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**Human Resources and Administrative Investigations
Notification of Curriculum Use
April 2014***

The enclosed Human Resources and Administrative Investigations curriculum was developed by the Project on Addressing Prison Rape at American University, Washington College of Law as part of contract deliverables for the National PREA Resource Center (PRC), a cooperative agreement between the National Council on Crime and Delinquency and the Bureau of Justice Assistance (BJA). The Prison Rape Elimination Act (PREA) standards served as the basis for the curriculum's content and development, with the goal of the Human Resources and Administrative Investigations curriculum to satisfy specific PREA standards requirements.

It is recommended that the Human Resources and Administrative Investigations curriculum be reviewed in its entirety before choosing which modules to use. Any alterations to the original materials require either acknowledgement during their presentation or removal of the PRC and Project on Addressing Prison Rape logos.

BJA is currently undergoing a comprehensive review of the enclosed curriculum for official approval, at which point the BJA logo may be added.

Note: Use of the enclosed curriculum, either in part or in whole, does not guarantee that an auditor will find a facility "meets standards." Rather, an auditor will take into consideration the curriculum used as part of their overall determination of compliance.

*All materials and information provided in this publication (e.g., state laws, civil case law examples, BJA statistics) are accurately represented as of October 2013.

Notice of Federal Funding and Federal Disclaimer – This project was supported by Grant No. 2010-RP-BX-K001 awarded by the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice nor those of the National Council on Crime and Delinquency (NCCD), which administers the National PREA Resource Center through a cooperative agreement with the Bureau of Justice Assistance.





Training Curriculum: Human Resources and Administrative Investigations

Module 1: TRAINING OBJECTIVES

**The Project on Addressing Prison Rape
January 2014**

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Objective 1

Review the Prison Rape Elimination Act of 2003 (PREA) and the final national standards and identify the connections between administrative investigations of sexual misconduct involving persons under correctional supervision and agency human resources practices.



Objective 2

Identify and describe the legal implications of staff sexual misconduct with inmates /residents – state criminal laws, human resource law and civil litigation.



Objective 3

Identify and describe agency culture, policies and operational practices as they relate to the national PREA Standards for administrative investigations and human resource practices.



Objective 4

Identify and describe techniques for strong administrative investigations.



Objective 5

Identify and describe pre-employment human resource actions and responsibilities in response to the national PREA Standards.



ACTIVITY:

Identification of Critical Issues

What are the critical issues you face in implementing PREA in your agency?

What are the critical issues you face when conducting administrative investigations in custodial settings?

What are the critical issues you face when addressing human resource requirements under PREA?

What are the critical issues you face post investigation?

