

NATIONAL  
PREA  
RESOURCE  
CENTER



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

## PREA COMPLIANCE AUDIT INSTRUMENT – INTERVIEW GUIDE FOR DETAINEES

### Lockups

September 6, 2017

<b><u>GUIDELINES FOR AUDITORS: DETAINEE INTERVIEWS.....</u></b>	<b><u>1</u></b>
<b><u>DETAINEE INTERVIEW QUESTIONNAIRE.....</u></b>	<b><u>3</u></b>
<b><u>JUVENILE/YOUTHFUL DETAINEES .....</u></b>	<b><u>4</u></b>
<b><u>DISABLED AND LIMITED ENGLISH PROFICIENT DETAINEES .....</u></b>	<b><u>5</u></b>
<b><u>TRANSGENDER AND INTERSEX DETAINEES .....</u></b>	<b><u>6</u></b>

## GUIDELINES FOR AUDITORS: DETAINEE INTERVIEWS

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***Auditors are required to follow the requirements in the PEA Auditor Handbook for sampling and conducting interviews with detainees.***

***Informing detainees of the audit's purpose and the reason for their requested participation:***

Prior to interviewing each detainee, the auditor should communicate the following to him or her:

“Thank you for agreeing to meet with me. My name is [NAME]. I have been hired by the [NAME OF AGENCY] to conduct an assessment of whether or not this facility is in compliance with standards that have been established by the federal government to prevent sexual abuse and sexual harassment. Although the [NAME OF AGENCY] hired me, I am an independent auditor and not under the authority of the [NAME OF AGENCY]. I have been certified by the U.S. Department of Justice to conduct this assessment. I selected your name at random from a list of all detainees and would like to ask you some questions about the facility and the staff. I am interviewing at least 10 [or x, if other] detainees from this facility. I will be asking you questions about facility operations, the staff, and what you know about services that may be available to you. You may choose to not answer any or all of the questions.

“If some of these questions make you uncomfortable or upset, and if you would like to talk to somebody about this, please tell me and I will arrange for you to meet a professional. Alternatively, you may want to request on your own to see the psychologist or counselor to arrange for this. **[IN ADVANCE OF DETAINEE INTERVIEWS, AUDITOR SHALL DETERMINE THE NAME OF THE MENTAL HEALTH PROFESSIONAL WHO WILL BE AVAILABLE FOR THIS PURPOSE.]**

“As a matter of professional conduct, I will do my very best to protect the confidentiality of the information that you provide to me. Under no circumstances can I be required to turn over my interview notes to the facility if they ask me for them. As I conduct my interviews, I will not be discussing what you tell me with any facility staff. However, you should be aware that if the U.S. Department of Justice wants to examine any of the information that I collect during this audit, I must provide it to them if they ask.

“You should also know that for the final report that I will give to the facility at the end of this audit, I am prohibited from including any personally identifying information of yours in it. The only way that my report could include personally identifying information is if I make a mistake and include it, and I can assure you that I will not make such a mistake. If my final report ends up including personally identifying information by mistake, I have to provide it to the agency if they ask.

“If you experience any negative consequences for talking with me, such as retaliation or threatened retaliation, please do not hesitate to contact me. I can be reached at [THIS SHOULD BE THE SAME CONTACT INFORMATION PROVIDED IN ADVANCE OF THE AUDIT VISIT THAT SOLICITS INMATE COMMENTS].

“Do I have your permission to ask you some questions?”

*IF YES, GO TO QUESTIONNAIRE*

# Detainee Interview Questionnaire<sup>1</sup>

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***This interview guide must be used to interview all detainees selected for interviews. If the detainee also falls within one of the targeted detainee populations for which there is a supplemental interview guide (e.g. Juvenile/youthful Detainees, Disabled and Limited English Proficient Detainees, etc.), the auditor must first use this guide, followed by all relevant supplemental interview guides to capture the necessary information.***

*For questions 1 and 2, ask detainees about staff of the opposite gender viewing detainees (e.g., if the detainee is male, ask about female staff, and if the detainee is female, ask about male staff):*

1. Does MALE/FEMALE staff announce their presence when entering an area where you may be showering, using the toilet, or changing clothing? [115.115]
2. Are you and other detainees ever naked in full view of MALE/FEMALE staff (not including medical staff such as doctors, nurses)? When (examples include using the toilet, showering, changing clothing)? How often? [115.115]
3. When you first arrived at this facility, did you get information about the facility's rules against sexual abuse and sexual harassment? [115.132]

*Note to the Auditor: Question #4 is to ascertain whether or not the detainee was screened for risk at intake, so you may need to probe the detainee about the types of questions they were asked (if any). The following provides some example questions:*

4. When you arrived at this facility, did anyone ask you questions about whether you felt safe or whether you had a concern about your safety? Did they ask any other questions about your history before placing you in a cell? [115.141]
  - a. If YES, when were you asked these questions?
5. How would you report any sexual abuse or sexual harassment that happened to you or someone else? Is there someone who does not work at this facility who you could report to about sexual abuse or sexual harassment? [115.151]
6. Do you know if you are allowed to make a report without having to give your name? [115.151]
7. Can you make reports of sexual abuse or sexual harassment either in person or in writing? If YES, can someone else (for example, a friend or relative) make the report for you so that you do not have to be named? [115.151]

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<sup>1</sup> Please note, this interview guide was formally referred to as "Random Sample of Detainees."

## JUVENILE/YOUTHFUL DETAINEES

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*Auditors must ask the questions on the “Detainee Interview Questionnaire” prior to asking the following supplemental question.*

1. In this facility do you have any contact with adult detainees? (Probe: held separately from adult detainees). [115.114]

## DISABLED AND LIMITED ENGLISH PROFICIENT DETAINEES

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***Auditors must ask the questions on the “Detainee Interview Questionnaire” prior to asking these supplemental questions.***

***\*Note to the Auditor: An interview with limited English proficient or disabled detainees must be conducted using the same adaptive measures specified in the PREA Standards. The auditor will need those skills, or be otherwise assisted by interpreters. PREA interview instruments will need to be made available in a form or format specified in the PREA Standards.***

1. Does the facility provide information about sexual abuse and sexual harassment that you are able to understand? [115.116]
2. If NO, does the facility provide you with someone to help you read, write, speak, or to explain things to you if you need help? [115.116]
3. Does this person help you understand information about your rights in this facility? If yes, who is that person? *(Probe that they are provided an interpreter; if the facility uses detainees as readers/interpreters)*
  - a. If YES, did they help you understand your rights related to sexual abuse, and how to report sexual abuse and sexual harassment? [115.116]

## TRANSGENDER AND INTERSEX DETAINEES

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*Auditors must ask the questions on the “Detainee Interview Questionnaire” prior to asking the following supplemental question.*

*Questions for transgender and intersex detainees:*

1. Do you have any reason to believe that you were strip-searched for the sole purpose of determining your genital status? [115.115]