

_____ COUNTY DETENTION CENTER
POLICIES AND PROCEDURES

Chapter	15	IPREA	Policy # 15.10
Subject	10	Data Collection and Review	
Effective Date:		Revision Date:	
Sheriff's Approval:			

Policy:

The _____ County Detention Center shall conduct sexual abuse incident reviews and collect, review and store uniform data for every allegation of sexual abuse within the facility.

Purpose:

With this policy, the _____ County Detention Center has established practices that will ensure that sexual abuse incidents will be reviewed to see where improvements may be needed in agency response protocols and will, collect, review, and store data according to strict protocols so that it can improve the effectiveness of its sexual abuse prevention, detection, and response policies, practices and training.

References:

Idaho Jail Standards, Chapter 12
IPREA Standards §115.86 to §115.89

Procedures:

§115.86 – Sexual Abuse Incident Reviews

A review team consisting of the _____ (List who you will include on your review team. Ex: IPREA Coordinator, members of Command and Administrative staff, the First Responder, Medical and Mental Health) staff and any other persons relevant to the investigation shall conduct an IPREA incident review no later than 30 days following the conclusion of an investigation, unless the allegation has been determined to be unfounded. The review will be to analyze applicable information contributing to the reported IPREA incident.

The focus of the review will be to determine if there are corrective actions required to prevent future incidents. The review will consider, at a minimum, the following: (Add anything else you feel you would need to include in the review.)

- (1) Classification and Housing
- (2) Imminent risk factors for the victim
- (3) Whether or not the incident was motivated by race, ethnicity, gang affiliation, or other group dynamics in the facility
- (4) "LGBTI" gender identity
- (5) Proper adherence to the IPREA and jail operations policy, procedure, and processes by staff
- (6) Adequacy of staffing levels in the area during different shifts
- (7) Consideration of detention center/housing modules troublesome physical barrier areas
- (8) Review video monitoring technology capabilities
- (9) Upgrade, change, and/or discontinuance of any daily operation activity

The review team shall prepare a report of its findings, including any determinations made pursuant to this section and any recommendations for improvement, and submit the findings to _____ (Put here who the findings will be submitted to. Ex: Jail Administrator, Chief Deputy, Sheriff, etc.) and the IPREA Coordinator.

The _____ (The person listed in the prior sentence) or his/her authorized designee shall implement the recommendations for improvement or shall completely and adequately document the reason(s) for not doing so.

§115.87 – Data Collection

The _____ Detention Center shall collect data on all incidents of sexual abuse occurring in the facility and conduct an annual review of the data. The purpose of the review is to assess and improve the effectiveness of sexual abuse prevention, detection, response policies, practices, and training. At a minimum, the data collected and reviewed shall be that necessary to answer all questions from the most recent version of the Survey of Sexual Violence conducted by the Department of Justice. The data shall include data from incident-based documents, including reports, investigation files and sexual abuse incident reviews, and any other documentation such as electronic video monitoring recordings.

The IPREA Coordinator shall prepare an annual report that identifies problem areas and whether any immediate corrective action or changes have been implemented for the facility, as well as the agency as a whole.

§115.89 – Data Storage, Publication, and Destruction

The _____ Detention Center shall ensure that the data collected pursuant to §115.87 are securely retained and maintained for at least 10 years after the date of the initial collection unless otherwise mandated by Federal, State, or local laws.