

NATIONAL
PREA
RESOURCE
CENTER



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

PREA COMPLIANCE AUDIT INSTRUMENT – INTERVIEW GUIDE FOR PREA COORDINATORS

Lockups

JULY 13, 2014

PREA COORDINATOR

1. Discuss how you coordinate your facility's efforts to comply with the PREA standards.
2. Do you feel that you have enough time to manage all of your PREA-related responsibilities? *(115.111)*
3. If you identify an issue with complying with a PREA standard, what actions or processes do you undertake to work toward compliance with that standard?
4. Are you involved in the development of the staffing plan for the lockup? *(115.113)*
5. When assessing adequate staffing levels and the need for video monitoring, please explain if and how the facility staffing plan considers: *(115.113)*
 - a. The physical layout of each lockup;
 - b. The composition of the detainee population;
 - c. The prevalence of substantiated and unsubstantiated incidents of sexual abuse; and
 - d. Any other relevant factors.
6. If the staffing plan for this facility is reviewed at least once every year, are you consulted regarding any necessary adjustments? *(115.113)*
7. How does the facility provide at least one way for detainees to report abuse or harassment to a public or private entity or office that is not part of the agency? *(115.151)*
8. Do these procedures enable receipt and immediate transmission of detainee reports of sexual abuse and sexual harassment to agency officials that allow the detainee to remain anonymous upon request? *(115.151)*
 - a. If YES, describe entity and procedures.
 - b. If NO, explain.
9. Are victims of sexual abuse transported for a forensic examination to an outside hospital?
 - a. If yes, does the hospital offer victim advocacy services? *(115.121)*
 - b. If yes, are victims permitted to use such services? Are there any limitations to the use of those services? *(Probe: permitted to use such services to the extent available consistent with security needs.)*
10. Does the facility prepare a report of its findings from the sexual abuse incident reviews, including any determinations per Standard 115.186 (d)-1 through (d)-5 and any recommendations for improvement? *(115.186)*
11. Are these reports forwarded to you for review? Have you noticed any trends? *(115.186)*
12. What actions, if any, do you take after the report has been submitted? *(115.186)*
13. Does the agency review data collected and aggregated pursuant to 115.187 in order to assess and improve the effectiveness of its sexual abuse prevention, detection, and response policies, practices, and training? *(115.188)*

- a. How does the agency ensure that data collected pursuant to 115.187 are securely retained? *(115.189)*
 - b. Does the agency take corrective action on an ongoing basis based on these data? *(115.188)*
14. Does the agency prepare an annual report of findings from its data review and any corrective actions for each facility, as well as the agency as a whole? *(115.188)*
15. What types of material are typically redacted from the annual report? Does the agency indicate the nature of material redacted? *(115.188)*
16. *If an outside agency investigates allegations of sexual abuse, ask:* How does the agency remain informed of the progress of a sexual abuse investigation? *(115.171)*
17. How do you respond when an allegation of sexual abuse or sexual harassment is made by someone under the age of 18 or someone considered a vulnerable adult under state or local law? *(115.161)*