
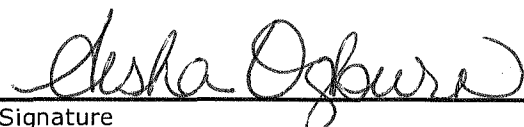


**U.S. Department of Justice
United States Marshals Service
Prisoner Operations Division**

**Detention Services
Intergovernmental Agreement**

1. Agreement Number 85-10-0004	2. Effective Date See Block 19	3. Facility Code(s) 0BU	4. DUNS Number 010202547
5. Issuing Federal Agency United States Marshals Service Prisoner Operations Division 2604 Jefferson Davis Highway Alexandria, VA 22301-1025		6. Local Government KITITAS COUNTY CORRECTIONS CENTER 205 West 5th Ave Ellensburg, WA 98926 Tax ID#: 91-6001349	
7. Appropriation Data 15X1020		8. Local Contact Person Paula Hctor, Commander 9. Telephone: 509 962-7619 Email: paula.hctor@co.kittitas.wa.us	
Services		Estimated Number of Federal Beds	Per Diem Rate
10. This agreement is for the housing, safekeeping, and subsistence of Federal detainees, in accordance with content set forth herein.		11. Male: 50	12. \$63
13a. Optional Guard/Transportation Services to: <input type="checkbox"/> Medical Facility <input type="checkbox"/> U.S. Courthouse <input type="checkbox"/> JPATS 13b. <input type="checkbox"/> Department of Labor Wage Determination		14. Guard/Transportation Hourly Rate: \$N/A Mileage shall be reimbursed by the Federal Government at the General Services Administration (GSA) Federal Travel Regulation Mileage Rate.	
15. Local Government Certification <i>To the best of my knowledge and belief, information submitted in support of this agreement is true and correct. This document has been duly authorized by the governing authorities of their applying Department or Agency State or County Government and therefore agree to comply with all provisions set forth herein this document.</i>		16. Signature of Person Authorized to Sign (Local)  _____ Signature Gene Dana _____ Print Name Sheriff _____ Title 7-16-13 _____ Date	
17. Federal Detainee Type Authorized <input checked="" type="checkbox"/> Adult Male <input type="checkbox"/> Adult Female <input type="checkbox"/> Juvenile Male <input type="checkbox"/> Juvenile Female	18. Other Authorized Agency User <input type="checkbox"/> BOP <input type="checkbox"/> ICE	19. Signature of Person Authorized to Sign (Federal)  _____ Signature Aisha Ogburn _____ Print Name Grants Specialist _____ Title 8-21-2013 _____ Date	

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Authority

Pursuant to the authority of Section 119 of the Department of Justice Appropriations Act of 2001 (Public Law 106-553), this Agreement is entered into between the United States Marshals Service (hereinafter referred to as the "Federal Government") and KITTITAS COUNTY CORRECTIONS CENTER (hereinafter referred to as "Local Government"), who hereby agree as follows:

Purpose of Agreement and Security Provided

The Federal Government and the Local Government establish this Agreement that allows the United States Marshals Service (USMS) or other authorized agency user as noted in block #18 on page (1) to house Federal detainees with the Local Government at the KITTITAS COUNTY CORRECTIONS CENTER 205 West 5th Ave, Ellensburg, WA 98926 (hereinafter referred to as "the Facility") designated in #6 page 1.

The population(hereinafter referred to as "Federal detainees,") will include individuals charged with Federal offenses and detained while awaiting trial, individuals who have been sentenced and are awaiting designation and transport to a Bureau of Prisons (BOP) facility, and individuals who are awaiting a hearing on their immigration status or deportation.

The Local Government shall accept and provide for the secure custody, safekeeping, housing, subsistence and care of Federal detainees in accordance with all state and local laws, standards, regulations, policies and court orders applicable to the operation of the Facility. Detainees shall also be housed in a manner that is consistent with Federal law and the Core Detention Standards and/or any other standards required by an authorized agency whose detainees are housed by the Local Government pursuant to this Agreement (see attached).

The USMS ensures the secure custody, care, and safekeeping of USMS detainees. Accordingly, all housing or work assignments, and recreation or other activities for USMS detainees are permitted only within secure areas of the building or within the secure external recreational/exercise areas.

At all times, the Federal Government shall have access to the Facility and to the Federal detainees housed there, and to all records pertaining to this Agreement, including financial records, for a period going back three (3) years from the date of request by the Federal Government.

Period of Performance and Termination

This Agreement is effective upon the date of signature of the authorized USMS Prisoner Operations Division official, and remains in effect unless inactivated in writing by either party. Either party may terminate this Agreement for any reason with written notice at

least thirty (30) calendar days in advance of termination, unless an emergency situation requires the immediate relocation of Federal detainees.

Where the Local Government has received a Cooperative Agreement Program (CAP) award, the termination provisions of the CAP prevail.

Assignment and Outsourcing of Jail Operations

The overall management and operation of the Facility housing Federal detainees may not be contracted out without the prior express written consent of the Federal Government.

Medical Services

The Local Government shall provide Federal detainees with the same level and range of care **inside** the Facility as that provided to state and local detainees. The Local Government is financially responsible for all medical care provided **inside** the Facility to Federal detainees. This includes the cost of all medical, dental, and mental health care as well as the cost of medical supplies, over-the-counter medications and, any prescription medications routinely stocked by the Facility which are provided to Federal detainees. When possible, generic medications should be prescribed. The cost of all of the above-referenced medical care is covered by the Federal per diem rate. However, for specialized medical services not routinely provided within the Facility, such as dialysis, the Federal Government will pay for the cost of that service.

The Federal Government is financially responsible for all medical care provided **outside** the Facility to Federal detainees. The Federal Government must be billed directly by outside medical care providers pursuant to arrangements made by the Local Government for outside medical care. The Local Government should utilize outside medical care providers that are covered by the USMS's National Managed Care Contract (NMCC) to reduce the costs and administrative workload associated with these medical services. The Local Government can obtain information about NMCC covered providers from the local USMS District Office. The Federal Government will be billed directly by the medical care provider **not** the Local Government. To ensure that Medicare rates are properly applied, medical claims for Federal detainees must be on Centers for Medicare and Medicaid (CMS) Forms so that they can be re-priced to Medicare rates in accordance with the provisions of Title 18 U.S.C. Section 4006. If the Local Government receives any bills for medical care provided to Federal detainees outside the Facility, the Local Government should immediately forward those bills to the Federal Government for processing.

All **outside** medical care provided to Federal detainees must be pre-approved by the Federal Government except in a medical emergency. In the event of an emergency, the Local Government shall proceed immediately with necessary medical treatment. In such

an event, the Local Government shall notify the Federal Government immediately regarding the nature of the Federal detainee's illness or injury as well as the types of treatment provided.

Medical care for Federal detainees shall be provided by the Local Government in accordance with the provisions of USMS, Publication 100-Prisoner Health Care Standards (www.usmarshals.gov/prisoner/standards.htm) and in compliance with the Core Detention Standards or those standards which may be required by any other authorized agency user. The Local Government is responsible for all associated medical record keeping.

The Facility shall have in place an adequate infectious disease control program which includes testing of all Federal detainees for Tuberculosis (TB) within 14 days of intake.

TB testing shall be accomplished in accordance with the latest Centers for Disease Control (CDC) Guidelines and the result promptly documented in the Federal detainee's medical record. Special requests for expedited TB testing and clearance (to include time sensitive moves) will be accomplished through advance coordination by the Federal Government and Local Government.

The Local Government shall immediately notify the Federal Government of any cases of suspected or active TB or any other highly communicable diseases such as Severe Acute Respiratory Syndrome (SARS), Avian Flu, Methicillin-Resistant Staphylococcus Aureus (MRSA), Chicken Pox, etc., which might affect scheduled transports or productions so that protective measures can be taken by the Federal Government.

When a Federal detainee is being transferred and/or released from the Facility, they will be provided with seven (7) days of prescription medication which will be dispensed from the Facility. Medical records and the USM-553 must travel with the Federal detainee. If the records are maintained at a medical contractor's facility, it is the Local Government's responsibility to obtain them before a Federal detainee is moved.

Federal detainees may be charged a medical co-payment by the Local Government in accordance with the provisions of Title 18, USC Section 4013(d). The Federal Government is not responsible for medical co-payments and cannot be billed for these costs even for indigent Federal detainees.

Receiving and Discharge of Federal Detainees

The Local Government agrees to accept Federal detainees only upon presentation by a law enforcement officer of the Federal Government or a USMS designee with proper agency credentials

The Local Government shall not relocate a Federal detainee from one facility under its control to another facility not described in this Agreement without permission of the

Federal Government. Additional facilities within the same Agreement shall be identified in a modification.

The Local Government agrees to release Federal detainees only to law enforcement officers of the authorized Federal Government agency initially committing the Federal detainee (i.e., Drug Enforcement Administration (DEA), Immigration and Customs Enforcement (ICE), etc.) or to a Deputy United States Marshal (DUSM) or USMS designee with proper agency credentials. Those Federal detainees who are remanded to custody by a DUSM may only be released to a DUSM or an agent specified by the DUSM of the Judicial District.

USMS Federal detainees sought for a state or local court proceeding must be acquired through a Writ of Habeas Corpus or the Interstate Agreement on Detainers and then only with the concurrence of the jurisdictional United States Marshal (USM).

Optional Guard/Transportation Services to Medical Facility

If Medical Facility in block #13 on page one (1) of this Agreement is checked, the Local Government agrees, subject to the availability of its personnel, to provide transportation and escort guard services for Federal detainees housed at the Facility to and from a medical facility for outpatient care, and transportation and stationary guard services for Federal detainees admitted to a medical facility.

These services should be performed by at least two (2) armed qualified law enforcement or correctional officer personnel. Criteria as specified by the County Entity running the facility. In all cases these are part of a fulltime Law Enforcement Officer (LEO) or Correctional Officer (CO) that have met the minimum training requirements.

The Local Government agrees to augment this security escort if requested by the USM to enhance specific requirement for security, prisoner monitoring, visitation, and contraband control.

If an hourly rate for these services have been agreed upon to reimburse the Local Government, it will be stipulated in block #14 on page one (1) of this Agreement. After thirty-six (36) months, if a rate adjustment is desired, the Local Government shall submit a request. Mileage shall be reimbursed in accordance with the current GSA mileage rate.

Optional Guard/Transportation Services to U.S. Courthouse

If U.S. Courthouse in block #13 on page one (1) of this Agreement is checked, the Local Government agrees, subject to the availability of its personnel, to provide transportation and escort guard services for Federal detainees housed at its facility to and from the U.S. Courthouse.

These services should be performed by at least two (2) armed qualified law enforcement or correctional officer personnel.

The Local Government agrees to augment this security escort if requested by the USM to enhance specific requirements for security, detainee monitoring, and contraband control.

Upon arrival at the courthouse, the Local Government's transportation and escort guard will turn Federal detainees over to a DUSM only upon presentation by the deputy of proper law enforcement credentials.

The Local Government will not transport Federal detainees to any U.S. Courthouse without a specific request from the USM or their designee who will provide the detainee's name, the U.S. Courthouse, and the date the detainee is to be transported.

Each detainee will be restrained in handcuffs, waist chains, and leg irons during transportation unless otherwise authorized by the USMS.

If an hourly rate for these services have been agreed upon to reimburse the Local Government, it will be stipulated in block #14 on page one (1) of this Agreement. After thirty-six (36) months, if a rate adjustment is desired, the Local Government shall submit a request. Mileage shall be reimbursed in accordance with the current GSA mileage rate.

Optional Guard/Transportation Services to Justice Prisoner & Alien Transportation System (JPATS)

If JPATS in block #13 on page one (1) of this Agreement is checked, the Local Government agrees, subject to the availability of its personnel, to provide transportation and escort guard services for Federal detainees housed at its facility to and from the JPATS.

These services should be performed by at least two (2) armed qualified law enforcement or correctional officer personnel.

The Local Government agrees to augment this security escort if requested by the USM to enhance specific requirements for security, detainee monitoring, and contraband control.

Upon arrival at JPATS, the Local Government's transportation and escort guards will turn federal detainees over to a DUSM only upon presentation by the deputy of proper law enforcement credentials.

The Local Government will not transport federal detainees to the airlift without a specific request from the USM who will provide the detainee's name, location (district), and the date the detainee is to be transported.

Each detainee will be restrained in handcuffs, waist chains, and leg irons during transportation.

If an hourly rate for these services has been agreed upon to reimburse the Local Government, it will be stipulated on in block #14 on page one (1) of this Agreement. After thirty-six (36) months, if a rate adjustment is desired, the Local Government shall submit a request. Mileage shall be reimbursed in accordance with the current GSA mileage rate.

Special Notifications

The Local Government shall notify the Federal Government of any activity by a Federal detainee which would likely result in litigation or alleged criminal activity.

The Local Government shall immediately notify the Federal Government of an escape of a Federal detainee. The Local Government shall use all reasonable means to apprehend the escaped Federal detainee and all reasonable costs in connection therewith shall be borne by the Local Government. The Federal Government shall have primary responsibility and authority to direct the pursuit and capture of such escaped Federal detainees. Additionally, the Local Government shall notify the Federal Government as soon as possible when a Federal detainee is involved in an attempted escape or conspiracy to escape from the Facility.

In the event of the death or assault or a medical emergency of a Federal detainee, the Local Government shall immediately notify the Federal Government.

Special Management Inmates and Suicide Prevention

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

The Local Government shall have a comprehensive suicide-prevention program in place incorporating all aspects of identification, assessment, evaluation, treatment, preventive intervention, and annual training of all medical, mental health, and correctional staff.

Prisoner Rape Elimination Act (PREA)

The Facility must post the Prisoner Rape Elimination Act brochure/bulletin in each housing unit of the Facility. The Facility must abide by all relevant PREA regulations.

Service Contract Act

This Agreement incorporates the following clause by reference, with the same force and effect as if it was given in full text. Upon request, the full text will be made available. The full text of this provision may be accessed electronically at this address: <http://www.dol.gov/oasam/regs/statutes/351.htm>.

Federal Acquisition Regulation Clause(s):

52.222-41 Service Contract Act of 1965, as Amended (July 2005)

52.222-42 Statement of Equivalent Rates for Federal Hires (May 1989)

52.222-43 Fair Labor Standards Act and the Service Contract Act – Price Adjustment (Multiyear and Option Contracts) (May 1989)

The current Local Government wage rates shall be the prevailing wages unless notified by the Federal Government.

If the Department of Labor Wage Determination block #13b on page one (1) of this Agreement is checked, the Local Government agrees, in accordance with FAR PART 52.222.43 (f), must notify the Federal Government of any increase or decrease in applicable wages and fringe benefits claimed under this clause within 30 days after receiving a new wage determination.

Per-Diem Rate

The Federal Government will use various price analysis techniques and procedures to ensure the per-diem rate established by this Agreement is considered a fair and reasonable price. Examples of such techniques include, but are not limited to, the following:

1. Comparison of the requested per-diem rate with the independent Federal Government estimate for detention services, otherwise known as the Core Rate;
2. Comparison with per-diem rates at other state or local facilities of similar size and economic conditions;
3. Comparison of previously proposed prices and previous Federal Government and commercial contract prices with current proposed prices for the same or similar items;

4. Evaluation of the provided jail operating expense information;

The firm-fixed per-diem rate for services is stipulated in block #12 on page (1) of this agreement, and shall not be subject to adjustment on the basis of **KITTITAS COUNTY CORRECTIONS CENTER** actual cost experience in providing the service. The per-diem rate shall be fixed for a period from the effective date of this Agreement forward for thirty-six (36) months. The per-diem rate covers the support of one Federal detainee per "Federal detainee day", which shall include the day of arrival, but not the day of departure.

After thirty-six (36) months, if a per-diem rate adjustment is desired, the Local Government shall submit a request through the Office of the Federal Detention Trustee's (OFDT) electronic Intergovernmental Agreements (eIGA) area of the Detention Services Network (DSNetwork). All information pertaining to the Facility on the DSNetwork will be required before a new per-diem rate will be considered.

Billing and Financial Provisions

The Local Government shall prepare and submit for certification and payment, original and separate invoices each month to each Federal Government component responsible for Federal detainees housed at the Facility.

Addresses for the components are:

**United States Marshals Service
Eastern District of Washington
200 Thomas S. Foley U.S. Courthouse
920 W. Riverside Ave.
Spokane, WA 99201
(509) 368-3600**

To constitute a proper monthly invoice, the name and address of the Facility, the name of each Federal detainee, their specific dates of confinement, the total days to be paid, the appropriate per diem rate as approved in the Agreement, and the total amount billed (total days multiplied by the per-diem rate per day) shall be listed, along with the name, title, complete address, and telephone number of the Local Government official responsible for invoice preparation. Additional services provided, such as transportation and guard services, shall be listed separately and itemized.

Nothing contained herein shall be construed to obligate the Federal Government to any expenditure or obligation of funds in excess of, or in advance of, appropriations in accordance with the Anti-Deficiency Act, 31 U.S.C. 1341.

Payment Procedures

The Federal Government will make payments to the Local Government at the address listed in block #6 on page one (1) of this Agreement, on a monthly basis, promptly, after receipt of an appropriate invoice.

Hold Harmless

It is understood and agreed that the Local Government shall fully defend, indemnify, and hold harmless the United States of America, its officers, employees, agents, and servants, individually and officially, for any and all liability caused by any act of any member of the Local Government or anyone else arising out of the use, operation, or handling of any property (to include any vehicle, equipment, and supplies) furnished to the Local Government in which legal ownership is retained by the United States of America, and to pay all claims, damages, judgments, legal costs, adjuster fees, and attorney fees related thereto. The Local Government will be solely responsible for all maintenance, storage, and other expenses related to the care and responsibility for all property furnished to the Local Government.

Disputes

Disputes, questions, or concerns pertaining to this Agreement will be resolved between appropriate officials of each party. Both the parties agree that they will use their best efforts to resolve the dispute in an informal fashion through consultation and communication, or other forms of non-binding alternative dispute resolution mutually acceptable to the parties.

Inspection of Services

Inspection standards for detainees may differ among authorized agency users. The Local Government agrees to allow periodic inspections by Federal Government inspectors, to include approved Federal contractors, in accordance with the Core Detention Standards required by any or all of the Federal authorized agency users whose detainees may be housed pursuant to this Agreement. Findings of the inspections will be shared with the Facility administrator in order to promote improvements to Facility operations, conditions of confinement, and levels of services.

Modifications

For all modifications except for full or partial terminations, either party may initiate a request for modification to this Agreement in writing. All modifications negotiated will be effective only upon written approval of both parties.

Litigation

The Federal Government shall be notified, in writing, of all litigation pertaining to this Agreement and provided copies of any pleadings filed or said litigation within five (5) working days of the filing.

The Local Government shall cooperate with the Federal Government legal staff and/or the United States Attorney regarding any requests pertaining to Federal Government or Local Government litigation.

Rape Elimination Act Reporting Information

SEXUAL ASSAULT AWARENESS

This document is requested to be posted in each Housing Unit Bulletin Board at all Contract Detention Facilities. This document may be used and adapted by Intergovernmental Service Agreement Providers.

While detained by the Department of Justice, United States Marshals Service, you have a right to be safe and free from sexual harassment and sexual assaults.

Definitions

A. Detainee-on-Detainee Sexual Abuse/Assault

One or more detainees engaging in or attempting to engage in a sexual act with another detainee or the use of **threats, intimidation, inappropriate touching** or other actions and/or communications by one or more detainees aimed at **coercing and/or pressuring** another detainee to engage in a sexual act.

B. Staff-on-Detainee Sexual Abuse/Assault

Staff member engaging in, or attempting to engage in a sexual act with any detainee or the intentional touching of a detainee's genitalia, anus, groin, breast, inner thigh, or buttocks with the intent to abuse, humiliate, harass, degrade, arouse, or gratify the sexual desires of any person. **Sexual abuse/assault of detainees by staff or other detainees is an inappropriate use of power and is prohibited by DOJ policy and the law.**

C. Staff Sexual Misconduct is:

Sexual behavior between a staff member and detainee which can include, but is not limited to indecent, profane or abusive language or gestures and inappropriate visual surveillance of detainees.

Prohibited Acts

A detainee, who engages in inappropriate sexual behavior with or directs it at others, can be charged with the following Prohibited Acts under the Detainee Disciplinary Policy.

- Using Abusive or Obscene Language
- Sexual Assault
- Making a Sexual Proposal
- Indecent Exposure
- Engaging in Sex Act

Detention as a Safe Environment

While you are detained, no one has the right to pressure you to engage in sexual acts or engage in unwanted sexual behavior regardless of your age, size, race, or ethnicity. Regardless of your sexual orientation, you have the right to be safe from unwanted sexual advances and acts.

Confidentiality

Information concerning the identity of a detainee victim reporting a sexual assault, and the facts of the report itself, shall be limited to those who have the need to know in order to make decisions concerning the detainee-victim's welfare and for law enforcement investigative purposes.

Report All Assaults!

If you become a victim of a sexual assault, you should report it immediately to any staff person you trust, to include housing officers, chaplains, medical staff, supervisors or Deputy U.S. Marshals. Staff members keep the reported information confidential and only discuss it with the appropriate officials on a need to know basis. If you are not comfortable reporting the assault to staff, you have other options:

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- Write a letter reporting the sexual misconduct to the person in charge or the United States Marshal. To ensure confidentiality, use special (Legal) mail procedures.
- File an Emergency Detainee Grievance - If you decide your complaint is too sensitive to file with the Officer in Charge, you can file your Grievance directly with the Field Office Director. You can get the forms from your housing unit officer, or a Facility supervisor.
- Write to the Office of Inspector General (OIG), which investigates allegations of staff misconduct. The address is: Office of Inspector General, U.S. Department of Justice, 950 Pennsylvania Ave. Room 4706, Washington, DC. 20530
- Call, at no expense to you, the Office of Inspector General (OIG). The phone number is 1-800-869-4499.

Individuals who sexually abuse or assault detainees can only be disciplined or prosecuted if the abuse is reported.

A publication of the Office of the
Federal Detention Trustee
Washington, DC

Published February 2008

RECEIVED
UNITED STATES MARSHAL
13 AUG -9 AM 8:03
EASTERN WASHINGTON
SPOKANE

RECEIVED
UNITED STATES MARSHAL
13 AUG 26 AM 8:15
EASTERN WASHINGTON
SPOKANE

United States Marshals Service

Core Detention Standards

June 2001



Prisoner Services Division

Purpose of the Conditions of Confinement Detention Standards

The core mission of the Conditions of Confinement program is to monitor non-federal facilities that hold Department of Justice (DOJ) detainees to help ensure that these facilities:

- are safe,
- are humane,
- protect detainee statutory rights, and
- protect detainee constitutional rights.

Core Detention Standards

The Core Detention Standards were developed by the DOJ to ensure the safe and humane confinement of federal detainees and to uphold the protection of their statutory and constitutional rights. The 59 standards are divided into 9 sections by relevance. Each standard contains a title and defining statement. The 9 sections are:

- A: Administration/Management
- B: Health Care
- C: Security and Control
- D: Food Service
- E: Staff/Detainee Communication
- F: Safety And Sanitation
- G: Services And Programs
- H: Workforce Integrity
- I: Detainee Discrimination

The reviewer should ask the appropriate questions and verify appropriate documentation while seeking out pertinent information for making assessments. For example, if a standard requires that the Facility Director provide adequate medical, dental, and mental health screening as part of the intake process, the reviewer should detail what is generally included in a screening, and verify the 4 items listed below in determining if the standard is being met.

Reviewer should verify that:

- Does a policy exist?
- Is the policy adequate?
- Is the policy being implemented successfully?
- Is the desired outcome being achieved?

General Guidance for Reviewers: Policy Communication and Review

1. Interview high-level staff to ask how policies and procedures are communicated to staff and detainees.
2. Verify that adequate information is actually available via some means of communication (e.g., policy manuals, orientation, procedures, or legal guidelines).
3. Check pre-service and in-service training curricula to determine the extent to which staff training addresses the relevant policies and procedures.
4. Interview random correctional staff and detainees to determine the extent of their familiarity with the relevant policies and procedures.
5. Review policies and procedures to determine whether there are any indications of regular (at least annual) review and revision.
6. Is the facility operating in accordance with local/state/federal standards, regulations, and laws?
7. Is the facility operating in accordance with standards and policies established by nationally recognized organizations such as ACA, AJA, NCCHC, OSHA, or NFPA.

Summary of Core Detention Standards

A: ADMINISTRATION/MANAGEMENT A.1 Policy Development and Monitoring A.2 Internal Inspections and Reviews A.3 Detainee Records A.4 Admission and Orientation A.5 Personal Property and Monies A.6 Detainee Release A.7 Accommodations for the Disabled	E: STAFF/DETAINEE COMMUNICATION E.1 Staff-Detainee Communication E.2 Diversity Training E.3 Detainee Grievances
B: HEALTH CARE B.1 Intake Health Screening B.2 Medical, Dental, and Mental Health Appraisals B.3 Access to Routine, Chronic & Emergency Health Services B.4 Experimental Research B.5 Response to Medical, Mental & Dental Health Needs B.6 Suicide Prevention B.7 Detainee Hunger Strikes B.8 Detainee Death B.9 Informed Consent/Involuntary Treatment B.10 Infectious Disease	F: SAFETY AND SANITATION F.1 Fire Safety F.2 Non-Hazardous Furnishings F.3 Control of Dangerous Materials F.4 Environmental Control F.5 Clothing and Bedding F.6 Personal Hygiene/Well-being F.7 Physical Facility and Equipment
C: SECURITY AND CONTROL C.1 Post Orders C.2 Permanent Logs C.3 Security Features C.4 Security Inspections C.5 Control of Contraband C.6 Detainee Searches C.7 Detainee Accountability and Supervision C.8 Use of Force C.9 Non-routine Use of Restraints C.10 Tool & Equipment Control C.11 Weapons Control C.12 Detainee Discipline C.13 Supervision for Special Housing C.14 Contingency/Emergency Plans	G: SERVICES AND PROGRAMS G.1 Classification, Review, and Housing G.2 Religious Practices G.3 Volunteer Work Assignments G.4 Work Assignments and Security G.5 Juvenile Needs G.6 Exercise and Out-of-Cell Opportunities G.7 Legal Materials G.8 Legal Representation G.9 Telephone Access G.10 Visitation Privileges G.11 Detainee Mail and Correspondence
D: FOOD SERVICE D.1 Sanitation Requirements D.2 Adequate and Varied Meals D.3 Special Diets	H: WORKFORCE INTEGRITY H.1 Staff Background and Reference Checks H.2 Staff Training, Licensing, and Credentialling H.3 Staff Misconduct
	I: DETAINEE DISCRIMINATION I.1 Discrimination Prevention

SECTION A: ADMINISTRATION/MANAGEMENT

Policy Development and Monitoring

A.1 The Facility Director ensures staff have the necessary information to operate and maintain the facility in accordance with local, state, and federal laws.

Internal Inspections and Reviews

A.2 The Facility Director ensures internal operational inspections and reviews are conducted regularly, and include systematic follow-up as needed.

Detainee Records

A.3 The Facility Director adequately maintains all detainee records (including medical and mental health), ensuring their security and confidentiality.

Admission and Orientation

A.4 The Facility Director provides an adequate admission and orientation.

Personal Property and Monies

A.5 The Facility Director ensures personal property and monies are properly recorded, stored, and returned to detainees upon their release.

Detainee Release

A.6 The Facility Director ensures detainees are released only with proper orders, identity verification, and notification.

Accommodations for the Disabled

A.7 The Facility Director ensures that adequate accommodations are made for disabled detainees if the

particular facility accepts disabled detainees.

SECTION B. HEALTH CARE

Intake Health Screening

B.1 The Facility Director ensures that adequate medical, dental, and mental health screenings are performed and appropriate dispositions are made.

Medical, Dental, and Mental Health Appraisals

B.2 The Facility Director ensures that full medical, dental, and mental health appraisals are completed for each detainee within 14 days of arrival.

Access to Routine, Chronic, and Emergency Health Services

B.3 The Facility Director ensures that detainees have timely access to and receive adequate routine, chronic, and emergency health services (i.e., medical, dental, and mental healthcare).

Experimental Research

B.4 The Facility Director ensures that detainees are not subjects of biomedical, behavioral, pharmaceutical, or cosmetic research.

Response to Medical, Mental, and Dental Health Needs

B.5 The Facility Director ensures that all staff members are trained in processes and resources are in place to adequately respond to the medical, mental, and dental health needs of detainees.

Suicide Prevention

B.6 The Facility Director ensures that an adequate suicide prevention program is in place.

Detainee Hunger Strikes

B.7 The Facility Director is prepared to respond appropriately to a detainee hunger strike, including providing appropriate medical and mental healthcare.

Detainee Death

B.8 The Facility Director is prepared to adequately respond to a detainee death.

Informed Consent/Involuntary Treatment

B.9 The Facility Director ensures that informed consent is obtained, when appropriate, prior to the delivery of care.

Infectious Disease

B.10 The Facility Director ensures that there is an infection control program that promotes a safe and healthy environment for staff, detainees, and visitors.

SECTION C: SECURITY AND CONTROL

Post Orders

C.1 The Facility Director ensures staff members have a clear understanding of the duties, responsibilities, and expectations associated with their posts.

Permanent Logs

C.2 The Facility Director ensures that permanent logs are maintained for recording daily information, including routine occurrences, emergencies, or any unusual incidents.

Security Features

C.3 The Facility Director ensures that inspections of all security features are conducted regularly in order to identify needed maintenance or other discrepancies.

Security Inspections

C.4 The Facility Director ensures security patrols/inspections of all areas of the facility are conducted regularly.

Control of Contraband

C.5 The Facility Director ensures the adequate control and disposition of contraband.

Detainee Searches

C.6 The Facility Director ensures an adequate detainee search program exists that preserves constitutional rights.

Detainee Accountability and Supervision

C.7 The Facility Director ensures the physical accountability and adequate supervision of detainees to ensure the safety of both staff and detainees.

Use of Force

C.8 The Facility Director ensures that force is used only when necessary and only as long as necessary. The Facility Director also ensures that when force is used, it is not excessive and it is properly documented and reported.

Non-routine Use of Restraints

C.9 The Facility Director ensures that restraints are used only when necessary. The Facility Director also ensures that when restraints are used, they are used appropriately and only for non-punitive purposes.

Tool & Equipment Control

C.10 The Facility Director ensures adequate control of keys, tools, culinary equipment, medical equipment, supplies, and vehicles.

Weapons Control

C.11 The Facility Director ensures adequate control of weapons.

Detainee Discipline

C.12 The Facility Director ensures a fair detainee disciplinary system is in place that preserves due process.

Supervision for Special Housing

C.13 The Facility Director ensures adequate supervision of detainees in administrative segregation, protective custody, and disciplinary detention.

Contingency/Emergency Plans

C.14 The Facility Director ensures that an effective and adequate written contingency/emergency plan is in place.

SECTION D: FOOD SERVICE

Sanitation Requirements

D.1 The Facility Director ensures that the facility meets all applicable food service standards regarding sanitation procedures for purchasing, serving, and transporting, cooking, eating utensils, and cooking equipment, as well as temperature requirements for food preparation and storage. The Facility Director also ensures that only appropriate staff and detainees are employed in food service jobs.

Adequate and Varied Meals

D.2 The Facility Director ensures that nutritionally adequate and varied meals are provided.

Special Diets

D.3 The Facility Director provides for special diets when prescribed by appropriate medical or dental personnel. The Facility Director also ensures detainees are given reasonable opportunities to observe their religious dietary practices.

SECTION E: STAFF/DETAINEE COMMUNICATION

Staff-Detainee Communication

E.1 The Facility Director adequately promotes and encourages detainee opportunities to communicate to staff, both written and verbal. When necessary, communication aids are provided (translations, translators, hearing-impaired aids, etc.).

Diversity Training

E.2 The Facility Director provides staff with appropriate diversity and sensitivity training.

Detainee Grievances

E.3 The Facility Director ensures that detainee grievances are addressed in a timely manner through a formal process.

SECTION F: SAFETY AND SANITATION

Fire Safety

F.1 The Facility Director ensures an adequate fire safety program, which conforms to local, state, and federal law, where applicable, is in place.

Non-Hazardous Furnishings

F.2 The Facility Director ensures that furnishings (e.g., mattresses, cushions, etc.) are fire-resistant, non-toxic, and not a fire or safety hazard.

Control of Dangerous Materials

F.3 The Facility Director controls the storage, exposure, use, and disposal of all flammable, caustic, toxic, and hazardous materials and other waste.

Environmental Control

F.4 The Facility Director provides detainees with clean, sanitary, and adequately ventilated facilities.

Clothing and Bedding

F.5 The Facility Director provides all detainees with clothing and bedding that are clean, well maintained, and suitable for the climatic conditions of the area.

Personal Hygiene/Well-being

F.6 The Facility Director promotes and facilitates detainees' personal hygiene and well-being.

Physical Facility and Equipment

F.7 The Facility Director ensures that the physical facility and equipment do not present a hazard to detainees, employees, and visitors.

SECTION G: SERVICES AND PROGRAMS

Classification, Review, and Housing

G.1 The Facility Director objectively classifies detainees, conducts adequate re-classification reviews, and houses detainees based on the level of custody required.

Religious Practices

G.2 The Facility Director ensures that detainees of all faiths have reasonable and equitable opportunities to participate in the practices of their faith.

Volunteer Work Assignments

G.3 The Facility Director ensures that unsentenced detainees are not required to work unless they volunteer to do so.

Work Assignments and Security

G.4 The Facility Director ensures that work assignments do not compromise the security of the facility or community, or the delivery of health care. The Facility Director also ensures that detainees do not supervise other detainees.

Juvenile Needs

G.5 The Facility Director ensures the special diet, exercise, and education needs of juvenile detainees

under the age of 18 are met. The Facility Director also ensures the special education requirements of applicable detainees under the age of 21 are met.

Exercise and Out-of-Cell Opportunities

G.6 The Facility Director ensures detainees have a reasonable opportunity for exercise and out-of-cell time.

Legal Materials

G.7 The Facility Director affords detainees reasonable and equitable access to legal materials and reasonable opportunities to prepare and copy legal documents.

Legal Representation

G.8 The Facility Director ensures detainees have reasonable access to legal representation and the courts.

Telephone Access

G.9 The Facility Director ensures detainees have reasonable and equitable access to telephones.

Visitation Privileges

G.10 The Facility Director ensures detainees are allowed reasonable visitation with family and friends.

Detainee Mail and Correspondence

G.11 The Facility Director ensures detainees can send and receive mail and maintains the confidentiality of privileged correspondence.

SECTION H: WORKFORCE INTEGRITY

Staff Background and Reference Checks

H.1 The Facility Director ensures all staff have initial background and reference checks before they are hired and that periodic criminal history checks are conducted once staff are employed.

Staff Training, Licensing, and Credentialing

H.2 The Facility Director ensures all staff are adequately trained, licensed, and credentialed, and that expected standards of conduct are included in the training program.

Staff Misconduct

H.3 The Facility Director ensures that an adequate system is in place to report allegations of staff misconduct and that such reports are thoroughly investigated and addressed, including forms of misconduct covered by other specific standards.

SECTION I: DETAINEE DISCRIMINATION

Discrimination Prevention

I.1 The Facility Director ensures that detainees are not discriminated against based on gender, race, religion, national origin, or disability (including discrimination in work and education programs).