

DEPARTMENT OF PUBLIC SAFETY & CORRECTIONS
STATE OF LOUISIANA

JEFF M. LANDRY
GOVERNOR



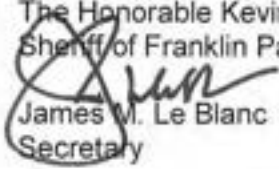
JAMES M. LE BLANC
SECRETARY

A handwritten signature in blue ink, appearing to be "JML", located below the printed name of the Secretary.

June 14, 2024

MEMORANDUM

TO: The Honorable Kevin Cobb
Sheriff of Franklin Parish

FROM: 
James M. Le Blanc
Secretary

RE: "Basic Jail Guidelines" Monitoring Report

Please see the attached monitoring report regarding the Basic Jail Guidelines (BJG) annual inspection that was conducted at Franklin Parish Detention Center on May 23, 2024.

As noted in the inspection report, BJD II-A-018 "Inmate Drug Testing" did not meet the requirement of drug testing 5 percent of the DPS&C inmate population in July 2023. DPS&C is requesting full compliance with BJD II-A-018 at the next monitoring visit.

Franklin Parish Detention Center is to be commended for the number of participants (183) in the GED Program and the total number of programs provided to the population.

The facility continues to provide a secure, safe, and stable environment for DOC offenders in their custody. At this time DPS&C will continue with annual monitoring visits.

Thank you for your support of the BJD process.

JML/mwk

Attachment

c: Mike Ranatza, Executive Director, Louisiana Sheriffs' Association
Hilton Griffin, Warden, Franklin Parish Detention Center
Seth Smith, Chief of Operations
Michelle Dautat, Warden, DWCC
James Arnold, BJD Team Leader
Wayne Dautat, BJD Team Leader



BASIC JAIL GUIDELINES MONITORING REPORT

Annual

Ver. 11/28/2023 mwk

Facility Name: Franklin Parish Detention Center
BJG Team Leader & Monitors: Deputy Warden James Arnold, BJG Team Leader
Facility Warden & Email Address: Hilton Griffin (hiltongriffin@franklinsheriff.net)
Facility Staff: Warden Hilton Griffin, Lt. Jerry Cupp
BJG Inspection Date: May 23, 2024
Previous BJG Inspection Date: May 11, 2023
Operational Capacity: 834
Count on the Day of Visit: 822

List Concerns or Issues from the previous BJG Monitoring Inspection:

Count on the Day of Visit:

	# MALE	# FEMALE	TOTAL
Number of DOC Inmates	741	0	741
Number of Local Inmates	81	0	81
Number of Out of State Inmates	0	0	0
Number of Federal Inmates	0	0	0
Number of ICE Detainees	0	0	0
TOTAL	822	0	822

Number of DOC Inmates that are:

Single Bunked	2
Double Bunked	728
Triple Bunked	0
Total	730

Number of DOC Inmates that are in Restricted Housing:

Single Bunked	0
Double Bunked	11
Triple Bunked	0
Total	11

ASSAULTS: (Please list monthly since the previous BJG monitoring visit.)

Month/Year	Inmate/Inmate	Inmate/Inmate w/ Significate Injury	Inmate/Staff	Inmate/Staff w/ Significate Injury
May/2023	10	2	0	0
June/2023	10	0	0	0
July/2023	24	0	0	0
Aug/2023	18	0	0	0
Sept/2023	20	0	0	0
Oct/2023	17	0	0	0
Nov/2023	8	0	0	0
Dec/2023	13	0	0	0
Jan/2024	24	0	0	0
Feb/2024	8	0	0	0
March/2024	10	0	0	0
April/2024	13	1	0	0

SEIZURE FINDINGS: (Please list monthly since the previous BJG monitoring visit.)

Month/Year	Illicit Substance	Alcohol	Weapon	Cell Phone	Other
May/2023	0	0	5	0	0
June/2023	6	0	2	7	1
July/2023	5	0	6	1	2
Aug/2023	1	0	2	0	4
Sept/2023	4	0	1	0	0
Oct/2023	2	0	1	1	2
Nov/2023	14	0	3	0	7
Dec/2023	3	0	4	1	1
Jan/2024	1	0	5	0	6
Feb/2024	1	0	11	0	4
March/2024	14	0	2	0	2
April/2024	2	0	6	0	3

GENERAL APPEARANCE, CLEANLINESS, AND COMMENTS OF THE FACILITY**Living Area**

- **Dorms:** Dorms were clean and orderly with inmate's personal property being stored in their assigned lockers.
- **Cell Block:** Cells were clean and orderly with 11 inmates being housed in the cellblock on the day of inspection.

Culinary/Dining: Dining/Culinary area was clean. Inmates receive a pre-assessment prior to being assigned as a kitchen worker. Temp logs are kept on coolers/freezers, Utensil/ Tool inventories were checked with an accurate inventory. A good check-out system was in place. Last DHH Report for retail food was conducted on 4/25/24.

Bathrooms: Bathrooms were clean and in good working order on the day of inspection.

Yard Areas: Yard areas were clean and free of debris. Ample space is provided for Inmates to exercise.

Maintenance: Was clean and orderly. A review of tools and tool inventories revealed a good check-out system is in place with good accountability. Tools that were reviewed had assigned numbers engraved on tool.

REVIEW AND COMMENT ON THE FOLLOWING BASIC JAIL GUIDELINES: (Compliant or Non-Compliant)

- I-A-001 Safety/Sanitation/Inspections (MANDATORY):** Compliant- Weekly/Monthly inspections are being conducted. Kitchen inspections were on file along with the water temp logs. Checklist reveals that all areas of the facility are being inspected and are in accordance with the guidelines.
- I-C-001 Emergency Plan (MANDATORY):** Compliant - Plan has been approved by the Fire Marshal and was on file.
- I-C-003 Fire Safety/Code Conformance (MANDATORY):** Compliant - Last Fire Marshal report was conducted on 3/21/24.
- II-A-006 Staff Log (MANDATORY):** Compliant - Staff logs indicate that pertinent information such as shift activity, daily events, and security staff/supervisor rounds were reviewed.
- II-A-007 Counts (MANDATORY):** Compliant
- How many formal counts are conducted each shift? 3 on day shift, 3 on night shift
 - How many counts are conducted each day? 6 total counts in a 24-hour period.
 - **Stickouts counts**
 - How does the facility accomplish this? Staff conducts visual counts per policy.
 - Does this process ensure accountability and safe/secure operation of the facility? Yes
- II-A-008 Inmate Population Management System:** Policy and procedures are in place for inmate case management. Inmate file is transferred with inmate to local or DPS&C facility.
- II-A-010 Admissions:** Appropriate forms are completed and are in place to support compliance with this guideline. Inmate personal property is inventoried and stored along with a signed inmate receipt.
- II-A-012 Classification System:**
Does this facility have any trustees that work outside the secure perimeter? Yes
- What is their classification process to determine who is eligible for trustee status? Facility uses the same criteria as DPS&C.
 - Does their classification process meet DPS&C, Corrections Services' criteria? Yes
- II-A-016 Photo Identification (MANDATORY):** Compliant - Inmates receive a photo ID upon intake into the facility.
- II-A-018 Inmate Drug Testing (MANDATORY):** (List monthly since the previous BJJ monitoring visit.)

Month/Year	# DOC Tested	Total DOC Pop	% Tested	# Positive
May/2023	81	744	11%	4
June/2023	71	763	9.3%	4
July/2023	23	762	3.0%	0
Aug/2023	44	754	6.0%	0
Sept/2023	76	748	10.1%	1
Oct/2023	61	729	8.3%	1
Nov/2023	136	734	18.5%	1
Dec/2023	80	754	11.0%	0
Jan/2024	77	759	10.1%	1
Feb/2024	87	765	11.3%	1

March/2024	68	731	9.3%	10
April/2024	45	749	6.0%	0

- II-A-019 Inmate Transfers:** Policy and procedures are in place and facility logs are maintained to reflect inmate transfers.
- II-A-020 Cell Checks (MANDATORY):** Compliant - Policy is in place with cell checks being conducted and are within the guideline.
- II-B-002-1 Use of Restraints for Pregnant Inmates:** Facility does not house female inmates.
- II-C-001 Procedures for Searches:** Policy is in place and documentation of shakedowns of inmates housing and property are in file.
- II-D-001 Key, Tool, and Utensil Control (MANDATORY):** Compliant - A review of facility keys, tools and utensils were found to have an accurate inventory with a good check-out system in place.
- III-A-001 Rules and Discipline (MANDATORY): Compliant**
- Does the facility's inmate orientation include the application process for applying for restoration of good time? Yes
 - What is their restoration of good time application process for the inmate population? Inmate request through classification, classification will review to ensure all information is accurate and then it is forwarded to the Warden for review, once approved it is forwarded to DPS&C for processing.
 - Does their restoration of good time application process meet DPS&C, Corrections Services' criteria? Yes
- IV-A-003 Food/Dietary Allowances (MANDATORY):** Compliant - Cycle menus are reviewed and approved by a Reg. Dietitian. A tray/plate and utensil is provided for each hot meal.
- IV-A-006 Food Services Management (MANDATORY):** Compliant - Inmates are provided 3 hot meals per day. Ample time is permitted for each meal consumption and time lapse between meals is in compliance with the guideline.
- IV-B-001 Plumbing Fixtures – Toilets & Washbasins (MANDATORY):** Compliant - All inmates have access to toilets/washbasins with temperatures controlled hot/cold.
- IV-B-002 Plumbing Fixtures – Showers (MANDATORY):** Compliant - All inmates are able to shower daily. Water temperature logs indicate full compliance with the guidelines.
- IV-B-005 Personal Hygiene (MANDATORY):** Compliant - Indigent inmates are provided with personal hygiene items if they are not able to purchase such items.
- IV-C-001 Access to Care/Clinical Services (MANDATORY)** (Does the facility charge a co-payment? If so, approved by DPS&C?): Compliant - Co-pay is approved by DPS&C, all inmates are seen regardless of their ability to pay the facility co-pay.
- IV-C-003 Provision of Treatment (MANDATORY):** Compliant - Dr. Charles Reed (M.D.) and Dr. John Little (Dental).
- IV-C-005 24 Hour Care (MANDATORY):** Compliant - When inmate's needs are not met at the facility Franklin Parish Medical Center will be utilized along with Ochsner LSU Health- Monroe.

- IV-C-006-1 Pregnancy Management (MANDATORY):** Facility does not house female inmates.
- IV-C-008 Annual TB Testing:** TB Testing is conducted on all Inmates annually at no cost to the inmate. Documentation was on file.
- IV-C-009 Chronic Care Program (MANDATORY):** Compliant - Only inmates who are stable through the use of medication are housed at the facility, all other inmates are transferred to a DOC facility upon approval.
- IV-C-012 Access to Sick Call (MANDATORY):** Compliant - Sick call is conducted 4 times per but inmates have access to 24-hr emergency care by the on call nurse.
- IV-C-013 Infirmary Care:** Provisions are made to provide 24-hour care with physician, dentist and mental health professionals.
- IV-C-013-1 Medical Releases** (Medical Parole, Medical Treatment Furlough, and/or Compassionate Release): Facility has a policy in place related to medical releases according to DPS&C guidelines.
- IV-C-014 Suicide Prevention and Intervention (MANDATORY):** Compliant - Policy has been approved by Dr. Charles Reed, staff training is on file on this topic.
- IV-C-015 Inmate Deaths (MANDATORY):** Compliant - Facility reported one inmate death this rating period (Milton Breaux #105325).
- IV-C-016 Notification:** Policy is in place related to notification of family and visitation with an inmate admitted to an ICU or Trauma Center according to DPS&C guidelines.
- IV-D-001 Healthcare Quarterly Meetings (MANDATORY):** Compliant - Documentation was on file to reflect compliance.
- IV-D-004 Confidentiality of Health Information/Individual Health Record:** Compliant - Completed and signed consent forms are in place in all inmate files.
- IV-006-1 Emergency Assessment for Intoxication or Suspected Intoxication (MANDATORY):** Compliant - Policy and procedures are in place, facility utilizes Narcan with training in the use of Narcan on file.
- IV-D-007 Internal Review/Quality Assurance (MANDATORY):** Compliant - Facility has a policy in place that has been approved by a Health Care Authority.
- IV-E-001 Alleged and Substantiated Sexual Assaults:** Compliant- None this rating period.
- V-A-004 Religious Programs:** Facility utilizes volunteers for religious services.
- V-A-005 Exercise & Recreation Access (MANDATORY):** Compliant - Per logs that were reviewed inmates are allowed daily recreation with weather permitting.
- V-B-001 Programs and Services:**
- List all Certified Treatment Programs (Attach Form IS-B-8-b)
Please see attached
 - List all other Inmate Programs
Please see attached

V-B-002 Educational Programming:

GED Program

Number of GED Slots	150
Number of Participants	183
YTD Number of Completions	4

V-B-003 Substance Abuse Programs: Facility offers AA/NA

V-C-001 Releasing Inmates: Personal property of inmates are returned along with obtaining a signed receipt. Medical ensures that inmates receives any required medication. Inmates that are releasing from the facility receives information on community resources.

V-C-002 Regional Reentry Programs (Are inmates released with two valid forms of identification?): Compliant- Inmates are being released with two forms of identification.

V-C-004 Parole Board Procedures: Policy and procedures are in place. Documentation present showing facility Warden or designee is present for parole board hearings.

VI-B-002 Grievance Process (MANDATORY): Compliant

- Does the grievance process include at least two levels of review? Yes
- Who is the designee at each level of review? 1st level Captain, 2nd level Warden
- What is the specified time period for response at each level? 1st level 30 days, 2nd level 45 days

VII-A-002 Weapons Training: Certifications on file to show compliance.

VII-B-010 Monthly Reporting: Compliant - Reports are submitted in a timely manner.

VII-B-012 Proposed Expansions: No plans for expansion at this time.

STAFF COMMENTS/MORALE/GENERAL OBSERVATIONS

On the day of inspection, staff morale was deemed to be good. Staff were knowledgeable of their job duties and the emergency procedures. Staff were eager to assist as needed with the inspection.

INMATE COMMENTS/MORALE/QUALITY OF LIFE

Inmate morale was deemed to be good on the day of inspection. Inmates that I came into contact with did not voice any concerns with the facility or its staff.

RECOMMENDATION

Warden Griffin and the assigned staff are committed to maintaining compliance with the BJJ guidelines. Upon review of the inmate monthly drug testing, Franklin Parish Detention Center failed to meet the 5% requirement for July 2023. This was addressed with Warden Griffin. Based on the walk-through inspection and review of the BJJ files it is my recommendation that Franklin Parish Detention Center remains on an annual monitoring.



Jeff Landry
GOVERNOR

Office of State Fire Marshal

8181 Independence Blvd. Baton Rouge, LA 70806
(225) 925-4911 (800) 256-5452 Fax (225) 925-4241

Inspection Report

Report # CB-24-000068-3

No Deficient/Cautionary Codes cited.



Chief Bryan J. Adams
FIRE MARSHAL

Location Information					
Inspection Type	Compliance Building Inspection		Inspection Date	3/21/2024 2:29:35 PM	
Structure ID	124766	No. of Buildings	16	Facility Code	J105
Capacity	834	Year Built	1997	Construction Type	Type VB / (000)
Building/Trade Name			Address		
FRANKLIN PARISH DETENTION CENTER			388 NATURES ACRES ROAD, WINNSBORO, LA 71295		
Owner Information					
Owner Type	Name	Contact Phone	Contact Email		
Municipal Project	FRANKLIN PARISH SHERIFF DEPARTMENT	(318) 435-8229	HILTONGRIFFIN@FRANKLINSHERRIFF.NET		
Address					
PO BOX 231, WINNSBORO, LA 71295					
Tenant Information					
Name	Suite Number	Floor Number	Square Footage		
Occupancy Details					
Occupancy Type	Details				
Assembly - Group A	OCCUPANCY RATING: 50 TO 299 OCCUPANTS; ASSEMBLY TYPES: GROUP A-1				
Institutional	INSTITUTIONAL BUILDING TYPE: GROUP I-3 (DETENTION/CORRECTION); DETENTION/CORRECTION FACILITY TYPE: CONDITION 5				
Business					
Comments					
As a result of this inspection, all deficiencies have been identified as corrected. The plan review submission (#AR-24-002186) reflected a request for inspection for the new structure at the facility.					
Inspector Information					
Name: Daniel Ray Smith	Badge Number: 778	Inspector Signature:			
Person to whom requirements were explained					
Name: Jerry Paola	Title: Maintenance	Signature:			

For questions regarding the contents of this report, please call:

R. S. 40: 1621 Whoever fails to comply with any order issued by the Fire Marshal or his authorized representative under any provision of Part III, Chapter 7, Title 40 of the Louisiana Revised Statutes of 1950, R.S. 40:1569 excepted, shall be fined not more than five hundred dollars or imprisoned, for more than six months or both. Each day's violation of an order constitutes a separate offense and may be punished as such at the discretion of court.



STATE OF LOUISIANA
DEPARTMENT OF HEALTH
OFFICE OF PUBLIC HEALTH

**Detention or Incarceration
Notice of Violations**

Routine/Renewal

Permit Number 21-01-224	Permit Name Franklin Parish Detention Center-224	
Name of Establishment Franklin Parish Detention Center-224	Owner Name FRANKLIN PARISH SHERIFF'S OFFICE	
Address 388 Natures Acres RD Winnsboro, LA 71295	Date 01/30/2024	Time 10:00 AM

LAC TITLE 51 PART XVIII

NON-CRITICAL ITEMS: These items should be corrected by the next regular inspection or according to the compliance schedule (see below) established by this office.		
Category	Code Reference	Description of Violations
Matresses and Pillows	103	53 - Several mattresses are not of impervious material.

Comments:

Copy of report emailed to Mike Emfinger, Warden mikeemfinger@franklinsheriff.net

No signature due to computer issues

Number Licensed For		Number in Attendance 836	License Anniversary 06/30/2023
Sanitarian Name/Print Greg Laborde	Phone # 318-435-2143	Sanitarian Signature 	R.S. # T1320
The above mentioned violations were called to my attention and were explained to me in detail. I hereby agree to		Correct Non-Critical Violations by	
Correct Critical Violations by		Signature of Recipient 	
Name/Title Mike Emfinger, Warden			

Franklin Parish Detention Center
388 Natures Acres Road
Winnsboro, Louisiana 71295
Phone: (318) 435-8229
Fax: (318) 435-8186

01/31/2024

REF: Health Inspection

Inference to violations noted in 01/30/2024 inspections, all corrections were made on above date.



FPDC-Maintenace Supervisor



**STATE OF LOUISIANA
DEPARTMENT OF HEALTH
OFFICE OF PUBLIC HEALTH**

**Retail Food
Notice of Violations**

Routine/Renewal

Permit Number 21-0001046-1	Permit Name FRANKLIN PARISH DETENTION CENTER cafeteria	
Name of Establishment FRANKLIN PARISH DETENTION CENTER	Owner Name FRANKLIN PARISH SHERIFF'S OFFICE	
Address 388 NATURE ACRES RD WINNSBORO, LA 71295	Date 04/25/2024	Time 10:20 AM

LAC TITLE 51 PART XXIII

NON-CRITICAL ITEMS: These items should be corrected by the next regular inspection or according to the compliance schedule (see below) established by this office.

Category	Code Reference	Description of Violations
STRUCTURAL/DESIGN/MAINTENANCE/PLUMBING	3505	103 - 3505.1 - Openings are not protected against the entry of rodents or insects. [Repeat]
STRUCTURAL/DESIGN/MAINTENANCE/PLUMBING	3703	106 - 3703.4 - Walls/ceilings or attached equipment are not in good repair.

Comments:

Copy of report emailed to Darrell Teats dteatscatering@yahoo.com

NOTICE RS 40:31.38 (ACT 66)

RS 40:31.38 (ACT 66) authorizes the Louisiana Department of Health to charge a fee of \$150 to any permitted facility that fails to correct the necessary sanitary code violations to be in compliance at the time of its follow up inspection (1st re-inspection). Re-inspections are required when there are five or more uncorrected non-critical violations and/or one or more uncorrected critical violations remaining at the conclusion of an inspection. The fee is only charged if the necessary violations are not corrected before the 2nd re-inspection and other subsequent re-inspections. Facilities can avoid this fee if the violations noted on the routine inspection report are corrected by, or during, the follow up inspection. If a fee is assessed, the \$150 fee is payable within 30 days' notice, and failure to pay shall result in revocation of the permit.

Sanitarian Name/Print Greg Labode	Phone # 318-435-2143	Sanitarian Signature 	R.S. # T1320
The above mentioned violations were called to my attention and were explained to me in detail. I hereby agree to			
Correct Critical Violations by		Correct Non-Critical Violations by	
Name/Title Darrell Teats, Food Service Director		Signature of Recipient 	

Franklin Parish Detention Center
388 Natures Acres Road
Winnsboro, Louisiana 71295
Phone: (318) 435-8229
Fax: (318) 435-8186

04/25/2024

REF: Health Inspection

Inference to violations noted in last inspections, all corrections were made on above date.



FPDC-Maintenace Supervisor



Franklin Parish Detention Center

388 Natures Acres Road

Winnsboro La, 71295

318.435.8229

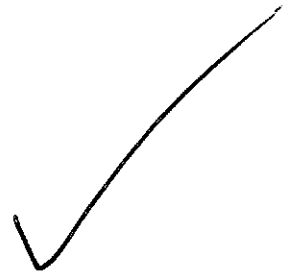
318.435.2620

318.435.2621

Programs Offered

Sheriff Kevin Cobb and the Franklin Parish Detention Center are pleased to offer the following list of educational programming.

- 100 hr. Standardized Prerelease
- Alcoholics Anonymous/ Narcotics Anonymous
- AMSA Culinary Meat Selection and Cookery
- AMSA Food Safety and Science
- AMSA Meat Evaluation
- Celebrate Recovery
- Center for Financial Responsibility Personal Financial Literacy
- Criminal And Addictive Thinking
- Culinary ServSafe Certification
- Express Employment Professionals Business Office Technology
- Express Employment Professionals Career Preparedness
- FDIC Money Smart for Young Adults
- Financial Management
- First Aid/CPR
- Forklift
- GED/HiSET
- Heavy Equipment Operator
- IC3 Certification
- Introduction to Treatment
- Life's Healing Choices
- Louisiana Risk Management: Phase 1 & 2
- Malachi Dad's
- NCCER Core
- NCCER Manufacturing
- OSHA 10
- Partners In Parenting
- Southwest Airlines Professional Communications
- Thinking For A Change
- Understanding and Reducing Angry Feelings
- Victim Impact
- Work Ready U / Job Skills



**CERTIFIED TREATMENT AND REHABILITATION PROGRAM
CERTIFICATION OF CONTINUED COMPLIANCE**

Facility: Franklin Parish Detention Center

Date: January 16, 2024

Name of Program: AMSA Meat Evaluation

Date of Program Implementation: 2024

Primary Area of Service Provided:

- ☐ Education
- ☒ Job Skill Training
- ☐ Values Development and Faith Based Initiatives
- ☐ Treatment Programs
- ☐ Miscellaneous

Program has been certified by DPS&C? ☒ Yes ☐ No

Program application process is consistent with DPS&C existing assessment and classification system?
☒ Yes ☐ No

Has program curriculum changed during preceding 12 months? ☐ Yes ☒ No

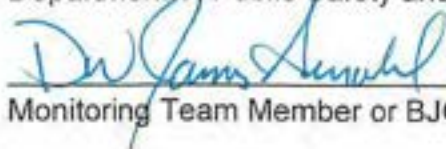
Is there an objective method used to assess completion? ☒ Yes ☐ No

Detailed records are maintained on the following:

All offenders who apply.	☒ Yes	☐ No
Number of offenders accepted.	☒ Yes	☐ No
Number and type of services provided.	☒ Yes	☐ No
Offender's completion/termination from program.	☒ Yes	☐ No

Is there a formal graduation ceremony for those who complete the program? ☐ Yes ☒ No

The CTRP referenced above continues to meet necessary criteria to maintain its certification by the Department of Public Safety and Corrections.



Monitoring Team Member or BJG Team Member/Leader

5/23/24

Date

Form B-04-003-B
05 November 2010

**CERTIFIED TREATMENT AND REHABILITATION PROGRAM
CERTIFICATION OF CONTINUED COMPLIANCE**

Facility: Franklin Parish Detention Center

Date: January 16, 2024

Name of Program: AMSA Culinary Meat Selection and Cookery

Date of Program Implementation: 2024

Primary Area of Service Provided:

- ☐ Education
- ☒ Job Skill Training
- ☐ Values Development and Faith Based Initiatives
- ☐ Treatment Programs
- ☐ Miscellaneous

Program has been certified by DPS&C? ☒ Yes ☐ No

Program application process is consistent with DPS&C existing assessment and classification system?
☒ Yes ☐ No

Has program curriculum changed during preceding 12 months? ☐ Yes ☒ No

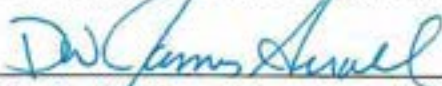
Is there an objective method used to assess completion? ☒ Yes ☐ No

Detailed records are maintained on the following:

All offenders who apply.	☒ Yes	☐ No
Number of offenders accepted.	☒ Yes	☐ No
Number and type of services provided.	☒ Yes	☐ No
Offender's completion/termination from program.	☒ Yes	☐ No

Is there a formal graduation ceremony for those who complete the program? ☐ Yes ☒ No

The CTRP referenced above continues to meet necessary criteria to maintain its certification by the Department of Public Safety and Corrections.


Monitoring Team Member or BJG Team Member/Leader

5/23/24
Date

**CERTIFIED TREATMENT AND REHABILITATION PROGRAM
CERTIFICATION OF CONTINUED COMPLIANCE**

Facility: Franklin Parish Detention Center

Date: January 16, 2024

Name of Program: AMSA Food Safety and Science

Date of Program Implementation: 2024

Primary Area of Service Provided:

- ☐ Education
- ☒ Job Skill Training
- ☐ Values Development and Faith Based Initiatives
- ☐ Treatment Programs
- ☐ Miscellaneous

Program has been certified by DPS&C? ☒ Yes ☐ No

Program application process is consistent with DPS&C existing assessment and classification system?
☒ Yes ☐ No

Has program curriculum changed during preceding 12 months? ☐ Yes ☒ No

Is there an objective method used to assess completion? ☒ Yes ☐ No

Detailed records are maintained on the following:

All offenders who apply.	☒ Yes	☐ No
Number of offenders accepted.	☒ Yes	☐ No
Number and type of services provided.	☒ Yes	☐ No
Offender's completion/termination from program.	☒ Yes	☐ No

Is there a formal graduation ceremony for those who complete the program? ☐ Yes ☒ No

The CTRP referenced above continues to meet necessary criteria to maintain its certification by the Department of Public Safety and Corrections.


Monitoring Team Member or BJG Team Member/Leader

5/28/24

Date

**CERTIFIED TREATMENT AND REHABILITATION PROGRAM
CERTIFICATION OF CONTINUED COMPLIANCE**

Facility: Franklin Parish Detention Center

Date: January 16, 2024

Name of Program: Celebrate Recovery

Date of Program Implementation: 2024

Primary Area of Service Provided:

- ☐ Education
- ☐ Job Skill Training
- ☒ Values Development and Faith Based Initiatives
- ☐ Treatment Programs
- ☐ Miscellaneous

Program has been certified by DPS&C? ☒ Yes ☐ No

Program application process is consistent with DPS&C existing assessment and classification system?
☒ Yes ☐ No

Has program curriculum changed during preceding 12 months? ☐ Yes ☒ No

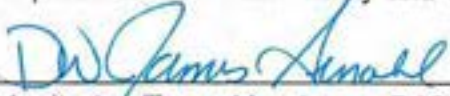
Is there an objective method used to assess completion? ☒ Yes ☐ No

Detailed records are maintained on the following:

All offenders who apply.	☒ Yes	☐ No
Number of offenders accepted.	☒ Yes	☐ No
Number and type of services provided.	☒ Yes	☐ No
Offender's completion/termination from program.	☒ Yes	☐ No

Is there a formal graduation ceremony for those who complete the program? ☐ Yes ☒ No

The CTRP referenced above continues to meet necessary criteria to maintain its certification by the Department of Public Safety and Corrections.


Monitoring Team Member or BJG Team Member/Leader

5/23/24

Date

**CERTIFIED TREATMENT AND REHABILITATION PROGRAM
CERTIFICATION OF CONTINUED COMPLIANCE**

Facility: Franklin Parish Detention Center

Date: January 16, 2024

Name of Program: Center for Financial Responsibility Personal Financial Literacy

Date of Program Implementation: 2024

Primary Area of Service Provided:

- ☐ Education
- ☒ Job Skill Training
- ☐ Values Development and Faith Based Initiatives
- ☐ Treatment Programs
- ☐ Miscellaneous

Program has been certified by DPS&C? ☒ Yes ☐ No

Program application process is consistent with DPS&C existing assessment and classification system?
☒ Yes ☐ No

Has program curriculum changed during preceding 12 months? ☐ Yes ☒ No

Is there an objective method used to assess completion? ☒ Yes ☐ No

Detailed records are maintained on the following:

All offenders who apply.	☒ Yes	☐ No
Number of offenders accepted.	☒ Yes	☐ No
Number and type of services provided.	☒ Yes	☐ No
Offender's completion/termination from program.	☒ Yes	☐ No

Is there a formal graduation ceremony for those who complete the program? ☐ Yes ☒ No

The CTRP referenced above continues to meet necessary criteria to maintain its certification by the Department of Public Safety and Corrections.

DW James Small 5/23/24
Monitoring Team Member or BJG Team Member/Leader Date

**CERTIFIED TREATMENT AND REHABILITATION PROGRAM
CERTIFICATION OF CONTINUED COMPLIANCE**

Facility: Franklin Parish Detention Center

Date: January 16, 2024

Name of Program: Culinary ServSafe Certification

Date of Program Implementation: 2016

Primary Area of Service Provided:

- ☐ Education
- ☒ Job Skill Training
- ☐ Values Development and Faith Based Initiatives
- ☐ Treatment Programs
- ☐ Miscellaneous

Program has been certified by DPS&C? ☒ Yes ☐ No

Program application process is consistent with DPS&C existing assessment and classification system?
☒ Yes ☐ No

Has program curriculum changed during preceding 12 months? ☐ Yes ☒ No

Is there an objective method used to assess completion? ☒ Yes ☐ No

Detailed records are maintained on the following:

All offenders who apply.	☒ Yes	☐ No
Number of offenders accepted.	☒ Yes	☐ No
Number and type of services provided.	☒ Yes	☐ No
Offender's completion/termination from program.	☒ Yes	☐ No

Is there a formal graduation ceremony for those who complete the program? ☐ Yes ☒ No

The CTRP referenced above continues to meet necessary criteria to maintain its certification by the Department of Public Safety and Corrections.

DW James Amnell

Monitoring Team Member or BJG Team Member/Leader

5/23/24

Date

**CERTIFIED TREATMENT AND REHABILITATION PROGRAM
CERTIFICATION OF CONTINUED COMPLIANCE**

Facility: Franklin Parish Detention Center

Date: January 16, 2024

Name of Program: Express Employment Professionals Business Office Technology

Date of Program Implementation: 2024

Primary Area of Service Provided:

- ☐ Education
- ☒ Job Skill Training
- ☐ Values Development and Faith Based Initiatives
- ☐ Treatment Programs
- ☐ Miscellaneous

Program has been certified by DPS&C? ☒ Yes ☐ No

Program application process is consistent with DPS&C existing assessment and classification system?
☒ Yes ☐ No

Has program curriculum changed during preceding 12 months? ☐ Yes ☒ No

Is there an objective method used to assess completion? ☒ Yes ☐ No

Detailed records are maintained on the following:

All offenders who apply.	☒ Yes	☐ No
Number of offenders accepted.	☒ Yes	☐ No
Number and type of services provided.	☒ Yes	☐ No
Offender's completion/termination from program.	☒ Yes	☐ No

Is there a formal graduation ceremony for those who complete the program? ☐ Yes ☒ No

The CTRP referenced above continues to meet necessary criteria to maintain its certification by the Department of Public Safety and Corrections.

DW James Arnold

Monitoring Team Member or BJG Team Member/Leader

5/23/24

Date

**CERTIFIED TREATMENT AND REHABILITATION PROGRAM
CERTIFICATION OF CONTINUED COMPLIANCE**

Facility: Franklin Parish Detention Center

Date: January 16, 2024

Name of Program: Express Employment Professionals Career Preparedness

Date of Program Implementation: 2024

Primary Area of Service Provided:

- ☐ Education
- ☒ Job Skill Training
- ☐ Values Development and Faith Based Initiatives
- ☐ Treatment Programs
- ☐ Miscellaneous

Program has been certified by DPS&C? ☒ Yes ☐ No

Program application process is consistent with DPS&C existing assessment and classification system?
☒ Yes ☐ No

Has program curriculum changed during preceding 12 months? ☐ Yes ☒ No

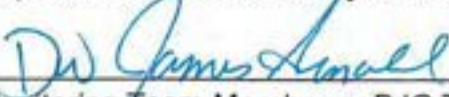
Is there an objective method used to assess completion? ☒ Yes ☐ No

Detailed records are maintained on the following:

All offenders who apply.	☒ Yes	☐ No
Number of offenders accepted.	☒ Yes	☐ No
Number and type of services provided.	☒ Yes	☐ No
Offender's completion/termination from program.	☒ Yes	☐ No

Is there a formal graduation ceremony for those who complete the program? ☐ Yes ☒ No

The CTRP referenced above continues to meet necessary criteria to maintain its certification by the Department of Public Safety and Corrections.


Monitoring Team Member or BJG Team Member/Leader



Date

Form B-04-003-B
05 November 2010

**CERTIFIED TREATMENT AND REHABILITATION PROGRAM
CERTIFICATION OF CONTINUED COMPLIANCE**

Facility: Franklin Parish Detention Center

Date: January 16, 2024

Name of Program: Financial Management

Date of Program Implementation: 2018

Primary Area of Service Provided:

- ☐ Education
- ☐ Job Skill Training
- ☐ Values Development and Faith Based Initiatives
- ☐ Treatment Programs
- ☒ Miscellaneous

Program has been certified by DPS&C? ☒ Yes ☐ No

Program application process is consistent with DPS&C existing assessment and classification system?
☒ Yes ☐ No

Has program curriculum changed during preceding 12 months? ☐ Yes ☒ No

Is there an objective method used to assess completion? ☒ Yes ☐ No

Detailed records are maintained on the following:

All offenders who apply.	☒ Yes	☐ No
Number of offenders accepted.	☒ Yes	☐ No
Number and type of services provided.	☒ Yes	☐ No
Offender's completion/termination from program.	☒ Yes	☐ No

Is there a formal graduation ceremony for those who complete the program? ☒ Yes ☐ No

The CTRP referenced above continues to meet necessary criteria to maintain its certification by the Department of Public Safety and Corrections.

DW James Amable

Monitoring Team Member or BJG Team Member/Leader

5/23/24

Date

**CERTIFIED TREATMENT AND REHABILITATION PROGRAM
CERTIFICATION OF CONTINUED COMPLIANCE**

Facility: Franklin Parish Detention Center

Date: January 16, 2024

Name of Program: First Aid/CPR

Date of Program Implementation: 2021

Primary Area of Service Provided:

- ☐ Education
- ☐ Job Skill Training
- ☐ Values Development and Faith Based Initiatives
- ☐ Treatment Programs
- ☒ Miscellaneous

Program has been certified by DPS&C? ☒ Yes ☐ No

Program application process is consistent with DPS&C existing assessment and classification system?
☒ Yes ☐ No

Has program curriculum changed during preceding 12 months? ☐ Yes ☒ No

Is there an objective method used to assess completion? ☒ Yes ☐ No

Detailed records are maintained on the following:

All offenders who apply.	☒ Yes	☐ No
Number of offenders accepted.	☒ Yes	☐ No
Number and type of services provided.	☒ Yes	☐ No
Offender's completion/termination from program.	☒ Yes	☐ No

Is there a formal graduation ceremony for those who complete the program? ☒ Yes ☐ No

The CTRP referenced above continues to meet necessary criteria to maintain its certification by the Department of Public Safety and Corrections.

DW James Arnold

Monitoring Team Member or BJG Team Member/Leader

5/23/24

Date

Form B-04-003-B
05 November 2010

**CERTIFIED TREATMENT AND REHABILITATION PROGRAM
CERTIFICATION OF CONTINUED COMPLIANCE**

Facility: Franklin Parish Detention Center

Date: January 16, 2024

Name of Program: Forklift

Date of Program Implementation: 2021

Primary Area of Service Provided:

- ☐ Education
- ☒ Job Skill Training
- ☐ Values Development and Faith Based Initiatives
- ☐ Treatment Programs
- ☐ Miscellaneous

Program has been certified by DPS&C? ☒ Yes ☐ No

Program application process is consistent with DPS&C existing assessment and classification system?
☒ Yes ☐ No

Has program curriculum changed during preceding 12 months? ☐ Yes ☒ No

Is there an objective method used to assess completion? ☒ Yes ☐ No

Detailed records are maintained on the following:

All offenders who apply.	☒ Yes	☐ No
Number of offenders accepted.	☒ Yes	☐ No
Number and type of services provided.	☒ Yes	☐ No
Offender's completion/termination from program.	☒ Yes	☐ No

Is there a formal graduation ceremony for those who complete the program? ☐ Yes ☒ No

The CTRP referenced above continues to meet necessary criteria to maintain its certification by the Department of Public Safety and Corrections.

DW James Linnell

Monitoring Team Member or BJG Team Member/Leader

5/23/24

Date

**CERTIFIED TREATMENT AND REHABILITATION PROGRAM
CERTIFICATION OF CONTINUED COMPLIANCE**

Facility: Franklin Parish Detention Center

Date: January 16, 2024

Name of Program: General Education Development (GED/HISET)

Date of Program Implementation: 2017

Primary Area of Service Provided:

- ☒ Education
- ☐ Job Skill Training
- ☐ Values Development and Faith Based Initiatives
- ☐ Treatment Programs
- ☐ Miscellaneous

Program has been certified by DPS&C? ☒ Yes ☐ No

Program application process is consistent with DPS&C existing assessment and classification system?
☒ Yes ☐ No

Has program curriculum changed during preceding 12 months? ☒ Yes ☐ No

Is there an objective method used to assess completion? ☒ Yes ☐ No

Detailed records are maintained on the following:

All offenders who apply.	☒ Yes	☐ No
Number of offenders accepted.	☒ Yes	☐ No
Number and type of services provided.	☒ Yes	☐ No
Offender's completion/termination from program.	☒ Yes	☐ No

Is there a formal graduation ceremony for those who complete the program? ☐ Yes ☒ No

The CTRP referenced above continues to meet necessary criteria to maintain its certification by the Department of Public Safety and Corrections.

DW James Arnold

5/23/24

Monitoring Team Member or BJG Team Member/Leader

Date

**CERTIFIED TREATMENT AND REHABILITATION PROGRAM
CERTIFICATION OF CONTINUED COMPLIANCE**

Facility: Franklin Parish Detention Center

Date: January 16, 2024

Name of Program: Heavy Equipment Operator

Date of Program Implementation: 2022

Primary Area of Service Provided:

- ☐ Education
- ☒ Job Skill Training
- ☐ Values Development and Faith Based Initiatives
- ☐ Treatment Programs
- ☐ Miscellaneous

Program has been certified by DPS&C? ☒ Yes ☐ No

Program application process is consistent with DPS&C existing assessment and classification system?
☒ Yes ☐ No

Has program curriculum changed during preceding 12 months? ☐ Yes ☒ No

Is there an objective method used to assess completion? ☒ Yes ☐ No

Detailed records are maintained on the following:

All offenders who apply.	☒ Yes	☐ No
Number of offenders accepted.	☒ Yes	☐ No
Number and type of services provided.	☒ Yes	☐ No
Offender's completion/termination from program.	☒ Yes	☐ No

Is there a formal graduation ceremony for those who complete the program? ☐ Yes ☒ No

The CTRP referenced above continues to meet necessary criteria to maintain its certification by the Department of Public Safety and Corrections.

DW James Amable
Monitoring Team Member or BJG Team Member/Leader

5/23/24

Date

**CERTIFIED TREATMENT AND REHABILITATION PROGRAM
CERTIFICATION OF CONTINUED COMPLIANCE**

Facility: Franklin Parish Detention Center

Date: January 16, 2024

Name of Program: IC3

Date of Program Implementation: 2020

Primary Area of Service Provided:

- ☐ Education
- ☒ Job Skill Training
- ☐ Values Development and Faith Based Initiatives
- ☐ Treatment Programs
- ☐ Miscellaneous

Program has been certified by DPS&C? ☒ Yes ☐ No

Program application process is consistent with DPS&C existing assessment and classification system?
☒ Yes ☐ No

Has program curriculum changed during preceding 12 months? ☐ Yes ☒ No

Is there an objective method used to assess completion? ☒ Yes ☐ No

Detailed records are maintained on the following:

All offenders who apply.	☒ Yes	☐ No
Number of offenders accepted.	☒ Yes	☐ No
Number and type of services provided.	☒ Yes	☐ No
Offender's completion/termination from program.	☒ Yes	☐ No

Is there a formal graduation ceremony for those who complete the program? ☐ Yes ☒ No

The CTRP referenced above continues to meet necessary criteria to maintain its certification by the Department of Public Safety and Corrections.

DW James Arnold

Monitoring Team Member or BJG Team Member/Leader

5/23/24

Date

**CERTIFIED TREATMENT AND REHABILITATION PROGRAM
CERTIFICATION OF CONTINUED COMPLIANCE**

Facility: Franklin Parish Detention Center

Date: January 16, 2024

Name of Program: Life's Healing Choices

Date of Program Implementation: 2024

Primary Area of Service Provided:

- ☐ Education
- ☐ Job Skill Training
- ☒ Values Development and Faith Based Initiatives
- ☐ Treatment Programs
- ☐ Miscellaneous

Program has been certified by DPS&C? ☒ Yes ☐ No

Program application process is consistent with DPS&C existing assessment and classification system?
☒ Yes ☐ No

Has program curriculum changed during preceding 12 months? ☐ Yes ☒ No

Is there an objective method used to assess completion? ☒ Yes ☐ No

Detailed records are maintained on the following:

All offenders who apply.	☒ Yes	☐ No
Number of offenders accepted.	☒ Yes	☐ No
Number and type of services provided.	☒ Yes	☐ No
Offender's completion/termination from program.	☒ Yes	☐ No

Is there a formal graduation ceremony for those who complete the program? ☐ Yes ☒ No

The CTRP referenced above continues to meet necessary criteria to maintain its certification by the Department of Public Safety and Corrections.



Monitoring Team Member or BJG Team Member/Leader

5/23/24

Date

CERTIFIED TREATMENT AND REHABILITATION PROGRAM
CERTIFICATION OF CONTINUED COMPLIANCE

Facility: Franklin Parish Detention Center

Date: January 16, 2024

Name of Program: Malachi Dad's

Date of Program Implementation: 2024

Primary Area of Service Provided:

- ☐ Education
- ☐ Job Skill Training
- ☒ Values Development and Faith Based Initiatives
- ☐ Treatment Programs
- ☐ Miscellaneous

Program has been certified by DPS&C? ☒ Yes ☐ No

Program application process is consistent with DPS&C existing assessment and classification system?
☒ Yes ☐ No

Has program curriculum changed during preceding 12 months? ☐ Yes ☒ No

Is there an objective method used to assess completion? ☒ Yes ☐ No

Detailed records are maintained on the following:

All offenders who apply.	☒ Yes	☐ No
Number of offenders accepted.	☒ Yes	☐ No
Number and type of services provided.	☒ Yes	☐ No
Offender's completion/termination from program.	☒ Yes	☐ No

Is there a formal graduation ceremony for those who complete the program? ☐ Yes ☒ No

The CTRP referenced above continues to meet necessary criteria to maintain its certification by the Department of Public Safety and Corrections.


Monitoring Team Member or BJG Team Member/Leader

5/23/24

Date

**CERTIFIED TREATMENT AND REHABILITATION PROGRAM
CERTIFICATION OF CONTINUED COMPLIANCE**

Facility: Franklin Parish Detention Center

Date: January 16, 2024

Name of Program: NCCER Core

Date of Program Implementation: 2021

Primary Area of Service Provided:

- ☐ Education
- ☒ Job Skill Training
- ☐ Values Development and Faith Based Initiatives
- ☐ Treatment Programs
- ☐ Miscellaneous

Program has been certified by DPS&C? ☒ Yes ☐ No

Program application process is consistent with DPS&C existing assessment and classification system?
☒ Yes ☐ No

Has program curriculum changed during preceding 12 months? ☐ Yes ☒ No

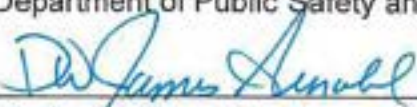
Is there an objective method used to assess completion? ☒ Yes ☐ No

Detailed records are maintained on the following:

All offenders who apply.	☒ Yes	☐ No
Number of offenders accepted.	☒ Yes	☐ No
Number and type of services provided.	☒ Yes	☐ No
Offender's completion/termination from program.	☒ Yes	☐ No

Is there a formal graduation ceremony for those who complete the program? ☐ Yes ☒ No

The CTRP referenced above continues to meet necessary criteria to maintain its certification by the Department of Public Safety and Corrections.


Monitoring Team Member or BJG Team Member/Leader

5/23/24

Date

CERTIFIED TREATMENT AND REHABILITATION PROGRAM
CERTIFICATION OF CONTINUED COMPLIANCE

Facility: Franklin Parish Detention Center

Date: January 16, 2024

Name of Program: NCCER Manufacturing

Date of Program Implementation: 2024

Primary Area of Service Provided:

- ☐ Education
☒ Job Skill Training
☐ Values Development and Faith Based Initiatives
☐ Treatment Programs
☐ Miscellaneous

Program has been certified by DPS&C? ☒ Yes ☐ No

Program application process is consistent with DPS&C existing assessment and classification system?
☒ Yes ☐ No

Has program curriculum changed during preceding 12 months? ☐ Yes ☒ No

Is there an objective method used to assess completion? ☒ Yes ☐ No

Detailed records are maintained on the following:

All offenders who apply.	☒ Yes	☐ No
Number of offenders accepted.	☒ Yes	☐ No
Number and type of services provided.	☒ Yes	☐ No
Offender's completion/termination from program.	☒ Yes	☐ No

Is there a formal graduation ceremony for those who complete the program? ☐ Yes ☒ No

The CTRP referenced above continues to meet necessary criteria to maintain its certification by the Department of Public Safety and Corrections.



Monitoring Team Member or BJG Team Member/Leader

5/23/24

Date

**CERTIFIED TREATMENT AND REHABILITATION PROGRAM
CERTIFICATION OF CONTINUED COMPLIANCE**

Facility: Franklin Parish Detention Center

Date: January 16, 2024

Name of Program: OSHA - 10

Date of Program Implementation: 2022

Primary Area of Service Provided:

- ☐ Education
☒ Job Skill Training
☐ Values Development and Faith Based Initiatives
☐ Treatment Programs
☐ Miscellaneous

Program has been certified by DPS&C? ☒ Yes ☐ No

Program application process is consistent with DPS&C existing assessment and classification system?
☒ Yes ☐ No

Has program curriculum changed during preceding 12 months? ☐ Yes ☒ No

Is there an objective method used to assess completion? ☒ Yes ☐ No

Detailed records are maintained on the following:

All offenders who apply.	☒ Yes	☐ No
Number of offenders accepted.	☒ Yes	☐ No
Number and type of services provided.	☒ Yes	☐ No
Offender's completion/termination from program.	☒ Yes	☐ No

Is there a formal graduation ceremony for those who complete the program? ☐ Yes ☒ No

The CTRP referenced above continues to meet necessary criteria to maintain its certification by the Department of Public Safety and Corrections.

DW James Amall 5/23/24
Monitoring Team Member or BJG Team Member/Leader Date

**CERTIFIED TREATMENT AND REHABILITATION PROGRAM
CERTIFICATION OF CONTINUED COMPLIANCE**

Facility: Franklin Parish Detention Center

Date: January 16, 2024

Name of Program: Southwest Airlines Professional Communications

Date of Program Implementation: 2024

Primary Area of Service Provided:

- ☐ Education
- ☒ Job Skill Training
- ☐ Values Development and Faith Based Initiatives
- ☐ Treatment Programs
- ☐ Miscellaneous

Program has been certified by DPS&C? ☒ Yes ☐ No

Program application process is consistent with DPS&C existing assessment and classification system?
☒ Yes ☐ No

Has program curriculum changed during preceding 12 months? ☐ Yes ☒ No

Is there an objective method used to assess completion? ☒ Yes ☐ No

Detailed records are maintained on the following:

All offenders who apply.	☒ Yes	☐ No
Number of offenders accepted.	☒ Yes	☐ No
Number and type of services provided.	☒ Yes	☐ No
Offender's completion/termination from program.	☒ Yes	☐ No

Is there a formal graduation ceremony for those who complete the program? ☐ Yes ☒ No

The CTRP referenced above continues to meet necessary criteria to maintain its certification by the Department of Public Safety and Corrections.

DW James Arnold 5/23/24
Monitoring Team Member or BJG Team Member/Leader Date

Sexual Assault BJJ Pre Audit Questionnaire

JO-1-IV-E-001-a
08/10/2023

Name of Facility: *Franklin Parish Detention Center*

Physical Address: *388 Natures Acres Rd.*

City *Winnabow*

State *LA*

Zip: *71295*

Warden: *Hilton Griffin, Mike Emfinger*

Current Population of Facility: *823*

Which population(s) does the facility hold? ☐ Females ☒ Males ☐ Both Females and Males

Number of staff currently employed by the facility who may have contact with inmates: *85*

Number of contracts with contractors who may have contact with inmates: *17*

Number of volunteers who have contact with inmates: *10*

In housing units, does the facility maintain sight and sound separation between youthful (18 and under) inmates and adult inmates? *Do not house juveniles.*

Does the facility have a video monitoring system, electronic surveillance system, or other monitoring technology? *Yes*

Does the facility have medical and mental health services onsite? If no, provide offsite facility designated for services? *Franklin Medical Center*

Facility Requirements

Attach example of practice

BJG Guideline: Unit must have a written policy outlining a zero tolerance policy for sexual abuse, assault, and harassment, to include the following provisions:

- Procedure for screening new hires relative to a history of sexual abuse convictions.
- Procedure for screening inmates for risk of sexual victimization/abusiveness.
- Training of staff, volunteers and inmates in the policy.
- Requirement for reporting resource to be posted in congregate setting areas (i.e. housing units and food services).
- The process for privately reporting sexual abuse, assault, and/or harassment incidents.
- Regular unannounced rounds by supervisors to monitor for sexual assault included in policy.
- Sight and sound separation between inmates under the age of 18 and inmates over the age of 18 or alternatively continuous supervision of these populations when they are together. *Do not house juveniles.*
- A practice for announcing cross gender rounds in housing areas.
- Prohibition of cross-gender strip searches.
- Provision of privacy in bathroom and shower areas with visual barriers, shower curtains, etc.
- Resources that will be provided for disabled (hearing impaired, visually impaired, cognitive impaired and physical impaired) inmates to receive information regarding the reporting mechanisms for sexual assault
- Facility response plan to allegation of sexually abuse/assault, either at the facility or at another facility. This shall include notification/inquiry made to the facility where the alleged abuse occurred.
- Designation of hospital for inmate forensic exam upon claims of sexual assault. *St. Francis*
- Provision of mental health services would be offered to a victim of sexual assault (either through appointment with local MH center, onsite practitioner, or volunteer).

BJG Guideline: Unit must report instances of sexual abuse, assault, and harassment, involving any DOC inmate to DPS&C Headquarters within 24 hours of the claim being made.