Rounds	Frequency? <u>weekly</u>	Issues reported? <u>requesting MH services</u>	Assessment post-seg placement? <u>30 days to 90 days</u> <u>IF ON MH CASELOAD</u>
Time period for initial psychiatry appointment?		<u>Should take no longer than 14 days</u> <u>med referrals are a priority -</u>	
What information is provided to new inmates re MH care?		<u>- inmate orientation during reception process</u> <u>- DHHs completed on 3rd day</u>	
CRISIS PREVENTION			
What strategies do you employ for crisis intervention?	<u>Staff call DI who notifies clinician who responds immediately who assess inmate and determine if inmate needs moved to DI</u> <u>DI, various warnings, one staff member to respond to crisis - that rotates</u>		
What measures are taken to prevent suicide?	<u>- suicide prevention policy - immediate response by staff to assess in offender</u>		

KITES

NOV = 367 } was not
DEC = 248 } tracked
JAN = 544

Inspector: RTGFacility: CRC
Date: 2/12/14**MENTAL HEALTH SERVICES CONT.**

RESTRAINTS				
Have restraints been used on any inmates in the past year?	<input checked="" type="radio"/> Yes <input checked="" type="radio"/> No	Total #? 1	# on MH caseload? yes-1	Type of restraint? 4-way restraint
If yes to above, how long were inmates in the restraints?		How often are inmates in restraints checked by staff?		
Have any injuries resulted from restraints?	Yes No	Example?		
What type of training does staff receive in regard to restraints?	Describe training scenarios and who attends: STAFF COMPLY PERIODIC TRAINING CUSTODY STAFF AND MH STAFF			
ACCOUNTABILITY				
What is the system for maintaining patient and record confidentiality?	- RECORD SYSTEM - OFFICE IS SECURED AT ALL TIMES STORAGE ROOM IS SECURED AT ALL TIMES SIGNOUT LOG - private meeting space w/ offenders			
How do you ensure that mental health information is kept current on DOTS?	one staff person is responsible for managing DOTS records pns is also perform same duties.			
Is the MH caseload list distributed weekly?	<u>Yes</u> No	Who receives? All MHL's		
Do interdisciplinary meetings occur with the following departments?	<input checked="" type="radio"/> Yes No	Describe: w/in CRI process quarterly		
Medical	<input checked="" type="radio"/> Yes No			
Security	<input checked="" type="radio"/> Yes No	RTU Meeting		
Recovery Services	<input checked="" type="radio"/> Yes No			
Outside of the QIC process, how frequently are patient records audited?		Describe: monthly - 10 per month or more - whole chart is audited across the board		

Inspector: STC

Facility: CRC
Date: _____

MENTAL HEALTH SERVICES CONT.

What actions are taken if errors are revealed through the audit?	Discuss in meetings, training of staff or one to one counseling with the staff
PROGRAMS	
What evidence-based MH programs are currently offered to inmates?	Depression Grp. CBT Nicole Mindfulness " for 51B Dr. DeS. 1/wo 1/wk Yoga for Depression & Anxiety
Any additional programs offered?	1:1 51B has been started
How many inmates participate in the programs?	Yoga - 4-6 Mindfulness - Avg. (6)
How many treatment programs have been scheduled in the past 90 days?	Report Jan 2014 = 568 scheduled
How many treatment programs have been conducted in the past 90 days?	Report 38 canceled = 95% conducted

<u>Jan</u>	SW 12	PSY 14	RM 20	AT 130	OTHER = 8 (Seg program)	184
# canceled	0	1	0	4	2	9
<u>Dec</u>	SW 11	PSY 13	RM 23	AT 130	OTHER 4	203
# can	0	4	0	4	2	10
<u>Nov</u>	SW 9	PSY 13	RM 14	AT 135	OTHER 8	181
# can	0	4	0	13	2	19

TOTAL 568 scheduled
38 canceled

Inspector: Geisler, GregoryFacility: CRC
Date: 2/11/2014**AREA INSPECTED: RECOVERY SERVICES PROGRAM AREA**

FACILITIES				
	#	Clean?	Organized?	Comments
Offices	7	Yes	Yes	<i>Inventory of videos/resource documents need evaluated for relevance/need</i>
Class Rooms	2	Yes	Yes	<i>Inventory of videos/resource documents need evaluated for relevance/need</i>
Is the space available sufficient to perform duties?		Yes & a resounding No	Comments: <i>Bldg. 17 has a capacity of 30-35.</i>	
STAFFING and ADMINISTRATION				
List all staff working in recovery services: <i>B. Beatty, Social Work Supervisor 1(SWS1); S. Mapp, Correctional Program Coordinator (CPC; H. Robinson, CPC; B. Stokes, CPC; J. Jenkins, HIT/Secretary (contract position)</i>				
What additional duties outside of recovery services does these staff perform? <i>SWS1- as a supervisor I am on various committees, perform investigations, and other duties as required. CPC – H. Robinson is an 1199 union rep, CPC – S. Mapp is on blk hx month committee.</i>				
What is the instructor to student ratio? 1 to 15 per policy				
List any vacancies: 1= 3 days (include length of time vacant)		Comments: <i>CRC gained on CPC position through the Re-Structuring of DRC RS Dept. state-wide</i>		
Are contract staff utilized? Yes <input checked="" type="checkbox"/>		<i>Health Information Technician / Performs all duties of previous civil servant position of secretary</i>		
Are there any current concerns related to their performance? No <input checked="" type="checkbox"/>		Comments: N/A		
Are inmate graduates used to facilitate programming? Yes <input checked="" type="checkbox"/>		Inmate Sealy, 617389		
Are there any current concerns related to their performance? No <input checked="" type="checkbox"/>				

Inspector: Geisler, Gregory

Facility: CRC
Date: 2/11/2014

Do you utilize volunteers? Yes <input checked="" type="checkbox"/> How Many? <i>About 4 or 5</i>	How Utilized: AA, NA, 12Stp grp
INMATE OUTREACH AND PARTICIPATION	
What efforts are made to reach out to inmates who do not admit to a need for recovery services?	<i>As a reception center we administer a self-report AOD screen. We encourage that if they don't feel they have a problem now, to attend AA/NA at parent institutions since they are open meetings and to contact RSDept if they see their behavior is/was indicative of having a problem with AOD use/lifestyle. Open sign-ups sheets in units to attend AOD programming. Encourage them to send a kite for individualized services/interviews.</i>

Describe efforts to prepare inmates to successfully complete recovery services programming	<i>They are brought over for an orientation and again for a separate individualize assessment. These are prior to program start dates. The TRP address Treatment Readiness in a more formal evidenced based practice.</i>
What efforts are made to retain inmates in programs?	<i>As much as we can without violating policy. If medical or other issues arise we thoroughly look into the matter to see if we can think/respond "outside of the box" to retain them. We have had men come over in the mornings to work in their journals and talk with staff to make up hours.. All subjective within policy.</i>
What support do you receive from other departments (security, mental health)?	<i>CRC supports the efforts of Recovery Services on a large scale. Where/when issues arise, once effective communication is established then an understanding is made and the departments work more effectively with each other. This most recently worked with RS/Unit staff and Food Service concerning hours that conflicted.</i>
Are there any special recovery services units or living quarters?	<i>Not at this time. But the discussion is on the table. Due to being cell based, having men in cell by cell would be a good thing.</i>
How does your staff conduct outreach to family or incorporate them into recovery?	<i>Family members are invited to the "Completion Ceremony" once TRP/IOP/RMP are completed. This includes children/minors as well. It has been very inspiring. ONCE registration occurs it should be considered</i>
Describe the efforts to connect inmates with resources in the community.	<i>When requested we provide information to connect to community resources (counseling/AA/NA). Due to the nature of security, most of the RS men have their security levels dropped and move to a lower SL institution and do not leave from CRC.</i>

Inspector: Geisler, GregoryFacility: CRC
Date: 2/11/2014

RECORDS MANAGEMENT		
Are all records stored in a locked filing cabinet? <input checked="" type="checkbox"/> Observed		Comments:
How often are records audited to ensure they have all information required by 70-RCV-02?	Full audit 2X/Mn Dialy with rides in and out.	Comments:
How often does the recovery services quality improvement committee meet?	Quarterly	Comments:
DUI OFFENDERS		
How many DUI offenders are currently in the prison? 18 as of 2/3/2014	Comments:	
How many DUI offenders are enrolled in programs? 0	Comments: All 18 are reception inmates. However, we screen those inmates that have a release date within 8 months and recommend them for treatment.	
Additional Comments and Information:		
ENROLLMENT DATA		
How many inmates are assessed as: Column 1 = 1621 total CRC inmates with an RSL Column 2 = 218 total G1/2 <u>CADRE</u> inmates with an RSL	R0: 426 59 R1: 189 25 R2: 265 46 R3: 741 88	<u>CADRE</u> } > 1344
How many R2 and R3 inmates are currently enrolled in programs? Total enrolled in CBT program? = 8 (IOP)	R0: 0 R1: 0 R2: 3 R3: 5	- <u>self termination, substance abuse</u> for

Inspector: Geisler, Gregory

Facility: CRC
Date: 2/11/2014

How many R2 and R3 inmates have <u>completed</u> programming in the <u>past year</u> ?	R0: 0 R1: 0 R2: 16 R3: 54	These numbers represent 3TRP, 2IOP, and 2RMP, total 7 programs. Average of 10 completers per prog.
Total COMPLETED= 70		
How many of R2 and R3 inmates are on the <u>wait list</u> ?	R0: 3 R1: 7 R2: 14 R3: 38	<i>on ORAs, reassess these inmates</i>
Total WAITLISTED= 62 Jan. '14		
Number of Groups Held vs. Number of Groups Cancelled		
Number of treatment groups scheduled in the past 90 days?	55	
Number of groups held in the past 90 days?	55	

Inspector: Geisler, GregoryFacility: CRC
Date: 2/11/2014

RECOVERY SERVICES PROGRAMMING	
List all recovery services programs conducted at the institution by program name, enrollment by recovery services level, and total number completed in previous year: July 1, 2012 to June 30, 2013	
Program name	Completion by recovery services level
Name: Treatment Readiness Program Total Enrolled: 44 Total Completed 39 = 89%	R0: 0 R1: 0 R2: 11 R3: 28
Name: Intensive Outpatient Program Total Enrolled: 27 Total Completed 19 = 70%	R0: 0 R1: 0 R2: 8 R3: 11
Name: Recovery Maintenance Program Total Enrolled: 19 Total Completed 16 = 84%	R0: 0 R1: 0 R2: 7 R3: 9
We provide AOD Education type classes/groups /meetings to the reception inmates from all the reception units to engage them in initial programming and encourage them to contact/sign-up/enter Recovery Services Programming once at parent institution. Types of AOD Ed. at CRC as follows; <u>General AOD</u> : discussion with handouts as well <u>General Smoking Cessation</u> and education on same <u>General Gambling awareness/addiction</u> education <u>Reception AA</u> ; General intro/meetings <u>Reception NA</u> ; General intro/meetings	2013-14 Annual report shows CRC with <u>2074 inmates receiving AOD Education</u> <i>5700 combined</i>
Another service CRC/RS provides is a SAMI type group. We provide AOD Ed, 12step supports meetings and as available combined Recovery Services / Mental Health staff groups.	This is provided two groups weekly to approx an average of 8 per group, with a goal to increase the attendance of those recommended by increased motivation.

Inspector: Geisler, Gregory

Facility: CRC
Date: 2/11/2014

RECOVERY SERVICES PROGRAMMING	
List all recovery services programs conducted at the institution by program name, enrollment by recovery services level, and total number completed in previous year: July 1, 2012 to June 30, 2013	
Program name	Completion by recovery services level
Other Services by CRC RS: <ul style="list-style-type: none"> • <u>IPP Screening</u> weekly: approx 20 plus weekly • <u>TCU Screening</u> daily: approx 900-1000 per month • <u>Screening weekly for Therapeutic Communities</u> : approx 30 wkly 	
Name: Total Enrolled: Total Completed	R0: R1: R2: R3:
Name: Total Enrolled: Total Completed	R0: R1: R2: R3:
Name: Total Enrolled: Total Completed	R0: R1: R2: R3:
Name: Total Enrolled: Total Completed	R0: R1: R2: R3:

Director: JacksonFacility: CRC
Date: 2-10-14

INSPECTED: FOOD SERVICES

DINING HALL		COMMENTS																			
1. What is the atmosphere of the dining hall upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>																				
2. How many staff are assigned to supervise inmates in the dining hall?	1 st - <u>2</u> 2 nd - <u>2</u>																				
3. Menu on the day of the inspection.	Beef Potro, Biscuits, Corn, Cottage Potatoes, Coleslaw, Fruit																				
4. Inmates rated the meal: <i>Portion Sizes, too hot, Portion sizes too small</i>	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>																				
5. CIIC rated the meal:	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>																				
6. Are groups of inmates predominately mixed races or segregated races?	Mixed																				
7. How clean is the dining area?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>																				
8. What is the temperature of the food in the serving line?	<table border="1"> <thead> <tr> <th>Item</th> <th>Before</th> <th>During</th> <th>After</th> </tr> </thead> <tbody> <tr> <td>Beef Potro</td> <td>190</td> <td>187</td> <td>181</td> </tr> <tr> <td>Cottage Potatoes</td> <td>174</td> <td>172</td> <td>169</td> </tr> <tr> <td>Coleslaw</td> <td>60</td> <td>60</td> <td>60</td> </tr> </tbody> </table>	Item	Before	During	After	Beef Potro	190	187	181	Cottage Potatoes	174	172	169	Coleslaw	60	60	60				
Item	Before	During	After																		
Beef Potro	190	187	181																		
Cottage Potatoes	174	172	169																		
Coleslaw	60	60	60																		
9. Are trays scraped in a different area from the food serving line?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>																				
KITCHEN/ PREP AREA (including tools and equipment)		COMMENTS																			
10. How clean is kitchen area? <i>on the floor few spots food particles can't be prep</i>	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>																				
11. Does the equipment appear to be clean?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>																				
12. Is a chit system used to issue tools to inmate workers? -Chit closet observed <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>																				
13. Is the quantity of the food served according to the menu?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>																				
14. Is soap available in the inmate/staff bathroom?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>																				
15. Are knives issued according to procedure? If so, are inmates supervised	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>																				
16. What is the date of last fire equipment inspection? -Extinguisher checked <input checked="" type="checkbox"/>	DATE: Feb 2014																				
17. What is the date of the last inspection by health inspectors? Did the facility pass?	DATE: 9-25-2013 PASS FAIL Main Issue/Concern: 4 minor issues																				
18. What is the date of the last visit from the DRC Food Service Contract Monitor?	DATE: 1-8-2014 Main Issue/Concern: 2 minor concerns 9/10 compliance ratings																				

Inspector: JacksonFacility: CRC
Date: 2-10-14

19. Have there been any recent concerns regarding inmate health issues due to food?	YES <input type="radio"/> NO <input checked="" type="radio"/>	
Are 72-hour test trays used?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
20. How often is the cooking equipment sanitized?	<u>Twice After each use</u>	
21. Is a kite log maintained? Inmates' Biggest Concern(s)? -Log observed <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>	<u>Refilled</u> <u>Refill</u>
22. Monthly Inventory and Usage Report Maintained? -Previous month log observed <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>	
23. Are all chemicals secured? -Log observed <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>	<u>Refilled M-F</u> <u>1 bottle</u> <u>cleaner</u> <u>less than daily</u>
24. Are the surrounding walls, floors, and the receiving racks that hold washed meal trays clean and sanitized on a regular basis?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
25. Are there open trash containers near food preparation or dish wash areas?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
FOOD STORAGE AND APPLIANCES		COMMENTS
26. The number of appliances?	Freezers- <u>3</u> Ovens- <u>4</u>	Coolers- <u>5</u> Kettles- <u>3</u> Grilles/Skillets- <u>1</u>
27. Are any appliances in need of repair? -Service Call or work order requested <input checked="" type="checkbox"/>	<u>Kettle</u> <u>Revent Oven</u>	<u>- 2 months</u> <u>Compass</u> <u>Disposal</u>
28. Are there any visible facility maintenance concerns?	YES <input checked="" type="radio"/> NO <input type="radio"/>	<u>Light out</u> <u>in freezer</u>
29. Are there any standing puddles of water on the ground?	YES <input type="radio"/> NO <input checked="" type="radio"/>	
30. Do the coolers and freezers appear orderly and clean? Is there ice on the floor of coolers?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
31. Is stored food wrapped and dated? Storage shelves observed <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>	
32. Are containers of food stored off of the ground?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
33. Is the shelf-life of non-perishable items less than 90 days?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
34. Is the shelf-life of perishable items less than 7 days?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
35. The date of the most recent delivery for the following items: Dairy- <u>2/6/14</u> Meat- <u>2/4/14</u>		
36. Is a safe distance maintained from the top of the stored food to the ceiling?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
37. Are dishes/utensils washed/rinsed at appropriate temperatures (wash 150 degrees/rinse 180 degrees)?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
INMATE WORKERS		COMMENTS
38. How many inmate workers are assigned to the food services department	<u>88 (16 short)</u> <u>work</u> <u>Chester</u> <u>A, B Shift (day room, day work)</u> <u>5 day work</u>	<u>20-22</u> <u>volunteers from</u> <u>Reception Unit</u> <u>to serve inmates</u>

Inspector: Jackson

Facility: CRC
Date: 2-10-14

39. How are inmates selected?	A 4 - Voluntary / Work Centre	
40. What is the monthly wage?	CRC Wage \$18 - \$24	
41. When do inmates receive performance evaluations?	YES <input type="radio"/> NO <input checked="" type="radio"/>	Not regular basis
Are raises available for good performance?	YES <input type="radio"/> NO <input checked="" type="radio"/>	
42. Are all inmate workers trained regarding proper hygiene? -Forms observed <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>	
43. Are all inmate workers trained on proper handling of equipment? -Forms observed <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>	
44. Are all inmate workers and staff wearing hair nets and gloves?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
45. How could the current program be improved?	Incentive program to offer more pay as an incentive for inmates to work harder. Improve the Work Ethic	
INCENTIVE PROGRAMS		
46. Are incentive programs offered to increase inmate participation?	YES <input type="radio"/> NO <input type="radio"/>	
47. How many inmates participate in the program(s)?		
48. How are inmates selected?		
49. What is the monthly wage?		
50. Do inmates receive performance evaluations?	YES <input type="radio"/> NO <input type="radio"/>	
If so, are raises available for good performance?	YES <input type="radio"/> NO <input type="radio"/>	
LOADING DOCK		
51. Is the trash dock free of odors, loose garbage bags, and bugs?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
52. Are there any current pest issues?	YES <input type="radio"/> NO <input checked="" type="radio"/>	
53. How clean is the dock area? Loading dock observed <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Needs Improve <input type="checkbox"/>	Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/>
ADDITIONAL COMMENTS/IMPROVEMENTS:		
<p>Aransas staff: 13 (6-7 are original here in September)</p> <p>Start 2 asst. managers</p> <p>2 walked out (Conway / 1st 1st 1st 1st)</p> <p>- some more more more more</p>		

Inspector: JHFacility: CRC
Date: 2/12/14

REA INSPECTED: RECREATION

ACCESS TO RECREATION		COMMENTS
1. Are activities available to all inmates, including those with disabilities?	<input checked="" type="radio"/> YES <input type="radio"/> NO	Examples: board games -tournaments
2. How many hours per day are inmates permitted to recreate?	2 1/2 (cadre)	
3. Example of typical recreation/yard schedule:	<p>Each pool gets @ one hour → 2x per week C+D → everyday</p> <p>Morning hours: 7:30-10:00 Afternoon hours: 11:30-3:50 Evening hours: 5:30-8:00</p> <p>5:30-8:00 cadre *hr in unit per day A+B → 2x per week</p>	
4. How many inmates/housing units are permitted to recreate at any one time?	Reception = 124 inmates (pods) C unit → 200 up to	
5. How many inmates are involved in the following:	<p>Music Program → work cadre (2 in bands)</p> <p>Arts/Crafts Program (C unit run)</p>	
6. How frequently is recreation shut down due to staffing/unexpected issues?	<p>Rarely <input checked="" type="checkbox"/> - except for weather issues lately</p> <p>Sometimes (2-3 times per week) <input type="checkbox"/></p> <p>Frequently (3+ times per week) <input type="checkbox"/></p>	
7. Describe any obstacles to inmate access to recreation:	- winter months → gates	
8. Where are activities posted for inmate information?	<p>- housing units</p> <p>- in rec/school hall way</p>	How frequently are they updated:
FACILITIES		COMMENTS
9. Does recreation equipment appear to be clean and in good working order?	<input checked="" type="radio"/> YES <input type="radio"/> NO	
10. What equipment is in need of maintenance?	Nothing currently	
11. How many staff are assigned to supervise inmates?	<p>1st - always make sure there</p> <p>2nd 2 (super + one GAT) is coverage</p>	
12. How many inmate program assistants are assigned to the recreation department?	6	
VARIETY/SELECTION OF ACTIVITIES		COMMENTS
13. How often are new activities introduced?	Often suggestion based - just bought - newest: scrabble tourney bocci	
14. What are examples of unique/innovative recreational opportunities provided at this institution?	<p>- Iron Man</p> <p>- Ultimate Frisbee</p> <p>- Insanity - Turkey Bowl</p>	

Inspector: _____

Facility: _____

Date: _____

RECREATION CONT.

15. What inmate-led recreation programs are available at this institution (ex. aerobics, Zumba)?	Coordinate weekend tournaments
16. What incentive-based health/wellness programs are provided at this institution (ex. Biggest Loser competition)?	No
17. How often is the selection of movies rotated? <u>weekly</u> H → M	Number of movies in rotation: <u>3 per week</u>
18. What intramural sports are available at this institution:	
6 Coed teams	- Basketball - Flagfootball - Softball More tournament-based (several per month)
19. What are the top concerns inmates express about recreation?	
a. Music program: Can't have guitars in cell b. c. d.	
20. What activities or equipment would improve recreation?	No
Describe Recreation Facilities:	
indoor: - Gym, music room, TV/multi-purpose room (pooling-pong) -darts in hallway outdoor: - Softball, horseshoes, pull-up bars, field space, 2 full bball courts racquetball, handball	
Additional Comments:	

Inspector: JH

Facility: CRC
Date: 2/12

Physical Activities	Level 3
Aerobics	✓
Basketball Outside Team	✓
Basketball Intramural	✓
Bocceball	✓
Bowling (Rubberized Balls)	X (no interest)
Bean Bag Toss	✓
**Dodgeball	✓
Exercise Bicycles	X
*Fast/Slow Pitch Softball	✓
Football Flag	✓
Frisbee	✓
Handball	✓
Horse Shoes	✓
Jogging	✓
Kickball	X
Pickleball	✓
Racquetball	✓
Soccer Intramural	X (have equip but no interest from cadre)
Softball Intramural	✓
Softball Outside Teams	✓
Track and Field	✓ x 4 days
Track & Field Outside Teams	X
Volleyball	✓ in/outdoor
Volleyball Outside Teams	(used to - no interest), just do a tournament occasional 1/1
Wellness Programs	X
Yoga	X

Cultural / Arts	Level 3	Frequency
Cultural Ethnic Events	-based on month (speakers, talent show)	
Crafts	✓	
Dance Performance	spec.	
Holiday Shows	based on month & holidays	
Institutional Bands	(maybe w/ cheerleader?)	
Sign Language		
Talent Shows		
Theater	(in talent show)	

Special Events	Level 3	Frequency
*Charitable Fundraisers	Not recreat.	
Art/Craft Shows	used to	
Outside Catered/Fast Food	N/A	
Inmate Health Fairs	✓	at least annually
Outside Entertainment	@ 2x per year	

AREA INSPECTED: SEGREGATION

		COMMENTS
1. Inmate Count Tracking Mechanism/Roster <input checked="" type="checkbox"/>	58	
2. How many cells have more than two inmates?	0	
3. How many inmates are in segregation for refusal to lock due to safety concerns?	1	
4. What is the atmosphere of the unit upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	
FACILITIES		
5. How clean are cells?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	It's on SC + DC ranges state that they haven't had cell cleaning in weeks. Cell showers are dirty + clear dirt in cells
6. How clean are hallways/rec areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
7. How often are inmates allowed to clean their cells/ toilets, sinks?	should be weekly, but inmates report that it is not being done	
8. How many of the following are inoperative?	Toilets - 1 Sinks - 0 Showers - 0	Work order? Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>
9. How quickly are maintenance work orders completed?	later that day	
10. How clean are shower facilities?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	very unclean with mold/mildew
11. How often are shower facilities cleaned?	Every shift <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	in cells
12. How clean are crisis cells? # of crisis cells <u>2</u>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	being used for disc. inmates. Appear fine.
13. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
14. What recreation equipment or space is available?	1 indoor each range w/ table + chairs, jump + pull-up equipment 1 outdoor rec space w/ ball hoop + ball	

CELL SECURITY CHECK		
15. How many of the following: - Cell window obstructed <u>none</u> Cell door window obstructed <u>none</u> - Towel on floor <u>none</u> Material in lock <u>none</u> - Inappropriate pictures <u>none</u> Material in cuff port <u>not secured</u> ok ok - Clotheslines <u>some</u> Graffiti <u>some</u>		
STAFF ACCOUNTABILITY		
16. Are appropriate cleaning materials in locked container and at least half full? - Match inventory <input checked="" type="checkbox"/> - Container checked <input checked="" type="checkbox"/>	Y <input checked="" type="checkbox"/> N <input checked="" type="checkbox"/>	
17. Is the first aid box secured? - First Aid box checked <input checked="" type="checkbox"/>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
18. Is the fire extinguisher receiving monthly inspections? - Extinguisher checked <input checked="" type="checkbox"/>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	However, very difficult to access
19. How many officers are on duty per shift?	1 st - 3 2 nd - 3 3 rd - 2	
20. Are officers performing security checks at staggered 30 min intervals? - Log observed <input checked="" type="checkbox"/>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
21. How many shakedown are performed on each shift? - Log observed <input checked="" type="checkbox"/>	3 per shift	Date _____ # _____ Date _____ # _____ Date _____ # _____
22. Are individual log sheets maintained and up to date? - Log observed <input checked="" type="checkbox"/>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	- Insufficient rec offered on 2nd shift - blank for cell cleaning
23. How often are medical rounds conducted? - Log observed <input checked="" type="checkbox"/>	at least daily	
24. How often are mental health rounds conducted? - Log observed <input checked="" type="checkbox"/>	several times per week	Dates in log book: 1/21 - 1/24 328-425 1/27 615-650 1/30 150-155 1/31 (psych) 145-240 1/31 (psych) 2:25-325
ACCESS TO CIIC, PROGRAMS, STAFF		
25. Is the current CIIC memo posted?	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
26. Describe inmates' access to the library: Have a book cart	Dates in log book:	

↳ The book cart is empty except for a few turn up books

27. Describe inmates' access to religious services personnel				Describe: chaplain does rounds; ITs can write								
28. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>				Kites Y <input checked="" type="checkbox"/> N <input type="checkbox"/> ICRs Y <input checked="" type="checkbox"/> N <input type="checkbox"/> HSRs Y <input checked="" type="checkbox"/> N <input type="checkbox"/>								
29. Are there telephones in the unit? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				Number: 1 per range			Describe access: only for emergency needs, upon request					
30. How do inmates have access to the following: - 5120-9 series of ARs - 56-DSC-01 - Inmate rules of conduct - Pen/pencil				Describe: kept in RIB room								
STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/15	5:25	5:51	1/24	10:00	10:33	1/31	4:25	4:39	1/31	3:12	3:19
DWO	1/24	10:05	1:35									
DWSS	1/10	11:14	11:35	1/16	6:20	7:40	1/24	1:05	1:35	1/31	8:20	9:42
IIS	1/16	9:15	9:35	1/27	11:25	12:10						
Major	Acting 1/10	12:05	12:20	Acting 1/15	4:00	4:10	Acting 1/24	11:35	11:50	Acting 1/31	12:38	3
Chap	1/23	10:28	10:55	1/30	12:00	12:12						
Edu	1/17	10:12	10:22									
ADDITIONAL COMMENTS (including inmate communication):												

1/9
-
2/9

more

more

Corrections Analyst: R

martin.david@ocr.c.state.oh.us

Facility: CRC
Date: 2-11-14

PRINCIPAL INTERVIEW

EDUCATIONAL PROGRAM EVALUATION (ORC 103.73) [for feedback to Principal]

CIIC CLASSROOM REVIEW	
1. Overall, classroom management and student behavior were rated as:	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>
2. Overall, instructional strategies and teaching methods were rated as:	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>
3. Overall, classrooms were appropriate in size, acoustics, lighting, temperature, etc.	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>
CIIC DOCUMENT REVIEW	
4. Overall, lesson plans were rated:	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>
5. Overall, student educational goal agreements were rated:	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/> (NA - uses alternate Stud. Tracking Sheet)

EDUCATIONAL ADMINISTRATOR INTERVIEW [with input from Principal]

STUDENT POPULATION and ACCESS	
6. Current educational staff <u>7 at 2 vac.</u>	<u>1</u> Principal(s)/Assistant Principal <u>vacant</u> <u>4</u> Teachers (Academic, C-T, A/T, etc.) <u>11 spaces & 1 vacancy</u> <u>1</u> Guidance Counselor/Educational Specialists <u>vacant</u> <u>1</u> Other School Administrator <u>doing nothing</u>
7. Current vacancies (<u>2</u> total)	Positions: <u>see above</u>
8. What is the average or approximate student/teacher ratio?	Academic <u>25/1</u> Career/Tech <u>NA</u> Other <u>NA</u>
9. Number certified inmate tutors?	Academic <u>9</u> Career/Tech <u>NA</u> Other <u>NA</u>
10. Are there plans to expand the training/use of certified inmate tutors in delivering education?	<u>if IM arrives as a cert. tutor, can be put to work</u>
11. What initiatives have been implemented to increase access to educational programs? <u>post signs in inmate rec. who to take & educ., for Career Scope, & for Tutor Training</u> <u>videos in reception/orientation</u>	10a. GED initiatives: What funding sources will you tap for payment of GED online tests? <u>(still being worked out)</u> <u>2 people @ C.O. work on verifying H.S. credits & diplomas</u> <u>in inmate's office & online</u>
12. Describe education delivery (method & frequency) to segregation (to assure delivery no later than 60 days after segregation placements, per Policy 57-EDU-02.) <u>see week homework for teacher & Sch. Admin. who takes to Seg.</u>	11a. What tracking system do you use to assure that segregation inmates are receiving educational programming? <u>RAP 6</u> 11b. How are Principal rounds documented in the segregation unit? <u>unit log in & out</u> 11c. How much time and what tasks are addressed by the Principal during rounds in segregation? <u>Takes ~ 10-15 min per IM</u>

- T. puts log into RAP 6 re. assigned to Sch. Admin. who takes it that day
- Follows week pick-up.

& provide pencils to complete work -
Takes another 10-15 of direct seg. im.
~ 25-45 min

Corrections Analyst: R

Facility: CRC
Date: 2-11-14

STAFF PROFESSIONAL DEVELOPMENT		
13. Describe opportunities and support for staff professional development:	<ul style="list-style-type: none"> Membership in association, trade, or professional group Attendance at association, trade, professional conferences Tuition support for continuing education or development 	
14. Describe opportunities for internal evaluation and improvement:	<ul style="list-style-type: none"> Principal evaluation of teachers <i>due by April admin</i> Informal peer teacher feedback 	
15. Describe system for rewarding/incentivizing continuous professional development.	<i>8</i>	
SECURITY		
16. Is security staff on duty in the area during programming?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
17. Where is security staff located within the school setting?	<i>in hall @ desk & walk hall</i>	
18. Are teachers issued man-down instruments?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
19. Are all instructional materials and tools stored and accounted for in a safe manner?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
INSTITUTIONAL NEEDS ASSESSMENT		
20. Date of last annual institutional needs assessment:	<i>yes</i>	
21. What positives, negatives, or other 'take away' findings emerged?	<input checked="" type="checkbox"/> [REQUEST COPY]	
SPECIALIZED EDUCATIONAL PROGRAMMING		
22. Does your institution offer any of the following specialized educational programs:	<ul style="list-style-type: none"> <i>No</i> Career-Technical Education <i>No</i> Career Enhancement Programs (5 week modules in employment readiness, trades, and safety) <i>No</i> Advanced Job Training (AJT) – college courses <i>Yes</i> Apprenticeship Programs <i>84 yr to date Jan. 2014</i> <i>No</i> Title I (for educationally disadvantaged under 21 years) <i>No</i> Transitional Education Program (TEP) <i>No</i> Education Intensive Prison Program (EIPP) 	
23. What additional specialized educational programs are available?	<ul style="list-style-type: none"> <i>a. - Special educ students receive regular class teacher AND Spec. educ. teacher also.</i> <i>b. -</i> 	
INSTRUCTIONAL MATERIALS and TECHNOLOGY		
24. Overall, are instructional materials provided to every student?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
25. Are instructional materials copyrighted or teacher-made?	<ul style="list-style-type: none"> Academic – <i>GED</i> Career/Tech – <i>NA</i> Other – <i>NA</i> 	
26. Describe inmate student use of technology, if any.	<ul style="list-style-type: none"> Academic – <i>PL's w/ GED training</i> Career/Tech – <i>NA</i> Other – <i>NA</i> 	
27. To what degree is all technology currently working?	<ul style="list-style-type: none"> Are repairs pending? 	

all working
3 Cell classrooms on one server

Inspector: R

Facility: CRC
Date: 2-11-14
AREA INSPECTED: LIBRARY/LAW LIBRARY

FACILITIES		
1. Does the area appear to be clean and well-maintained?	<input checked="" type="radio"/> YES <input type="radio"/> NO	
2. Does the area have attributes of an inviting environment?	<input checked="" type="radio"/> YES <input type="radio"/> NO	<i>But very sparse</i>
3. How many computers/typewriters are available for inmates' use? [of the total PCs for IM use, <u>4</u> # for LEGAL work and <u>2</u> # for REENTRY work]	<u>6</u> PCs (IM access) <u>0</u> typewriters	How many are inoperable at this time? <u>week</u> Work orders submitted? <u>2 word processing / 4 legal / 2 Reentry</u>
4. Describe the resources that are available electronically.	<i>Lexis Nexis.</i>	
5. How many chairs and seats are available for inmates in the library?	<i>13 main chairs / 9 leg room / 21 = Cap # inms in lib.</i>	
6. How often are new materials added to the library? <i>6 week - 2 month intervals</i>	What are your sources for new library materials? <i>donations 100% (There is no budget to purchase) *</i>	
7. How many inmate workers are assigned to the library/law library? <i>6 total (3+3)</i>	What duties do the library aides fulfill? <i>circulate, repairs</i>	
8. What media alternatives are available in addition to books, magazines, and newspapers? <i>(16) Cannot get data/supplies directly</i>	Audio books <u>0</u> <i>cannot get from IMs then</i> Kindle <u>0</u> <i>intubing from IMs has</i> Other <u>0</u> <i>please.</i>	
9. Are you aware that the CIIC reports are available to inmates in the library?	<input checked="" type="radio"/> YES <input type="radio"/> NO	Have you ever requested a copy of any CIIC report? Yes <input checked="" type="radio"/> No <i>gets online</i>
ACCESS		
10. What is the most frequent use of the library by the inmates?	<i>Fiction & Law</i> <i>(Because reception is locked down all day)</i>	
11. Are library services available daily, including weekends and evenings?	<input checked="" type="radio"/> YES <input type="radio"/> NO	<i>Sun 12-8 MTW 7:30-3:30 Th 12-8 min 275 lib 40 hr</i>
12. What is the minimum amount of time that most inmates are able to use the library?	<i>Cadre ~ Sun, Mon AM, Th eve. ~ 12 hrs reception ~ 1/2 week 5-10 min max lib.</i>	
13. Is there a cap/limit on the number of inmates who may use the library at one time?	<input checked="" type="radio"/> YES <input type="radio"/> NO	Cap/limit #: <i>21</i>
14. Describe access to library materials for inmates housed in special management areas	<i>Seg 1Ms titles for pleasure paperbacks legal ~ 50 books go to seg & replenished as they are taken up ~ every 2 months ~ 50 books goes to seg.</i>	
15. Describe your library initiatives that go above and beyond routine library services and support literacy development, reading, and learning.	Book Clubs <u>0</u> Literature Circles <u>0</u> Tracking inmate interests and supplying additional materials based on interests <u>0</u> Other <u>0</u> Other <u>0</u> <i>* Interlibrary loan is the big plus @ CRC to for cadre only due to time @ CRC previous, recept. IM were not allowed to check out book. now they can Books to MH: maintain a collection in MH & Lib of suppl in addition Since unit does not have internet privileges, books taken in</i>	

** Interlibrary loan is the big plus @ CRC
to for cadre only due to time @ CRC
previous, recept. IM were not allowed to check out book.
now they can
Books to MH: maintain a collection in MH & Lib of suppl in addition
Since unit does not have internet privileges, books taken in*

Inspector: R

Facility: CRC
Date: 2-11-14

LEGAL	
16. Are DRC Administrative Rules (5120-9 series) available to inmates upon request?	<input checked="" type="radio"/> YES <input type="radio"/> NO
17. Are forms on hand to allow inmates to file court actions?	<input checked="" type="radio"/> YES <input type="radio"/> NO
18. Describe access to legal research resources (e.g. LexisNexis, Westlaw)	policy in print also on PC
19. How many computers are currently equipped for legal research?	# 8 4
REENTRY	
20. How would you describe your 'reentry section' of the library? What types of materials and specific resources are included in that part of the library?	only ~ 8 books on stacks 64
21. What resources are available to teach inmates how to prepare resumes, cover letters, etc.?	- no reception supports or training - Cadre - the int. library loan is the source
22. What specific materials and resources exist related to employment, companies, and job searches?	* only info. that can be looked up by Librarian in library. - Reentry needs more materials. * at this point, library is in reentry mode in reentry.
23. What reentry resource information is available to inmates on a county-by-county basis?	only the MUSCLE sheet online
24. Now that the library's Reentry Resource Center is functioning, what improvements would you like to make?	it is NOT.
24. Describe your library stock of post-secondary educational materials and textbooks and other expository text.	only what can be found through library Cast offs + donations. most post-grad given to teachers & classrooms.
25. Describe the African-American/Hispanic/ethnic section.	no separate section. Takes any Hispanic titles to be found 50-100 ~ 300 Spanish
ADDITIONAL COMMENTS (including library/law library schedule):	
<p>No Reentry Resource Center set up yet</p> <p>went from L1/L2 to L3 for ago</p> <p>Lebanon is on CIIC website communication.</p> <p>* Library closes when lib. must left - no one to cover lib. hours.</p> <p>* could use Common Core standard & GED exam support materials</p>	

Unit Management Chief (UMC)/Unit Management Administrator (UMA)
Reentry Interview Questions

Facility: CRC
Date: 2-11-14

CLASSIFICATION REVIEWS	
1. Regarding inmate classification reviews : What percent of the total inmate population is shown on the Due/Past Due Reports (for classification reviews)? [DOTS ... GRMEN... <u>print</u> full report (several pages) and <u>print</u> past due report (one page)] (86-60) = 26	Number inmates on Past Due Report: <u>26</u> # <u>> applying to cadre</u> More than one month Past Due: <u>0</u> # Reasons for overdue reviews: <u>Reception 1ms get initial classif</u> <u>26 Cadre on report because CRC has ptms w/</u>
PURPOSEFUL ACTIVITIES	
2. How would you rate the level of inmate access to purposeful activities at this institution? <u>unit act. are structured & timed on strict schedule - all day & evening include recreation</u>	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/> <u>audit functions - data not getting entered into records - @ CRC</u>
3. Approximately how many hours per day (Monday through Friday) are inmates permitted to be out of their cell? <u>reception is free of prog. all day cells are locked reception = 4.5 hrs out</u>	<u>CRC has found comp. software issues @ Cost Office</u> <u>* DOTS not picking up entries that class. nrs are completed (date)</u>
4. What types of purposeful activities are available at this institution? <input checked="" type="checkbox"/> Education/Academic/Vocational/College <input checked="" type="checkbox"/> Unit programs <input checked="" type="checkbox"/> Community service <input checked="" type="checkbox"/> OPI No <input checked="" type="checkbox"/> Inmate-led groups	<input checked="" type="checkbox"/> Mental health/recovery programs <input checked="" type="checkbox"/> Religious programs <input checked="" type="checkbox"/> Other (please list): <u>Recreation</u> <u>handless; drop; common craft room</u> <u>ready room in recs.</u>
5. What percentage of inmates do you estimate are involved in a job that requires more than two hours per day of work? <u>250 Cadre is a workforce; work ~ 7 hrs. in 20 recep. 1m. ~ 20 in chow or coach galley</u>	<u>RTU - 150-200</u> <u>Recep. ~ 900+ (others do not work)</u>
6. Collectively, what are the barriers to access to purposeful activities and reentry programming at your institution? <u>1ms in + out too quick</u> <u>no wait list</u> <u>Schedules that overlap cause temporary delay prog.</u>	
7. Do you offer incentives above and beyond the Ohio Offender Performance Merit System (OOPMS) (YES) NO	5a. If yes, what incentives: <u>approximate days</u> <u>good days</u>
8. Which of your incentives are most effective?	<u>good days</u>
9. Have you completed your most recent (January 20, YEAR) Needs Assessment Survey? Yes NO	Please print and provide a copy of your most recent Needs and Staffing Assessment for Social Services Programs (per DRC Policy 71-SOC-10)
CONTACT WITH COMMUNITY	
10. What barriers exist to inmates communicating with family, friends, or the community at this institution?	<u>biggest issue @ recep. is that visits must be approved prior to putting on books</u> <u>so, people get tentatively approved.</u>
11. How active is your local reentry coalition?	11a. When was the last meeting? <u>not one for Pickaway County, but CRC is connected to Franklin Cnty & goes to Franklin Cnty mtg.</u>
12. Describe the level of in-reach from local community service providers or agencies.	<u>volunteers from Chaplain connections are great. + Reentry Services volunteers are good</u>
13. When was your last job fair?	13a. What groups/agencies/providers attended? <u>NOV. 16, 2013</u> <u>RIDGE</u> <u>(see copy)</u>
14. Do you have any suggestions for how to increase community contact and/or in-reach?	<u>get a great Chaplain like Sam.</u> <u>give CRC @ list of most counties "Comm. Champions" contacts - where they exist</u>

REENTRY	
<p>15. Does every inmate have the opportunity to be involved in a reentry program (unit programs, education, etc) prior to release? <i>yes</i></p> <p><i>reception = ~ NA unless a risk reduction cadre = then a PIT is done + he learns recommended prgm. options</i></p>	<p>Please describe your tracking system and documentation used for monitoring inmates placed into recommended programs.</p> <p><i>uses RAPS, goes by needs recommended for each + ORAS @ annual mtg w/ IM to discuss what prgms. to place in prg. or on wait list after discussing options w/ IM + his schedule</i></p>
<p>16. What channels of communication or distribution of information are used to make reentry resources known to inmates?</p> <p><i>see Erica's system</i></p>	<p>What new and additional programs, information, or resources do you feel are needed to provide reentry assistance to inmates?</p> <p><i>- to start a RIDGE project (Patrick's prg) for all inmates - to start new program related to jobs - inmates - future new tool 4 MH inmates need jobs: bookkeeping, hydroponics to start</i></p>
<p>17. TRANSITIONAL RELEASE PLAN (TR PLAN): What percentage of all inmates within 60 days of their release date have all documents received or provided per their individual OTRP (F4443) form? [RPLAN screen in DOTS portal]</p> <p>Documents or services include:</p> <ul style="list-style-type: none"> • Copy of DD214 • Social Security Card • Birth Certificate • Driver's License • Other: • Transportation • Reentry Resource Guide • Institution Job History • Housing Plan • S.T.R.I.V.E. • A.P.A. Workshop • SSA Screening • Community Linkage Package • Medicaid Application • PASRR Nursing Home • Career Passport to Forwarding Address • Recovery Service Discharge & Prognosis • Ohio Benefit Bank Registration <p><i>* NOTES from Erica + Rosemary</i></p>	<p>18. What accountability system is in place to oversee the completion of each item or service on the RPLAN per inmate?</p> <p><i>pull the release list(s) from DOTS & check each RPLAN</i></p> <p>For example:</p> <ul style="list-style-type: none"> * UMC filtering a list of 60-day, 30-day inmates on the 1st of each month and distributing to each Case Mgr for interaction/completion. * Required date-driven checkpoint meetings at 120, 90, 60, or 30 days between Case Mgr and inmate(s)? * Unit Management 'tracking board' that is updated weekly for remaining tasks per inmate w/ less than one week. * Other: * Other:
SUMMARY AND RECOMMENDATIONS	
<p>19. Overall, how well do you feel that the institution has prepared inmates for post-release reentry? <i>CRC releases IMs to 66 counties, so inst. provides a lot of information.</i></p> <p>20. How could this institution better prepare all inmates for reentry? <i>Being a reception center and only releasing 3-5 a day... CRC does a good job providing information. Reception Center mission differs from parent inst.</i></p> <p>Additional comments:</p> <p><i>Initiative: Commf Champions outside volunteers who assist releasees w/ transport, etc. works closely w/ PCH's UMC - queen on reentry</i></p>	<p><input checked="" type="checkbox"/> Exceptional If exceptional, why?</p> <p><input type="checkbox"/> Good</p> <p><input type="checkbox"/> Acceptable</p> <p><input type="checkbox"/> In need of improvement If in need, why?</p>

would like a VA down + a 'thru' faith-based down.

1.1.13 notes

Inspector:

Jackson

Facility:

CRC

Date:

2-10-14**ENERGY, WASTE, AND RECYCLING**

Energy Conservation	
1. Who is your designated Energy Conservation or Recycling Coordinator (position title only)?	<u>Maintenance Supervisor,</u>
2. What staff comprises the committee to evaluate the energy usage throughout the year (position titles only)?	<u>Warden</u> <u>Business Administrator</u> <u>Maintenance Supervisor</u> <u>DWO</u>
3. What staff member is the designated building operator?	<u>Maintenance Supervisor</u>
4. Was the most recent energy audit completed by September 28?	Date:
What strategies were developed to conserve energy usage? - De lamping strategies - Eliminated all day / All Night lights Lights in Warehouse Garage Est Savings \$	
5. What were the annual costs for the following utilities in 2012 and 2013? 8-28-13 Natural Gas 2012: \$ 188,699.92 2013: \$ 249,094.39 Water 2012: N/A 2013: N/A Electricity 2012: \$ 421,849.92 2013: \$ 501,481.32	
6. Are institution staff made aware of the institution's waste reduction and energy conservation goals? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If so, how? <u>Through Department head meetings</u> <u>and Executive staff meetings</u>	
7. Are inmates made aware of and trained regarding the institution's waste reduction and energy conservation goals? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If so, how? <u>Reclaimers are trained</u>	

Inspector: JacksonFacility: CRC
Date: 2-10-14

Waste Reduction	
8. Was the most recent waste audit completed by March 31? <u>Yes</u> Date: <u>3-28-13</u> What were the noticeable trends in waste disposal for the previous 12 months? <u>Saving paper / Plastic</u> <u>Already Diverting cardboard / Scrap Metal</u>	
9. What waste diversion tactics were developed as a result of the audit? <u>Food Waste (Pellet)</u>	
10. How is food waste diverted? <u>Not currently but should be operation</u> Does the institution have a composting operation? <u>in next few weeks.</u>	
11. How is the information tracked? <u>BLM Dashboard</u> <u>Spaced Sheets</u>	
12. Does the Energy Coordinator complete a monthly report documenting the costs, usage, weight, and savings and /or wastage? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, what were the average waste disposal numbers for the previous 12 months? Monthly Costs: <u>147.77</u> Monthly Savings: <u> </u> Monthly Weight/Wastage: <u>239 tons</u>	
13. Were local agencies, such as the health department, were used to assist in the audit? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If so, which agency was used?	
Recycling	
14. What is the most recycled item at the institution? Paper <input type="checkbox"/> Plastic <input type="checkbox"/> Card board <input checked="" type="checkbox"/> Metal/Aluminum cans <input type="checkbox"/>	
15. How much money did the institution earn through its recycling program? <u>\$8,165.11 - CY 2013</u>	
16. Did the institution have access to 50% of the earnings? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If so, what was the money used for? <u>Recycling Containers other miscellaneous purchases as directed by Warden</u>	
17. Does your facility have a material compactor? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If not, what institution is the closest in proximity to recycle your items? <u>PCI is supposed to get their started shortly will work w/ PCI.</u>	
18. How do you dispose of recycled materials? <u>Recycling Center - Scrap Metal Mostly</u> <u>Recycle Rebate - Cardboard Will also begin diverting food waste.</u>	

C. GLOSSARY OF TERMS

A

- Administrative Assistant (AA) – Staff member who is an assistant to the Warden and typically responsible for reviewing RIB (Rules Infraction Board) decisions and RIB appeals.
- Adult Basic Education (ABE)/Literacy – Literacy classes are for student with reading levels at 226 and below the CASAS. The ABE/Literacy Unit consist of two afternoon sessions. Students attend school approximately 1 ½ hours each day on Monday – Thursday. Students work individually or in small groups with tutors and focus on improving their reading and math skills. All tutors in the ABE/Literacy Unit are certified through a 10 hour training course.

B

- Brunch – Served on weekends as a cost savings initiative.
- Bureau of Classification – Office located at the DRC Operation Support Center responsible with the ultimate authority for inmate security levels, placement at institutions, as well as transfers.
- Bureau of Medical Services – Office located at the DRC Operation Support Center responsible for direct oversight of medical services at each institution.
- Bureau of Mental Health Services – Office located at the DRC Operation Support Center responsible for direct oversight of Mental Health Services at each institution.

C

- Case Manager – Staff member responsible for assisting inmates assigned to their case load and conducting designated core and authorized reentry programs.
- Cellie/Bunkie – An inmate's cellmate or roommate.
- Chief Inspector – Staff member at the DRC Operation Support Center responsible for administering all aspects of the grievance procedure for inmates, rendering dispositions on inmate grievance appeals as well as grievances against the Wardens and/or Inspectors of Institutional Services.
- Classification/Security Level – System by which inmates are classified based on the following: current age; seriousness of the crime; prior offenses; most recent violence (not including the current offense); gang activity before going to prison; and present and past escape attempts.
- Close Security – See Level 3
- Computer Voice Stress Analysis (CVSA) – A device, which electronically detects, measures, and charts the stress in a person's voice following a pre-formatted questionnaire. Used as a truth seeking device for investigations.
- Conduct Report/Ticket – Document issued to inmate for violating a rule.
- Contraband – items possessed by an inmate which, by their nature, use, or intended use, pose a threat to security or safety of inmates, staff or public, or disrupt the orderly operation of the facility. items possessed by an inmate without permission and the location in which these items are discovered is improper; or the quantities in which an allowable item is possessed is prohibited; or the manner or method by

which the item is obtained was improper; or an allowable item is possessed by an inmate in an altered form or condition.

D

- Deputy Warden of Operations (DWO) – Staff member at each institution in charge of monitoring the Major, custody staff, the Unit Management Administrator, Unit Managers, Case Managers, and the locksmith. Other areas include count office, mail/visiting, Rules Infraction Board, segregation unit, and recreation. The Deputy Warden of Operations is also responsible for reviewing use of force reports and referring them to a Use of Force Committee when necessary for further investigation.
- Deputy Warden of Special Services (DWSS) – Staff member at each institution in charge of monitoring education, the library, inmate health services, recovery services, mental health services, religious services, Ohio Penal Industries, and food service.
- Disciplinary Control (DC) – The status of an inmate who was found guilty by the Rules Infraction Board and his or her penalty is to serve DC time. An inmate may serve up to 15 days in DC.

F

- Food Service Administrator – An employee within the Office of Administration Services educated in food service management and preparation, to manage DRC food service departments.

G

- GED/PRE-GED – Pre-GED classes are for those who have a reading score between a 227 through 239 on level C or higher of the CASAS test. GED classes are for those who have a reading score of 240 on level C or higher on the CASAS test. Students attend class 1 ½ hours each day, Monday – Thursday. Students study the five subjects measured by the GED. In addition to class work, students are given a homework assignment consisting of a list of vocabulary words to define and writing prompt each week. All GED and Pre-GED tutors are certified through a 10-hour training course.
- General Population (GP) – Inmates not assigned to a specialized housing unit.

H

- Health Care Administrator (HCA) – The health care authority responsible for the administration of medical services within the institution. This registered nurse assesses, directs, plans, coordinates, supervises, and evaluates all medical services delivered at the institutional level. The HCA interfaces with health service providers in the community and state to provide continuity of care.
- Hearing Officer – The person(s) designated by the Managing Officer to conduct an informal hearing with an inmate who received a conduct report.
- Hooch – An alcoholic beverage.

I

- Industrial and Entertainment (I and E) Funds – Funds created and maintained for the entertainment and welfare of the inmates.
- Informal Complaint Resolution (ICR) – The first step of the Inmate Grievance Procedure (IGP). Inmates submit ICRs to the supervisor of the staff member who is the cause of the complaint. Staff members are to respond within seven calendar days. Timeframe may be waived for good cause.
- Inmate Grievance Procedure (IGP) – The inmate grievance procedure is a three step administrative process, established in DRC Administrative Rule 5120-9-31. The grievance procedure allows for investigation and nonviolent resolution of inmate concerns. The first step is an informal complaint resolution, which the inmate submits to the supervisor of the staff person or department responsible for the complaint. The second step is a notification of grievance, submitted to the Inspector. The final step is an appeal of the Inspector's disposition to the Chief Inspector at the DRC Operation Support Center.
- Inspector of Institutional Services (IIS) – Staff person at the institution in charge of facilitating the inmate grievance procedure, investigating and responding to inmate grievances, conducting regular inspections of institutional services, serving as a liaison between the inmate population and institutional personnel, reviewing and providing input on new or revised institutional policies, procedures and post orders, providing training on the inmate grievance procedure and other relevant topics, and any other duties as assigned by the Warden or Chief Inspector that does not conflict with facilitating the inmate grievance procedure or responding to grievances.
- Institutional Separation – An order wherein two or more inmates are not assigned to general population in the same institution due to a concern for the safety and security of the institution, staff, and/or other inmates.
- Intensive Program Prison (IPP) – Refers to several ninety-day programs, for which certain inmates are eligible, that are characterized by concentrated and rigorous specialized treatment services. An inmate who successfully completes an IPP will have his/her sentence reduced to the amount of time already served and will be released on post-release supervision for an appropriate time period.
- Interstate Compact – The agreement codified in ORC 5149.21 governing the transfer and supervision of adult offenders under the administration of the National Interstate Commission.

K

- Kite – A written form of communication from an inmate to staff.

L

- Local Control (LC) – The status of an inmate who was referred to the Local Control Committee by the Rules Infraction Board. The committee will decide if the inmate has demonstrated a chronic inability to adjust to the general population or if the inmate's presence in the general population is likely to seriously disrupt the orderly operation of the institution. A committee reviews the inmate's status every 30 days for release consideration. The inmate may serve up to 180 days in LC.

- Local Separation – An order wherein two or more inmates are not permitted to be assigned to the same living and/or work area, and are not permitted simultaneous involvement in the same recreational or leisure time activities to ensure they are not in close proximity with one another.

N

- Notification of Grievance (NOG) – The second step of the Inmate Grievance Procedure (IGP). The NOG is filed to the Inspector of Institutional Services and must be responded to within 14 calendar days. Timeframe may be waived for good cause.

M

- Maximum Security – See Level 4
- Medium Security – See Level 2
- Mental Health Caseload – Consists of offenders with a mental health diagnosis who receive treatment by mental health staff and are classified as C-1 (SMI) or C-2 (Non-SMI).
- Minimum Security – See Level 1

O

- Ohio Central School System (OCSS) – The school district chartered by the Ohio Department of Education to provide educational programming to inmates incarcerated within the Ohio Department of Rehabilitation and Correction.
- Ohio Penal Industries (OPI) – A subordinate department of the Department of Rehabilitation and Correction. OPI manufactures goods and services for ODRC and other state agencies.

P

- Parent Institution – The institution where an inmate is assigned to after reception and will be the main institution where the inmate serves his or her time. The parent institution is subject to change due to transfers.
- Protective Control (PC) – A placement for inmates whose personal safety would be at risk in the General Population (GP).

R

- Reentry Accountability Plan (RAP) – Plan for inmates, which includes the static risk assessment, dynamic needs assessment, and program recommendations and participation.
- Residential Treatment Unit (RTU) – The Residential Treatment Unit is a secure, treatment environment that has a structured clinical program. All offenders enter at the Crisis and Assessment Level (Level 1). This level is designed to assess conditions and provide structure for the purpose of gaining clinical information or containing a crisis. The disposition of the assessment can be admission to the treatment levels of the RTU, referral to OCF, or referral back to the parent institution.

- Rules Infraction Board (RIB) – A panel of two staff members who determine guilt or innocence when an inmate receives a conduct report or ticket for disciplinary reasons.

S

- Security Control (SC) – The status of an inmate who is pending a hearing by the Rules Infraction Board for a rule violation, under investigation or pending institutional transfer and needs to be separated from the general population. Inmates may be placed in SC for up to seven days. The seven day period can be extended if additional time is needed.
- Security Level/Classification – System by which inmates are classified based on the following: current age; seriousness of the crime; prior offenses; most recent violence (not including the current offense); gang activity before going to prison; and present and past escape attempts.
 - Level 1A Security (Minimum) – The lowest security level in the classification system. Inmates classed as Level 1 have the most privileges allowed. Inmates in Level 1 who meet criteria specified in DRC Policy 53-CLS-03, Community Release Approval Process, may be eligible to work off the grounds of a correctional institution. Level 1A inmates may be housed at a correctional camp with or without a perimeter fence and may work outside the fence under periodic supervision. Level 1A replaces the classification previously known as “Minimum 1 Security.”
 - Level 1B Security (Minimum) – The second lowest level in the classification system. Level 1B inmates may be housed at a correctional camp with a perimeter fence and may work outside of the fence under intermittent supervision. However, Level 1B inmates who are sex offenders are not permitted to work or house outside of a perimeter fence. Level 1B inmates may not work off the grounds of the correctional institution. Level 1B replaces the classification previously known as “Minimum 2 Security.”
 - Level 2 Security (Medium) – A security level for inmates who are deemed in need of more supervision than Level 1 inmates, but less than Level 3 inmates. Level 2 replaces the classification previously known as “Medium Security.”
 - Level 3 Security (Close) – This is the security level that is the next degree higher than Level 2, and requires more security/supervision than Level 2, but less than Level 4. Level 3 replaces the classification previously known as “Close Security.”
 - Level 4 Security (Maximum) – This is the security level that is the next degree higher than Level 3, and requires more security/supervision than Level 3, but less than Level 5. It is the security level for inmates whose security classification score at the time of placement indicates a need for very high security. It is also a classification for those who are involved in, but not leading others to commit violent, disruptive, predatory or riotous actions, and/or a threat to the security of the. Level 4 replaces the classification previously known as “Maximum Security.”

- Level 4A Security (Maximum) – A less restrictive privilege level, which inmates may be placed into by the privilege level review committee with the Warden/Designee's approval, after a review of the inmate's status in level 4.
- Level 4B Security (Maximum) – The most restrictive privilege level assigned to an inmate classified into level 4.
- Level 5 Security (Supermax) – A security level for inmates who commit or lead others to commit violent, disruptive, predatory, riotous actions, or who otherwise pose a serious threat to the security of the institution as set forth in the established Level 5 criteria. Level 5 replaces the classification previously known as "High Maximum Security."
- Level 5A Security (Supermax) – A less restrictive privilege level, which inmates may be placed into by the privilege level review committee with the Warden/Designee's approval, after a review of the inmate's status in level 5.
- Level 5B Security (Supermax) – The most restrictive privilege level assigned to an inmate classified into level 5.
- Security Threat Group (STG) – Groups of inmates such as gangs that pose a threat to the security of the institution.
- Separation – See Institutional Separation and Local Separation
- Seriously Mentally Ill (SMI) – Inmates who require extensive mental health treatment.
- Shank – Sharp object manufactured to be used as a weapon.
- Special Management Housing Unit (SMHU)/Segregation – Housing unit for those assigned to Security Control, Disciplinary Control, Protective Control, and Local Control.
- Supermax Security – See Level 5

T

- Telemedicine – A two-way interactive videoconferencing system that allows for visual and limited physical examination of an inmate by a physician specialist while the inmate remains at his/her prison setting and the physician specialist remains at the health care facility. It also includes educational and administrative uses of this technology in the support of health care, such as distance learning, nutrition counseling and administrative videoconferencing.
- Transitional Control – Inmates approved for release up to 180 days prior to the expiration of their prison sentence or release on parole or post release control supervision under closely monitored supervision and confinement in the community, such as a stay in a licensed halfway house or restriction to an approved residence on electronic monitoring in accordance with section 2967.26 of the Ohio Revised Code.
- Transitional Education Program (TEP) – Learn skills to successfully re-enter society. Release dated within 90-180 days.

U

- Unit Management Administrator (UMA) – Staff member responsible for overseeing the roles, responsibilities and processes of unit management staff in a decentralized or centralized social services management format. The UMA may develop

centralized processes within unit management, while maintaining the unit based caseload management system for managing offender needs. The UMA shall ensure that at least one unit staff member visits the special management areas at least once per week and visits will not exceed seven days in between visits.

- Unit Manager (UM) – Staff member responsible for providing direct supervision to assigned unit management staff and serving as the chairperson of designated committees. Unit Managers will conduct rounds of all housing areas occupied by inmates under their supervision.
- Use of Force – Staff is authorized to utilize force per DRC Policy 63-UOF-01 and Administrative Rule 5120-9-01, which lists six general circumstances when a staff member may use less than deadly force against an inmate or third person as follows:
 1. Self-defense from physical attack or threat of physical harm.
 2. Defense of another from physical attack or threat of physical attack.
 3. When necessary to control or subdue an inmate who refuses to obey prison rules, regulations, or orders.
 4. When necessary to stop an inmate from destroying property or engaging in a riot or other disturbance.
 5. Prevention of an escape or apprehension of an escapee.
 6. Controlling or subduing an inmate in order to stop or prevent self-inflicted harm.

Administrative Rule 5120-9-02 requires the Deputy Warden of Operations to review the use of force packet prepared on each use of force incident, and to determine if the type and amount of force was appropriate and reasonable for the circumstances, and if administrative rules, policies, and post orders were followed. The Warden reviews the submission and may refer any use of force incident to the two person use of force committee or to the Chief Inspector. The Warden must refer an incident to a use of force committee or the Chief Inspector. The Warden **must** refer an incident to a use of force committee or the Chief Inspector in the following instances:

- Factual circumstances are not described sufficiently.
- The incident involved serious physical harm.
- The incident was a significant disruption to normal operations.
- Weapons, PR-24 strikes or lethal munitions were used.

W

- Warden – Managing officer of each correctional institution.

Ohio Department of Rehabilitation and Correction Institution Acronyms

Allen Oakwood Correctional Institution.....	AOCI
Mansfield Correctional Institution	MANCI
Chillicothe Correctional Institution	CCI
Correctional Reception Center	CRC
Dayton Correctional Institution	DCI
Franklin Medical Center	FMC
Grafton Correctional Institution.....	GCI
Hocking Correctional Facility	HCF
Lake Erie Correctional Institution	LAECI
Lebanon Correctional Institution.....	LECI
London Correctional Institution.....	LOCI
Lorain Correctional Institution.....	LORCI
Madison Correctional Institution	MACI
Mansfield Correctional Institution	MANCI
Marion Correctional Institution.....	MCI
Noble Correctional Institution	NCI
North Central Correctional Complex.....	NCCC
Northeast Pre-Release Center	NEPRC
Ohio Reformatory for Women	ORW
Ohio State Penitentiary	OSP
Pickaway Correctional Institution	PCI
Richland Correctional Institution.....	RICI
Ross Correctional Institution	RCI
Southeastern Correctional Institution	SCI
Southern Ohio Correctional Facility.....	SOCF
Toledo Correctional Institution.....	TOCI
Trumbull Correctional Institution.....	TCI
Warren Correctional Institution	WCI

D. ENDNOTES

ⁱ Ohio Department of Rehabilitation and Correction, Correctional Reception Center website. Accessed at <http://www.drc.ohio.gov/Public/crc.htm>

ⁱⁱ Ibid.

ⁱⁱⁱ Ohio Department of Rehabilitation and Correction, Correctional Reception Center website. Accessed at <http://www.drc.ohio.gov/Public/crc.htm>

ⁱⁱⁱ Ohio Department of Rehabilitation and Correction, Correctional Reception Center website. Accessed at <http://www.drc.ohio.gov/Public/crc.htm>

^{iv} Commission on Accreditation for Corrections. Standards Reaccreditation Audit Correctional Reception Center, May 23-25, 2012.

^v Ohio Department of Rehabilitation and Correction, "Institution Counts: CRC," provided on February 10, 2014.

^{vi} Ibid.

^{vii} Commission on Accreditation for Corrections. Standards Reaccreditation Audit Correctional Reception Center, May 23-25, 2012.

^{viii} "Monthly Fact Sheet," Ohio Department of Rehabilitation and Correction, Accessed at <http://www.drc.ohio.gov/web/Reports/staffing/February%202014.pdf>

^{ix} Commission on Accreditation for Corrections. Standards Reaccreditation Audit Correctional Reception Center, May 23-25, 2012.

^x Bureau of Internal Audits and Standards Compliance, CRC Full Internal Management Audit, May 14-16, 2013.

^{xi} Significant Incident Summary reports provided by Correctional Reception Center for the following periods: January 2013 – December 2013.

^{xii} Ibid.

^{xiii} Significant Incident Summary reports provided by Correctional Reception Center for the following periods: January 2012 – December 2012.

^{xiv} Significant Incident Summary reports provided by Correctional Reception Center for the following periods: January 2013 – December 2013.

^{xv} Ibid.

^{xvi} Significant Incident Summary reports provided by Correctional Reception Center for the following periods: January 2012 – December 2012.

^{xvii} Information provided by the Department of Rehabilitation and Correction, October 8, 2013.

^{xviii} Ibid.

^{xix} Ibid.

^{xx} Ibid.

^{xxi} Ibid.

^{xxii} Ibid.

^{xxiii} Ibid.

^{xxiv} This data is based on the institutional monthly use of force reports submitted by each institution to CIIC.

^{xxv} Information provided by the Department of Rehabilitation and Correction, October 8, 2013.

^{xxvi} Significant Incident Summary reports provided by Correctional Reception Center for the following periods: January 2013 – December 2013.

^{xxvii} Significant Incident Summary reports provided by Correctional Reception Center for the following periods: January 2012 – December 2012.

^{xxviii} Information provided by the Department of Rehabilitation and Correction, October 4, 2013.

^{xxix} Information provided by the Ohio Department of Rehabilitation and Correction, April 22, 2013.

^{xxx} Information provided by the Department of Rehabilitation and Correction, January 24, 2014.

^{xxxi} Information provided by the Ohio Department of Rehabilitation and Correction, October 8, 2013.

^{xxxii} Ibid.

^{xxxiii} Ibid.

^{xxxiv} Ohio Department of Rehabilitation and Correction Bureau Recovery Services Site Visit Report, February 27, 2013.

^{xxxv} Correctional Reception Center, inmate communication, February 10, 2014.

^{xxxvi} State of Ohio Standard Inspection Report, Correctional Reception Center, September 25, 2013.

^{xxxvii} Correctional Food Service Contract Monitor Report Evaluation Standards, Correctional Reception Center, January 8, 2014.

^{xxxviii} Personal Communication, February 11, 2014. Correctional Reception Center.

^{xxxix} Department of Rehabilitation and Correction Total Institutional Overtime Calendar Year 2008-2013, Correctional Reception Center, January 2014.

^{xl} Ibid.

^{xli} Ibid.

^{xlii} Ibid.

^{xliii} Correctional Reception Center Vacancy List, February 10, 2014.

^{xliv} DRC Correctional Officer Turnover Rates by Institution: Correctional Reception Center: FY 2012, FY 2013, and FY 2014 year-to-date. Provided by Department of Rehabilitation and Correction, January 24, 2014.

^{xliv} DRC Turnover Rates by Institution: Correctional Reception Center: FY 2012, FY 2013, and FY 2014 year-to-date. Provided by Department of Rehabilitation and Correction, January 24, 2014.

^{xlii} Correctional Reception Center, personal communication, February 11, 2014.

^{xlii} Department of Rehabilitation and Correction 2013 Performance Evaluation Data, Correctional Reception Center, provided January 2014.

^{xlviii} Ibid.

^{xlix} 2013 Ohio Standards Compliance Tally and Comments Form, Correctional Reception Center, May 14-16, 2013.

ⁱ Department of Rehabilitation and Correction Office of Administration: Bureau of Fiscal Audits. Correctional Reception Center. September 4, 2012 through November 7, 2012. Report Finalized: May 2, 2013.

ⁱⁱ Ibid.

ⁱⁱⁱ Report of Audit Response, Correctional Reception Center, May 3, 2013.

ⁱⁱⁱ Ohio Department of Rehabilitation and Correction Energy/Utility Audit Annual Review, Correctional Reception Center, August 13, 2013.

^{iv} Recycling Scorecard for Deposits in FY 2013, Correctional Reception Center, received August 5, 2013.

^{iv} Waste Minimization Report: Correctional Reception Center, March 13, 2013.

^{vi} Capital improvement Plans (C-1 forms) Fiscal years 2013-2018. Correctional Reception Center, provided February 11, 2014.

^{vii} Inspector Activity Report, Correctional Reception Center, January 1, 2012 – December 31, 2012 and January 1, 2013 – December 31, 2013.