

NATIONAL
PREA
RESOURCE
CENTER



BJA
Bureau of Justice Assistance
U.S. Department of Justice

PREA COMPLIANCE AUDIT INSTRUMENT– INSTRUCTIONS FOR PREA AUDIT TOUR

Prisons and Jails

04/18/2014

§ 115.401 Frequency and scope of audits.

(h) The auditor shall have access to, and shall observe, all areas of the audited facilities.

The standards require the auditor observe all areas of the audited facility. The instructions that follow are designed to highlight those areas of the facility that must be observed carefully in order to verify compliance with the standards. However, every area of the facility should be observed as the standard requires, and in every instance the auditor should pay attention to how well supervised inmates/detainees are, how cameras and other monitoring technologies are used. The auditors should also notice blind spots and any other indicators that an area of the facility is not being monitored in a way that keeps inmates/detainees safe from sexual abuse. It may be necessary to go back and look at areas of the facility after the tour if, upon review of investigative files, other documentation, or interviews, the auditor has additional questions about the safety and supervision provided in a given area of the facility.

AREAS TO BE TOURED:

- 1) Intake/reception/screening area;
- 2) All housing units, including cell blocks and dormitories;
- 3) Segregated housing units (SHUs);
- 4) Health care areas (medical and mental health clinics, infirmaries, and housing units);
- 5) Recreation areas, cafeteria (if there is one), work areas, and other programming areas (e.g., education or special education areas); and
- 6) Areas where youthful offenders are housed;
- 7) Areas that were renovated, modified, or expanded.

1) Things to look for and questions to ask in the intake/reception area:

LOOK

Do the holding cells provide any privacy for inmates/detainees to toilet?
Are there cameras in the holding cells? How are they supervised?
Where are inmate/detainee files kept and who has access to them?
Is information about PREA posted and, if so, is it available in manners that accommodate non-English proficient inmates or inmates with disabilities?
Review files kept in the intake area and look for PREA-related screening instrument(s) and any indication of decision-making based on that screening.

ASK

Staff responsible for inmate/detainee screening:
What questions do you ask inmates/detainees to determine whether they are at risk for sexual abuse or predatory behavior?
Where are screening forms kept and who has access to them?

When does initial screening take place?
What do you do with information you receive during screening that suggests an inmate/detainee might be at risk for sexual abuse or for abusing other inmates/detainees?

2) Things to look for and questions to ask in general housing areas:

LOOK

Are there signs telling inmates/detainees of their right to be free of sexual abuse?
Are there signs telling inmates/detainees how to report incidents of sexual abuse?
Are signs posted in languages other than English?
Where are cameras placed? Do they have a line of sight into cells and/or toilet and shower areas?
Is any other monitoring technology used?

ASK

Officers on duty:

Do supervisory staff perform unannounced rounds?
Do staff/officers of the opposite gender knock and announce when they enter the housing unit any time there is a change in the status quo of the gender of supervision?
Do transgender and intersex inmates shower separately from other inmates?

Inmates/detainees:

Do you know how to report an incident of sexual abuse?
Do supervisory staff walk through this unit? How often?
Do staff/officers of the opposite gender knock and announce when they enter the housing unit any time there is a change in the status quo of the gender of supervision?
Can you change your clothes, use the toilet, and shower without staff/officers of the opposite gender watching you?

Transgender/Intersex inmates/detainees:

Are you able to shower separately from other inmates/detainees?

3) Things to look for and questions to ask in segregated housing units:

LOOK

Are there signs telling inmates/detainees of their right to be free of sexual abuse in places where locked-down inmates are likely to see them?
Are there signs telling inmates/detainees how to report incidents of sexual abuse in places where locked-down inmates are likely to see them?
Are signs posted in languages other than English?
Where are cameras placed? Do they have a line of sight into cells and/or toilet and shower areas?
Is any other monitoring technology used?

ASK

Officers on duty:

Do supervisory staff perform unannounced rounds?

Do staff/officers of the opposite gender knock and announce when they enter the housing unit any time there is a change in the status quo of the gender of supervision?
Do you know which inmates/detainees are here for protective custody (as opposed to disciplinary or administrative segregation)?
If so, do you know why those inmates/detainees are in protective custody?
Do inmates/detainees in protective custody have access to out-of-cell programs, education, and work assignments? How often do they get out of their cells?

Inmates/detainees who are identified as being in protective custody:

Do you know how to report an incident of sexual abuse?
Do supervisory staff walk through this unit? How often?
Do staff/officers of the opposite gender knock and announce when they enter the housing unit any time there is a change in the status quo of the gender of supervision?
Can you change your clothes, use the toilet, and shower without staff/officers of the opposite gender watching you?
Have you been placed in protective custody involuntarily?
Do you have access to out-of-cell activities? If so, what are they and how often do you have access to them?

4) Things to look for and questions to ask in the health care areas (medical and mental health clinics, infirmaries and housing units):

LOOK

Are there private rooms where inmates/detainees can be seen by medical and mental health care staff?
Where are medical records kept?

ASK

Medical AND mental health care staff:

Can you see inmates/detainees privately (i.e., without an officer present)?
Who has access to inmates'/detainees' medical and mental health care files?
What is the protocol in the event that someone reports an incident of sexual abuse to you—whether it took place at this facility, recently or in the past, or elsewhere in the past?
What is the protocol for conducting a sexual abuse forensic medical examination?
Have you received special training to treat victims of sexual abuse? If so, what comprised that training?

5) Things to look for and questions to ask in the recreation areas, cafeteria (if there is one), work areas, and other programming areas (e.g., education or special education areas):

LOOK

How well supervised are these areas?
Where are cameras placed?
Is any other monitoring technology used?
Are there blind spots?
Are inmates/detainees in positions of authority over other inmates/detainees in work areas?

ASK

Inmates/detainees:

Is the level of supervision present today typical?

Are there times when this area is less supervised?

Do you feel safe in this area?

6) Things to look for and questions to ask in areas where youthful offenders are housed:

Look

Are youthful offenders sight and sound separated from adult inmates/detainees (including in shared dayrooms or other common spaces, shower areas, and sleeping quarters)?

How well supervised are these areas?

Ask

Youthful offenders

Do you ever see or hear adult inmates/detainees in your housing unit?

Do you ever cross paths with adult inmates/detainees in other parts of the facility (during educational, recreational, or work activities)? If so, are you always under the direct supervision of an officer when this happens?

7) Things to look for and questions to ask in areas that have been renovated, modified, or expanded since August 20, 2012:

Look

Have new or renovated areas been designed to ensure adequate supervision/monitoring of inmates/detainees?

Are there new video monitoring systems, electronic surveillance systems, or other monitoring technologies that have been installed since August 20, 2012, or since the last PREA audit, and, if so, are they used in a manner that maximizes the safety of inmates from sexual abuse?

Ask

Security staff

What kind of analysis was done to inform decisions about design of new or renovated areas of the facility?

What kind of analysis was done to inform placement/deployment of video monitoring systems, electronic surveillance systems, or other monitoring technologies?