

FCAC SRIC

1:00p.m.
February 20, 2012

Mission Inn and Resort

10400 County Road 48
Howey-in-the-Hills, FL 34737

Agenda Items

Topic	Presenter
1.07 – Report of facility activities	FCAC Staff
2.05M – Annual report	FCAC Staff
4.24M – Written performance evaluations	Jarvis
4.28 – ADA coordinator	Maxwell
6.12M – Chemical storage	Harvey
6.19M – Facility entry and exit	Harvey
9.07M – Inmate admitting	Harvey
9.08M – Admission records	White
10.05M – Suicidal inmate observation	Wheeler
10.23 – Certified female on duty	Harvey
19.20 – Inmate hearing aids	Harvey
PRETRIAL 2.18M – Annual report	FCAC Staff



Florida Corrections Accreditation Commission, Inc.

STANDARDS REVISION FORM

Standard Number 1.07

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).			
Standard	Assessor Guidelines		
<p>1.07 A written directive requires the jail administrator to report facility activities in writing, at least quarterly, to the parent agency. The reports shall include, <u>unless otherwise directed by the parent agency</u>, at a minimum:</p> <ul style="list-style-type: none"> A. Major incidents; B. Population data; C. Major developments or achievements; D. Major problems and <i>plans</i> for solving same; and E. Assessment of staff and inmate morale. 			
Proof(s) of Compliance	Qty Initial	Qty Reaccred	Accreditation Manager Notes
Written directive addressing elements of the standard.	1	1	
Quarterly reports	2	2 per year 3 YD	Files must contain two consecutive reports for each year to demonstrate compliance.

Rationale for revision.
The standard as currently written dictates what must be reported to the parent agency. In some cases, the parent agency may require more, or less, information than required by standard. This modification allows the facility the flexibility to report information the parent agency requires.

Proposed by:

Name FCAC Staff

Date January 18, 2012



Florida Corrections Accreditation Commission, Inc.

STANDARDS REVISION FORM

Standard Number 2.05M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).			
Standard	Review Methods	Assessor Guidelines	
2.05M The agency submits an annual report to the Commission to report compliance efforts with accreditation standards.			
Proof of Compliance	Qty Initial	Qty Reaccred	Accreditation Manager Notes
Annual reports.	N/A	3YD	An annual report is required for the third year only if the agency has been granted an extension to their reaccreditation agreement.

Rationale for revision.
This standard does not rise to the level of life, health or safety. In order for agencies to maintain their compliance with time sensitive standards, this standard should be followed but not require mandatory reporting to the Commission.

Proposed by:

Name FCAC Staff

Date January 18, 2012



Florida Corrections Accreditation Commission, Inc.

STANDARDS REVISION FORM

Standard Number 4.24M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

4.24 M A written directive requires each full-time *employee*, with exceptions noted, receive a written performance evaluation. The directive shall include the following:

A. ~~A requirement performance evaluations are based on performance during the rating period unless administrative or other rules, laws, and/or requirements dictate that performance matters occurring in the period be addressed later due to process requirements;~~
The specific type of evaluation and frequency of rating period shall be determined by the Agency and may include, but not be limited to, numerical rating, narrative rating, a file including evidence of commendation/ deficiency, or a compilation of documentation for the period.

B. Criteria used for the performance evaluations are based on a job description for the position occupied by the *employee*;

C. *Employees* are rated by their immediate supervisor;

D. A requirement that the *employee* being evaluated is provided a copy of the completed ~~evaluation-rating report/criteria or access to the employee rating file~~ report upon request; and

E. Evaluations/ratings are signed by the immediate supervisor ~~completing the evaluation-~~ and reviewed/signed by the supervisor's commanding officer.

This standard was originally presented at the June 2011 SRIC meeting, and again at the September 2011 meeting, requesting the standard be made "non-mandatory." The Commission approved removal of the word "annual" from the standard at the September 2011 meeting. It has been submitted for SRIC review with additional suggested changes highlighted above.

Proposed by:

Name Jeff Jarvis Date January 11, 2012

Agency Brevard County Sheriff's Office

Approved _____	Disapproved _____	Approved with changes _____
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Florida Corrections Accreditation Commission, Inc.

STANDARDS REVISION FORM

Standard Number 6.12M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

Standard			Assessor Guidelines
6.12 M <i>A written directive requires toxic, caustic, and flammable chemicals to be stored or kept in a secure area, inventoried, and used only under direct supervision of a staff employee.</i>			Assessor should interview a random sampling of staff <i>members</i> /trusties.
Proof(s) of Compliance	Qty Initial	Qty Reaccred	Accreditation Manager Notes
<i>Written directive</i> addressing elements of the standard	1	1	
Chemical inventories	Sampling	3 YD	
Staff/trusty interviews	Sampling	3-YD Sampling	

Rationale for revision.

Qty for Reaccred is 3YD or One interview per year recommend change to Sampling as it is listed in other standards throughout the manual.

Name Sergeant David Harvey Date 12/12/2011

Agency Jacksonville Sheriff's Office

Address 501 East Bay Street

City, State, ZIP Jacksonville, Florida 32202

Phone (904) 630-2188

Approved	Disapproved	Approved with changes
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Florida Corrections Accreditation Commission, Inc.

STANDARDS REVISION FORM

Standard Number 6.19M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).			
6.19 The facility has written policies and procedures which establish measures designed to prevent the unauthorized exit of inmates from the facility and the unauthorized entry by the general public.			
Proof(s) of Compliance	Qty Initial	Qty Reaccred	Accreditation Manager Notes
Written directive addressing elements of the standard	1	1	
Observation of perimeter security systems	Obs.	Obs.	
Staff interviews	Sampling	Sampling	

Rationale for revision.
There was no requirements listed in this standard but it should be Sampling for both Initial and Reaccred.

Name Sergeant David Harvey Date 12/12/2011
 Agency Jacksonville Sheriff's Office
 Address 501 East Bay Street
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 Phone (904) 630-2188

Approved _____	Disapproved _____	Approved with changes _____
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Florida Corrections Accreditation Commission, Inc.

STANDARDS REVISION FORM

Standard Number 9.07M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).			
Standard		Assessor Guidelines	
9.07 M A <i>written directive</i> requires inmates are admitted by <i>certified</i> officers. An officer of the same gender as the inmate must be present.		The assessor will confirm compliance through interviews of staff/inmates.	
Proof(s) of Compliance	Qty Initial	Qty Reaccred	Accreditation Manager Notes
<i>Written directive</i> addressing elements of the standard	1	1	
Rosters/schedules indicating <u>Observation of certified</u> male and female staff <u>on duty</u>	Obs.	Obs.	

Rationale for revision.
Standard is not requesting Rosters/schedules so to meet this standard request change to observation of staff On duty are request 3YD Rosters/schedules.

Proposed by:
 Name Sergeant David Harvey Date 12/12/2011
 Agency Jacksonville Sheriff's Office
 Address 501 East Bay Street
 City, State, ZIP Jacksonville, Florida 32202
 Phone (904) 630-2188

Approved	Disapproved	Approved with changes
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Florida Corrections Accreditation Commission, Inc.

STANDARDS REVISION FORM

Please provide standard number, and place an X in the appropriate box.

Standard Number 9.08M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).	
9.08 M	<p>A <i>written directive</i> requires inmate admission records are compiled and maintained on each inmate and contain, at a minimum:</p> <ul style="list-style-type: none"> A. Full name and known alias; B. Age; C. Date of birth; D. Sex; E. Date admitted; F. Race; G. Height; H. Weight; I. Specify reason in custody; J. Name of attorney, if known; K. Signatures of persons delivering inmate; L. Signature of persons receiving inmates; M. Written, or electronically captured, inventory of items taken from inmate; N. Current or last known address; O. Next of kin; P. Marital status; and Q. P. Religion.

Rationale for revision.
<p>Delete subparagraph J. Name of attorney, if known.</p> <p>This information is not needed or used by correctional facilities. Most arrestees do not have an attorney or are not able to provide the name of the attorney at the time of arrest.</p> <p>A review of Florida Statutes did not reveal any requirement for obtaining this information. Section 951.23 (2), Florida Statutes, Collection of Information, does not contain the name of the</p>

attorney in the information required to be collected.

Correctional facilities allow private attorneys and public defenders access to inmates in accordance with § 901.24 and § 27.59, Fla. Stat. respectively. Neither of these statutes require the attorney's name to be on file in the inmate's record.

Correctional facilities provide applications for a public defender to inmates or provide access to public defenders to provide applications and assist in completing applications in accordance with § 27.52 (1), Fla. Stat.

The name of attorney is useless information that is part of a mandatory standard. The standard is mandatory because it is required by FMJS Standards. The remaining required information is either mandated by statute or useful to correctional facilities.

A request to delete this paragraph from Standard 4.07, Florida Model Jail Standards, is also being submitted to the Florida Model Jail Standards Committee to be considered on February 3, 2012. This request is being submitted prior to that meeting in order to meet the 30 day submission requirement.

Proposed by:

Name Wanda H. White Date 01/23/2012

Agency Escambia County Sheriff's Office

Address P.O. Box 18770

City, State, ZIP Pensacola, FL 32523-8770

Phone 850-436-9424 or 436-9223

Approved _____ **Disapproved** _____ **Approved with changes** _____



**Florida Corrections
Accreditation Commission, Inc.**
STANDARDS REVISION FORM

Please provide standard number, and place an X in the appropriate box.

Standard Number 10.05M

New Standard		Revision	x	Deletion
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<p>Proposal (State the standard exactly as you believe it should appear in the manual).</p> <p>A written directive requires inmates identified as potentially suicidal or there is imminent danger to themselves, be housed in a suicide resistant area.</p> <p>Two levels of monitoring are recommended for suicidal inmates:</p> <ol style="list-style-type: none"> 1. Constant Observation- This watch consists of the patient being under constant observation by a correctional officer or medical/mental health staff. It is generally reserved for patients who are imminently at risk for suicide or self-injurious behavior. 2. Close Observation- It is expected that patients who have been on constant observation would then be moved next to close observation before being taken off suicide watch. Close observation may also be appropriate for a patient who is not actively suicidal, but may have expressed suicide ideation and/or has a recent prior history of suicidal behavior. This watch requires supervision at staggered intervals not to exceed 15 minutes. The patient must be within full sight of the correctional officer or health care worker when the checks are performed.
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<p>Rationale for revision.</p> <p>We propose the language change due to the existing misinterpretation of the existing language of 'Continuous'.</p>
<p>Definitions(NCCHC J-G-05)</p> <p><i>Potentially suicidal</i> inmates/patients are not actively suicidal but express suicide ideation and/or have a prior recent history of self destructive behavior. These</p>

inmates/patients should be observed at staggered intervals not to exceed every 15 minutes.

Housing. Unless constant supervision is maintained, a suicidal inmate is not isolated but is housed in the general population, mental health unit, or medical infirmary, and located in a close proximity to staff. All cells or rooms housing suicidal inmates are as suicide-resistant as possible (e.g., with out protrusions of any kind that would enable hanging).

Monitoring. There are procedures for monitoring an inmate identified as potentially suicidal. Regular, documented supervision is maintained, usually every 15 minutes or more frequently if necessary. Although several protocols exist for monitoring suicidal inmates, when an actively suicidal inmate is housed alone in a room, supervision through continuous monitoring by staff should be maintained (**Close Observation**). Other supervision aids (e.g., closed circuit television, inmate companions or watches) can be used as a supplement to, but never as a substitute for, security or health care staff monitoring.

Optional Recommendations Because suicide is a leading cause of death in correctional facilities, an active approach to management of suicidal inmates is recommended. In facilities where 24-hour mental health staff coverage is not present, designated health and/or custody staff should be able to initiate suicide precautions. On the other hand, only designated qualified mental health professionals should be authorized to remove an inmate from suicide precautionary measures.

Proposed by:

Name Jason Wheeler _____ Date 2/3/12 _____

Agency St. Lucie County Sheriff _____

Address 900 N rock road _____

City, State, ZIP Ft. Pierce, Fl. 34950 _____

Phone 772-579-1494 _____

Approved _____ Disapproved _____ Approved with changes _____



**Florida Corrections
Accreditation Commission, Inc.**

STANDARDS REVISION FORM

Please provide standard number, and place an X in the appropriate box.

Standard Number 10.23

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).			
Standard			Assessor Guidelines
10.23 A certified female officer is on duty at all times when female inmates are housed.			
Proof(s) of Compliance	Qty Initial	Qty Reaccred	Accreditation Manager Notes
Written directive addressing elements of the standard	1	1	
Rosters/schedules indicating <u>Observation</u> of certified female staff on duty	Obs.	Obs.	

Rationale for revision.
Standard is not requesting Rosters/schedules so to meet this standard request change to observation of staff on duty are request sampling for initial and 3YD Rosters/schedules for reaccred.

Name Sergeant David Harvey Date 12/12/2011
 Agency Jacksonville Sheriff's Office

Approved _____	Disapproved _____	Approved with changes _____
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**Florida Corrections
Accreditation Commission, Inc.**

STANDARDS REVISION FORM

Please provide standard number, and place an X in the appropriate box.

Standard Number 19.20

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

Standard		Assessor Guidelines	
19.20 A directive requires maintenance of inmate hearing aids, to include: A. Replacement of hearing aid batteries to inmates requesting them as soon as possible. The cost of the batteries will be borne by the inmate; and B. Sending hearing aids to a repair company as soon as possible, and inform the inmate when it was sent. The cost of the repair will be borne by the inmate.			
Compliance keys	Qty initial	Qty reaccred	Accreditation Manager Notes
Written directive addressing elements of the standard.	1	1	
Inmate interviews.	Sampling	Sampling	
Staff interviews.	Sampling	Sampling	

Rationale for revision.

Added Qty for initial and reaccred for Inmate and Staff interviews.

Proposed by:

Name Sergeant David Harvey Date 12/12/2011

Agency Jacksonville Sheriff's Office

Approved _____ Disapproved _____ Approved with changes _____



**Florida Corrections Accreditation
Commission, Inc.
PRETRIAL
STANDARDS REVISION FORM**

Standard Number 2.18M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).			
Standard		Review Methods	Assessor Guidelines
2.18M The agency submits an annual report to the Commission to report compliance efforts with accreditation standards.			
Proof of Compliance	Qty Initial	Qty Reaccred	Accreditation Manager Notes
Annual reports.	N/A	3YD	An annual report is required for the third year only if the agency has been granted an extension to their reaccreditation agreement.

Rationale for revision.
This standard does not rise to the level of life, health or safety. In order for agencies to maintain their compliance with time sensitive standards, this standard should be followed but not require mandatory reporting to the Commission.

Name FCAC STAFF Date 12/21/2011

Approved _____ Disapproved _____ Approved with changes _____