

Prison Rape Elimination Act (PREA) Audit Report Juvenile Facilities

Interim Final Draft

Date of Report September 23, 2019

Auditor Information

Name: Adam T. Barnett	Email: Adam30906@gmail.com
Company Name: Diversified Correctional Services, LLC	
Mailing Address: P.O. 20381	City, State, Zip: Augusta, Ga 30916
Telephone: 706-414-6579	Date of Facility Visit: August 12 – 13, 2019

Agency Information

Name of Agency South Carolina Department of Juvenile Justice	Governing Authority or Parent Agency (If Applicable) State of South Carolina Governor's Office		
Physical Address: 4900 Broad River Rd.	City, State, Zip: Columbia, SC 29212		
Mailing Address: same	City, State, Zip: same		
The Agency Is:	<input type="checkbox"/> Military	<input type="checkbox"/> Private for Profit	<input type="checkbox"/> Private not for Profit
<input type="checkbox"/> Municipal	<input type="checkbox"/> County	<input checked="" type="checkbox"/> State	<input type="checkbox"/> Federal
Agency Website with PREA Information: http://www.state.sc.us/djj/			

Agency Chief Executive Officer

Name: Freddie Pough	
Email: Fbpoug@SCDJJ.NET	Telephone: 803-896-9595

Agency-Wide PREA Coordinator

Name: Niaja J. Kennedy	
Email: njkenn@scdjj.net	Telephone: 803-896-6344
PREA Coordinator Reports to: Nkeya Chavous	Number of Compliance Managers who report to the PREA Coordinator: 3

Facility Information

Name of Facility: Coastal Evaluation Center

Physical Address: 331 County Rd. S-18-630

City, State, Zip: Ridgeville, SC 29472

Mailing Address (if different from above):
same

City, State, Zip: same

The Facility Is:

Military

Private for Profit

Private not for Profit

Municipal

County

State

Federal

Facility Website with PREA Information: n/a

Has the facility been accredited within the past 3 years? Yes No

If the facility has been accredited within the past 3 years, select the accrediting organization(s) – select all that apply (N/A if the facility has not been accredited within the past 3 years):

ACA

NCCHC

CALEA

Other (please name or describe: QA Audit)

N/A

If the facility has completed any internal or external audits other than those that resulted in accreditation, please describe:
Internal QA Audit

Facility Administrator/Superintendent/Director

Name: Gloria Tucker

Email: Gatuck@scdjj.net

Telephone: 843-900-9020

Facility PREA Compliance Manager

Name: Malcolm O. Simpson served as the Facility PREA Compliance Manager (note): The facility PREA Compliance Manager was appointed August 13, 2019

Email: mosimp@scdjj.net

Telephone: 803-896-4629

Facility Health Service Administrator N/A

Name: Marcelle K. Brown

Email: mkbrow@scdjj.net

Telephone: 803-896-9283

Facility Characteristics

Designated Facility Capacity:	112	
Current Population of Facility:	22	
Average daily population for the past 12 months:	11	
Has the facility been over capacity at any point in the past 12 months?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Which population(s) does the facility hold?	<input type="checkbox"/> Females <input checked="" type="checkbox"/> Males <input type="checkbox"/> Both Females and Males	
Age range of population:	11 - 18	
Average length of stay or time under supervision	38 – 108 days	
Facility security levels/resident custody levels	Secure Confinement	
Number of residents admitted to facility during the past 12 months	477	
Number of residents admitted to facility during the past 12 months whose length of stay in the facility was for 72 hours or more:	459	
Number of residents admitted to facility during the past 12 months whose length of stay in the facility was for 10 days or more:	414	
Does the audited facility hold residents for one or more other agencies (e.g. a State correctional agency, U.S. Marshals Service, Bureau of Prisons, U.S. Immigration and Customs Enforcement)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<p>Select all other agencies for which the audited facility holds residents: Select all that apply (N/A if the audited facility does not hold residents for any other agency or agencies):</p>	<input type="checkbox"/> Federal Bureau of Prisons <input type="checkbox"/> U.S. Marshals Service <input type="checkbox"/> U.S. Immigration and Customs Enforcement <input type="checkbox"/> Bureau of Indian Affairs <input type="checkbox"/> U.S. Military branch <input type="checkbox"/> State or Territorial correctional agency <input type="checkbox"/> County correctional or detention agency <input type="checkbox"/> Judicial district correctional or detention facility <input type="checkbox"/> City or municipal correctional or detention facility (e.g. police lockup or city jail) <input type="checkbox"/> Private corrections or detention provider <input type="checkbox"/> Other - please name or describe: Click or tap here to enter text. <input checked="" type="checkbox"/> N/A	
Number of staff currently employed by the facility who may have contact with residents:	73	
Number of staff hired by the facility during the past 12 months who may have contact with residents:	18	
Number of contracts in the past 12 months for services with contractors who may have contact with residents:	1	

Number of individual contractors who have contact with residents, currently authorized to enter the facility:	5
Number of volunteers who have contact with residents, currently authorized to enter the facility:	127
Physical Plant	
<p>Number of buildings:</p> <p>Auditors should count all buildings that are part of the facility, whether residents are formally allowed to enter them or not. In situations where temporary structures have been erected (e.g., tents) the auditor should use their discretion to determine whether to include the structure in the overall count of buildings. As a general rule, if a temporary structure is regularly or routinely used to hold or house residents, or if the temporary structure is used to house or support operational functions for more than a short period of time (e.g., an emergency situation), it should be included in the overall count of buildings.</p>	4
<p>Number of resident housing units:</p> <p>Enter 0 if the facility does not have discrete housing units. DOJ PREA Working Group FAQ on the definition of a housing unit: How is a "housing unit" defined for the purposes of the PREA Standards? The question has been raised in particular as it relates to facilities that have adjacent or interconnected units. The most common concept of a housing unit is architectural. The generally agreed-upon definition is a space that is enclosed by physical barriers accessed through one or more doors of various types, including commercial-grade swing doors, steel sliding doors, interlocking sally port doors, etc. In addition to the primary entrance and exit, additional doors are often included to meet life safety codes. The unit contains sleeping space, sanitary facilities (including toilets, lavatories, and showers), and a dayroom or leisure space in differing configurations. Many facilities are designed with modules or pods clustered around a control room. This multiple-pod design provides the facility with certain staff efficiencies and economies of scale. At the same time, the design affords the flexibility to separately house residents of differing security levels, or who are grouped by some other operational or service scheme. Generally, the control room is enclosed by security glass, and in some cases, this allows residents to see into neighboring pods. However, observation from one unit to another is usually limited by angled site lines. In some cases, the facility has prevented this entirely by installing one-way glass. Both the architectural design and functional use of these multiple pods indicate that they are managed as distinct housing units.</p>	4
Number of single resident cells, rooms, or other enclosures:	60
Number of multiple occupancy cells, rooms, or other enclosures:	0
Number of open bay/dorm housing units:	0
Number of segregation or isolation cells or rooms (for example, administrative, disciplinary, protective custody, etc.):	6
Does the facility have a video monitoring system, electronic surveillance system, or other monitoring technology (e.g. cameras, etc.)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Has the facility installed or updated a video monitoring system, electronic surveillance system, or other monitoring technology in the past 12 months?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Medical and Mental Health Services and Forensic Medical Exams

Are medical services provided on-site?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are mental health services provided on-site?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Where are sexual assault forensic medical exams provided? Select all that apply.	<input type="checkbox"/> On-site <input checked="" type="checkbox"/> Local hospital/clinic <input type="checkbox"/> Rape Crisis Center <input type="checkbox"/> Other (please name or describe: Click or tap here to enter text.)

Investigations

Criminal Investigations

Number of investigators employed by the agency and/or facility who are responsible for conducting CRIMINAL investigations into allegations of sexual abuse or sexual harassment:	1
When the facility received allegations of sexual abuse or sexual harassment (whether staff-on-resident or resident-on-resident), CRIMINAL INVESTIGATIONS are conducted by: Select all that apply.	<input type="checkbox"/> Facility investigators <input checked="" type="checkbox"/> Agency investigators <input type="checkbox"/> An external investigative entity
Select all external entities responsible for CRIMINAL INVESTIGATIONS: Select all that apply (N/A if no external entities are responsible for criminal investigations)	<input type="checkbox"/> Local police department <input type="checkbox"/> Local sheriff's department <input type="checkbox"/> State police <input type="checkbox"/> A U.S. Department of Justice component <input type="checkbox"/> Other (please name or describe: <input checked="" type="checkbox"/> N/A

Administrative Investigations

Number of investigators employed by the agency and/or facility who are responsible for conducting ADMINISTRATIVE investigations into allegations of sexual abuse or sexual harassment?	1
When the facility receives allegations of sexual abuse or sexual harassment (whether staff-on-resident or resident-on-resident), ADMINISTRATIVE INVESTIGATIONS are conducted by: Select all that apply	<input type="checkbox"/> Facility investigators <input checked="" type="checkbox"/> Agency investigators <input type="checkbox"/> An external investigative entity
Select all external entities responsible for ADMINISTRATIVE INVESTIGATIONS: Select all that apply (N/A if no external entities are responsible for administrative investigations)	<input type="checkbox"/> Local police department <input type="checkbox"/> Local sheriff's department <input type="checkbox"/> State police <input type="checkbox"/> A U.S. Department of Justice component <input type="checkbox"/> Other (please name or describe: Click or tap here to enter text.) <input checked="" type="checkbox"/> N/A

Audit Findings

Audit Narrative

The auditor's description of the audit methodology should include a detailed description of the following processes during the pre-onsite audit, onsite audit, and post-audit phases: documents and files reviewed, discussions and types of interviews conducted, number of days spent on-site, observations made during the site-review, and a detailed description of any follow-up work conducted during the post-audit phase. The narrative should describe the techniques the auditor used to sample documentation and select interviewees, and the auditor's process for the site review.

The site review for this audit took place at Coastal Evaluation Center (CEC) located at 331 County Rd. S-18-630, Ridgeville, SC 29472 on August 12 – 13, 2019. The Coastal Evaluation Center is operated by the South Carolina Department of Juvenile Justice, for the State of South Carolina. The Coastal Evaluation Center hereinafter may be referred to as facility.

Audit Methodology:

The auditor used a triangular approach, by connecting the PREA audit documentations, on-site observation, tour, practice, interviewed staff, residents, and local and national advocates to make determinations for each standard and provision.

Pre-onsite Audit Phase

Posting:

The auditor provided the audit notice to the agency PREA compliance specialist, with instructions to post the required PREA Audit Notice of the upcoming audit prior to the audit for confidential communications. The facility posted the notices in English and Spanish. The auditor observed the posted notices throughout the facility.

As of 8/16/19, there were no communications from residents or staff.

Pre-Audit Questionnaire (PAQ):

In order to prepare for the audit process, email correspondences and telephone conversations occurred with the agency's PREA compliance specialist. As the auditor reviewed the materials provided by the facility, he collated documents that were on the flash drive.

The Pre-Audit Questionnaire was completed and sent to the auditor as required. As a part of the on-site visit the auditor requested that the agency PREA Compliance Specialist review and revise the Pre-Audit

Questionnaire to reflect the July 23, 2019 revised questionnaire and updated information to include the current population.

The auditor completed a documentation review using the Pre-Audit Questionnaire, internet search, policies and procedures review, and additional documentation provided on a flash drive to include both the agency and the facility policy and procedures, agency mission statement, daily population report, schematic/layout for the facility and the last Final PREA Audit Report. The agency PREA Compliance Specialist revised the PREA Audit: Pre-Audit Questionnaire to reflect accuracy of the report.

The results of the documentation review were shared with the facility prior to and at the site visit. Phone conversations were conducted, and email exchanges occurred with the facility.

The following documentation was requested:

- Inmate roster
- Youthful residents, if any
- Residents with disabilities
- Residents who are Limited English Proficient (LEP)
- LGBTI residents
- Residents in segregated housing (PREA Related)
- Residents who reported sexual abuse
- Residents who reported sexual victimization during risk screening
- Staff roster
- Specialized staff
- Staff personnel files
- Inmate files
- Contractors who have contact with residents
- Volunteers who have contact with residents
- Grievances made in the 12 months preceding the audit
- Allegations of sexual abuse and sexual harassment reported for investigation in the 12 months preceding the audit
- General incident log
- All hotline calls made during the 12 months preceding the audit
- All incidents within the past 12 months

Website Review:

Prior to the onsite portion of the audit, the auditor conducted a website review of the South Carolina Department of Juvenile Justice website. The reviewed content included but was not limited to:

- DJJ PREA Values

- DJJ PREA Vision
- DJJ PREA Mission
- National Rape Crisis Hotline
- Division of Investigative Services Hotline
- Prevention of Sexual Offenses toward Juveniles (PDF)
- Investigations (PDF)
- DJJ Videos
- DJJ Policy Statements
- Organizational Chart
- PREA
- DJJ School District
- Volunteer
- DJJ News
- Videos
- Jobs
- Local Resources
- Juvenile Justice Process
- Facility Information

Site Review Preparation:

The auditor provided the agency PREA Compliance Specialist with email notification regarding the upcoming site visit.

On-Site Audit Phase

Entrance Meeting

On 8/12/2019 the auditor arrived at the facility to conduct the facility PREA audit. The entrance meeting served as initial introductions and onsite logistics with the facility leadership. The audit goals and expectations of the audit were shared with the following attendees:

- Gloria Tucker - Facility Administrator
- Malcolm O. Simpson - Agency PREA Compliance Specialist
- Ashely Cobbs – PBS Site Coordinator
- Dolores Peacock-Parson – Social Worker Supervisor
- Gwendolyn Pittman – Nurse Manager
- Julius Buncum – Capt. Of Security

- Margaret Carliele – Administrative Assistant
- Pandora Mikell – Clinical Chaplain II
- Tracy Rayans – PBS Site Coordinator
- Jasmine Johnson – PBS Site Coordinator (BRRRC)
- Niaja Kennedy – Standards Manager
- Nikaya Chavous – Quality & Compliance Administrator

Welcomes were given by the facility administrator and the agency PREA Compliance Specialist. The auditor introduced himself and provided a brief description of his experience, qualifications, correctional and auditing background.

Additional pre-audit information, requested weeks prior to, was obtained. The auditor was provided with offender and employee documentation to review. Updated offender and staffing list were also provided allowing the audit team to make randomized selection of interview participants including offenders and staff from housing units and specialized categories.

The audit agenda was reviewed and discussed, to include inmate population size based on 1st day of on-site audit, and the 2nd day activities. The auditor also established a process to make corrections on site and if necessary, post onsite follow up.

The following on-site schedule was shared with flexibility.

Day One
Monday, 8/12/2019

Activity/Auditor
Arrival at the facility and meet with facility administrator and agency PREA Compliance Specialist.
Entrance conference – meet key staff members / review agenda and provides a list of documents for on-site review and off-site review; staff residents interview selections.
Facility tour and observations; Interviews with specialized staff, random staff, random residents and target residents.
Documentation review conducted off-site and informational consolidation.

Day Two
Tuesday, 8/12/2019

Activity/Auditor
Interviews with specialized staff, random staff, random residents and target residents and documentation review at facility.
Exit Conference

The facility provided the auditors with the requested meeting space, work space with adequate outlets and permissible technology (laptop and cell phone).

Staff Interviewed:

The auditor conducted interviews with agency leadership which are not counted in the totals. Below are the staff interviewed, either on-site or by telephone.

- Agency director (previously)
- Agency PREA coordinator designee (agency PREA Compliance Specialist)

The facility reported 93 full time and part-time staff (CEC and contractors).

- Coastal Evaluation Center Full Time: 88
- Coastal Part Time: 2
- Med Industrial Medical Services (contractors) Part-Time: 5

The auditor conducted the following specialized staff interviews during the on-site phase or by phone:

Category of Staff Interviewed	# Interviews Conducted
Random staff (Total) <i>Selected from all shifts</i>	12
Specialized staff (Total)	12
Staff informally interviewed during facility tour	0
Staff refused to interview	0
Total Staff	24
Breakdown of Specialized Staff Interviews	
<ul style="list-style-type: none"> ✓ Facility administrator and designee <ul style="list-style-type: none"> - DOJ Interview Questions for Facility Administrator 	1
<ul style="list-style-type: none"> ✓ Higher-level facility staff responsible for conducting unannounced rounds ✓ Staff supervised isolation 	1
<ul style="list-style-type: none"> ✓ Facility PREA compliance manager/agency PREA Compliance Specialist (new facility compliance manager) <ul style="list-style-type: none"> - Designated staff member charged with monitoring retaliation - Incident review team member 	1
<ul style="list-style-type: none"> ✓ Line staff who supervise youthful residents (no youthful residents) during tour 	0
<ul style="list-style-type: none"> ✓ Education staff who work with youthful residents 	0
<ul style="list-style-type: none"> ✓ Program staff who work with youthful residents 	0
<ul style="list-style-type: none"> ✓ Medical staff 	1

✓ Mental health staff	1
✓ Non-medical staff involved in cross-gender strip or visual searches	1
✓ Administrative (Human Resources) HR staff (previously)	0
✓ SAFE and/or SANE staff – Local Hospital	0
✓ Volunteers who have contact with residents	2
✓ Contractors who have contact with residents	1
✓ Investigative staff – Agency Level (DOC) (previously)	0
✓ Investigative staff – Facility Level	0
✓ Staff who preform screening for risk of victimization and abusiveness	1
✓ Mail room staff	
✓ First responders, security staff	1
✓ First responders, non-security staff (random staff interviews)	0
✓ Intake	1
✓ Grievance staff	0
✓ Volunteer coordinator	0
✓ Case manager/counselor	0
✓ Operations/Incidents (previously)	0
✓ Training manager	0
Total Specialized Staff Interviews	12

The auditor did not informally interview any staff member. A review of the total of 24 formal staff interviews revealed that staff at CEC has a basic understanding of PREA and their roles as it relates to PREA responsibilities.

Residents Interviewed:

On the first day of the audit the facility bed capacity was 112. The number of residents housed during the first day of the audit was 22.

The auditor conducted the following resident interviews during the on-site phase of the audit:

Category of Residents	# of Interviews Conducted
Random residents (Total) <i>Selected from all Housing Units</i>	10
Targeted residents (Total)	0
Residents informally interviewed during facility tour	4
Residents refused to interview	0
Total Residents Interviewed	14
Breakdown of Targeted Inmate Interviews	
✓ Youthful residents	0

✓ Inmate with a physical disability	0
✓ Residents who are blind, deaf, or hard of hearing	0
✓ Residents who are LEP	0
✓ Residents with a cognitive disability	0
✓ Residents who identify as lesbian, gay, or bisexual	0
✓ Residents who identify as transgender or intersex	0
✓ Residents in segregated housing for high risk of sexual victimization	0
✓ Residents who reported sexual abuse that occurred at the facility	0
✓ Residents who reported sexual victimization during risk screening	0
Total Number of Targeted Residents Interviews	0

The auditor informally interviewed four residents during the tour. A review of the total number of 10 formal and informal interviews revealed that residents at CEC are receiving the proper PREA education as well as the proper PREA information is posted. Residents interviewed could describe PREA and the different ways to report allegations of sexual abuse and harassment at the facility: verbal, written, to staff or third parties, by mail, to a family member, etc.

Site Review:

The auditor conducted a comprehensive site review of the facility. The auditor was provided a layout of the facility prior to the onsite review.

On the first day of the audit, after the entrance conference, the auditor toured the physical plant. When the auditor paused to speak to a resident or staff, it was requested that the staff on the tour please step away so the conversation may remain private.

During the tour, the auditor observed the locations of video monitoring cameras around the facility, including those outside. The cameras are monitored 24 hours a day. None of the cameras field of view included the toilet and shower areas, each unit has PREA shower curtains to block the viewing of cameras. There are 63 cameras located in and around the facility that are monitored and recorded at all times. The cameras in the facility cover the main sections of the building to include all housing wings, cafeteria, hallways, and recreation areas. The outside cameras cover the surrounding areas, exits, and entrances to the facility. There are no cameras in juvenile’s rooms or in holding cells, all isolation rooms are equipped with functioning sinks and toilets.

The auditor observed the locations of grievance and medical boxes. Resident risk screenings were completed in the intake area. The facility was in ratio of 1 staff to 8 residents during the tour, the auditor observed the youth movement, living units, and recreation in the gym.

The auditor was provided unimpeded access to all parts of the facility and all secure rooms and storage areas in the facility.

The following were areas of concern on the tour:

1. Blind spot in the medical area
2. Blind spot in supplies Room
3. Classroom number #2 remove paper off windows

The auditor had sufficient opportunity to view resident – staff interaction. There was also ample time to observe the nature and quality of resident supervision throughout the on-site audit process, and in all instances the auditor observed appropriate respect on the part of both residents and staff.

The PREA standards require the auditor to tour the facility to verify compliance with the standards, such as, but not limited to:

Location	Check
Facility physical design	✓
Camera locations	✓
Observe for blind spots	✓
Notices of the PREA Audits posted	✓
Holding rooms/cells (None)	✓
Segregated rooms/cells none	✓
Inmate files in secured area	✓
Staff personnel files in secured area / Central Office	✓
PREA information posted English & non-English	✓
Cameras does not have a line of sight into inmate’s rooms and toilets. However, the cameras do have a line of sight into the resident’s shower, PREA shower curtains block the direct viewing by cameras.	✓
Staff of the opposite gender announces their presence when entering living areas	✓
No youthful offenders	✓
Renovated areas observed (the facility was closed to make internal repairs i.e. painting, etc.	✓
Residents Program Areas	✓
Facility was orderly in appearance	✓
Grounds were good	✓
Reactions between residents and staff (Excellent)	✓
Intake	✓
Administration area	✓
Storage rooms & closets	✓

Mail Room (none)	✓
Commissary Room (none)	✓
Laundry	✓
Dining	✓
Kitchen	✓
Visitation	✓
Library	✓
Inside recreation area	✓
Outside recreation area	✓
Grievance boxes	✓
Medical Unit	✓
Control Room monitors	✓
Counselors/Case Mangers Work Areas	✓
Inmate Housing Units	✓
Sally Ports	✓

Outreach to National and Local Advocacy Organizations:

PREA requires the auditor to conduct outreach to relevant national and local advocacy organizations. To communicate with community-based or victim advocates who may have insight into relevant conditions in the facility. The following national advocacy, State, and/or community advocacy organization were contacted.

Advocacy Organization	Information Request	Response
Dee Norton Child Advocacy Center	Call 8/19/2019	
Justice Detention International (JDI)	8/6/19 @ 1:04 PM	8/8/19 @ 5:03pm Review of their database no information received on facility.
National Sexual Violence Resource Center (NSVRC)	8/6/19 @ 4:03 PM	8/8/19 @ 3:10 PM - NSVRC recommend to contact local center.

The auditor and associate asked the local and/or national advocacy organizations the following questions:

1. How many SAFE or SANE referrals made in the last 12 months?
2. Can the resident remain anonymous, upon request, when making a report?
3. Who do you notify at the facility regarding the report?
4. How many reports has the organization received in the past 12 months for advocacy services?

5. How many residents reported sexual abuse and/or sexual harassment?

Documentation Review and Sampling

Documents Reviews:

During the site review, documentation review included but was not limited to the auditor’s review of personnel, background checks, training, inmate files, investigations, etc. The documentation review process was covered by the auditor.

Records Review

Name of Record	Total # of Records	# Reviewed
Dates: Personnel Records/Hire/Initial Background Checks/PREA Statement/Training	88	56
Volunteers Files/Background Checks/Training/PREA	127	20
Contractors Files/Background Checks/Training/	5	5
Dates: Resident Files/Arrival Date/Orientation/ Handbook Receipt/ Education Information/ PREA Statement/PREA Screenings	22	71 - Current and Past for 12 months
Incident Reports	5	5
Investigation Records (Sexual Abuse and Sexual Harassment)	6	6
Grievances (All Complaints, including Sexual Abuse and Sexual Harassment)	101	Current and Past 12 months
Grievance (Alleged SA and SH)	6	6

Investigation Records

It should be noted that any SA/SH grievances are not reviewed by grievance process, if received these grievances are automatically sent for an investigation.

The six PREA-related allegations that were investigated in the past 12-month were reviewed and the following are the results.

Allegation	Number	Finding
Sexual Abuse Staff on Offender	1	Unsubstantiated (Case#: 90002)
	0	Substantiated
	1	Unfounded (Case #: 89418)
Sexual Abuse Offender on Offender	1	Unsubstantiated (Case#: 86800)
	0	Substantiated
	2	Unfounded (Cases#: 80425 & 68944)

Sexual Harassment <i>Staff on Offender</i>	0	Unsubstantiated
	0	Substantiated
	0	Unfounded
Sexual Harassment <i>Offender on Offender</i>	1	Unsubstantiated (<i>Case#:87161</i>)
	0	Substantiated
	0	Unfounded
Total	6	
Referral from Criminal Investigations Staff on Offender	0	

PREA Hotline Calls Review Process:

At the CEC the residents use the counselor’s phone to make 800 PREA calls. At this time the facility cannot provided the numbers of calls for the past 12 months. However, interview with the agency PREA Compliance Specialist indicated that the agency is planning to install resident phones in each unit.

Informational Consolidation:

The auditor contacted the PREA compliance manager frequently throughout the audit process to consolidate information and ensure that the interviews, documentation log reviews, and facility observations supported compliance determination for the required PREA standards. There was work done onsite and offsite to discuss findings. When additional information was requested to established compliance, the management team was responsive and made every effort to deliver documentation or explanation. The facility staff was receptive to identified areas of concern during the facility site inspection along with noted concerns.

Exit Briefing

The audit team conducted an exit meeting on 8/13/2019 at which time preliminary findings of the review were discussed with the facility and agency leadership team. The attendees, and additional state agency staff participated in the exit briefing. During the exit meeting, the auditor provided a verbal list of identified non-compliant items and described how these related to the standards and or provisions. For resolution of issues following the exit, the auditor indicated that outstanding issues should be provided with proof of compliance.

The following staff attended the exit conference at the facility.

1. Gloria Tucker, Facility Administrator
2. Ashley Cobbs, PBS/PREA Compliance Coordinator
3. Malcom Simpson, Agency PREA Compliance Specialist
4. Adam Barnett, PREA Auditor

The agency PREA compliance specialist requested an exit meeting for the Central Office staff on Monday, August 19, 2019.

The following staff attended or join by conference call.

1. Malcolm O. Simpson, Agency PREA Compliance Specialist
2. Sharonda Sutton, Administration of Services
3. Niaja Kennedy, Standards Manager
4. Nikeya Chavous, Quality & Compliance
5. Lawrence Staley, PBS Site Coordinator
6. Gloria Tucker (via phone), Facility Administrator
7. Ashley Cobbs (via phone) PBS/PREA Compliance Coordinator
8. Adam Barnett, PREA Auditor (via phone)

At both exit meetings the facility and agency officials were very open and receptive to an honest discussion of areas where PREA compliance needed to be strengthened.

Post-Onsite Audit Phase

After the onsite phase of the audit, the auditor, facility administrator and agency PREA Compliance Specialist agreed to communication by email and telephone during the post-audit phase, regarding any identified need for additional documentation, as well as clarification of questions that arose while collating data. The facility administrator indicated they would provide the auditor with proof of practice on an ongoing basis, as related to the correction of identified deficiencies.

Audit Section of the Compliance Tool:

The auditor uses the required Prison Rape Elimination Act (PREA) Juvenile Facility Standards audit form to enter collected information. Detailed information from the audit interviews was integrated into relevant sections of the standards. In order to ensure all standards were analyzed, the auditor proceeded standard by standard, to determine compliance or non-compliance.

Interim Audit Report:

None submitted

Final Audit Report:

The final 2019 PREA Audit report was email on September 23, 2019

Facility Characteristics

The auditor's description of the audited facility should include details about the facility type, demographics and size of the inmate, resident or detainee population, numbers and type of staff positions, configuration and layout of the facility, numbers of housing units, description of housing units including any special housing units, a description of programs and services, including food service and recreation. The auditor should describe how these details are relevant to PREA implementation and compliance.

Facility Demographics:

# of Full-Time Staff Reported First Day of Audit	93
Types of Supervision Practiced:	Custodial Supervision; Surveillance Monitoring/Equipment
Facility Designed Capacity	112
Actual Number of Residents Housed on the First Day	22
Number of Youthful Residents Housed	22
Custody/Security Level in the Facility	Secure Confinement
Gender Composition (During the audit period the facility house males only)	Males

Facility Description:

The Coastal Evaluation Center consists of four areas accessible to juveniles. The facility has four housing units (Charlie, Delta, Echo, and Diamond) with 50 single occupancy rooms each and a capacity of housing 100 juveniles. The facility houses juvenile between the ages of 11 to 18 years old.

DJJ's Coastal Regional Evaluation Center provides court-ordered residential evaluations for adjudicated juveniles from the coastal area before the final disposition of their cases. The facility provides comprehensive psychological, social, and educational assessments to guide the court's disposition of cases. The facility services male and female juveniles ages 11 to 18 from 16 low country counties and is one of three regionalized evaluation centers around the state. By law, the length of stay for adjudicated juveniles cannot exceed 45. The center opened in 2002.

The Coastal Evaluation Center was temporarily closed from April 22, 2019 to June 17, 2019. The juveniles were temporarily reassigned to the Evergreen Unit on the BRRC campus in Columbia, South Carolina. The juveniles returned to Coastal Evaluation Center on June 17, 2019 with a cap of 30 juveniles assigned to the facility until correctional officer positions are filled. As the security positions are filled the juvenile capacity will increase. Note: during the audit period the facility house male only.

Facility Programs

The CEC Facility offers the following programs:

1. Academic Assistance/Tutoring
2. Auxiliary Probation Officer
3. Community Partner
4. DJJ School System
5. Intern
6. Chaplaincy Services
7. Spiritual Development
8. Sports/Fitness/Health
9. Youth Leadership

South Carolina DJJ Mission Statement

The Governor’s mission is to raise personal incomes of South Carolinians by creating a better environment for economic growth, delivering government services more openly and efficiently, improving quality of life, and improving our state’s education system.

The South Carolina Department of Juvenile Justice supports the Governor’s mission by protecting the public and reclaiming juveniles through prevention, community services, education and rehabilitative services in the least restrictive environment.

Summary of Audit Findings

The summary should include the number and list of standards exceeded, number of standards met, and number and list of standards not met.

Auditor Note: No standard should be found to be “Not Applicable” or “NA”. A compliance determination must be made for each standard.

Standards Exceeded

Number of Standards Exceeded: 0
List of Standards Exceeded: NA

Standards Met

Number of Standards Met: 43

115.311- Zero tolerance of sexual abuse and sexual harassment; PREA Coordinator
115.312 – Contracting with other entities for the confinement of residents

- 115.313 – Supervision and monitoring
- 115.315 – Limits to cross-gender viewing and searches
- 115.316 – Residents with disabilities and residents who are limited English proficient
- 115.317 – Hiring and promotion decisions
- 115.318 – Upgrades to facilities and technologies
- 115.321 – Evidence protocol and forensic medical examinations
- 115.322 – Policies to ensure referrals of allegations for investigations
- 115.331 – Employee training
- 115.332 – Volunteer and contractor training
- 115.333 – Resident education
- 115.334 – Specialized training: Investigations
- 115.335 – Specialized training: Medical and mental health care
- 115.341 – Obtaining information from residents
- 115.342 – Placement of residents in housing, bed, program, education, and work assignments
- 115.351 – Resident reporting
- 115.352 – Exhaustion of administrative remedies
- 115.353 – Resident access to outside support services and legal representation
- 115.354 – Third-party reporting
- 115.361 – Staff and agency reporting duties
- 115.362 – Agency protection duties
- 115.363 – Reporting to other confinement facilities
- 115.364 – Staff first responder duties
- 115.365 – Coordinated response
- 115.366 – Preservation of ability to protect residents for contact with abusers
- 115.367 – Agency protection against retaliation
- 115.368 – Post-allegation protective custody
- 115.371 – Criminal and administrative agency investigations
- 115.372 – Evidentiary standard for administrative investigations
- 115.373 – Reporting to residents
- 115.376 – Disciplinary sanctions for staff
- 115.377 – Corrective action for contractors and volunteers
- 115.378 – Interventions and disciplinary sanctions for residents
- 115.381 – Medical and mental health screenings; history of sexual abuse
- 115.382 – Access to emergency medical and mental health services
- 115.383 – Ongoing medical and mental health care for sexual abuse victims and abusers
- 115.386 – Sexual abuse incident reviews
- 115.387 – Data collection
- 115.388 – Data review for corrective action
- 115.389 – Data storage, publication, and destruction
- 115.401 – Frequency and scope of audits
- 115.403 – Audit contents and finding

Standards Not Met

Number of Standards Not Met: 0
List of Standards Not Met: 0

Summary of Corrective Action (if any)

Standard 115.311 – Zero tolerance of sexual abuse and sexual harassment; PREA Coordinator.

Concern: Appointment of the new facility PREA compliance manager.

Corrective Action: On August 13, 2019, the auditor received a letter for the agency PREA Compliance Specialist, 'Effective August 7, 2019 Ms. Ashely Cobbs has been appointed as the facility's newly appointed PREA compliance personnel under the job title PBS/PREA Compliance Coordinator for Coastal Evaluation Center. *Compliant.*

Standard 115.313 – Supervision and Monitoring

Concern: Documentation review of the post and security staff assignment for shift indicated that the officer from the control room, and transport staff are included in the resident ratio count. Only the officers that supervise the residents face to face can only be counted as a part of the ratios.

Corrective Active: This provision requires each secure juvenile facility to maintain staff ratios of a minimum of 1:8 during resident waking hours and 1:16 during resident sleeping hours. During the tour of the facility, the auditor observed compliance with this standard. To further, confirm compliance a review of the staffing ratios was requested by the auditor to evaluate the staffing ratios of the Coastal Evaluation Center from April 22, 2019 to August 19, 2019 due to temporarily closing the facility because of staffing shortages. The agency's interim deputy director of the Division Institutional Services and the institutional management administrator has provided the following narrative with supporting documents to verify compliance.

The Coastal Evaluation Center was temporarily closed. The juveniles were temporarily reassigned to the Evergreen Unit on the BRRC campus in Columbia. The juveniles returned to CEC on June 17, 2019 with a cap of 30 juveniles assigned to the facility until correctional officer positions are filled. As the security positions are filled, the juvenile capacity will increase.

Copies of the facility's RSD reports were forwarded to the auditor for review along with the email confirming the above statement addressing CEC's staff shortage from the institutional management administrator, confirmed by the agency's interim deputy director of the Division Institution Services.

Interview with the agency PREA Compliance Specialist indicated that the agency is considering training non-security staff to be included in the ratios. *Compliant*

Standard 115.315 – Limits to cross-gender viewing and searches

Concern: Resident interview question # 4, Do female staff announce their presence when entering your housing area or any area where you shower, change clothes, or perform bodily functions? Five out of 10 resident interviewed stated no, female staff do not announce their presence.

Corrective Active: The facility administrator has informed all Coastal Evaluation Center staff that agency policy requires all personnel of the opposite gender to announce their presence prior to entering the juveniles living quarters.

Policy 336 Application of The PREA Standard section (8.) All SCDJJ facilities will ensure that all staff, volunteers, interns, visitors, and contractors are required by facility policies and procedures to announce their presence when entering a housing unit designated for juveniles of the opposite gender. Such requirements for announcements will be posted where immediately visible prior to entering the living area. *Compliant.*

Concern: Random staff interview question #4, Are you aware of the policy prohibiting staff from searching or physically examining a transgender or intersex resident for determining that resident's genital status? Five out of 12 stated they did not know or not sure.

Corrective Active: The facility administrator has informed all Coastal Evaluation Center staff that the agency policy prohibits staff from searching or physically examining a transgender or intersex resident for determining that resident's genital status.

Policy 336 Application of The PREA Standard section (A) Preventive Planning paragraph (9). At no time will any SCDJJ facility search or physically examine a transgender or intersex juvenile for determining the juvenile's genital status. *Compliant.*

Standard 115.316 – Residents with disabilities and residents who are limited English proficient

Concern: Random staff interview question #9, Does the agency/facility ever allow the use of resident interpreters, resident readers, or other types of resident assistants to assist disabled residents or residents with limited English proficiency when making an allegation of sexual abuse or sexual harassment? Five out of 12 stated yes.

Corrective Active: The facility administrator has informed all Coastal Evaluation Center staff that the agency policy prohibits juvenile interpreters, juvenile readers, or any other type of juvenile assistants in obtaining information regarding investigations that may compromise the safety of the juvenile. In addition, the facility has a staff that speaks Spanish who will serve as an interpreter for Spanish speaking juvenile.

Policy 336 Application of The PREA Standard section (A) Preventive Planning paragraph (12) SCDJJ will not rely on juvenile interpreters, juvenile readers, or any other type of juvenile assistants in obtaining information regarding investigations that may compromise the safety of the juvenile. *Compliant.*

Standard 115.321 – Evidence protocol and forensic medical examinations

Concern: Random staff interview question # 12, Do you know who is responsible for conducting sexual abuse investigations? Seven out of 12 stated no or the wrong person.

Corrective Active: The facility administrator has informed all Coastal Evaluation Center staff that the agency policy states that Division of Investigative Services is responsible for investigating all allegations of sexual abuse.

Policy 336 Application of The PREA Standard section (B) Responsive Planning paragraph (1) SCDJJ's Division of Investigative Services is responsible for investigating all allegations of sexual abuse, consistent with SCDJJ Policy 328, Investigations. Evidence collection efforts will be collaborative with the local hospital of agreement and the South Carolina Law Enforcement Division, depending on the severity of the event, who is involved (juvenile or staff), and availability of evidence. [PREA Standard(s)]. *Compliant.*

Standard 115.351 – Resident reporting

Concern: Resident interview question #10, Do you know if you are allowed to make a report of sexual abuse or sexual harassment without having to give your name? Five out of 10 resident interviewed stated no, they did not know that they can report without giving their names.

Corrective Active: Standard 115.333(a) requires residents to be educated regarding information in an age appropriate fashion on the agency's zero tolerance policy regarding sexual abuse and sexual harassment and how to report incidents or suspicions of sexual abuse or sexual harassment. The facility PBS/PREA Compliance Coordinator will provide refresher training for the juveniles of the Coastal Evaluation Center on how to report an incident confidentially and refer them to the reporting procedures document on the PREA Zero Tolerance posters that are mounted on the facility walls through the entire facility. *Compliant.*

Standard 115.353 – Resident access to outside support services and legal representation

Concern: Resident interview question #13, Do you know if there are services available outside of this facility for dealing with sexual abuse, if you ever need it? Four out of 10 residents stated no.

Concern: Resident interview question #14, Can you tell me about what kind of services these are, all six residents that said yes, could not tell what the services are or the name of the outside services.

Corrective Active: Standard 115.333(a) requires residents to be educated regarding information in an age appropriate fashion on the agency's zero tolerance policy regarding sexual abuse and sexual harassment and how to report incidents or suspicions of sexual abuse or sexual harassment. The mailing addresses and telephone numbers for outside victim advocates for emotional support services related to sexual abuse is printed on the PREA Zero Tolerance posters. A refresher training will be provided by the PBS/PREA Compliance Coordinator. In addition, the agency is in the process of installing phones in all of the juvenile's living quarters, which gives them the ability to toll-free call for emotional support services. *Compliant.*

Standard 115.371 – Criminal and administrative agency investigations

Concern: Reviewing the investigation records revealed three of the cases in which the incident dates were listed as "unknown". If it is reported through the grievance process or the Event Reporting process, there should be a date of incident.

Corrective Active: The three cases that stated the incident date was "unknown" was due to the juvenile not being able to provide an exact date or they could not remember what date in which the incident happened. Therefore, the investigators can only use the evidence that is provided to them. *Compliant.*

Corrective actions, specific detail about deficiencies or concerns regarding findings may appear in the standard-by-standard discussions in the main body of the report. If the facility does not correct the stated concerns within 45 days, the auditor will release an interim report that will start the corrective action process. If the facility completes stated concerns within the 45 days and the auditor agrees then the final report will be released.

PREVENTION PLANNING

Standard 115.311: Zero tolerance of sexual abuse and sexual harassment; PREA coordinator

All Yes/No Questions Must Be Answered by The Auditor to Complete the Report

115.311 (a)

- Does the agency have a written policy mandating zero tolerance toward all forms of sexual abuse and sexual harassment? Yes No
- Does the written policy outline the agency's approach to preventing, detecting, and responding to sexual abuse and sexual harassment? Yes No

115.311 (b)

- Has the agency employed or designated an agency-wide PREA Coordinator? Yes No
- Is the PREA Coordinator position in the upper-level of the agency hierarchy? Yes No
- Does the PREA Coordinator have sufficient time and authority to develop, implement, and oversee agency efforts to comply with the PREA standards in all of its facilities? Yes No

115.311 (c)

- If this agency operates more than one facility, has each facility designated a PREA compliance manager? (N/A if agency operates only one facility.) Yes No NA
- Does the PREA compliance manager have sufficient time and authority to coordinate the facility's efforts to comply with the PREA standards? (N/A if agency operates only one facility.) Yes No NA

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does

not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. Agency Organizational Chart
 2. Documentation Designating an upper level agency PREA coordinator
 3. Facility Organizational Chart
 4. Documentation Designating a facility PREA compliance manager
 5. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
 6. Director's Update (3/1/18)
 7. SCDJJ Policy H-3.15 – Prevention of Sexual Offenses toward Juveniles (A1, A2, A3, B1, B2, C1, C2)
 8. SCDJJ Policy H-3.16 – Application of the PREA Standards (A, B)
 9. Interviews:
 - a. Agency director (previously)
 - b. Agency PREA compliance specialist
 - c. Facility administrator
 - d. Facility PREA compliance manager
- A.** The State of South Carolina Department of Juvenile Justice and the Coastal Evaluation Center published the above agency policies. The policies mandate a zero tolerance toward all forms of sexual abuse and sexual harassment. The policies together outlined the agency's approach to prevent, detect, and respond to sexual abuse and sexual harassment. The agency policy clearly defines general definitions and definitions of prohibited behaviors to include sexual abuse and sexual harassments.
- B.** The agency designates an upper level PREA coordinator for the agency that has sufficient time and authority to develop, implement and oversee efforts to comply with the PREA Standards in all of its facilities.
- C.** The Coastal Evaluation Center has a designated facility PREA compliance manger to implement and ensure that the PREA Standards are followed. The facility PREA compliance manager has sufficient time and authority to coordinate the facility's efforts to comply with the PREA standards.

Interview Results:

- Interviewed agency head confirmed the appointment of an agency statewide PREA coordinator as a full-time position to oversee PREA operations within all facilities.
- Interviewed agency PREA coordinator confirmed appointment as the agency PREA coordinator.
- Interviewed facility administrator confirmed the appointment of a facility PREA compliance manager to oversee PREA operations within the facility.

- Interviewed facility PREA compliance manager confirmed appointment as the facility PREA compliance manager.

Concern: Appointment of the facility new PREA compliance manager.

Corrective Action: On August 13, 2019 the auditor received a letter for the agency PREA Compliance Specialist, 'Effective August 7, 2019 Ms. Ashely Cobbs has been appointed as the facility's newly appointed PREA compliance personnel under the job title PBS/PREA Compliance Coordinator for Coastal Evaluation Center. *Compliant.*

Standard 115.312: Contracting with other entities for the confinement of residents

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.312 (a)

- If this agency is public and it contracts for the confinement of its residents with private agencies or other entities including other government agencies, has the agency included the entity's obligation to adopt and comply with the PREA standards in any new contract or contract renewal signed on or after August 20, 2012? (N/A if the agency does not contract with private agencies or other entities for the confinement of residents.) Yes No NA

115.312 (b)

- Does any new contract or contract renewal signed on or after August 20, 2012 provide for agency contract monitoring to ensure that the contractor is complying with the PREA standards? (N/A if the agency does not contract with private agencies or other entities for the confinement of residents.) Yes No NA

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. Request for Proposal / Marine & Wilderness Camps for SCDJJ
2. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
3. Interviews:
 - a. Facility administrator
 - b. PREA Compliance Specialist

A. The Coastal Evaluation Center does not have authority to contract with other entities for the confinement of residents, however, the agency has authority to contract with entities for confinement of residents.

B. A review of the PREA Audit: Pre-Audit Questionnaire Juvenile Facilities:

- The number of contracts for the confinement of residents that the agency entered into or renewed with private entities or other government agencies is 14.

Interview Results

- Interviewed facility administrator and the PREA Compliance Specialist/facility PREA compliance manager confirmed that the facility does not and has not contracted with any other entity for the confinement of residents.

Standard 115.313: Supervision and monitoring

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.313 (a)

- Does the facility have a documented staffing plan that provides for adequate levels of staffing and, where applicable, video monitoring, to protect residents against sexual abuse?
▪ Yes No
- In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: Generally accepted juvenile detention and correctional/secure residential practices? Yes No
- In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: Any judicial findings of inadequacy? Yes No
- In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: Any findings of inadequacy from Federal investigative agencies? Yes No
- In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: Any findings of inadequacy from internal or external oversight bodies? Yes No

- In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: All components of the facility’s physical plant (including “blind-spots” or areas where staff or residents may be isolated)? Yes No
- In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: The composition of the resident population? Yes No
- In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: The number and placement of supervisory staff? Yes No
- In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: Institution programs occurring on a particular shift? Yes No
- In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: Any applicable State or local laws, regulations, or standards? Yes No
- In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration the prevalence of substantiated and unsubstantiated incidents of sexual abuse? Yes No
- In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: Any other relevant factors? Yes No

115.313 (b)

- Does the agency comply with the staffing plan except during limited and discrete exigent circumstances? Yes No
- In circumstances where the staffing plan is not complied with, does the facility document all deviations from the plan? (N/A if no deviations from staffing plan.) Yes No NA

115.313 (c)

- Does the facility maintain staff ratios of a minimum of 1:8 during resident waking hours, except during limited and discrete exigent circumstances? (N/A if the facility is not a secure juvenile facility per the PREA standards definition of “secure”.) Yes No NA
- Does the facility maintain staff ratios of a minimum of 1:16 during resident sleeping hours, except during limited and discrete exigent circumstances? (N/A if the facility is not a secure juvenile facility per the PREA standards definition of “secure”.) Yes No NA

- Does the facility fully document any limited and discrete exigent circumstances during which the facility did not maintain staff ratios? (N/A if the facility is not a secure juvenile facility per the PREA standards definition of “secure”.) Yes No NA
- Does the facility ensure only security staff are included when calculating these ratios? (N/A if the facility is not a secure juvenile facility per the PREA standards definition of “secure”.) Yes No NA
- Is the facility obligated by law, regulation, or judicial consent decree to maintain the staffing ratios set forth in this paragraph? Yes No

115.313 (d)

- In the past 12 months, has the facility, in consultation with the agency PREA Coordinator, assessed, determined, and documented whether adjustments are needed to: The staffing plan established pursuant to paragraph (a) of this section? Yes No
- In the past 12 months, has the facility, in consultation with the agency PREA Coordinator, assessed, determined, and documented whether adjustments are needed to: Prevailing staffing patterns? Yes No
- In the past 12 months, has the facility, in consultation with the agency PREA Coordinator, assessed, determined, and documented whether adjustments are needed to: The facility’s deployment of video monitoring systems and other monitoring technologies? Yes No
- In the past 12 months, has the facility, in consultation with the agency PREA Coordinator, assessed, determined, and documented whether adjustments are needed to: The resources the facility has available to commit to ensure adherence to the staffing plan? Yes No

115.313 (e)

- Has the facility implemented a policy and practice of having intermediate-level or higher-level supervisors conduct and document unannounced rounds to identify and deter staff sexual abuse and sexual harassment? (N/A for non-secure facilities) Yes No NA
- Is this policy and practice implemented for night shifts as well as day shifts? (N/A for non-secure facilities) Yes No NA
- Does the facility have a policy prohibiting staff from alerting other staff members that these supervisory rounds are occurring, unless such announcement is related to the legitimate operational functions of the facility? (N/A for non-secure facilities) Yes No NA

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

- Does Not Meet Standard** (Requires Corrective Action)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. SCDJJ Policy G-9.41A PREA Unannounced
2. SCDJJ Policy G-9.41 PREA *Unannounced Facility/Program Round Forms* Completed for all Shifts
3. SCDJJ Facility Staff Plan
 - a. Staffing Plan
 - b. Physical Plant
 - c. Cameras
 - d. Blind Sports
 - e. Staffing Patterns
 - f. Supervision of Staff
 - g. Unannounced Rounds
 - h. Staff Supervision of Youth
 - i. Programming Schedule
 - j. Facility Breakdown Considerations
 - k. Staffing Plan Compliance Checklist
 - l. Sexual Violent Event Checklist
 - m. DJJ Event Report
 - n. Security Analysis (Post Chart)
 - o. Deviation From Staffing Plan
4. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
5. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1) 06/13/18
6. SCDJJ Policy H-3.9 Camera Surveillance
7. SCDJJ Policy H-3.16 Application of the PREA Standards (A, C, E)
8. SCDJJ Policy G-12 Detention Center Admissions
9. SCDJJ Policy G-3.3 Evaluation Center Admission Services (Classification and Assignment)
10. SCDJJ Policy E-1.7 Classification System for Housing in Security Facilities
11. SCDJJ Policy G-9.41 Supervision of Juveniles in Secure Facilities
12. SCDJJ Policy H-3.8 Search Procedures
13. Interviews:
 - a. Facility administrator
 - b. Higher level facility staff

A. The Coastal Evaluation Center develops documents, makes its best efforts to comply on a regular basis with a staffing plan that provides for adequate levels of staffing, and uses video monitoring to protect residents against abuse. An interview with the facility administrator indicated that the facility takes into consideration:

1. Generally accepted correctional/secure residential practices.
2. Judicial findings.
3. Federal investigation findings.
4. Findings from internal or external oversight bodies.
5. Facility's physical plant to include "blind spots".
6. Composition of resident population.
7. Placement of supervisory staff.
8. Facility programs occurring on different shift.
9. Agency policies, state or local laws, regulations, or standards.
10. Other relevant factors.

B. An interview with the facility administrator revealed that each time the staffing plan was not complied with, the facility would document and justifies all major deviations from the staffing plan.

Cameras are strategically located to supplement staffing and to enhance supervision of residents. The auditor is not going to provide further information related to the cameras because of security concerns; however, observations made during the tour confirmed this facility has a considerable number of cameras strategically located throughout the facility supplementing supervision inside and outside the facility.

C. The facility is maintaining staff ratios of a minimum of 1:8 during resident waking hours and 1:16 during resident sleeping hours. If there were an exigent circumstance which causes the facility to deviate for the general staffing plan, the facility will fully document.

D. Interview with the facility administrator revealed that at least annually, in collaboration with the PREA coordinator and management team, the facility reviews the staffing schedule to see whether adjustments are needed in:

- The staffing plan/schedule;
- Prevailing staffing patterns;
- The facility's deployment of video monitoring systems and other monitoring technologies;
- The resources the agency/facility has available to commit to ensure adequate staffing levels.

E. Documentation of unannounced rounds to identify and deter staff sexual abuse and sexual harassment were conducted on night shifts as well as day shifts. Unannounced rounds were conducted by intermediate-level and higher-level supervisors and

managers. Staff interviews indicated that they are prohibited from alerting other staff of unannounced rounds.

A review of the Pre-Audit Questionnaire Juvenile Facilities and confirmed by staff interview:

- Since the last PREA audit, the average daily number of residents reported was 25.
- Since the last PREA audit the average, daily number of residents on which the staffing plan was predicated reported was 112.

Interview Results

- Interviewed facility administrator and the facility PREA compliance manager indicated that they are consulted regarding any assessment of or adjustments to the staffing plan.
- Interviewed facility administrator and the facility PREA compliance manager indicated that the facility has a staffing plan/staffing roster. When assessing adequate staffing levels and the need for video monitoring they consider all of the components listed in the standard.

Concern: Documentation review of the post and security staff assignment for shift indicated that the officer from the control room, and transport staff are included in the resident ratio count. Only the officers that supervise the residents face to face can only be counted as a part of the ratios.

Corrective Active: This provision requires each secure juvenile facility to maintain staff ratios of a minimum of 1:8 during resident waking hours and 1:16 during resident sleeping hours. During the tour of the facility, the auditor observed compliance with this standard. To further, confirm compliance a review of the staffing ratios was requested by the auditor to evaluate the staffing ratios of the Coastal Evaluation Center from April 22, 2019 to August 19, 2019 due to temporarily closing the facility because of staffing shortages. The agency's interim deputy director of the Division Institutional Services and the institutional management administrator has provided the following narrative with supporting documents to verify compliance.

The Coastal Evaluation Center was temporarily closed. The juveniles were temporarily reassigned to the Evergreen Unit on the BRRRC campus in Columbia. The juveniles returned to CEC on June 17, 2019 with a cap of 30 juveniles assigned to the facility until correctional officer positions are filled. As the security positions are filled, the juvenile capacity will increase.

Copies of the facility's RSD reports were forwarded to the auditor for review along with the email confirming the above statement addressing CEC's staff shortage from the institutional management administrator, confirmed by the agency's interim deputy director of the Division Institution Services.

Interview with the agency PREA Compliance Specialist indicated that the agency is considering training non-security staff to be included in the ratios. *Compliant*

Standard 115.315: Limits to cross-gender viewing and searches

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.315 (a)

- Does the facility always refrain from conducting any cross-gender strip or cross-gender visual body cavity searches, except in exigent circumstances or by medical practitioners?
 Yes No

115.315 (b)

- Does the facility always refrain from conducting cross-gender pat-down searches in non-exigent circumstances? Yes No NA

115.315 (c)

- Does the facility document and justify all cross-gender strip searches and cross-gender visual body cavity searches? Yes No
- Does the facility document all cross-gender pat-down searches? Yes No

115.315 (d)

- Does the facility have policies that enable residents to shower, perform bodily functions, and change clothing without nonmedical staff of the opposite gender viewing their breasts, buttocks, or genitalia, except in exigent circumstances or when such viewing is incidental to routine cell checks? Yes No
- Does the facility have procedures that enable residents to shower, perform bodily functions, and change clothing without nonmedical staff of the opposite gender viewing their breasts, buttocks, or genitalia, except in exigent circumstances or when such viewing is incidental to routine cell checks? Yes No
- Does the facility require staff of the opposite gender to announce their presence when entering a resident housing unit? Yes No
- In facilities (such as group homes) that do not contain discrete housing units, does the facility require staff of the opposite gender to announce their presence when entering an area where residents are likely to be showering, performing bodily functions, or changing clothing? (N/A for facilities with discrete housing units) Yes No NA

115.315 (e)

- Does the facility always refrain from searching or physically examining transgender or intersex residents for the sole purpose of determining the resident's genital status? Yes No

- If a resident's genital status is unknown, does the facility determine genital status during conversations with the resident, by reviewing medical records, or, if necessary, by learning that information as part of a broader medical examination conducted in private by a medical practitioner? Yes No

115.315 (f)

- Does the facility/agency train security staff in how to conduct cross-gender pat down searches in a professional and respectful manner, and in the least intrusive manner possible, consistent with security needs? Yes No
- Does the facility/agency train security staff in how to conduct searches of transgender and intersex residents in a professional and respectful manner, and in the least intrusive manner possible, consistent with security needs? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. Curriculum for Cross Gender Training
2. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
3. PREA Poster: Opposite Gender Must Announce Upon Entry (Spanish and English)
4. SCDJJ Policy H-3.16 Application of the PREA Standards (A, B, C, E)
5. SCDJJ Policy H-3.8 Search Procedures
6. SCDJJ Policy H-3.8B *Cross-Gender Search Documentation Form*
7. SCDJJ Policy G-9.41 Supervision of Juveniles in Secure Residential Facilities
8. Interviews:
 - a. Random officers
 - b. Non-medical staff cross gender searches
 - c. Random residents

- A.** The facility staff do not conduct cross-gender pat-down searches, strip searches or cross-gender visual body cavity searches except in exigent circumstances or when performed by medical practitioners. Documentation review indicated the facility reported no exigent circumstances for this audit period. The facility will maintain documentation when exigent circumstances occur. The facility's search policy prohibits staff from conducting pat-down searches, strip searches or cross-gender visual body cavity searches except in exigent circumstances or when performed by authorized medical personnel.
- B.** Agency requires the facility to implement policies and procedures that enable residents to shower, perform bodily functions, and change clothing without non-medical staff of the opposite gender viewing the breasts, buttocks or genitalia, except in exigent circumstances or when such viewing is incidental to routine room/cell or bed checks.

Agency policy and procedures requires staff of the opposite gender to announce their presence when entering a resident housing unit. The facility has signs posted on the doors of each housing unit as a reminder to staff.

Observations of restrooms and shower during the tour confirmed residents have privacy when using the restroom, showering, and changing clothing. PREA friendly shower curtains are at the doorway of the bathrooms and the shower areas to provide privacy. Residents reported they are never naked in full view of staff.

- C.** During the onsite audit visit there were no transgender or intersex residents housed. If the facility were to receive a transgender or intersex resident, the agency staff will not search or physically examine a transgender or intersex resident for the sole purpose of determining the resident's genital status. If the resident's genital status is unknown, the facility determines during conversations with the resident, by reviewing medical records, or, if necessary, by learning that information as part of a broader medical examination conducted in private by a medical practitioner.

The facility PREA manager confirmed there have been no cross-gender strip-searches or visual body cavity searches conducted within the audited cycle.

A review of the Pre-Audit Questionnaire Juvenile Facilities and confirmed by staff interviews:

- In the past 12 months, the number of cross-gender strip or cross gender visual body cavity searches of residents reported was zero.
- In the past 12 months, the number of cross-gender strip or cross-gender visual body cavity searches of residents that did not involve exigent circumstances or were performed by non-medical staff reported was zero.
- The number of pat-down searches of female residents that were conducted by male staff reported was zero.

- The number of pat-down searches of female residents conducted by male staff that did not involve exigent circumstances reported was zero.
- In the past 12 months, the number of transgender or intersex residents search or physically examine for the sole purposes of determining the resident's genital status was zero.

Interview Results:

- Twelve security staff, representing staff from all shifts, was interviewed. One hundred percent of staff interviewed indicated that cross-gender pat searches were prohibited and not conducted. Several of the seasoned staff reported that they used to be able to conduct cross gender pat down searches but that is now prohibited. If there is not a same sex staff available to conduct the search, they will seek assistance from another facility that is located on the same physical grounds.
- Ten residents were interviewed. Five out of ten indicated that staff of the opposite gender does not announce their presence when entering the housing areas. All the residents reported that no one could see them when they are showering, using the toilet, or changing clothes. One hundred percent of the residents reported that staff of the opposite gender do not perform pat down searches of their body.
- Ten residents were interviewed and asked, are you and other residents ever naked in full view of female staff (not including medical staff such as doctors, nurses)? One hundred percent of the residents reported no.
- One hundred percent of the interviewed staff reported that staff of the opposite gender announces their presence when entering the housing area. All residents can dress shower and toilet without being viewed by staff of the opposite gender. Staff and residents reported that when showering, the opposite gender is not allowed in the housing area.
- Random staff interview question #4, Are you aware of the policy prohibiting staff from searching or physically examining a transgender or intersex resident for the purpose of determining that resident's genital status? Five out of 12 indicated that they did not know or not sure.

Concern: Resident interview question # 4, Do female staff announce their presence when entering your housing area or any area where you shower, change clothes, or perform bodily functions? Five out of 10 resident interviewed stated no, female staff do not announce their presence.

Corrective Active: The facility administrator has informed all Coastal Evaluation Center staff that agency policy requires all personnel of the opposite gender to announce their presence prior to entering the juveniles living quarters.

Policy 336 Application of The PREA Standard section (8.) All SCDJJ facilities will ensure that all staff, volunteers, interns, visitors, and contractors are required by facility policies and procedures to announce their presence when entering a housing unit designated for juveniles of the opposite gender. Such requirements for announcements will be posted where immediately visible prior to entering the living area. *Compliant.*

Concern: Random staff interview question #4, Are you aware of the policy prohibiting staff from searching or physically examining a transgender or intersex resident for determining that resident's genital status? Five out of 12 stated they did not know or not sure.

Corrective Active: The facility administrator has informed all Coastal Evaluation Center staff that the agency policy prohibits staff from searching or physically examining a transgender or intersex resident for determining that resident's genital status.

Policy 336 Application of The PREA Standard section (A) Preventive Planning paragraph (9). At no time will any SCDJJ facility search or physically examine a transgender or intersex juvenile for determining the juvenile's genital status. *Compliant.*

Standard 115.316: Residents with disabilities and residents who are limited English proficient

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.316 (a)

- Does the agency take appropriate steps to ensure that residents with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including: Residents who are deaf or hard of hearing? Yes No
- Does the agency take appropriate steps to ensure that residents with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including: Residents who are blind or have low vision? Yes No
- Does the agency take appropriate steps to ensure that residents with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including: Residents who have intellectual disabilities? Yes No

- Does the agency take appropriate steps to ensure that residents with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including: Residents who have psychiatric disabilities? Yes No
- Does the agency take appropriate steps to ensure that residents with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including: Residents who have speech disabilities? Yes No
- Does the agency take appropriate steps to ensure that residents with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including: Other? (if "other," please explain in overall determination notes.) Yes No
- Do such steps include, when necessary, ensuring effective communication with residents who are deaf or hard of hearing? Yes No
- Do such steps include, when necessary, providing access to interpreters who can interpret effectively, accurately, and impartially, both receptively and expressively, using any necessary specialized vocabulary? Yes No
- Does the agency ensure that written materials are provided in formats or through methods that ensure effective communication with residents with disabilities including residents who: Have intellectual disabilities? Yes No
- Does the agency ensure that written materials are provided in formats or through methods that ensure effective communication with residents with disabilities including residents who: Have limited reading skills? Yes No
- Does the agency ensure that written materials are provided in formats or through methods that ensure effective communication with residents with disabilities including residents who: Are blind or have low vision? Yes No

115.316 (b)

- Does the agency take reasonable steps to ensure meaningful access to all aspects of the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment to residents who are limited English proficient? Yes No
- Do these steps include providing interpreters who can interpret effectively, accurately, and impartially, both receptively and expressively, using any necessary specialized vocabulary? Yes No

115.316 (c)

- Does the agency always refrain from relying on resident interpreters, resident readers, or other types of resident assistants except in limited circumstances where an extended delay in obtaining an effective interpreter could compromise the resident's safety, the performance of

first-response duties under §115.364, or the investigation of the resident's allegations?

Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. Plan in place for deaf or hard of hearing, blind or low vision
 2. Interpreters List or System for Non-Speaking English residents
 3. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
 4. PREA Poster: Zero Tolerance (Spanish)
 5. PREA Poster: Zero Tolerance (English)
 6. SCDJJ Policy H-3.16 Application of the PREA Standards (A)
 7. SCDJJ Policy C-3.1 Juveniles with Disabilities
 8. Interviews:
 - a. PREA compliance manager
 - b. Random staff/officers
 - c. Disabled residents (None)
- A.** The facility has taken appropriate steps to ensure that residents with disabilities (including, for example, residents who are deaf or hard of hearing, those who are blind or have low vision, or those who have intellectual, psychiatric, or speech disabilities), have an equal opportunity to participate in or benefit from all aspects of the facility's efforts to prevent, detect, and respond to sexual abuse and sexual harassment. In addition, the facility ensures that written materials are provided in formats or through methods that ensure effective communication with residents with disabilities, including residents who have intellectual disabilities, limited reading skills, or who are blind or have low vision. The agency has a policy based on Title II of the Americans with Disabilities Act, 28 CFR 35.164.
- B.** The facility has taken reasonable steps to ensure meaningful access to all aspects of the facility's efforts to prevent, detect, and respond to sexual abuse and sexual

harassment to residents who are limited English proficient. This includes taking steps to provide interpreters who can interpret effectively, accurately, and impartially, both receptively and expressively, and using any necessary specialized vocabulary.

- C. The facility does not rely on resident interpreters, resident readers, or other types of resident assistants except in limited circumstances where an extended delay in obtaining an effective interpreter could compromise the resident's safety, the performance of first-response duties, or the investigation of the resident's allegations.

A review of the Pre-Audit Questionnaire Juvenile Facilities and confirmed by staff interviews:

- o In the past 12 months, the number of instances where resident interpreters, readers, or other types of resident assistants have been used and it was not the case that an extended delay in obtaining another interpreter could compromise the resident's safety, the performance of first-response duties under 115.264, or the investigation of the resident's allegations reported was zero.

Interview Results:

- o There were no residents at the facility who were disabled or were limited English proficient.
- o Random staff interview question #9, Does the agency/facility ever allow the use of resident interpreters, resident readers, or other types of resident assistants to assist disabled residents or residents or residents with limited English proficiency when making an allegation of sexual abuse or sexual harassment? Five out of 12 indicated yes.

Concern: Random staff interview question #9, Does the agency/facility ever allow the use of resident interpreters, resident readers, or other types of resident assistants to assist disabled residents or residents or residents with limited English proficiency when making an allegation of sexual abuse or sexual harassment? Five out of 12 stated yes.

Corrective Active: The facility administrator has informed all Coastal Evaluation Center staff that the agency policy prohibits juvenile interpreters, juvenile readers, or any other type of juvenile assistants in obtaining information regarding investigations that may compromise the safety of the juvenile. In addition, the facility has a staff that speaks Spanish who will serve as an interpreter for Spanish speaking juvenile.

Policy 336 Application of The PREA Standard section (A) Preventive Planning paragraph (12) SCDJJ will not rely on juvenile interpreters, juvenile readers, or any other type of juvenile assistants in obtaining information regarding investigations that may compromise the safety of the juvenile. *Compliant.*

Standard 115.317: Hiring and promotion decisions

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.317 (a)

- Does the agency prohibit the hiring or promotion of anyone who may have contact with residents who: Has engaged in sexual abuse in a prison, jail, lockup, community confinement facility, juvenile facility, or other institution (as defined in 42 U.S.C. 1997)? Yes No
- Does the agency prohibit the hiring or promotion of anyone who may have contact with residents who: Has been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, overt or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse? Yes No
- Does the agency prohibit the hiring or promotion of anyone who may have contact with residents who: Has been civilly or administratively adjudicated to have engaged in the activity described in the question immediately above? Yes No
- Does the agency prohibit the enlistment of services of any contractor who may have contact with residents who: Has engaged in sexual abuse in a prison, jail, lockup, community confinement facility, juvenile facility, or other institution (as defined in 42 U.S.C. 1997)? Yes No
- Does the agency prohibit the enlistment of services of any contractor who may have contact with residents who: Has been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, overt or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse? Yes No
- Does the agency prohibit the enlistment of services of any contractor who may have contact with residents who: Has been civilly or administratively adjudicated to have engaged in the activity described in the question immediately above? Yes No

115.317 (b)

- Does the agency consider any incidents of sexual harassment in determining whether to hire or promote anyone who may have contact with residents? Yes No
- Does the agency consider any incidents of sexual harassment in determining whether to enlist the services of any contractor who may have contact with residents? Yes No

115.317 (c)

- Before hiring new employees, who may have contact with residents, does the agency perform a criminal background records check? Yes No
- Before hiring new employees, who may have contact with residents, does the agency consult any child abuse registry maintained by the State or locality in which the employee would work? Yes No

- Before hiring new employees who may have contact with residents, does the agency, consistent with Federal, State, and local law, make its best efforts to contact all prior institutional employers for information on substantiated allegations of sexual abuse or any resignation during a pending investigation of an allegation of sexual abuse? Yes No

115.317 (d)

- Does the agency perform a criminal background records check before enlisting the services of any contractor who may have contact with residents? Yes No
- Does the agency consult applicable child abuse registries before enlisting the services of any contractor who may have contact with residents? Yes No

115.317 (e)

- Does the agency either conduct criminal background records checks at least every five years of current employees and contractors who may have contact with residents or have in place a system for otherwise capturing such information for current employees? Yes No

115.317 (f)

- Does the agency ask all applicants and employees who may have contact with residents directly about previous misconduct described in paragraph (a) of this section in written applications or interviews for hiring or promotions? Yes No
- Does the agency ask all applicants and employees who may have contact with residents directly about previous misconduct described in paragraph (a) of this section in any interviews or written self-evaluations conducted as part of reviews of current employees? Yes No
- Does the agency impose upon employees a continuing affirmative duty to disclose any such misconduct? Yes No

115.317 (g)

- Does the agency consider material omissions regarding such misconduct, or the provision of materially false information, grounds for termination? Yes No

115.317 (h)

- Does the agency provide information on substantiated allegations of sexual abuse or sexual harassment involving a former employee upon receiving a request from an institutional employer for whom such employee has applied to work? (N/A if providing information on substantiated allegations of sexual abuse or sexual harassment involving a former employee is prohibited by law.) Yes No NA

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. List of New Hires
 2. List of Promoted Staff
 3. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
 4. SCDJJ Policy B-3.3 Employee Report of Arrest, Conviction, Child Abuse Registry, or Loss of Driver's License
 - a. Criminal History and Driver's License checks conduct annually on all employees
 - b. Child Abuse Registry checks conduct every 5 years on all employees
 5. Background Investigations
 6. SCDJJ Policy H-3.16 Application of the PREA Standards (E) - 03/05/18
 7. SCDJJ Policy B-3.18 Employee Recruitment and Selection
 8. SCDJJ Hiring Packet Checklist
 9. Interviews:
 - a. Facility PREA compliance manager
 - b. Human Resource staff
- A.** The agency requires the facility not to hire or promote anyone who may have contact with residents, and does not enlist the services of any contractor who may have contact with residents as listed in this standard to include the following provisions:
1. Has engaged in sexual abuse in a prison, jail, lockup, juvenile facility, or other institution; to include persons who are mentally ill or disabled or retarded or chronically ill or handicapped, or institution providing skilled nursing or intermediate or long-term care or custodial or residential care.
 2. Has been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, overt or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse;

or

3. Has been civilly or administratively adjudicated to engage in the activity described in subsection 2.
- B.** Policy requires that before hiring new employees who may have contact with residents, the facility will perform a criminal background check; and consistent with Federal, State and local law, make its best efforts to contact all prior institutional employers for information on substantiated allegations of residents or detainee sexual abuse or harassment or any resignation pending an investigation of such allegations.
- C.** Agency completes a criminal background records check before enlisting the services of contractors who may have contact with residents. The agency also requires the facility to conduct criminal background record checks every five years for current employees and contractors who have contact with residents according to staff interviews.
- D.** The agency prohibits staff from material omissions and the provision of materially false information.
- E.** Interview with agency human resource staff indicated that when a former employee applies for work at another facility, upon request from that facility, they would provide requested information as long as it does not violate policies or laws.

A review of the Pre-Audit Questionnaire Juvenile Facilities and confirmed by staff interviews:

- In the past 12 months, the number of persons hired who may have contact with residents who have had criminal background checks was 18.
- In the past 12 months, the number of contracts for services where criminal background record checks were conducted on all staff covered in the contract that might have contact with residents was 5.

Interview Results:

- Interviewed human resources staff and a review of the staff documentation confirmed that background clearances are completed and placed in the employee personnel files.
- The human resources staff was able to walk the auditor through staff personnel files describing a background clearance process that included a background check for felonies, misdemeanors, nationwide sex offender searches, and fingerprints. Reviewed files contained the required documentation and clearances. Staff described the Child Abuse and Neglect Reports conducted by DHR. Staff also indicated PREA questions are given to

applicants prior to their interviews.

- Interviewed human resources staff indicated that criminal record background checks are performed on all newly hired employees and contractors during the clearance process. This is done regardless of whether they may have contact with offenders.

Standard 115.318: Upgrades to facilities and technologies

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.318 (a)

- If the agency designed or acquired any new facility or planned any substantial expansion or modification of existing facilities, did the agency consider the effect of the design, acquisition, expansion, or modification upon the agency's ability to protect residents from sexual abuse? (N/A if agency/facility has not acquired a new facility or made a substantial expansion to existing facilities since August 20, 2012, or since the last PREA audit, whichever is later.)
 Yes No NA

115.318 (b)

- If the agency installed or updated a video monitoring system, electronic surveillance system, or other monitoring technology, did the agency consider how such technology may enhance the agency's ability to protect residents from sexual abuse? (N/A if agency/facility has not installed or updated a video monitoring system, electronic surveillance system, or other monitoring technology since August 20, 2012, or since the last PREA audit, whichever is later.)
 Yes No NA

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

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Supporting Documents, Interviews and Observations

1. Statement: Written Confirm No Upgrades, Expansion or Modification
2. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
3. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (B1) 06/13/18
4. SCDJJ Policy H-3.9 Camera Surveillance
5. SCDJJ Policy H-3.16 Application of the PREA Standards (A, B)
6. Interviews:
 - a. Facility administrator
 - b. Facility PREA compliance manager

A. The facility management team indicates when designing or acquiring any new facility and in planning any substantial expansion or modification of existing facilities, the plan will consider the effect of the design, acquisition, expansion, or modification upon the facility's ability to protect residents from sexual abuse.

B. The facility management team indicated when installing or updating a video monitoring system, electronic surveillance system, or other monitoring technology, the plan will consider how the technology may enhance the facility's ability to protect residents from sexual abuse.

Interview Results:

- Interviewed facility administrator and PREA compliance manager indicated that there was no major expansion during the past three years. If there was a major expansion, that they would be involved in any planning?

RESPONSIVE PLANNING

Standard 115.321: Evidence protocol and forensic medical examinations

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.321 (a)

- If the agency is responsible for investigating allegations of sexual abuse, does the agency follow a uniform evidence protocol that maximizes the potential for obtaining usable physical evidence for administrative proceedings and criminal prosecutions? (N/A if the agency/facility is not responsible for conducting any form of criminal OR administrative sexual abuse investigations.)
 Yes No NA

115.321 (b)

- Is this protocol developmentally appropriate for youth where applicable? (N/A if the agency/facility is not responsible for conducting any form of criminal OR administrative sexual abuse investigations.) Yes No NA
- Is this protocol, as appropriate, adapted from or otherwise based on the most recent edition of the U.S. Department of Justice's Office on Violence Against Women publication, "A National Protocol for Sexual Assault Medical Forensic Examinations, Adults/Adolescents," or similarly comprehensive and authoritative protocols developed after 2011? (N/A if the agency/facility is not responsible for conducting any form of criminal OR administrative sexual abuse investigations.) Yes No NA

115.321 (c)

- Does the agency offer all residents who experience sexual abuse access to forensic medical examinations, whether on-site or at an outside facility, without financial cost, where evidentiarily or medically appropriate? Yes No
- Are such examinations performed by Sexual Assault Forensic Examiners (SAFEs) or Sexual Assault Nurse Examiners (SANEs) where possible? Yes No
- If SAFEs or SANEs cannot be made available, is the examination performed by other qualified medical practitioners (they must have been specifically trained to conduct sexual assault forensic exams)? Yes No
- Has the agency documented its efforts to provide SAFEs or SANEs? Yes No

115.321 (d)

- Does the agency attempt to make available to the victim a victim advocate from a rape crisis center? Yes No
- If a rape crisis center is not available to provide victim advocate services, does the agency make available to provide these services a qualified staff member from a community-based organization, or a qualified agency staff member? (N/A if the agency *always* makes a victim advocate from a rape crisis center available to victims.) Yes No NA
- Has the agency documented its efforts to secure services from rape crisis centers? Yes No

115.321 (e)

- As requested by the victim, does the victim advocate, qualified agency staff member, or qualified community-based organization staff member accompany and support the victim through the forensic medical examination process and investigatory interviews? Yes No

- As requested by the victim, does this person provide emotional support, crisis intervention, information, and referrals? Yes No

115.321 (f)

- If the agency itself is not responsible for investigating allegations of sexual abuse, has the agency requested that the investigating agency follow the requirements of paragraphs (a) through (e) of this section? (N/A if the agency/facility is responsible for conducting criminal AND administrative sexual abuse investigations.) Yes No NA

115.321 (g)

- Auditor is not required to audit this provision.

115.321 (h)

- If the agency uses a qualified agency staff member or a qualified community-based staff member for the purposes of this section, has the individual been screened for appropriateness to serve in this role and received education concerning sexual assault and forensic examination issues in general? (N/A if agency *always* makes a victim advocate from a rape crisis center available to victims.) Yes No NA

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. Investigation Reports (Event Reports)
2. Grievances
3. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
4. Protocol for Alleged Sexual Assault Involving Penetration
5. Office of Inspector General
6. "The Emergency Medical Treatment and Labor Act" Survey of Hospital Emergency Department (*January 2001 OEI-09-98-00220*)

7. Health Services PREA (Contract) Training
8. Health Services PREA Employees
9. MOU Email – Advocacy Centers
10. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (D1, D3,E1)
11. SCDJJ Policy H-3.16 Application of the PREA Standards (A,B,E,F)
12. SCDJJ Policy C-2.6 Clinical Crisis Intervention
13. SCDJJ Policy I-3.5 Investigations
14. SCDJJ Policy C-1.4 Juvenile’s Unimpeded Access to Health Care
15. SCDJJ Policy I-4.2 Juvenile Rights and Responsibilities
16. SCDJJ Policy I-4.3 Juvenile Grievance Process
17. Interviews:
 - a. Facility administrator
 - b. Facility PREA compliance manager
 - c. Mental health staff
 - d. Medical staff
 - e. Random officers
 - f. Residents reported sexual abuse

- A.** The agency is responsible for investigating allegations of sexual abuse at Juvenile Detention Center. The investigators follow a uniform evidence protocol that is used in obtaining usable physical evidence for administrative and criminal proceedings.
- B.** According to interviews, the agency protocol is appropriate and adapted from or otherwise based on the most recent edition of the “*National Protocol for Sexual Assault Medical Forensic Examinations, Adults/Adolescents.*”
- C.** Residents are offered access to forensic medical examinations at the local hospital without financial cost. The local hospital or the rape crisis center provides a Sexual Assault Forensic Examiners (SAFEs) or Sexual Assault Nurse Examiners (SANEs) if available. However, if a SAFE or SANE is not available, a qualified medical practitioner will perform the examination. The facility will document activities.
- D.** The facility makes available to the victim a victim advocate. If not available to provide victim advocate services, the facility makes available (to provide services) a qualified staff member from a community-based organization, or a qualified facility staff member. The facility provided documentation that showed attempts with Rape Crisis Center efforts to secure services.
- E.** The victim advocate, if used, will meet the requirements of qualified community-based organization staff that accompanies and supports the victim through the forensic medical examination process and investigatory interviews, and provides emotional support, crisis intervention, information, and referrals as needed.

- F. If the agency turns the investigative case over to an outside entity, the agency is responsible and follows up on the outside process.
- G. The facility defines a qualified community-based staff member as an individual who has been screened for appropriateness to serve in this role and has received education concerning sexual assault and forensic examination issues in general.

A review of the Pre-Audit Questionnaire Juvenile Facilities and confirmed by staff interviews:

- The number of forensic medical exams conducted during the past 12 months reported was zero.
- The number of exams performed by SANEs/SAFEs during the past 12 months reported was zero.
- The number of exams performed by a qualified medical practitioner during the past 12 months reported was zero.

Interview Results:

- Random staff interview question #12, Do you know who is responsible for conducting sexual abuse investigations? Seven out of 12 stated no or the wrong person.
- One hundred percent of the staff could describe the process and steps required to protect physical evidence; which included but not limited to: notifying the supervisor, securing the area, separating the victim and perpetrator, protecting the physical evidence, not allowing the victim to shower or brush teeth, change clothes, and immediately seeking medical attention.
- Interviewed staff, including the PREA compliance manager, was familiar with the evidence protocol and roles they would play as first responders. The staff stated, “They would make sure the resident victim was stable, preserve the evidence and if, the mental health is on site, the mental health staff would conduct an assessment.”
- Previously interviewed investigator indicated when outside agencies are responsible for investigating allegations of sexual abuse, the facility requests that the investigating agency follows the requirements of PREA. This includes standard provision (g) 1 and 2. Policy requires the facility to request that outside investigative authorities conduct the investigation in accordance with PREA investigation standards.
- Interviewed medical and mental health staff indicated that the facility will offer all victims of sexual assault access to forensic medical examinations without financial cost. Staff indicated that SANEs/SAFEs are provided by the local

hospital.

Concern: Random staff interview question # 12, Do you know who is responsible for conducting sexual abuse investigations? Seven out of 12 stated no or the wrong person.

Corrective Active: The facility administrator has informed all Coastal Evaluation Center staff that the agency policy states that Division of Investigative Services is responsible for investigating all allegations of sexual abuse.

Policy 336 Application of The PREA Standard section (B) Responsive Planning paragraph (1) SCDJJ's Division of Investigative Services is responsible for investigating all allegations of sexual abuse, consistent with SCDJJ Policy 328, Investigations. Evidence collection efforts will be collaborative with the local hospital of agreement and the South Carolina Law Enforcement Division, depending on the severity of the event, who is involved (juvenile or staff), and availability of evidence. [PREA Standard(s). *Compliant.*

Standard 115.322: Policies to ensure referrals of allegations for investigations

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.322 (a)

- Does the agency ensure an administrative or criminal investigation is completed for all allegations of sexual abuse? Yes No
- Does the agency ensure an administrative or criminal investigation is completed for all allegations of sexual harassment? Yes No

115.322 (b)

- Does the agency have a policy and practice in place to ensure that allegations of sexual abuse or sexual harassment are referred for investigation to an agency with the legal authority to conduct criminal investigations, unless the allegation does not involve potentially criminal behavior? Yes No
- Has the agency published such policy on its website or, if it does not have one, made the policy available through other means? Yes No
- Does the agency document all such referrals? Yes No

115.322 (c)

- If a separate entity is responsible for conducting criminal investigations, does the policy describe the responsibilities of both the agency and the investigating entity? (N/A if the agency/facility is responsible for criminal investigations. See 115.321(a).) Yes No NA

115.322 (d)

- Auditor is not required to audit this provision.

115.322 (e)

- Auditor is not required to audit this provision.

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
 2. SCDJJ Policy H-3.16 Application of the PREA Standards (A) - 03/05/18
 3. SCDJJ Policy I-3.5 Investigations
 4. SCDJJ Policy B-3.21 Employee Sexual Harassment
 5. SCDJJ Policy H-3.15 Prevention of Sexual Offenses Toward Juveniles
 6. Interviews:
 - a. Facility administrator
 - b. Random officers
 - c. Agency investigator
- A.** According to interviews with the facility administrator and the investigator, the facility ensures that an administrative or criminal investigation is completed for all allegations of sexual abuse and sexual harassment reported for resident-on-resident or staff-on-resident misconduct.

- B.** The initial investigation begins immediately by the facility. The facility uses a uniform evidence protocol that maximizes the potential for obtaining usable physical evidence for administrative proceedings and criminal prosecutions. In accordance with agency letter, the local police department is to be notified immediately and assume control of the investigation when appropriate.

Investigations are documented in a written report that contains a thorough description of physical, testimonial, and documentary evidence and attached copies of all documentary evidence.

An additional interview with facility investigator confirmed the process for receiving an allegation and for conducting the investigation if an alleged sexual abuse was reported. Interviewed staff stated, they have been trained to report everything for investigations, including reporting, knowledge, allegations and suspicion of sexual abuse or sexual harassment. Staff affirmed they are trained to accept reports from all sources, including third parties and anonymous reports.

- C.** The agency has in place a policy to ensure that allegations of sexual abuse or sexual harassment are referred for investigation to an agency with the legal authority to conduct criminal investigations. Per policy, substantiated allegations of conduct that appears to be criminal are referred for prosecution. Investigations staff imposes no standard higher than a preponderance of the evidence in determining whether allegations of sexual abuse or sexual harassment are substantiated.

If a separate entity is responsible for conducting criminal investigations, such publication shall describe the responsibilities of both the agency and the investigating entity. The agency publishes the policy on its website.

A review of the Pre-Audit Questionnaire Juvenile Facilities and confirmed by staff interviews:

- The number of allegations of sexual abuse and sexual harassment receive during the past 12 months was six.
- The number of allegations resulting in an administrative investigation during the past 12 months was six.

Interview Results:

- Additional interviews with staff confirmed the process for receiving an allegation of sexual abuse and sexual harassment. Interviewed staff stated, they have been trained to report or refer everything regarding sexual abuse and sexual harassment to be investigated; including having knowledge of, and allegations and suspicion of sexual abuse or sexual harassment. Staff affirmed they are

trained to accept reports from all sources, including third parties and anonymous reports.

TRAINING AND EDUCATION

Standard 115.331: Employee training

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.331 (a)

- Does the agency train all employees who may have contact with residents on its zero-tolerance policy for sexual abuse and sexual harassment? Yes No
- Does the agency train all employees who may have contact with residents on how to fulfill their responsibilities under agency sexual abuse and sexual harassment prevention, detection, reporting, and response policies and procedures? Yes No
- Does the agency train all employees who may have contact with residents on residents' right to be free from sexual abuse and sexual harassment Yes No
- Does the agency train all employees who may have contact with residents on the right of residents and employees to be free from retaliation for reporting sexual abuse and sexual harassment? Yes No
- Does the agency train all employees who may have contact with residents on the dynamics of sexual abuse and sexual harassment in juvenile facilities? Yes No
- Does the agency train all employees who may have contact with residents on the common reactions of juvenile victims of sexual abuse and sexual harassment? Yes No
- Does the agency train all employees who may have contact with residents on how to detect and respond to signs of threatened and actual sexual abuse and how to distinguish between consensual sexual contact and sexual abuse between residents? Yes No
- Does the agency train all employees who may have contact with residents on how to avoid inappropriate relationships with residents? Yes No
- Does the agency train all employees who may have contact with residents on how to communicate effectively and professionally with residents, including lesbian, gay, bisexual, transgender, intersex, or gender nonconforming residents? Yes No
- Does the agency train all employees who may have contact with residents on how to comply with relevant laws related to mandatory reporting of sexual abuse to outside authorities? Yes No
- Does the agency train all employees who may have contact with residents on relevant laws regarding the applicable age of consent? Yes No

115.331 (b)

- Is such training tailored to the unique needs and attributes of residents of juvenile facilities?
 Yes No
- Is such training tailored to the gender of the residents at the employee's facility? Yes No
- Have employees received additional training if reassigned from a facility that houses only male residents to a facility that houses only female residents, or vice versa? Yes No

115.331 (c)

- Have all current employees who may have contact with residents received such training?
 Yes No
- Does the agency provide each employee with refresher training every two years to ensure that all employees know the agency's current sexual abuse and sexual harassment policies and procedures? Yes No
- In years in which an employee does not receive refresher training, does the agency provide refresher information on current sexual abuse and sexual harassment policies? Yes No

115.331 (d)

- Does the agency document, through employee signature or electronic verification, that employees understand the training they have received? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. Room Assignment – PREA Video Training (Staff)
2. PREA Video Training Staff Signature Sheets

3. Staff Documentation of Refreshers Training
4. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
5. Employees Training Transcript
6. Introduction To Trauma and Trauma-Informed Care (5.5 Hours)
7. Adolescent Development and Delinquency (6 Hours)
8. Legal 101 for Juvenile Correctional Officers (2.75 Hours)
9. Office of Staff Development and Training (PREA Training Curriculum)
10. Abuse and Neglect Reporting
11. Legal Update and PREA (Children's Law Center)
12. Trauma: Crisis Intervention (Psychologist III / Specialized Trauma Services Coordinator)
13. Agency PREA Coordinator PREA Update Training
14. PREA Standards Power Point Training
15. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1,C3) 06/13/18
16. SCDJJ Policy B-7.0 Staff Development and Training Requirements and Services
17. SCDJJ Policy H-3.16 Application of the PREA Standards - 03/05/18
18. SCDJJ Policy B-8.1A *Contractor Conduct Agreement* (Form)
19. SCDJJ Policy A-5.5 Volunteer Services
20. Interviews:
 - a. Agency PREA coordinator
 - b. Facility PREA compliance manager
 - c. Random officers

A. The facility has trained staff that has contact with residents based on the requirements stated in this standard. According to staff interviews, sexual abuse and sexual harassment training is provided in pre-service orientation training, in-service, and other additional training and includes:

- Zero tolerance for sexual abuse and sexual harassment;
- Responsibilities under agency sexual abuse and sexual harassment prevention, detection, reporting, and response policies and procedures;
- Residents' right to be free from sexual abuse and sexual harassment;
- The right to be free from retaliation;
- Dynamics of sexual abuse and sexual harassment in juveniles' facilities;
- Common reactions of juvenile victims of sexual abuse and sexual harassment;
- How to detect and respond to signs of threatened and actual sexual abuse;
- How to avoid inappropriate relationships with residents;
- Communicate effectively and professionally with residents, including lesbian, gay, bisexual, transgender, intersex, or gender nonconforming residents;
- Comply with relevant laws related to mandatory reporting of sexual abuse to outside authorities; and
- Relevant laws regarding age of consent.

- B.** Training is tailored to the gender of the residents at the employee's facility. Review of documentation revealed that staff receive additional training if the staff is reassigned from a facility that houses only male residents to a facility that houses only female residents, or vice versa. The staff will receive this training through additional pre-service training.
- C.** The agency requires its facilities to provide each employee with refresher training every two years to ensure that all employees know the agency's current sexual abuse and sexual harassment policies and procedures. According to agency PREA coordinator, for the years in which employees do not receive refresher training, the facility provides refresher information on current sexual abuse and sexual harassment policies through shift briefing and staff meetings.
- D.** The facility documents, through employee signature verification, the staff understands the training they have received. The facility documents staff training using the training roster, which requires the signature, date and job title of the staff and instructor.

A review of the Pre-Audit Questionnaire Juvenile Facilities and confirmed by staff interviews:

- In the past 12 months, the number of staff employed by the facility, which may have contact with residents, who were trained on the PREA requirements reported, was 71. To include refresher training.

Interview Results:

- Interviewed agency PREA Compliance Specialist and facility PREA compliance manager confirmed that facility staff has been trained using the PREA Training Curriculum.
- Interviewed twelve security staff that could articulate the topics covered in the PREA training. One hundred percent of the security staff reported being knowledgeable of all topics except communicating effectively with LGBTI residents. The staff could describe the training on zero tolerance, resident and staff rights, dynamics of sexual abuse and sexual harassment, prior history of sexual victimization, relevant laws related to mandatory reporting and the age of consent, prevention and response protocol, as well as supportive services available to resident. Staff who were hired in the last 18 months reported that they received training in new hire training along with quarterly meetings and shift briefings. All interviewed staff reported that additional training is provided throughout the year, during quarterly trainings. Several staff reported that the topics of working with LGBTI youth was covered however very brief. Based on the reaction of staff, many did not appear comfortable discussing the topic of transgender residents.

Standard 115.332: Volunteer and contractor training

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.332 (a)

- Has the agency ensured that all volunteers and contractors who have contact with residents have been trained on their responsibilities under the agency's sexual abuse and sexual harassment prevention, detection, and response policies and procedures? Yes No

115.332 (b)

- Have all volunteers and contractors who have contact with residents been notified of the agency's zero-tolerance policy regarding sexual abuse and sexual harassment and informed how to report such incidents (the level and type of training provided to volunteers and contractors shall be based on the services they provide and level of contact they have with residents)? Yes No

115.332 (c)

- Does the agency maintain documentation confirming that volunteers and contractors understand the training they have received? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. Volunteers and Contractors Training Files
2. *One-Time Volunteer Orientation Forms*
3. *Volunteer Certification of Orientation and Agreement Forms*
4. New Volunteer Applications
5. Volunteer Report of Criminal Conviction/Child Abuse Registry
6. Contractor Information and Training
7. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
8. Contractor Conduct Agreement

9. Subcontractors Conduct Agreement
10. *Contractor Conduct Agreement* (Form B-8.1A)
11. Email: Number of Volunteers and Training Status
12. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1)
06/13/18
13. SCDJJ Policy H-3.16 Application of the PREA Standards
14. SCDJJ Policy A-5.5 Volunteer Services
15. Interviews:
 - a. Facility PREA compliance manager
 - b. Volunteer
 - c. Contractor

- A. The agency/facility trains all volunteers and contractors who have contact with residents on their responsibilities under the facility's sexual abuse and sexual harassment prevention, detection, and response policies and procedures.
- B. Interviews and documentation indicated that the levels and types of training provided to volunteers and contractors are based on the services they provide and the contact they have with residents. All volunteers and contractors are notified of the facility's zero-tolerance policy regarding sexual abuse and sexual harassment and are informed how to report alleged incidents.
- C. The facility maintains documentation confirming that volunteers and contractors understand the training they received. The agency/facility documents volunteer and contractor training using rosters which require the date of training and the signature of the volunteers, contractors, and instructor.

A review of the Pre-Audit Questionnaire Juvenile Facilities and confirmed by staff interviews:

- In the past 12 months, the number of volunteers and individual contractors who have been trained in agency policies and procedures regarding sexual abuse/harassment prevention, detection, and response was 132.

Interview Results:

- Interviewed volunteers and contractors indicated that during orientation they completed PREA training covering their responsibilities regarding sexual abuse and sexual harassment and the agency policy on zero-tolerance.

Standard 115.333: Resident education

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.333 (a)

- During intake, do residents receive information explaining the agency's zero-tolerance policy regarding sexual abuse and sexual harassment? Yes No
- During intake, do residents receive information explaining how to report incidents or suspicions of sexual abuse or sexual harassment? Yes No
- Is this information presented in an age-appropriate fashion? Yes No

115.333 (b)

- Within 10 days of intake, does the agency provide age-appropriate comprehensive education to residents either in person or through video regarding: Their rights to be free from sexual abuse and sexual harassment? Yes No
- Within 10 days of intake, does the agency provide age-appropriate comprehensive education to residents either in person or through video regarding: Their rights to be free from retaliation for reporting such incidents? Yes No
- Within 10 days of intake, does the agency provide age-appropriate comprehensive education to residents either in person or through video regarding: Agency policies and procedures for responding to such incidents? Yes No

115.333 (c)

- Have all residents received the comprehensive education referenced in 115.333(b)? Yes No
- Do residents receive education upon transfer to a different facility to the extent that the policies and procedures of the resident's new facility differ from those of the previous facility? Yes No

115.333 (d)

- Does the agency provide resident education in formats accessible to all residents including those who: Are limited English proficient? Yes No
- Does the agency provide resident education in formats accessible to all residents including those who: Are deaf? Yes No
- Does the agency provide resident education in formats accessible to all residents including those who: Are visually impaired? Yes No

- Does the agency provide resident education in formats accessible to all residents including those who: Are otherwise disabled? Yes No
- Does the agency provide resident education in formats accessible to all residents including those who: Have limited reading skills? Yes No

115.333 (e)

- Does the agency maintain documentation of resident participation in these education sessions? Yes No

115.333 (f)

- In addition to providing such education, does the agency ensure that key information is continuously and readily available or visible to residents through posters, resident handbooks, or other written formats? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. Instructions for PREA Video for Youth
2. Juvenile PREA Education Signatures
3. Review Youth PREA Video
4. Rules of the Detention Center
5. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
6. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1,E1,F1) 06/13/18
7. SCDJJ Policy H-3.16 Application of the PREA Standards
8. SCDJJ Policy B-8.1A *Contractor Conduct Agreement* (Form)
9. SCDJJ Policy A-5.5 Volunteer Services
10. SCDJ Juvenile Detention Center Information on PREA
11. Interviews:

- a. Intake staff
- b. Random residents

- A. Staff interviews and documentation review indicated that during the intake process, residents receive information explaining the facility's zero-tolerance policy regarding sexual abuse and sexual harassment and how to report incidents or suspicions of sexual abuse or sexual harassment.
- B. Policies require that within 10 days of intake, the facility provides comprehensive age-appropriate education to residents either in person or through video regarding their rights to be free from sexual abuse and sexual harassment and to be free from retaliation for reporting these incidents. During intake, residents are given the handbook. During orientation, additional PREA related information is provided and the video is shown. The staff conducting intake/orientation gives residents the opportunity to ask questions to clarify anything they do not understand. Residents acknowledge through interviews and documentation that they received PREA information.
- C. All residents at the facility received information and have been educated on PREA. Residents that transfer to the facility also receive the required PREA education.
- D. Resident interviews confirmed that the facility provides resident education in formats accessible to all residents, including limited English proficient, deaf, visually impaired, disabled, as well as to residents who have limited reading skills. Staff and resident interviews reveal that the facility provides the PREA education in English and Spanish, to include resident handbooks and posters.
- E. The facility maintains documentation of resident participation and receiving PREA information in the education sessions. The residents are required to sign a roster; the roster is dated and is witnessed by staff signature. In addition to providing PREA education, the facility ensures that key information is continuously and readily available and visible to residents through posters, resident handbooks, and other written formats.

A review of the Pre-Audit Questionnaire for Juvenile Facilities and confirmed by staff interview:

- The number of residents admitted during past 12 months who were given this information at intake reported was 477.

Interview Results:

- Interviewed intake staff indicated that during intake and orientation all residents to include transfers from other facilities are educated on the zero-tolerance policy

and how to report incidents or suspicion of sexual abuse or sexual harassment. In general, this information is given during the intake process within 30 days.

- All interviewed resident was aware of the PREA Hotline through the counselor's office and the numbers were posted on the walls.
- Ten residents were asked, when you came here, were you told about:
 - Your right to not be sexually abused or sexually harassed? Nine said yes and one said no.
 - How to report sexual abuse or sexual harassment? Nine said yes and one said no.
 - Your right not to be punished for reporting sexual abuse or sexual harassment? Nine said yes and one said no.
- Ten residents were asked, when you first came here, did you get information about the facility's rules against sexual abuse and harassment? Ten said yes during intake and orientation. And when they watch the PREA Video and signed a form.

Standard 115.334: Specialized training: Investigations

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.334 (a)

- In addition to the general training provided to all employees pursuant to §115.331, does the agency ensure that, to the extent the agency itself conducts sexual abuse investigations, its investigators have received training in conducting such investigations in confinement settings? (N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.321(a).)
 Yes No NA

115.334 (b)

- Does this specialized training include techniques for interviewing juvenile sexual abuse victims? (N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.321(a).) Yes No NA
- Does this specialized training include proper use of Miranda and Garrity warnings? (N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.321(a).) Yes No NA
- Does this specialized training include sexual abuse evidence collection in confinement settings? (N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.321(a).) Yes No NA

- Does this specialized training include the criteria and evidence required to substantiate a case for administrative action or prosecution referral? (N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.321(a).)
 Yes No NA

115.334 (c)

- Does the agency maintain documentation that agency investigators have completed the required specialized training in conducting sexual abuse investigations? (N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.321(a).)
 Yes No NA

115.334 (d)

- Auditor is not required to audit this provision.

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. NIC Certificate of Completions for Online PREA: Investigating Sexual Abuse in a Confinement Setting-Advanced Investigations
2. NIC Certificate of Completions for Online PREA: Investigating Sexual Abuse in a Confinement Setting
3. NIC Certificate of Completions for Online PREA: Your Role Responding to Sexual Abuse
4. Specialized Training Develop by The Moss Group & PREA Resource Center
 - a. Module #1: Investigating Sexual Abuse in Correctional Settings
 - b. Module #2: Legal Issues and Agency Liability: Guidance for the Field
 - c. Module #3: Investigations and Agency Culture
 - d. Module #4: Trauma and Victim Response-Considerations for the Investigative Process

- e. Module #5: Role of Medical and Mental Health Practitioners in Investigations
- f. Module #6: First Response and Evidence Collection: The Foundation for Successful Investigations
- g. Module #7: Interviewing Juvenile Sexual Abuse Victims
- h. Module #8: Reporting Writing
- i. Module #9: Prosecutorial Collaboration
- 5. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1) 06/13/18
- 6. SCDJJ Policy H-3.16 Application of the PREA Standards
- 7. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
- 8. Interviews:
 - a. Facility PREA coordinator
 - b. Agency investigator

- A. In addition to the general PREA training provided to all employees, the investigators received training in conducting investigations in confinement settings. Interviews and documentation reveal that specialized training was completed.
- B. The investigators completed the NIC Specialized training. Specialized training includes techniques for interviewing sexual abuse victims, proper use of Miranda and Garrity warnings, sexual abuse evidence collection in confinement settings, and the criteria and evidence required to substantiate a case for administrative action and prosecution referral.

A review of the Pre-Audit Questionnaire Juvenile Facilities confirmed by staff interviews:

- o The number of investigators currently employed who have completed the required training is 4.

Interview Results:

- o Previously interviewed investigator indicated that she received NIC online training specific to conducting sexual abuse investigations in confinement settings.
- o Previously interviewed investigator indicated that the policy requires all allegations of sexual abuse or sexual harassment be referred for investigation to an agency with the legal authority to conduct criminal investigations, unless the allegation does not involve potentially criminal behavior.

Standard 115.335: Specialized training: Medical and mental health care

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.335 (a)

- Does the agency ensure that all full- and part-time medical and mental health care practitioners who work regularly in its facilities have been trained in: How to detect and assess signs of sexual abuse and sexual harassment? (N/A if the agency does not have any full- or part-time medical or mental health care practitioners who work regularly in its facilities.)
 Yes No NA
- Does the agency ensure that all full- and part-time medical and mental health care practitioners who work regularly in its facilities have been trained in: How to preserve physical evidence of sexual abuse? (N/A if the agency does not have any full- or part-time medical or mental health care practitioners who work regularly in its facilities.) Yes No NA
- Does the agency ensure that all full- and part-time medical and mental health care practitioners who work regularly in its facilities have been trained in: How to respond effectively and professionally to juvenile victims of sexual abuse and sexual harassment? (N/A if the agency does not have any full- or part-time medical or mental health care practitioners who work regularly in its facilities.) Yes No NA
- Does the agency ensure that all full- and part-time medical and mental health care practitioners who work regularly in its facilities have been trained in: How and to whom to report allegations or suspicions of sexual abuse and sexual harassment? (N/A if the agency does not have any full- or part-time medical or mental health care practitioners who work regularly in its facilities.)
 Yes No NA

115.335 (b)

- If medical staff employed by the agency conduct forensic examinations, do such medical staff receive appropriate training to conduct such examinations? (N/A if agency medical staff at the facility do not conduct forensic exams or the agency does not employ medical staff.)
 Yes No NA

115.335 (c)

- Does the agency maintain documentation that medical and mental health practitioners have received the training referenced in this standard either from the agency or elsewhere? (N/A if the agency does not have any full- or part-time medical or mental health care practitioners who work regularly in its facilities.) Yes No NA

115.335 (d)

- Do medical and mental health care practitioners employed by the agency also receive training mandated for employees by §115.331? (N/A if the agency does not have any full- or part-time medical or mental health care practitioners who work regularly in its facilities.)

Yes No NA

- Do medical and mental health care practitioners contracted by or volunteering for the agency also receive training mandated for contractors and volunteers by §115.332? (N/A if the agency does not have any full- or part-time medical or mental health care practitioners contracted by or volunteering for the agency.) Yes No NA

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. Review Documentation of Medical Contractors complete of PREA: Your Role; Medical HC and PREA 201
 2. Review Documentation of Mental Health staff completed PREA Training
 3. Review Documentation of SCDJJ Medical complete of PREA: Your Role; Medical HC and PREA 201
 4. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
 5. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1) 06/13/18
 6. SCDJJ Policy H-3.16 Application of the PREA Standards
 7. PREA Training Completed List by Contract Employees
 8. PREA Training Completed List by SCDJJ Employees
 9. Interviews:
 - a. Facility PREA coordinator
 - b. Medical staff
 - c. Mental health staff
- Interview with the medical/mental health staff indicated that all full-time and part-time medical and mental health care practitioners who work regularly in the facilities have been trained around:
 - How to detect and assess signs of sexual abuse and sexual harassment.
 - How to preserve physical evidence of sexual abuse.

- How to respond effectively and professionally to victims of sexual abuse and sexual harassment.
 - How and to whom to report allegations or suspicions of sexual abuse and sexual harassment.
- The medical staff does not conduct forensic examinations. The local hospital conducts all emergency care or treatment to include Sexual Assault Forensic Examinations. The local hospital examiners are qualified SAFE and SANE practitioners that comply with the *National Protocol for Sexual Assault Medical Forensic Examinations*.
 - The facility maintains documentation that medical/mental health practitioners have received the training referenced in this standard. Training rosters and staff meetings sign in sheets were submitted to the auditor.
 - Interviewed health service administrator and documentation confirmed the following training.

All health services staff are required to completed online PREA training: <https://nic.learn.com/learncenter.asp?id=178416>. The following courses are required for health services employees, based on their role.

Corse Title	Training Hours	Required for:
Your Role: Responding to Sexual Abuse	3	All Health Services Employees
Medical Health Care for Sexual Assault Victims in a Confinement Setting	3	Physicians, Dentists, Nurse Practitioners, Nurses, Dental Assistants
PREA 201 for Medical and Mental Health Practitioners	3	Physicians, Dentists, Nurse Practitioners, Nurses, Dental Assistants

A review of the Pre-Audit Questionnaire Juvenile Facilities confirmed by staff interviews:

- In the past 12 months, the number of medical and mental health practitioners who work regularly at this facility who received required training was five.

Interview Results:

- Interviewed health service administrator and healthcare staff confirmed that the facility does not conduct forensic examinations and they have received the required PREA training.

SCREENING FOR RISK OF SEXUAL VICTIMIZATION AND ABUSIVENESS

Standard 115.341: Screening for risk of victimization and abusiveness

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.341 (a)

- Within 72 hours of the resident's arrival at the facility, does the agency obtain and use information about each resident's personal history and behavior to reduce risk of sexual abuse by or upon a resident? Yes No
- Does the agency also obtain this information periodically throughout a resident's confinement? Yes No

115.341 (b)

- Are all PREA screening assessments conducted using an objective screening instrument? Yes No

115.341 (c)

- During these PREA screening assessments, at a minimum, does the agency attempt to ascertain information about: (1) Prior sexual victimization or abusiveness? Yes No
- During these PREA screening assessments, at a minimum, does the agency attempt to ascertain information about: (2) Any gender nonconforming appearance or manner or identification as lesbian, gay, bisexual, transgender, or intersex, and whether the resident may therefore be vulnerable to sexual abuse? Yes No
- During these PREA screening assessments, at a minimum, does the agency attempt to ascertain information about: (3) Current charges and offense history? Yes No
- During these PREA screening assessments, at a minimum, does the agency attempt to ascertain information about: (4) Age? Yes No
- During these PREA screening assessments, at a minimum, does the agency attempt to ascertain information about: (5) Level of emotional and cognitive development? Yes No
- During these PREA screening assessments, at a minimum, does the agency attempt to ascertain information about: (6) Physical size and stature? Yes No
- During these PREA screening assessments, at a minimum, does the agency attempt to ascertain information about: (7) Mental illness or mental disabilities? Yes No
- During these PREA screening assessments, at a minimum, does the agency attempt to ascertain information about: (8) Intellectual or developmental disabilities? Yes No

- During these PREA screening assessments, at a minimum, does the agency attempt to ascertain information about: (9) Physical disabilities? Yes No
- During these PREA screening assessments, at a minimum, does the agency attempt to ascertain information about: (10) The residents' own perception of vulnerability? Yes No
- During these PREA screening assessments, at a minimum, does the agency attempt to ascertain information about: (11) Any other specific information about individual residents that may indicate heightened needs for supervision, additional safety precautions, or separation from certain other residents? Yes No

115.341 (d)

- Is this information ascertained through conversations with the resident during the intake process and medical mental health screenings? Yes No
- Is this information ascertained during classification assessments? Yes No
- Is this information ascertained by reviewing court records, case files, facility behavioral records, and other relevant documentation from the resident's files? Yes No

115.341 (e)

- Has the agency implemented appropriate controls on the dissemination within the facility of responses to questions asked pursuant to this standard in order to ensure that sensitive information is not exploited to the resident's detriment by staff or other residents? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. SCDJJ New Vulnerability of Victimization or Sexual Aggression Screening (VVSAS) (Screening Instrument)

- a. Demographics
 - b. Juvenile Information
 - c. Juvenile Interview
 - d. Age of Youth
 - e. Experience in Institution
 - f. Social Skills
 - g. Perception of Risk
 - h. History of Victimization
 - i. Offense Type
 - j. Violent Offense
 - k. Intellectual Impairment
 - l. Lack of "Fit" Adjustment
 - m. SOGIE (Sexual Orientation, Gender Identity and Gender Expression)
 - n. Medical Disabilities
 - o. Mental Health
 - p. VVSAS Scoring: Vulnerability to Victimization, Sexually Aggressive Behavior, Violent Aggressive Behavior and Overall Score
 - q. Overall Risk Score
 - r. Screening Override (Justification comments and override supervisor comments)
2. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
 3. *SCDJJ Medical/Mental Health Screening* (No Required PREA Questions on Form)
 - a. Residents in Isolation (Wet Rooms)
 4. *Juvenile Health History Screening* (No Required PREA Questions on Form)
 5. *Physical Examination Record* (No Required PREA Questions on Form)
 6. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1,A2) 06/13/18
 7. SCDJJ Policy E-14 Custody, Placement, and Supervision Levels
 8. SCDJJ Policy E-17 Classification System for Housing in Secure Facilities
 9. SCDJJ Policy G-1.2 Detention Center Admissions
 10. SCDJJ Policy G-3.1 Evaluation Center Intake Operational Process
 11. SCDJJ Policy H-3.16 Application of PREA Standards
 12. SCDJJ Policy C-2.6 Clinician Crisis Intervention
 13. Interviews:
 - a. Facility administrator
 - b. Facility PREA compliance manager
 - c. Staff screening for risk of victimization and abusiveness
 - d. Random residents
 - e. Intake staff
 - f. Counseling staff

- A.** The facility assesses all residents during intake screening to include residents that transfer from other facilities for risk of being sexually abused.

Interviews and documentation revealed that intake screenings are taking place within 72 hours of arrival at the facility. In addition, during intake screening, procedures require

staff to review available documentation (judgment and sentence, commitment orders, criminal records, investigation reports, field and medical files) for any indication that resident has a history of sexually aggressive behavior.

The facility does use an objective screening instrument. Staff interviews and documentation review reveal that the Screening for Risk of Victimization and Abusiveness includes the following:

- Prior sexual victimization or abusiveness.
- Whether the resident has a mental, physical, or developmental disability.
- The age of the resident.
- The physical build of the resident.
- Whether the resident has previously been incarcerated.
- Whether the resident's criminal history is exclusively nonviolent.
- Whether the resident has prior convictions for sex offenses against an adult or child.
- Whether the resident is or is perceived to be gay, lesbian, bisexual, transgender, intersex, or gender nonconforming.
- Whether the resident has previously experienced sexual victimization.
- The resident's own perception of vulnerability.
- Other specific information about individual residents that may indicate heightened needs for supervision, additional safety precautions, or separation from certain other residents.

- B.** Staff interviews for conducting Screening for Risk of Victimization and Abusiveness indicated that the facility uses information from conversations with the resident during the intake process, medical and mental health screenings (during classification assessments) and by reviewing court records, case files, facility behavioral records, and other relevant documentation from the resident's files.

Interviews and documentation reviewed indicated that the staff does reassess the residents' risk level for sexual victimization or sexual abusiveness whenever warranted and within 30 days of arrival at the institution if the resident is identified at risk for victimization or for being at risk for being sexually abusive.

Residents are not disciplined for refusing to answer, or for not disclosing complete information in response to any PREA questions.

- C.** The agency implements appropriate controls on the dissemination within the facility of responses to questions asked pursuant to this standard in order to ensure that sensitive information is not exploited to the resident's detriment by staff or other residents as described above.

A review of the Pre-Audit Questionnaire Juvenile Facilities and confirmed by staff interviews:

- The number of residents entering the facility (either through intake or transfer)

within the past 12 months (whose length or stay in the facility was for 72 hours or more) who were screened for medical or mental health within 72 hours of their entry into the facility was 459.

Interview Results:

- All the interviewed residents have entered the facility within the past 12 months. All but one interviewed resident could recall if they were asked questions about prior sexual history of sexual abuse, or whether they identified as being gay, lesbian, or bisexual, had a disability, or felt in danger of sexual abuse. These questions were asked upon arrival and during the intake process
- One hundred percent of the residents reported feeling safe and that sexual assault and such behaviors do not occur at the facility.
 - Interviewed facility administrator, PREA compliance manager, and intake and counseling staff are the only staff members who have access to resident's assessments, in order to protect sensitive information from exploitation.
 - Interviewed staff indicated that the initial intake screening assessment did consider all the requirements listed in this standard.
 - Interviewed staff indicated that the process for conducting the initial intake screening is a checklist and in written format.
 - Interviewed staff indicated that the staff does reassess resident's risk level as needed due to referrals, request, incident of sexual abuse, or receipt of additional information that bears on the resident's risk of sexual victimization or abusiveness.

Standard 115.342: Use of screening information

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.342 (a)

- Does the agency use all of the information obtained pursuant to § 115.341 and subsequently, with the goal of keeping all residents safe and free from sexual abuse, to make: Housing Assignments? Yes No
- Does the agency use all of the information obtained pursuant to § 115.341 and subsequently, with the goal of keeping all residents safe and free from sexual abuse, to make: Bed assignments? Yes No

- Does the agency use all of the information obtained pursuant to § 115.341 and subsequently, with the goal of keeping all residents safe and free from sexual abuse, to make: Work Assignments? Yes No
- Does the agency use all of the information obtained pursuant to § 115.341 and subsequently, with the goal of keeping all residents safe and free from sexual abuse, to make: Education Assignments? Yes No
- Does the agency use all of the information obtained pursuant to § 115.341 and subsequently, with the goal of keeping all residents safe and free from sexual abuse, to make: Program Assignments? Yes No

115.342 (b)

- Are residents isolated from others only as a last resort when less restrictive measures are inadequate to keep them and other residents safe, and then only until an alternative means of keeping all residents safe can be arranged? (N/A if the facility *never* places residents in isolation for any reason.) Yes No NA
- During any period of isolation, does the agency always refrain from denying residents daily large-muscle exercise? (N/A if the facility *never* places residents in isolation for any reason.) Yes No NA
- During any period of isolation, does the agency always refrain from denying residents any legally required educational programming or special education services? (N/A if the facility *never* places residents in isolation for any reason.) Yes No NA
- Do residents in isolation receive daily visits from a medical or mental health care clinician? (N/A if the facility *never* places residents in isolation for any reason.) Yes No NA
- Do residents in isolation also have access to other programs and work opportunities to the extent possible? (N/A if the facility *never* places residents in isolation for any reason.) Yes No NA

115.342 (c)

- Does the agency always refrain from placing lesbian, gay, and bisexual (LGB) residents in particular housing, bed, or other assignments solely on the basis of such identification or status? Yes No
- Does the agency always refrain from placing transgender residents in particular housing, bed, or other assignments solely on the basis of such identification or status? Yes No
- Does the agency always refrain from placing intersex residents in particular housing, bed, or other assignments solely on the basis of such identification or status? Yes No
- Does the agency always refrain from considering lesbian, gay, bisexual, transgender, or intersex (LGBTI) identification or status as an indicator or likelihood of being sexually abusive? Yes No

115.342 (d)

- When deciding whether to assign a transgender or intersex resident to a facility for male or female residents, does the agency consider, on a case-by-case basis, whether a placement would ensure the resident's health and safety, and whether a placement would present management or security problems (NOTE: if an agency by policy or practice assigns residents to a male or female facility on the basis of anatomy alone, that agency is not in compliance with this standard)? Yes No
- When making housing or other program assignments for transgender or intersex residents, does the agency consider, on a case-by-case basis, whether a placement would ensure the resident's health and safety, and whether a placement would present management or security problems? Yes No

115.342 (e)

- Are placement and programming assignments for each transgender or intersex resident reassessed at least twice each year to review any threats to safety experienced by the resident? Yes No

115.342 (f)

- Are each transgender or intersex resident's own views with respect to his or her own safety given serious consideration when making facility and housing placement decisions and programming assignments? Yes No

115.342 (g)

- Are transgender and intersex residents given the opportunity to shower separately from other residents? Yes No

115.342 (h)

- If a resident is isolated pursuant to provision (b) of this section, does the facility clearly document: The basis for the facility's concern for the resident's safety? (N/A if the facility *never* places residents in isolation for any reason.) Yes No NA
- If a resident is isolated pursuant to provision (b) of this section, does the facility clearly document: The reason why no alternative means of separation can be arranged? (N/A if the facility *never* places residents in isolation for any reason.) Yes No NA

115.342 (i)

- In the case of each resident who is isolated as a last resort when less restrictive measures are inadequate to keep them and other residents safe, does the facility afford a review to determine whether there is a continuing need for separation from the general population EVERY 30 DAYS? (N/A if the facility *never* places residents in isolation for any reason.) Yes No NA

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. SCDJJ New Vulnerability of Victimization or Sexual Aggression Screening (VVSAS) (Screening Instrument)
 - a. Demographics
 - b. Juvenile Information
 - c. Juvenile Interview
 - d. Age of Youth
 - e. Experience in Institution
 - f. Social Skills
 - g. Perception of Risk
 - h. History of Victimization
 - i. Offense Type
 - j. Violent Offense
 - k. Intellectual Impairment
 - l. Lack of "Fit" Adjustment
 - m. SOGIE (Sexual Orientation, Gender Identity and Gender Expression)
 - n. Medical Disabilities
 - o. Mental Health
 - p. VVSAS Scoring: Vulnerability to Victimization, Sexually Aggressive Behavior, Violent Aggressive Behavior and Overall Score
 - q. Overall Risk Score
 - r. Screening Override (Justification comments and override supervisor comments)
2. Classification Case Management Notes for all Allegations of Sexual Abuse and Sexual Harassment
3. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
4. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1,B1,C1,C2,D1,I1) 06/13/18

5. SCDJJ Policy H-3.16 Application of the PREA Standards (A,B,C,E,D,G) - 03/05/18
6. SCDJJ Policy G-4.1 Long Term Facility Admissions
7. SCDJJ Policy G-3.1 Evaluation Center Intake Operational Process
8. SCDJJ Policy G-1.2 Detention Center Admissions
9. SCDJJ Policy G-3.4 Isolation of Youth
10. SCDJJ Policy I-4.2 Juvenile Rights and Responsibilities
11. SCDJJ Policy B-3.9 Employee Ethics and Relations with Others
12. Interviews:
 - a. Facility PREA compliance manager
 - b. Staff screening for risk of victimization and abusiveness (None)
 - c. Random residents
 - d. Staff screening for risk of victimization and abusiveness
 - e. LGBTI populations residents (None)

A. The facility has a PREA screening instrument, and uses the information from a risk screening to inform housing, bed, work, education and program assignments with the goal of keeping separate those residents at high risk for being sexually victimized by those at high risk of being sexually abusive.

B. Residents may be placed in “wet rooms” away from others only as a last resort when less restrictive measures are inadequate to keep them and other residents safe; and only until an alternative means of keeping all residents safe can be arranged. While in the wet rooms, residents are not denied of daily large-muscle exercise or any legally required educational programming or special education services. Medical and mental health care staffs are required to make daily visits. The facility is required to document the resident’s stay in the wet rooms.

According to staff interviews, residents do not stay in the wet rooms over 30 days. They are reassessed and released.

C. Interviewed staff indicated that lesbian, gay, bisexual, transgender, or intersex residents are not placed in housing units, beds, or other assignment solely on the basis on their sexual identification or status. According to staff the facility does not consider lesbian, gay, bisexual, transgender, or intersex identification or status as an indicator of being sexually abusive.

D. The facility did not have any transgender or intersex residents during the audit period. If the facility receives a transgender resident, and in deciding whether to assign a transgender or intersex resident to which male living unit and in making other programming assignments, the facility will consider on a case-by-case basis whether a placement would ensure the resident’s health and safety, and whether the placement would present management or security problems.

Staff interviews indicated that when making placement and programming assignments for each transgender or intersex resident the facility will reassess them to review any threats to safety experienced by the resident.

- E. Staff interviews also indicated if they were to have a transgender or intersex resident, the resident's own views with respect to his or her own safety will be given serious consideration.
- F. Transgender and intersex residents will be given the opportunity to shower separately from other residents.

A review of the Pre-Audit Questionnaire Juvenile Facilities confirmed by staff interviews:

- In the past 12 months, the number of residents at risk of sexual victimization who were placed in isolation was zero.
- In the past 12 months, the number of residents at risk of sexual victimization who were placed in isolation who have been denied daily access to large muscle exercise, and/or legally required education, treatment or special education services was zero.
- In the past 12 months, the average period of time residents at risk of sexual victimization were held in isolation to protect them from sexual victimization was zero.

Interview Results:

- Interviewed facility PREA compliance manager indicated that the facility will not place lesbian, gay, bisexual, transgender, or intersex residents in dedicated units or wings solely based on identification status for protecting such residents.
- Interviewed staff, to include the facility administrator and PREA compliance manager, indicated that the facility is not subject to a consent decree, legal settlement, or legal judgment. Staff indicated that the facility ensures against placing lesbian, gay, bisexual, transgender, or intersex residents in dedicated units or wings solely on the basis of their sexual orientation, genital status, or gender identity. The facility will house them in the general population unless requested by the resident for special housing for safety issues.

REPORTING

Standard 115.351: Resident reporting

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.351 (a)

- Does the agency provide multiple internal ways for residents to privately report: Sexual abuse and sexual harassment? Yes No
- Does the agency provide multiple internal ways for residents to privately report: Retaliation by other residents or staff for reporting sexual abuse and sexual harassment? Yes No
- Does the agency provide multiple internal ways for residents to privately report: Staff neglect or violation of responsibilities that may have contributed to such incidents? Yes No

115.351 (b)

- Does the agency also provide at least one way for residents to report sexual abuse or sexual harassment to a public or private entity or office that is not part of the agency? Yes No
- Is that private entity or office able to receive and immediately forward resident reports of sexual abuse and sexual harassment to agency officials? Yes No
- Does that private entity or office allow the resident to remain anonymous upon request? Yes No
- Are residents detained solely for civil immigration purposes provided information on how to contact relevant consular officials and relevant officials at the Department of Homeland Security to report sexual abuse or harassment? (N/A if the facility *never* houses residents detained solely for civil immigration purposes.) Yes No NA

115.351 (c)

- Do staff members accept reports of sexual abuse and sexual harassment made verbally, in writing, anonymously, and from third parties? Yes No
- Do staff members promptly document any verbal reports of sexual abuse and sexual harassment? Yes No

115.351 (d)

- Does the facility provide residents with access to tools necessary to make a written report? Yes No
- Does the agency provide a method for staff to privately report sexual abuse and sexual harassment of residents? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. Review copies of all Grievances for the past 12 months
2. *Sick Call Request Forms*
3. *Juvenile Allegation/Grievance and Appeal Forms*
4. Social Work Case Management Notes for all Allegations of Sexual Abuse and Sexual Harassment
5. Classification Case Management Notes for all Allegations of Sexual Abuse and Sexual Harassment
6. Resident Handbook with PREA Information
7. PREA Phones
8. Residents Detained Solely for Civil Immigration Information Provided to Residents
9. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
10. PREA Poster: Zero Tolerance (Spanish)
11. PREA Poster: Zero Tolerance (English)
12. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1,B1,C1,C2) 06/13/18
13. SCDJJ Policy H-3.16 Application of the PREA Standards (A,B,C,E,D,G) - 03/05/18
14. SCDJJ Policy B-3.9 Employee Ethics and Relations with Others
15. SCDJJ Policy I-3.1 Alleged Abuse and Neglect of a Juvenile
16. SCDJJ Policy I-3.2 Reporting Events
17. SCDJJ Policy A-5.5 Volunteers Services
18. SCDJJ Policy C-1.6 Sick Call Process
19. SCDJJ Policy I-4.3 Juvenile Grievance Process
20. SCDJJ Policy I.4.2 Juvenile Rights and Responsibilities
21. SCDJJ Policy 1-4.5 Investigations
22. SCDJJ Policy G-9.19 Juvenile Behavior Management-Incentive System and Progressive Discipline

23. Interviews:

- a. Facility PREA compliance manager
- b. Random officers
- c. Random residents

A. Interviews with staff and documentation review indicated that the facility has established procedures allowing for multiple internal ways for residents to report privately to agency/facility officials regarding sexual abuse and sexual harassment, retaliation by other residents or staff, to include staff neglect or violation of responsibilities that may contribute to PREA incidents. The following are internal reporting ways:

- Grievance process
- Tell the social worker
- Reporting to any staff member either verbally or in writing
- Hotline
- Sick call
- Writing an anonymous note

B. Interviews with staff and documentation indicated that the facility has established at least one way for residents to report abuse or harassment to a public or private entity that is not part the facility, that can receive and immediately forward resident reports of sexual abuse and sexual harassment to agency officials, and allow the resident to remain anonymous upon request. The following are external reporting ways:

- Hotline
- Family members as third-party

If the facility received a resident detained solely for civil immigration purposes, the facility provides information on how to contact relevant consular officials and relevant officials at the Department of Homeland Security.

C. Staff interviews indicated that they accept reports made verbally, in writing, anonymously, and from third parties and report and document any verbal reports by the ended of the shift.

A review of the Pre-Audit Questionnaire Juvenile Facility confirmed by interviewed staff:

- In the past 12 months, the number of residents detained solely for civil immigration purposes was zero.
- In the past 12 months, the number of residents detained solely for civil immigration that was provided information on how to contact relevant consular officials and relevant officials of the Department of Homeland Security zero.

Interview Results:

- Interviewed Facility PREA compliance manager indicated that CEC is tasked with the obligation to house juvenile male residents. The facility does not detain residents solely for civil immigration purposes. However, if they receive and resident solely for civil immigration purposes the facility will provide the resident with information on how to contact relevant consular officials and relevant officials at the Department of Homeland Security.
- All ten interviewed residents stated that they had multiple ways to report. Most the residents reported that they could communicate with staff, write a grievance report, or tell family. All the residents indicated that they could report sexual abuse or harassment to someone who does not work at the facility; however, three residents reported feeling unsure that they could make a report without providing their name.
- Resident interview question #10, Do you know if you are allowed to make a report of sexual abuse or sexual harassment without having to give your name? Five out of 10 resident interviewed stated no, they did not know that they can report without giving their name.
- One hundred percent of the interviewed staff reported that they have multiple means to privately report sexual abuse or harassment. Such reporting opportunities included the hotline number, shift supervisor, written statement, or PREA compliance manager. The interviewed line staff reported that the residents can privately reporting by calling the hotline number, completing a grievance form, notifying security, medical staff, or write a letter.

Concern: Resident interview question #10, Do you know if you are allowed to make a report of sexual abuse or sexual harassment without having to give your name? Five out of 10 resident interviewed stated no, they did not know that they can report without giving their names?

Corrective Active: Standard 115.333(a) requires residents to be educated regarding information in an age appropriate fashion on the agency's zero tolerance policy regarding sexual abuse and sexual harassment and how to report incidents or suspicions of sexual abuse or sexual harassment. The facility PBS/PREA Compliance Coordinator will provide refresher training for the juveniles of the Coastal Evaluation Center on how to report an incident confidentially and refer them to the reporting procedures document on the PREA Zero Tolerance posters that are mounted on the facility walls through the entire facility. *Compliant.*

Standard 115.352: Exhaustion of administrative remedies

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.352 (a)

- Is the agency exempt from this standard? NOTE: The agency is exempt ONLY if it does not have administrative procedures to address resident grievances regarding sexual abuse. This does not mean the agency is exempt simply because a resident does not have to or is not ordinarily expected to submit a grievance to report sexual abuse. This means that as a matter of explicit policy, the agency does not have an administrative remedies process to address sexual abuse. Yes No

115.352 (b)

- Does the agency permit residents to submit a grievance regarding an allegation of sexual abuse without any type of time limits? (The agency may apply otherwise-applicable time limits to any portion of a grievance that does not allege an incident of sexual abuse.) (N/A if agency is exempt from this standard.) Yes No NA
- Does the agency always refrain from requiring a resident to use any informal grievance process, or to otherwise attempt to resolve with staff, an alleged incident of sexual abuse? (N/A if agency is exempt from this standard.) Yes No NA

115.352 (c)

- Does the agency ensure that: A resident who alleges sexual abuse may submit a grievance without submitting it to a staff member who is the subject of the complaint? (N/A if agency is exempt from this standard.) Yes No NA
- Does the agency ensure that: Such grievance is not referred to a staff member who is the subject of the complaint? (N/A if agency is exempt from this standard.) Yes No NA

115.352 (d)

- Does the agency issue a final agency decision on the merits of any portion of a grievance alleging sexual abuse within 90 days of the initial filing of the grievance? (Computation of the 90-day time period does not include time consumed by residents in preparing any administrative appeal.) (N/A if agency is exempt from this standard.) Yes No NA
- If the agency determines that the 90-day timeframe is insufficient to make an appropriate decision and claims an extension of time [the maximum allowable extension of time to respond is 70 days per 115.352(d)(3)], does the agency notify the resident in writing of any such extension and provide a date by which a decision will be made? (N/A if agency is exempt from this standard.) Yes No NA
- At any level of the administrative process, including the final level, if the resident does not receive a response within the time allotted for reply, including any properly noticed extension, may a resident consider the absence of a response to be a denial at that level? (N/A if agency is exempt from this standard.) Yes No NA

115.352 (e)

- Are third parties, including fellow residents, staff members, family members, attorneys, and outside advocates, permitted to assist residents in filing requests for administrative remedies relating to allegations of sexual abuse? (N/A if agency is exempt from this standard.)
 Yes No NA
- Are those third parties also permitted to file such requests on behalf of residents? (If a third party, other than a parent or legal guardian, files such a request on behalf of a resident, the facility may require as a condition of processing the request that the alleged victim agree to have the request filed on his or her behalf, and may also require the alleged victim to personally pursue any subsequent steps in the administrative remedy process.) (N/A if agency is exempt from this standard.) Yes No NA
- If the resident declines to have the request processed on his or her behalf, does the agency document the resident's decision? (N/A if agency is exempt from this standard.)
 Yes No NA
- Is a parent or legal guardian of a juvenile allowed to file a grievance regarding allegations of sexual abuse, including appeals, on behalf of such juvenile? (N/A if agency is exempt from this standard.) Yes No NA
- If a parent or legal guardian of a juvenile files a grievance (or an appeal) on behalf of a juvenile regarding allegations of sexual abuse, is it the case that those grievances are not conditioned upon the juvenile agreeing to have the request filed on his or her behalf? (N/A if agency is exempt from this standard.) Yes No NA

115.352 (f)

- Has the agency established procedures for the filing of an emergency grievance alleging that a resident is subject to a substantial risk of imminent sexual abuse? (N/A if agency is exempt from this standard.) Yes No NA
- After receiving an emergency grievance alleging a resident is subject to a substantial risk of imminent sexual abuse, does the agency immediately forward the grievance (or any portion thereof that alleges the substantial risk of imminent sexual abuse) to a level of review at which immediate corrective action may be taken? (N/A if agency is exempt from this standard.)
 Yes No NA
- After receiving an emergency grievance described above, does the agency provide an initial response within 48 hours? (N/A if agency is exempt from this standard.) Yes No NA
- After receiving an emergency grievance described above, does the agency issue a final agency decision within 5 calendar days? (N/A if agency is exempt from this standard.)
 Yes No NA
- Does the initial response and final agency decision document the agency's determination whether the resident is in substantial risk of imminent sexual abuse? (N/A if agency is exempt from this standard.) Yes No NA

- Does the initial response document the agency's action(s) taken in response to the emergency grievance? (N/A if agency is exempt from this standard.) Yes No NA
- Does the agency's final decision document the agency's action(s) taken in response to the emergency grievance? (N/A if agency is exempt from this standard.) Yes No NA

115.352 (g)

- If the agency disciplines a resident for filing a grievance related to alleged sexual abuse, does it do so ONLY where the agency demonstrates that the resident filed the grievance in bad faith? (N/A if agency is exempt from this standard.) Yes No NA

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
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- Does Not Meet Standard** (*Requires Corrective Action*)

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Supporting Documents, Interviews and Observations

1. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1,B1,C1,C2) 06/13/18
2. SCDJJ Policy H-3.16 Application of the PREA Standards (A,B,C,E,D,G) - 03/05/18
3. SCDJJ Policy I-3.2 Reporting Events
4. SCDJJ Policy I-3.4 Internal Audits
5. SCDJJ Policy I-3.5 Investigations
6. SCDJJ Policy I-4.2 Juvenile Rights and Responsibilities
7. SCDJJ Policy I-4.3 Juvenile Grievance Process
8. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
9. Juvenile Grievances (Completed by Juveniles 13 page 12)
10. All Juvenile Grievances Filed past 12 months
11. Event Report (ERMIS)
12. Interviews:
 - a. Facility PREA compliance manager
 - b. Residents reported sexual abuse (none)

- A.** The facility has an administrative process to address resident grievances; however, if a resident uses the grievance process to report sexual abuse, the grievance staff/coordinator immediately submits the grievance to PREA investigations. Thus, ending the grievance process and beginning the PREA investigation process.
- B.** The facility does not impose a time limit on when a resident may submit a grievance regarding an allegation of sexual abuse. A resident can submit a grievance at any time regardless of when the incident is alleged to have occurred. The agency has timelines on other portions of the grievance process that does not relate to sexual abuse. The agency does not require residents to use an informal grievance process or attempt to resolve alleged incident of sexual abuse with the staff member.
- C.** The facility has a process in place for residents who allege sexual abuse to submit a grievance without submitting it to staff member who is involved in the complaint, or refer it to a staff member who is the subject of the complaint. There are grievance boxes throughout the facility.
- D.** When a staff receives a grievance that is PREA related it is immediately reported to the PREA investigator; thus, ending the grievance process and beginning the investigation process. If the grievance process moves forward, the facility issues a final decision on the merits of any portion of the allegation within 90 days of the initial filing.

The facility will claim an extension of time to respond, of up to 70 days, if the normal time period for response is insufficient to make an appropriate decision.

- E.** According to interviews, third parties, including fellow residents, staff members, family members, attorneys, and outside advocates, are permitted to assist resident in filing requests for administrative remedies relating to allegations of sexual abuse, and also permitted to file requests on behalf of resident.

If a third party files a request on behalf of a resident, the facility will require as a condition of processing the request that the alleged victim agree to have the request filed on his or her behalf, and may also require the alleged victim to personally pursue any subsequent steps in the administrative remedy process. If the resident declines to have the request processed on his/her behalf, the facility document the resident's decision.

- F.** The facility has established procedures for filing emergency grievances alleging that a resident is subject to a substantial risk of imminent sexual abuse.

According to interviews, when the facility receives an emergency grievance alleging a resident is at substantial risk of imminent sexual abuse, the staff immediately forwards the grievance for investigation.

- G.** Resident's documentation indicated that the facility may discipline a resident for filing a

grievance related to alleged sexual abuse when the resident filed the grievance in bad faith.

A review of the Pre-Audit Questionnaire for Juvenile Facilities and confirmed by staff interview:

- In the past 12 months, the number of grievances alleging sexual abuse that reached a final decision within 90 days after being filed reported was zero.
- The number of grievances alleging sexual abuse filed by residents in the past 12 months in which the resident declined third-party assistance, containing documentation of the resident's decision to decline reported was zero.
- The number of emergency grievances alleging substantial risk of imminent sexual abuse that were filed in the past 12 months reported was zero.
- The number of grievances alleging substantial risk of imminent sexual abuse filed in the past 12 months that reached final decisions with five days reported was zero.
- In the past 12 months, the number of resident grievances alleging sexual abuse that resulted in disciplinary action by the agency against the resident for having filed the grievance in bad faith reported zero.

Standard 115.353: Resident access to outside confidential support services and legal representation

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.353 (a)

- Does the facility provide residents with access to outside victim advocates for emotional support services related to sexual abuse by providing, posting, or otherwise making assessable mailing addresses and telephone numbers, including toll-free hotline numbers where available, of local, State, or national victim advocacy or rape crisis organizations? Yes No
- Does the facility provide persons detained solely for civil immigration purposes mailing addresses and telephone numbers, including toll-free hotline numbers where available of local, State, or national immigrant services agencies? (N/A if the facility *never* has persons detained solely for civil immigration purposes.) Yes No NA
- Does the facility enable reasonable communication between residents and these organizations and agencies, in as confidential a manner as possible? Yes No

115.353 (b)

- Does the facility inform residents, prior to giving them access, of the extent to which such communications will be monitored and the extent to which reports of abuse will be forwarded to authorities in accordance with mandatory reporting laws? Yes No

115.353 (c)

- Does the agency maintain or attempt to enter into memoranda of understanding or other agreements with community service providers that are able to provide residents with confidential emotional support services related to sexual abuse? Yes No
- Does the agency maintain copies of agreements or documentation showing attempts to enter into such agreements? Yes No

115.353 (d)

- Does the facility provide residents with reasonable and confidential access to their attorneys or other legal representation? Yes No
- Does the facility provide residents with reasonable access to parents or legal guardians? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. Emails: Advocacy Centers
2. Memorandum of Understanding
3. Resident Handbook with PREA information
4. Posters with outside information
5. Immigrant Services Posted
6. MOU or Other Agreements for Services

7. Visitation Schedule
8. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
9. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1)
06/13/18
10. SCDJJ Policy H-3.16 Application of the PREA Standards (A,B)
11. SCDJJ Policy I-4.2 Juvenile Rights and Responsibilities
12. SCDJJ Policy C-2.0 Scope of SC DJJ Clinical Services
13. SCDJJ Policy C-2.6 Clinical Crisis Intervention
14. SCDJJ Policy G-9.42 Juvenile Visitation Procedures in Secure Facilities
15. Interviews:
 - a. Facility PREA compliance manager
 - b. Random residents
 - c. Residents reported sexual abuse (none)

- A. The facility provides residents with access to outside victim advocates for emotional support services related to sexual abuse by giving residents the mailing address to the Rape Crisis Center and a toll-free hotline number.
- B. For residents detained solely for civil immigration purposes, the facility provides immigrant services information. Policy requires that facilities enable reasonable communication between residents and these organizations and agencies, in as confidential a manner as possible.
- C. The facility informs residents prior to them communicating with outside organizations that phone calls may be monitored and that reports of sexual abuse or sexual violence will be forwarded to authorities in accordance with mandatory reporting laws. Residents receive this information in their orientation.
- D. The facility has documentation of attempt to enter into memoranda of understanding and agreements with community services providers that are able to provide residents with emotional support services related to sexual abuse. Residents are provided with reasonable and confidential access to their attorney, other legal representation, and reasonable access to parents or legal guardians.

Concern: Resident interview question #13, Do you know if there are services available outside of this facility for dealing with sexual abuse, if you ever need it? Four out of 10 residents stated no.

Concern: Resident interview question #14, Can you tell me about what kind of services these are, all six residents that said yes, could not tell what the services are or the name of the outside services.

Corrective Active: Standard 115.333(a) requires residents to be educated regarding information in an age appropriate fashion on the agency's zero tolerance policy regarding sexual abuse and sexual harassment and how to report incidents or suspicions of sexual abuse or sexual harassment. The mailing addresses and telephone numbers for outside victim advocates for emotional support services related to sexual abuse is printed on the PREA Zero Tolerance posters. A refresher training will be provided by the PBS/PREA Compliance Coordinator. In addition, the agency is in the process of installing phones in all of the juvenile's living quarters, which gives them the ability to toll-free call for emotional support services. *Compliant.*

Standard 115.354: Third-party reporting

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.354 (a)

- Has the agency established a method to receive third-party reports of sexual abuse and sexual harassment? Yes No
- Has the agency distributed publicly information on how to report sexual abuse and sexual harassment on behalf of a resident? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. SCDJJ Policy H-3.16 Application of the PREA Standards - 03/05/18
2. SCDJJ Division of Investigation Services (DIS) Hotline @ 1-866-313-0073
3. SCDJJ Website @ <http://www.state.sc.us/djj/>
4. Interviews:
 - a. Facility administrator
 - b. Facility PREA compliance manager

- A. The facility uses the state website page as their method of third-party reporting of sexual abuse and sexual harassment. The public is made aware through a visitor information package.

Third-party information is being provided to all visitors regarding their family members that are incarcerated by letter and/or website. If at any time a resident makes an allegation of being a victim of a sexual assault or sexual harassment and does not feel comfortable telling, writing, or using the posted hotline, the family member can make an official report of the resident's behalf by contacting assigned staff. All sexual abuse or sexual harassment reports are done in a discreet manner to not compromise the offender.

Interview Results:

- Interviewed facility administrator and facility PREA compliance manager confirmed that the agency website may be used for third-party reporting of sexual abuse and sexual harassment.

OFFICIAL RESPONSE FOLLOWING A RESIDENT REPORT

Standard 115.361: Staff and agency reporting duties

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.361 (a)

- Does the agency require all staff to report immediately and according to agency policy any knowledge, suspicion, or information regarding an incident of sexual abuse or sexual harassment that occurred in a facility, whether or not it is part of the agency? Yes No
- Does the agency require all staff to report immediately and according to agency policy any knowledge, suspicion, or information regarding retaliation against residents or staff who reported an incident of sexual abuse or sexual harassment? Yes No
- Does the agency require all staff to report immediately and according to agency policy any knowledge, suspicion, or information regarding any staff neglect or violation of responsibilities that may have contributed to an incident of sexual abuse or sexual harassment or retaliation? Yes No

115.361 (b)

- Does the agency require all staff to comply with any applicable mandatory child abuse reporting laws? Yes No

115.361 (c)

- Apart from reporting to designated supervisors or officials and designated State or local services agencies, are staff prohibited from revealing any information related to a sexual abuse report to anyone other than to the extent necessary, as specified in agency policy, to make treatment, investigation, and other security and management decisions? Yes No

115.361 (d)

- Are medical and mental health practitioners required to report sexual abuse to designated supervisors and officials pursuant to paragraph (a) of this section as well as to the designated State or local services agency where required by mandatory reporting laws? Yes No
- Are medical and mental health practitioners required to inform residents of their duty to report, and the limitations of confidentiality, at the initiation of services? Yes No

115.361 (e)

- Upon receiving any allegation of sexual abuse, does the facility head or his or her designee promptly report the allegation to the appropriate office? Yes No
- Upon receiving any allegation of sexual abuse, does the facility head or his or her designee promptly report the allegation to the alleged victim's parents or legal guardians unless the facility has official documentation showing the parents or legal guardians should not be notified? Yes No
- If an alleged victim is under the guardianship of the child welfare system, does the facility head or his or her designee promptly report the allegation to the alleged victim's caseworker instead of the parents or legal guardians? Yes No
- If a juvenile court retains jurisdiction over the alleged victim, does the facility head or designee also report the allegation to the juvenile's attorney or other legal representative of record within 14 days of receiving the allegation? Yes No

115.361 (f)

- Does the facility report all allegations of sexual abuse and sexual harassment, including third-party and anonymous reports, to the facility's designated investigators? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. Mandatory Child Abuse Reporting Laws
 2. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
 3. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1,A2,A3,B1,C1) 06/13/18
 4. SCDJJ Policy H-3.16 Application of the PREA Standards (A through F) - 03/05/18
 5. SCDJJ Policy B-3.9 Employee Ethics and Relations with Others
 6. SCDJJ Policy I-3.1 Alleged Abuse and Neglect of a Juvenile
 7. SCDJJ Policy I-3.2 Reporting Events
 8. SCDJJ Policy I-3.2A *Reporting Events Form*
 9. SCDJJ Policy B-5.3 Confidentiality and Release of Juvenile Information
 10. Interviews:
 - a. Facility PREA compliance manager
 - b. Random officers
 - c. Medical staff
- A.** Agency/facility policy requires staff to report immediately any knowledge, suspicion, or information regarding an incident of sexual abuse or sexual harassment that occurred in a facility, whether it is part of the agency; retaliation against residents or staff who reported the incident; as well as staff neglect or violation of responsibilities that contributed to the incident or retaliation. This policy information was confirmed by staff interviews. The facility also understands the state mandatory child abuse reporting laws.
- B.** Facility policy requires, apart from reporting to the designated supervisors or officials and designated state or local services, that staff is prohibited from revealing any information related to a sexual abuse incident to anyone other than for the purpose of treatment, investigation, and other security and management decisions.
- C.** Medical and mental health staffs are required to report sexual abuse to designated supervisors and officials as well as designated state or local officials

as required by mandatory reporting laws. The residents are informed of staff's duty to report and the limitation of confidentiality during intake.

- D. When sexual abuse incidents occur at the facility, staff interviews indicated that the facility will report all allegations of sexual abuse and sexual harassment, including third-party and anonymous reports, initially to the facility designated investigators.

Interview Results:

- One hundred percent of the twelve staff interviewed reported being aware of the agencies procedure for reporting any information related to a resident allegation of sexual abuse. Interviewed staff could clearly articulate the necessity to report any incident or alleged incident of sexual abuse or harassment immediately. They are aware of various methods of reporting in writing or verbally to include but not limited to report to shift supervisor, staff hotline number or medical staff.
- Interviewed PREA compliance manager indicated that all allegations of sexual abuse and sexual harassment to include third-party and anonymous sources are reported directly to the investigators.
- Interviewed mental health staff indicated that they are required to report any knowledge, suspicion, or information regarding an incident of sexual abuse or sexual harassment to a designated supervisor or official immediately upon learning of the incident.

Standard 115.362: Agency protection duties

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.362 (a)

- When the agency learns that a resident is subject to a substantial risk of imminent sexual abuse, does it take immediate action to protect the resident? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. Resident Subject to Substantial Risk of Imminent Sexual Abuse
2. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
3. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1)
06/13/18
4. SCDJJ Policy H-3.16 Application of the PREA Standards
5. Interviews:
 - a. Facility administrator
 - b. Facility PREA compliance manager
 - c. Random officers

- A.** When facility learns that a resident is at substantial risk of imminent sexual abuse, it takes immediate action by offering the resident to move to special housing or protection custody until the matter is resolved.

A review of the Pre-Audit Questionnaire for Juvenile Facilities and confirmed by staff interview:

- In the past 12 months, the number of times the agency or facility determined that a resident was subject to a substantial risk of imminent sexual abuse reported was zero.

Interview Results:

- All the interviewed staff could articulate the response process, if a resident is at risk of imminent sexual abuse. One hundred percent of the interviewed staff reported that action is taken immediately to address a resident who is at risk of sexual abuse. Such actions include but not limited to: notifying the supervisor, stay with the victim, separate the residents, keep victim on observation, secure the scene, and notify medical staff.

Standard 115.363: Reporting to other confinement facilities

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.363 (a)

- Upon receiving an allegation that a resident was sexually abused while confined at another facility, does the head of the facility that received the allegation notify the head of the facility or appropriate office of the agency where the alleged abuse occurred? Yes No
- Does the head of the facility that received the allegation also notify the appropriate investigative agency? Yes No

115.363 (b)

- Is such notification provided as soon as possible, but no later than 72 hours after receiving the allegation? Yes No

115.363 (c)

- Does the agency document that it has provided such notification? Yes No

115.363 (d)

- Does the facility head or agency office that receives such notification ensure that the allegation is investigated in accordance with these standards? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. Allegations of Sexual Abuse the facility Received from other facilities
2. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
3. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1,A2,B1,C1,D1) 06/13/18
4. SCDJJ Policy H-3.16 Application of the PREA Standards

5. Interviews:

- a. Facility administrator
- b. Facility PREA compliance manager

- A. If the facility received an allegation that resident was sexually abused while confined at another facility. Per staff interviews, the facility notifies the head of the facility or appropriate office of the agency where the alleged abuse occurred.
- B. The facility provided a process that they use when a resident alleged sexual assault or sexual harassment at another facility. The process includes reporting within the 72 hours timeframe and documentation.
- C. Staff interviews indicated that when receiving allegations reported from other facilities, they would complete an incident report and send for investigation.

A review of the Pre-Audit Questionnaire for Juvenile Facilities and confirmed by staff interview:

- During the past 12 months, the number of allegations the facility received that a resident was abused while confined at another facility was zero.
- During the past 12 months, the number of allegations of sexual abuse the facility received from other facilities was zero.

Interview Results:

- Interviewed facility administrator and the facility PREA compliance manager indicated that when and if the facility receives an allegation from another facility or agency that an incident of sexual abuse or sexual harassment occurred at their facility involving staff, they would put that staff on no-contact. If it involves a resident, they would monitor that resident until the investigation is completed.

Standard 115.364: Staff first responder duties

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.364 (a)

- Upon learning of an allegation that a resident was sexually abused, is the first security staff member to respond to the report required to: Separate the alleged victim and abuser?
 Yes No
- Upon learning of an allegation that a resident was sexually abused, is the first security staff member to respond to the report required to: Preserve and protect any crime scene until appropriate steps can be taken to collect any evidence? Yes No

- Upon learning of an allegation that a resident was sexually abused, is the first security staff member to respond to the report required to: Request that the alleged victim not take any actions that could destroy physical evidence, including, as appropriate, washing, brushing teeth, changing clothes, urinating, defecating, smoking, drinking, or eating, if the abuse occurred within a time period that still allows for the collection of physical evidence? Yes No
- Upon learning of an allegation that a resident was sexually abused, is the first security staff member to respond to the report required to: Ensure that the alleged abuser does not take any actions that could destroy physical evidence, including, as appropriate, washing, brushing teeth, changing clothes, urinating, defecating, smoking, drinking, or eating, if the abuse occurred within a time period that still allows for the collection of physical evidence? Yes No

115.364 (b)

- If the first staff responder is not a security staff member, is the responder required to request that the alleged victim not take any actions that could destroy physical evidence, and then notify security staff? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
2. Protocol for Alleged Sexual Assault Involving Penetration
3. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1,B1)
06/13/18
4. SCDJJ Policy I-3.2 Reporting Events
5. SCDJJ Policy B-5.3 Confidentiality and Release of Juvenile Information
6. Interviews:
 - a. Facility PREA compliance manager
 - b. Random staff
 - c. Security staff first responder
 - d. Non-security staff first responder

- A.** Interviews with staff and staff training indicated when staff learn of an allegation that a resident is sexually abused, the first security staff to respond separates the victim and abuser; preserves and protects the crime scene; and if the incident occurred within the appropriate time period for the collection of physical evidence, they will request that the alleged victim not take actions that could destroy physical evidence, to include washing, brushing teeth, changing clothes, urinating, defecating, smoking, drinking, or eating.
- B.** According to non-security staff, if they are the first responder, they will request that the alleged victim not take any actions that could destroy physical evidence, and notify security staff.

A review of the Pre-Audit Questionnaire for Juvenile Facilities and confirmed by staff interview:

- In the past 12 months, the number of allegations that a resident was sexually abused or sexual harassed was six.
- In the past 12 months, the number of allegations where staff was notified within a time that still allowed for the collection of physical evidence was six.
- Of the allegations that a resident was sexually abused made in the past 12 months, the number of times non-security staff member was the first responder zero.

Interview Results:

- Interviews were conducted with twelve security staffs who are considered first responders. All the interviewed staffs consistently reported that the duties of a first responder to include but not limited to: take immediate action, stay with the resident, separate the victim from the perpetrator, isolate/secure the scene and secure evidence, take to medical, and notify supervisor.
- Interviewed non-security staff as first responders described the actions taken to an allegation of sexual abuse is to:
 - Separate the alleged victim and abuser;
 - Contact the supervisor;
 - Preserve and protect the crime scene;
 - Request that the alleged victim does not to wash, brush teeth, change clothes or use the bathroom;
 - Request the same for the alleged abuser.

Standard 115.365: Coordinated response

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.365 (a)

- Has the facility developed a written institutional plan to coordinate actions among staff first responders, medical and mental health practitioners, investigators, and facility leadership taken in response to an incident of sexual abuse? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. Protocol for Alleged Sexual Assault Involving Penetration
 2. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
 3. Safety Plan (SP) for Alleged Sexual Abuse and Sexual Harassment
 4. SCDJJ Policy H-3.16 Application of the PREA Standards - 03/05/18
 5. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles
 6. Interviews:
 - a. Facility PREA compliance manager
 - b. Facility administrator
 - c. Team member
 - d. Non-security staff
 - e. Security staff
- A.** The facility policy response "Protocol for Alleged Sexual Assault Involving Penetration" provides guidelines for staff and a written plan to coordinate actions taken in response to an incident of sexual abuse, among staff first responders, medical and mental health practitioners, investigators, and facility leadership.

Interview Results:

- Interviewed non-security staff as first responders described the actions taken to an allegation of sexual abuse is to:
 - Separate the alleged victim and abuser;
 - Contact the supervisor;
 - Preserve and protect the crime scene;
 - Request that the alleged victim does not to wash, brush teeth, change clothes or use the bathroom;
 - Request the same for the alleged abuser.

- Interviewed security staff indicated that as first responders described the actions taken to an allegation of sexual abuse is to:
 - Separate the alleged victim and abuser;
 - Contact the supervisor;
 - Preserve and protect the crime scene;
 - Request that the alleged victim does not to wash, brush their teeth, change clothes or use the bathroom;
 - Request the same for the alleged abuser.

Standard 115.366: Preservation of ability to protect residents from contact with abusers

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.366 (a)

- Are both the agency and any other governmental entities responsible for collective bargaining on the agency's behalf prohibited from entering into or renewing any collective bargaining agreement or other agreement that limits the agency's ability to remove alleged staff sexual abusers from contact with any residents pending the outcome of an investigation or of a determination of whether and to what extent discipline is warranted? Yes No

115.366 (b)

- Auditor is not required to audit this provision.

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

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Supporting Documents, Interviews and Observations

1. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
2. SCDJJ Policy H-3.16 Application of the PREA Standards
3. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles
4. Interviews:
 - a. Facility PREA compliance manager
 - b. Facility administrator

- A.** Staff interviews and documentation indicated that facility does not have a relationship with union or collective bargaining agreements. The facility is not limited in its ability to remove alleged staff sexual abusers from contact with residents.

Interview Results:

- Interviewed facility administrator and PREA compliance manager indicated that CEC does not belong to a union.

Standard 115.367: Agency protection against retaliation

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.367 (a)

- Has the agency established a policy to protect all residents and staff who report sexual abuse or sexual harassment or cooperate with sexual abuse or sexual harassment investigations from retaliation by other residents or staff? Yes No
- Has the agency designated which staff members or departments are charged with monitoring retaliation? Yes No

115.367 (b)

- Does the agency employ multiple protection measures, such as housing changes or transfers for resident victims or abusers, removal of alleged staff or resident abusers from contact with victims, and emotional support services, for residents or staff who fear retaliation for reporting sexual abuse or sexual harassment or for cooperating with investigations, Yes No

115.367 (c)

- Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency monitor: The conduct and treatment of residents or staff who reported the sexual abuse to see if there are changes that may suggest possible retaliation by residents or staff? Yes No
- Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency monitor: The conduct and treatment of residents who were reported to have suffered sexual abuse to see if there are changes that may suggest possible retaliation by residents or staff? Yes No
- Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Act promptly to remedy any such retaliation? Yes No
- Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency monitor: Any resident disciplinary reports? Yes No
- Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency monitor: Resident housing changes? Yes No
- Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency monitor: Resident program changes? Yes No
- Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency monitor: Negative performance reviews of staff? Yes No
- Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency monitor: Reassignments of staff? Yes No
- Does the agency continue such monitoring beyond 90 days if the initial monitoring indicates a continuing need? Yes No

115.367 (d)

- In the case of residents, does such monitoring also include periodic status checks?
 Yes No

115.367 (e)

- If any other individual who cooperates with an investigation expresses a fear of retaliation, does the agency take appropriate measures to protect that individual against retaliation?
 Yes No

115.367 (f)

- Auditor is not required to audit this provision.

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

The following evidence was analyzed in making the compliance determination:

Supporting Documents, Interviews and Observations

1. Allegations and Investigations Documentation of Monitoring for possible Retaliation
 2. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
 3. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1,A2,C1,C2 ,C3,C4) 06/13/18
 4. SCDJJ Policy H-3.16 Application of the PREA Standards
 5. SCDJJ Policy G-3.4 Isolation of Youth
 6. Interviews:
 - a. Facility administrator
 - b. Facility PREA compliance manager
 - c. Monitoring retaliation
- A.** The facility prohibits retaliatory behavior by residents or staff in regards to the reporting of sexual abuse, sexual harassment or cooperation with investigators as it relates PREA related incidents and allegations. Resident's rights documentation and staff policy establishes expected conduct. The facility PREA compliance manager is responsible for monitoring retaliation along with supervisors to monitor residents as it relates to PREA allegations and incidents.
- B.** The facility has several protections and reporting measures, for residents. They can utilize the grievance process to document retaliatory acts or other PREA related concerns and issues. The facility has the option to change resident housing or transfer

resident victims or abusers, remove alleged staff or resident abusers from contact with victims, and provide emotional support services for residents or staff that fear retaliation for reporting sexual abuse or sexual harassment or for cooperating with investigations.

- C. The facility reported that there is no retaliation for this audit period. If the facility were to have issues with retaliation, the policy will guide them on this standard. For example, for at least 90 days following a report of sexual abuse, the facility monitors the conduct and treatment of residents or staff who reported the sexual abuse and of residents who were reported to have suffered sexual abuse, to see if there are changes that may suggest possible retaliation by residents or staff, and act promptly to remedy any retaliation. Items the facility should monitor include resident disciplinary reports, housing or program changes, and negative performance reviews or reassignments of staff. The facility continues monitoring beyond 90 days if the initial monitoring indicates a continuing need.
- D. In the case of residents, monitoring includes periodic status checks. If any individual cooperates with an investigation expresses a fear of retaliation, the facility takes appropriate measures to protect the individual against retaliation.

A review of the Pre-Audit Questionnaire for Juvenile and confirmed by staff interview:

- The number of times an incident of retaliation occurred in the past 12 months was zero.

Interview Results

- Interviewed staff indicated that they monitor retaliation against residents and staff who report sexual abuse or sexual harassment or who cooperate with sexual abuse or sexual harassment investigations. They would change resident housing or transfers a resident, remove alleged abusers, refer resident to counseling for services. When preventing retaliation against staff, they would change the staff shift or change the staff work details.
- Interviewed staff indicated that they will monitor the resident at least weekly. However, this process would end around 90 days.

Standard 115.368: Post-allegation protective custody

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.368 (a)

- Is any and all use of segregated housing to protect a resident who is alleged to have suffered sexual abuse subject to the requirements of § 115.342? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
2. SCDJJ Policy G-6.0 Scope of Activity Therapy, Recreation, and Leisure Services
3. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles
4. SCDJJ Policy H-3.16 Application of the PREA Standards
5. Interviews:
 - a. Facility PREA compliance manager
 - b. Facility executive administrator

- A.** The facility will use "wet rooms" housing to protect a resident who is alleged to have suffered sexual abuse is based on the requirements of standard 115.42. Interviews and documentation review at CEC indicated that residents at high risk for sexual victimization are prohibited from being placed in involuntary segregated housing unless an assessment of all available alternatives has been made and a determination has been made that there are no available alternative means of separation from likely abusers. Interviews also revealed that if an assessment cannot be immediately completed, the facility will hold the resident in involuntary segregated housing for less than 24 hours while completing the assessment.

A review of the Pre-Audit Questionnaire for Juvenile and confirmed by interviewed staff.

- In the past 12 months, the number of residents who allege to have suffered sexual abuse who were placed in isolation was zero.
- In the past 12 months, the number of residents who allege to have suffered sexual abuse who were placed in isolation who have been denied daily access to large muscle exercise, and or legally required education or special education services was zero.

INVESTIGATIONS

Standard 115.371: Criminal and administrative agency investigations

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.371 (a)

- When the agency conducts its own investigations into allegations of sexual abuse and sexual harassment, does it do so promptly, thoroughly, and objectively? [N/A if the agency/facility is not responsible for conducting any form of criminal OR administrative sexual abuse investigations. See 115.321(a).] Yes No NA
- Does the agency conduct such investigations for all allegations, including third party and anonymous reports? [N/A if the agency/facility is not responsible for conducting any form of criminal OR administrative sexual abuse investigations. See 115.321(a).] Yes No NA

115.371 (b)

- Where sexual abuse is alleged, does the agency use investigators who have received specialized training in sexual abuse investigations involving juvenile victims as required by 115.334? Yes No

115.371 (c)

- Do investigators gather and preserve direct and circumstantial evidence, including any available physical and DNA evidence and any available electronic monitoring data? Yes No
- Do investigators interview alleged victims, suspected perpetrators, and witnesses? Yes No
- Do investigators review prior reports and complaints of sexual abuse involving the suspected perpetrator? Yes No

115.371 (d)

- Does the agency always refrain from terminating an investigation solely because the source of the allegation recants the allegation? Yes No

115.371 (e)

- When the quality of evidence appears to support criminal prosecution, does the agency conduct compelled interviews only after consulting with prosecutors as to whether compelled interviews may be an obstacle for subsequent criminal prosecution? Yes No

115.371 (f)

- Do agency investigators assess the credibility of an alleged victim, suspect, or witness on an individual basis and not on the basis of that individual's status as resident or staff?
 Yes No
- Does the agency investigate allegations of sexual abuse without requiring a resident who alleges sexual abuse to submit to a polygraph examination or other truth-telling device as a condition for proceeding? Yes No

115.371 (g)

- Do administrative investigations include an effort to determine whether staff actions or failures to act contributed to the abuse? Yes No
- Are administrative investigations documented in written reports that include a description of the physical evidence and testimonial evidence, the reasoning behind credibility assessments, and investigative facts and findings? Yes No

115.371 (h)

- Are criminal investigations documented in a written report that contains a thorough description of the physical, testimonial, and documentary evidence and attaches copies of all documentary evidence where feasible? Yes No

115.371 (i)

- Are all substantiated allegations of conduct that appears to be criminal referred for prosecution?
 Yes No

115.371 (j)

- Does the agency retain all written reports referenced in 115.371(g) and (h) for as long as the alleged abuser is incarcerated or employed by the agency, plus five years unless the abuse was committed by a juvenile resident and applicable law requires a shorter period of retention?
 Yes No

115.371 (k)

- Does the agency ensure that the departure of an alleged abuser or victim from the employment or control of the agency does not provide a basis for terminating an investigation?
 Yes No

115.371 (l)

- Auditor is not required to audit this provision.

115.371 (m)

- When an outside agency investigates sexual abuse, does the facility cooperate with outside investigators and endeavor to remain informed about the progress of the investigation? (N/A if an outside agency does not conduct administrative or criminal sexual abuse investigations. See 115.321(a).) Yes No NA

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. Investigations (All completed Investigations Reported)
2. All Sexual Abuse and Sexual Harassment file by Facility
3. Hotline Call Total
4. Investigations Report by Staff
5. Investigations Reported to Staff by Resident
6. Investigations Anonymous, Third-Party
7. SCDJJ Policy I-3.2A *Reporting Events Form*
8. PREA Investigation Checklist
9. Staff on Residents Investigations
10. Residents on Residents Investigations
11. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
12. SCDJJ Policy I-3.5 Investigations
13. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1,A2,A3,B1,C1) 06/13/18
14. SCDJJ Policy H-3.16 Application of the PREA Standards (A through F) - 03/05/18
15. SCDJJ Policy B-3.9 Employee Ethics and Relations with Others
16. SCDJJ Policy I-3.1 Alleged Abuse and Neglect of a Juvenile
17. SCDJJ Policy I-3.2 Reporting Events
18. Interviews:
 - a. Facility administrator
 - b. Facility PREA compliance manager

c. Agency PREA Investigator (Previously Interviewed)

- A. Interviews with the agency investigator indicated that when they conduct investigations into allegations of sexual abuse and sexual harassment; they do so promptly, thoroughly, and objectively for all allegations, including third-party and anonymous reports. There was a concern regarding promptly.
- B. The CEC uses investigators who have received special training in sexual abuse investigations. The investigators have completed the NIC online training.
- C. Investigators gather and preserve direct and circumstantial evidence, including any available physical and DNA evidence and any available electronic monitoring data; interview alleged victims, suspected perpetrators, and witnesses; review prior complaints and reports of sexual abuse involving the suspected perpetrator. When a case has been substantiated allegations of conduct that appear to be criminal are referred for prosecution and the facility consults with the prosecutor. When an outside agency is investigating, the facility cooperates and remains informed about the progress of the investigation.
- D. Interviewed staff and completed investigation reports revealed that all PREA investigations are administrative or criminal and documented in written format. Administrative investigations include an effort to determine whether staff actions or failures to act contributed to the abuse and documents a description of the physical and testimonial evidence, and investigative facts and findings. According to policy, the agency keeps these cases as long as the alleged abuser is incarcerated or employed by the agency, plus five years.

A review of the Pre-Audit Questionnaire for Juvenile and confirmed by interviewed staff.

- The number of substantiated allegations of conduct that appear to be criminal that were referred for prosecution since the last PREA audit was zero.

Interview Results:

- Interviewed staff indicated that if an outside agency investigates criminal sexual abuse, they will keep the facility informed of the progress of the investigation thru emails and the release of the final investigation report.
- Previously interviewed investigator indicated when a staff alleged to have sexual abuse terminates employment prior to a completed investigation into the conduct; the investigator continues the investigation until completion.
- Previously interviewed investigator indicated all investigations are documented. The documentation includes descriptions of physical,

testimonial, and documentary evidence, as well as attached copies of documentary evidence.

Concern: Reviewing the investigation records revealed three of the cases in which the incident dates were listed as “unknown”. If it is reported through the grievance process or the Event Reporting process, there should be a date of incident.

Corrective Active: The three cases that stated the incident date was “unknown” was due to the juvenile not being able to provide an exact date or they could not remember what date in which the incident happened. Therefore, the investigators can only use the evidence that is provided to them. *Compliant.*

Standard 115.372: Evidentiary standard for administrative investigations

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.372 (a)

- Is it true that the agency does not impose a standard higher than a preponderance of the evidence in determining whether allegations of sexual abuse or sexual harassment are substantiated? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor’s analysis and reasoning, and the auditor’s conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

- PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
- SCDJJ Policy I-3.5 Investigations
- SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1,A2,A3,B1,C1) 06/13/18
- SCDJJ Policy H-3.16 Application of the PREA Standards (A through F) - 03/05/18

5. SCDJJ Policy I-4.3 Juvenile Grievance Process
6. Interviews:
 - a. Facility administrator
 - b. Facility PREA compliance manager
 - c. Previously agency investigator

A. The investigators impose no standard higher than a preponderance of the evidence in determining whether allegations of sexual abuse or sexual harassment are substantiated.

Interview Results:

- Previously interviewed PREA investigator confirmed the standard to determine whether an allegation is substantiated, unsubstantiated, or unfounded is the preponderance of the evidence.

Standard 115.373: Reporting to residents

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.373 (a)

- Following an investigation into a resident’s allegation that he or she suffered sexual abuse in an agency facility, does the agency inform the resident as to whether the allegation has been determined to be substantiated, unsubstantiated, or unfounded? Yes No

115.373 (b)

- If the agency did not conduct the investigation into a resident’s allegation of sexual abuse in the agency’s facility, does the agency request the relevant information from the investigative agency in order to inform the resident? (N/A if the agency/facility is responsible for conducting administrative and criminal investigations.) Yes No NA

115.373 (c)

- Following a resident’s allegation that a staff member has committed sexual abuse against the resident, unless the agency has determined that the allegation is unfounded, or unless the resident has been released from custody, does the agency subsequently inform the resident whenever: The staff member is no longer posted within the resident’s unit? Yes No
- Following a resident’s allegation that a staff member has committed sexual abuse against the resident, unless the agency has determined that the allegation is unfounded, or unless the resident has been released from custody, does the agency subsequently inform the resident whenever: The staff member is no longer employed at the facility? Yes No
- Following a resident’s allegation that a staff member has committed sexual abuse against the resident, unless the agency has determined that the allegation is unfounded, or unless the resident has been released from custody, does the agency subsequently inform the resident whenever: The agency learns that the staff member has been indicted on a charge related to sexual abuse in the facility? Yes No

- Following a resident's allegation that a staff member has committed sexual abuse against the resident, unless the agency has determined that the allegation is unfounded, or unless the resident has been released from custody, does the agency subsequently inform the resident whenever: The agency learns that the staff member has been convicted on a charge related to sexual abuse within the facility? Yes No

115.373 (d)

- Following a resident's allegation that he or she has been sexually abused by another resident, does the agency subsequently inform the alleged victim whenever: The agency learns that the alleged abuser has been indicted on a charge related to sexual abuse within the facility?
 Yes No
- Following a resident's allegation that he or she has been sexually abused by another resident, does the agency subsequently inform the alleged victim whenever: The agency learns that the alleged abuser has been convicted on a charge related to sexual abuse within the facility?
 Yes No

115.373 (e)

- Does the agency document all such notifications or attempted notifications? Yes No

115.373 (f)

- Auditor is not required to audit this provision.

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. Criminal and/or Administrative Investigations Completed by Agency or Facility
2. Documentation of Resident Notification Results, Verbally or in Writing
3. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
4. *Juvenile Allegation/Grievance and Appeal Form*
5. Safety Plan for Alleged Sexual Abuse and Sexual Harassment
6. Juvenile Negative Behavior Report

7. SCDJJ Policy H-3.16 Application of the PREA Standards
8. SCDJJ Policy I-3.5 Investigations
9. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1,A2,A3,B1,C1) 06/13/18
10. SCDJJ Policy I-4.3 Juvenile Grievance Process
11. Interviews:
 - a. Facility administrator
 - b. Facility PREA compliance manager
 - c. Previously agency investigator
 - d. Residents reported sexual abuse

- A.** Agency policies require that following an investigation into a resident's allegation of sexual abuse, the facility informs the resident as to whether the allegation has been determined to be substantiated, unsubstantiated or unfounded. In those cases, in which the agency investigator did not conduct the investigation, the relevant information will be requested from the investigative agency to inform the resident. The facility's obligation to a resident terminates if the resident is released from the department's custody.
- B.** Following resident's allegation that a staff member has committed sexual abuse against the resident, the facility will subsequently notify the resident (unless the allegation has been determined to be unfounded or unsubstantiated) when 1) the staff member is no longer in the resident's housing unit; 2) the staff member is no longer employed at the facility; 3) the facility learns that the staff member has been arrested on a charge related to sexual abuse within the facility; or 4) the facility learns that the staff member has been convicted on a charge related to sexual abuse within the facility. All notifications are documented. The facility's obligation to report under this standard terminates if the alleged victim is released from the department's custody.

When the facility notifies residents, it is done verbally and documented.

A review of the Pre-Audit Questionnaire for Juvenile and confirmed by staff interview:

- Of the alleged sexual abuse investigations that were completed in the past 12 months, the number of residents who were notified, verbally or in writing, of the results of the investigation was six.
- The number of investigations of alleged resident sexual abuse in the facility that were completed by an outside agency in the past 12 months was zero.
- In the past 12 months, the number of notifications to residents that were provided pursuant to this standard was six.

Interview Results

- Interviewed facility PREA compliance manager indicated that the facility notifies residents who make an allegation of sexual abuse when the allegation has been

determined to be substantiated, unsubstantiated, or unfounded following an investigation.

- Interviewed investigator indicated that a resident who makes an allegation of sexual abuse must be informed as to whether the allegation has been determined to be substantiated, unsubstantiated, or unfounded following an investigation. The information is shared with the facility to inform the resident.

DISCIPLINE

Standard 115.376: Disciplinary sanctions for staff

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.376 (a)

- Are staff subject to disciplinary sanctions up to and including termination for violating agency sexual abuse or sexual harassment policies? Yes No

115.376 (b)

- Is termination the presumptive disciplinary sanction for staff who have engaged in sexual abuse? Yes No

115.376 (c)

- Are disciplinary sanctions for violations of agency policies relating to sexual abuse or sexual harassment (other than actually engaging in sexual abuse) commensurate with the nature and circumstances of the acts committed, the staff member's disciplinary history, and the sanctions imposed for comparable offenses by other staff with similar histories? Yes No

115.376 (d)

- Are all terminations for violations of agency sexual abuse or sexual harassment policies, or resignations by staff who would have been terminated if not for their resignation, reported to: Law enforcement agencies (unless the activity was clearly not criminal)? Yes No
- Are all terminations for violations of agency sexual abuse or sexual harassment policies, or resignations by staff who would have been terminated if not for their resignation, reported to: Relevant licensing bodies? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

The following evidence was analyzed in making the compliance determination:

Supporting Documents, Interviews and Observations

1. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
2. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1)
06/13/18
3. SCDJJ Policy H-3.16 Application of the PREA Standards (A,B)
4. SCDJJ Policy I-4.3 Investigations
5. SCDJJ Policy I-3.1 Alleged Abuse and Neglect of a Juvenile
6. SCDJJ Policy I-3.12 Reporting Events
7. SCDJJ Policy B-3-3.15 Progressive Employee Discipline
8. Interviews:
 - a. Facility administrator
 - b. Facility PREA compliance manager
 - c. Agency investigator (Previously Interviewed)

- A.** Agency policy states that staff shall be subject to disciplinary sanctions up to and including termination for violating agency resident sexual abuse and/or harassment policies. The directive indicates that termination is the presumptive disciplinary sanction for staff that has been found to have engaged in sexual abuse. All terminations for violations of agency resident sexual abuse or harassment policies or resignations by staff who would have been terminated before their resignation, will be reported to law enforcement agencies, unless the activity was clearly not criminal, and to any relevant licensing bodies.

A review of the Pre-Audit Questionnaire for Juvenile and confirmed by interviewed staff.

- In the past 12 months, the number of staff from the facility who has violated agency sexual abuse or sexual harassment policies was zero.
- In the past 12 months, the number of staff from the facility that have been

terminated (or resigned prior to termination) for violating agency sexual abuse or sexual harassment policies was zero.

- In the past 12 months, the number of staff from the facility that have been disciplined, short of termination, for violation of agency sexual abuse or sexual harassment policies reported were zero.
- In the past 12 months, the number of staff from the facility that have been reported to law enforcement or licensing boards following their termination (or resignation prior to termination) for violating agency sexual abuse or sexual harassment policies reported was zero.

B. The 6 PREA-related allegations that were investigated in the past 12-month were reviewed and the following are the results.

Allegation	Number	Finding
Sexual Abuse <i>Staff on Offender</i>	1	Unsubstantiated (<i>Case#: 90002</i>)
	0	Substantiated
	1	Unfounded (<i>Case #: 89418</i>)
Sexual Abuse <i>Offender on Offender</i>	1	Unsubstantiated (<i>Case#: 86800</i>)
	0	Substantiated
	2	Unfounded (<i>Cases#: 80425 & 68944</i>)
Sexual Harassment <i>Staff on Offender</i>	0	Unsubstantiated
	0	Substantiated
	0	Unfounded
Sexual Harassment <i>Offender on Offender</i>	1	Unsubstantiated (<i>Case#:87161</i>)
	0	Substantiated
	0	Unfounded
Total	6	
Referral from Criminal Investigations <i>Staff on Offender</i>	0	

Interview Results

- Interviews with the administrator confirmed staff violating agency sexual abuse policies will be disciplined and that termination is the presumptive action and referral for prosecution where indicated.

Standard 115.377: Corrective action for contractors and volunteers

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.377 (a)

- Is any contractor or volunteer who engages in sexual abuse prohibited from contact with residents? Yes No
- Is any contractor or volunteer who engages in sexual abuse reported to: Law enforcement agencies (unless the activity was clearly not criminal)? Yes No
- Is any contractor or volunteer who engages in sexual abuse reported to: Relevant licensing bodies? Yes No

115.377 (b)

- In the case of any other violation of agency sexual abuse or sexual harassment policies by a contractor or volunteer, does the facility take appropriate remedial measures, and consider whether to prohibit further contact with residents? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. Volunteers and Contractors training files
2. *One-Time Volunteer Orientation Forms*
3. *Volunteer Certification of Orientation and Agreement Forms*
4. New Volunteer Applications
5. Volunteer Report of Criminal Conviction/Child Abuse Registry
6. Contractor Information and Training
7. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
8. Contractor Conduct Agreement

9. Subcontractors Conduct Agreement
10. *Contractor Conduct Agreement* (Form B-8.1A)
11. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
12. SCDJJ Policy H-3.16 Application of the PREA Standards (A,B)
13. SCDJJ Policy I-4.3 Investigations
14. SCDJJ Policy I-3.1 Alleged Abuse and Neglect of a Juvenile
15. SCDJJ Policy I-3.12 Reporting Events
16. Interviews:
 - a. Facility PREA compliance manager
 - b. Facility administrator
 - c. Volunteer
 - d. Contractor

- A.** The agency/facility identifies sanctions for contractors, vendors and volunteers who engage in sexual abuse. They will be prohibited from contact with residents and will be reported to law enforcement agencies, unless the activity was clearly not criminal, and to relevant licensing bodies. The facility will take appropriate remedial measures and will consider whether to prohibit further contact with residents, in the case of any other violation of agency resident sexual abuse or sexual harassment policies by a contractor or volunteer.
- B.** Volunteers and contractors are advised during their orientation that any contractor or volunteer who engages in sexual abuse shall be prohibited from contact with residents and will be reported to law enforcement agencies, unless the activity was clearly not criminal, and to relevant licensing bodies. This information is provided as a part of contractors and volunteers training.

There have been no violations of agency sexual abuse policies by any contractor or volunteer during the past twelve months.

A review of the Pre-Audit Questionnaire for Juvenile Facilities and confirmed by interviewed staff interview:

- In the past 12 months, the number of volunteers who have been reported to law enforcement agencies and relevant licensing bodies for engaging in sexual abuse of resident was zero.
- In the past 12 months, the number of contractors who have been reported to law enforcement agencies and relevant licensing bodies for engaging in sexual abuse of resident was zero.

Standard 115.378: Interventions and disciplinary sanctions for residents

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.378 (a)

- Following an administrative finding that a resident engaged in resident-on-resident sexual abuse, or following a criminal finding of guilt for resident-on-resident sexual abuse, may residents be subject to disciplinary sanctions only pursuant to a formal disciplinary process? Yes No

115.378 (b)

- Are disciplinary sanctions commensurate with the nature and circumstances of the abuse committed, the resident's disciplinary history, and the sanctions imposed for comparable offenses by other residents with similar histories? Yes No
- In the event a disciplinary sanction results in the isolation of a resident, does the agency ensure the resident is not denied daily large-muscle exercise? Yes No
- In the event a disciplinary sanction results in the isolation of a resident, does the agency ensure the resident is not denied access to any legally required educational programming or special education services? Yes No
- In the event a disciplinary sanction results in the isolation of a resident, does the agency ensure the resident receives daily visits from a medical or mental health care clinician? Yes No
- In the event a disciplinary sanction results in the isolation of a resident, does the resident also have access to other programs and work opportunities to the extent possible? Yes No

115.378 (c)

- When determining what types of sanction, if any, should be imposed, does the disciplinary process consider whether a resident's mental disabilities or mental illness contributed to his or her behavior? Yes No

115.378 (d)

- If the facility offers therapy, counseling, or other interventions designed to address and correct underlying reasons or motivations for the abuse, does the facility consider whether to offer the offending resident participation in such interventions? Yes No
- If the agency requires participation in such interventions as a condition of access to any rewards-based behavior management system or other behavior-based incentives, does it always refrain from requiring such participation as a condition to accessing general programming or education? Yes No

115.378 (e)

- Does the agency discipline a resident for sexual contact with staff only upon a finding that the staff member did not consent to such contact? Yes No

115.378 (f)

- For the purpose of disciplinary action does a report of sexual abuse made in good faith based upon a reasonable belief that the alleged conduct occurred NOT constitute falsely reporting an incident or lying, even if an investigation does not establish evidence sufficient to substantiate the allegation? Yes No

115.378 (g)

- If the agency prohibits all sexual activity between residents, does the agency always refrain from considering non-coercive sexual activity between residents to be sexual abuse? (N/A if the agency does not prohibit all sexual activity between residents.) Yes No NA

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. *Completed Discipline Forms*
2. *Juvenile Progressive Discipline Chart*
3. *SCDJJ Policy H-3.16 Application of the PREA Standards - 03/05/18*
4. *SCDJJ Policy I-3.5 Investigations*
5. *SCDJJ Policy G-9.19 Juvenile Behavior Management – Incentive System and Progressive Discipline*
6. *Interviews:*
 - a. *Facility PREA compliance manager*
 - b. *Facility administrator*
 - c. *Medical staff*
 - d. *Mental health staff*

- A.** The agency/facility has a formal resident disciplinary process when a resident is subject to a disciplinary sanction following an administrative finding that the resident engaged in resident-on-resident sexual abuse or following a criminal finding of guilt for resident-on-resident sexual abuse.
- B.** The disciplinary process allows sanctions to commensurate with the nature and circumstances of the abuse committed, the resident's disciplinary history, and the sanctions imposed for comparable offenses by other residents with similar histories within the facility. If the facility disciplinary sanctions result in the isolation of a resident, the facility will not deny the resident daily large-muscle exercise or access to any legally required educational programming or special education services. These residents will receive daily visits from medical and mental health staff.
- C.** The resident discipline process considers whether a resident's mental disabilities or mental illness contributed to his behavior when determining what type of sanction, if any, should be imposed. The facility offers counseling and other interventions designed to address and correct underlying reasons or motivations for the abuse, the facility consider whether to require the offending resident to participate in such interventions as a condition of access to programming or other benefits.
- D.** Staff interviews indicated for the purpose of disciplinary action, a report of sexual abuse made in good faith based upon a reasonable belief that the alleged conduct occurred shall not constitute falsely reporting an incident or lying, if an investigation does not establish evidence sufficient to substantiate the allegation.

A review of the Pre-Audit Questionnaire for Juvenile and confirmed by staff interview:

- In the past 12 months, the number of criminal findings of guilt for resident-on-resident sexual abuse that have occurred at the facility was zero.

MEDICAL AND MENTAL CARE

Standard 115.381: Medical and mental health screenings; history of sexual abuse

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.381 (a)

- If the screening pursuant to § 115.341 indicates that a resident has experienced prior sexual victimization, whether it occurred in an institutional setting or in the community, do staff ensure that the resident is offered a follow-up meeting with a medical or mental health practitioner within 14 days of the intake screening? Yes No

115.381 (b)

- If the screening pursuant to § 115.341 indicates that a resident has previously perpetrated sexual abuse, whether it occurred in an institutional setting or in the community, do staff ensure that the resident is offered a follow-up meeting with a mental health practitioner within 14 days of the intake screening? Yes No

115.381 (c)

- Is any information related to sexual victimization or abusiveness that occurred in an institutional setting strictly limited to medical and mental health practitioners and other staff as necessary to inform treatment plans and security management decisions, including housing, bed, work, education, and program assignments, or as otherwise required by Federal, State, or local law? Yes No

115.381 (d)

- Do medical and mental health practitioners obtain informed consent from residents before reporting information about prior sexual victimization that did not occur in an institutional setting, unless the resident is under the age of 18? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does

not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. Residents Disclosed Prior Victimization During PREA Screening
 2. Youth Consent/Release of Liability for Participation & Consent/Release for Audiovisual Purposes
 3. Juvenile Health History
 4. Physical Examination Record
 5. Dental Record
 6. Social Work Case Management Notes
 7. DJJ Medical/Mental Health Screen
 8. Classification Case Management Notes
 9. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
 10. SCDJJ Policy C-1.4 Juvenile's Access to Health Care
 11. SCDJJ Policy E-1.7 Classification System for Housing in Secure
 12. SCDJJ Policy E-1.12 Trauma-Informed Care and Trauma-Specific Treatment
 13. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1, A2, B1, B2, D1) 06/13/18
 14. SCDJJ Policy H-3.16 Application of the PREA Standards (D)
 15. SCDJJ Policy B-5.3 Confidentiality and Release of Juvenile Information
 16. SCDJJ Policy G-4.1 Long Term Facility Admissions
 17. SCDJJ Policy G-3.1 Evaluation Center Intake Operational Process
 18. SCDJJ Policy G-1.2 Detention Center Admissions
 19. Interviews:
 - a. Facility PREA compliance manager
 - b. Medical staff
 - c. Random staff
- A.** Agency policies require residents who disclosed they had experienced prior sexual victimization or prior perpetration of sexual abuse, whether it occurred in an institutional setting or the community, are to be offered a follow-up meeting with a medical or mental health practitioner within 14 days of the initial screening.
- B.** A resident that has previously perpetrated sexual abuse in an institutional setting or community are offered a follow up meeting with a mental health staff within 14 days of the intake screening. A resident that experienced prior sexual victimization in jail or that occurred in an institutional setting or the community is ensured a follow up meeting with a medical or mental health staff within 14 days of the intake screening.
- C.** Information related to sexual victimization or abusiveness that occurred in an institutional setting will be strictly limited to medical and mental health practitioner and other staff, as necessary, to inform treatment plans and security and management decisions, including housing, bed, work, education and program assignments, or as otherwise required by Federal, State, or local law. Mental health practitioners will obtain informed consent from

residents before reporting information about prior sexual victimization that did not occur in an institutional setting unless the resident is under the age of 18.

Interview Result

- Interviewed medical and mental health staff indicated residents reporting prior sexual victimization or prior perpetration would be seen by a mental health professional within 14 days of the initial screening.
- No current residents disclosed sexual victimization during the risk screening process.

Standard 115.382: Access to emergency medical and mental health services

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.382 (a)

- Do resident victims of sexual abuse receive timely, unimpeded access to emergency medical treatment and crisis intervention services, the nature and scope of which are determined by medical and mental health practitioners according to their professional judgment? Yes No

115.382 (b)

- If no qualified medical or mental health practitioners are on duty at the time a report of recent sexual abuse is made, do staff first responders take preliminary steps to protect the victim pursuant to § 115.362? Yes No
- Do staff first responders immediately notify the appropriate medical and mental health practitioners? Yes No

115.382 (c)

- Are resident victims of sexual abuse offered timely information about and timely access to emergency contraception and sexually transmitted infections prophylaxis, in accordance with professionally accepted standards of care, where medically appropriate? Yes No

115.382 (d)

- Are treatment services provided to the victim without financial cost and regardless of whether the victim names the abuser or cooperates with any investigation arising out of the incident? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
 2. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1,A2,A3,C1,D1) 06/13/18
 3. SCDJJ Policy H-3.16 Application of the PREA Standards
 4. SCDJJ Policy I-4.2 Juvenile Rights and Responsibilities
 5. SCDJJ Policy C-1.1 Scope of Health Services and Responsible Health Authority
 6. SCDJJ Policy C-1.2 Juvenile Health History and Physical Examination
 7. SCDJJ Policy C-1.4 Juvenile's Unimpeded Access to Health Care
 8. SCDJJ Policy C-1.7 Rehabilitative Services Health Services
 9. SCDJJ Policy C-1.14 Health and Mental Health Care Quality Improvement Program
 10. SCDJJ Policy E#-1.12 Trauma-Informed Care and Trauma-Specific Treatment
 11. Interviews:
 - a. Facility PREA compliance manager
 - b. Medical staff
 - c. Random staff
 - d. Residents reported sexual abuse
- A.** The facility victims of sexual abuse receive timely, unimpeded access to emergency medical treatment and crisis intervention services, the nature and scope of which are determined by medical and mental health practitioners according to their professional judgment.
- B.** If no qualified medical or mental health practitioners are on duty at the time a report of abuse, staff first responders take preliminary steps to protect the victim and immediately notify the appropriate medical and mental health staff.
- C.** Resident victims of sexual abuse while incarcerated are offered timely information about and timely access to emergency contraception and sexually transmitted infections

prophylaxis, in accordance with professionally accepted standards of care, where medically appropriate. The facility offers treatment and follow-up for sexually transmitted and other communicable diseases to all victims using a community resource.

- D.** Treatment services are provided to the victim without financial cost and regardless of whether the victim names the abuser or cooperates with any investigation arising out of the incident.

Interview Results

- Interviewed staff described the following actions they would take as a first responder: Separate the alleged victim and abuser, preserving and protecting evidence on the victim, abuser, and the location where the incident occurred.
- Interviewed staff indicated that they would ask the alleged victim and abuser not to take any actions that could destroy physical evidence; washing, brushing teeth, changing clothes, urinating, defecating, drinking, eating, etc.
- Interviewed staff indicated that they would immediately notify their supervisor.
- Interviewed mental health care staff indicated that resident victims of sexual abuse receive timely and unimpeded access to emergency medical treatment and crisis intervention services from the local hospital.
- Interviewed mental health care staff indicated that evaluation and treatment of residents who have been victimized entails follow-up services, treatment plans, and when necessary, referrals for continued care after leaving the facility.

Standard 115.383: Ongoing medical and mental health care for sexual abuse victims and abusers

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.383 (a)

- Does the facility offer medical and mental health evaluation and, as appropriate, treatment to all residents who have been victimized by sexual abuse in any prison, jail, lockup, or juvenile facility? Yes No

115.383 (b)

- Does the evaluation and treatment of such victims include, as appropriate, follow-up services, treatment plans, and, when necessary, referrals for continued care following their transfer to, or placement in, other facilities, or their release from custody? Yes No

115.383 (c)

- Does the facility provide such victims with medical and mental health services consistent with the community level of care? Yes No

115.383 (d)

- Are resident victims of sexually abusive vaginal penetration while incarcerated offered pregnancy tests? (N/A if “all-male” facility. *Note: in “all-male” facilities, there may be residents who identify as transgender men who may have female genitalia. Auditors should be sure to know whether such individuals may be in the population and whether this provision may apply in specific circumstances.*) Yes No NA

115.383 (e)

- If pregnancy results from the conduct described in paragraph § 115.383(d), do such victims receive timely and comprehensive information about and timely access to all lawful pregnancy-related medical services? (N/A if “all-male” facility. *Note: in “all-male” facilities, there may be residents who identify as transgender men who may have female genitalia. Auditors should be sure to know whether such individuals may be in the population and whether this provision may apply in specific circumstances.*) Yes No NA

115.383 (f)

- Are resident victims of sexual abuse while incarcerated offered tests for sexually transmitted infections as medically appropriate? Yes No

115.383 (g)

- Are treatment services provided to the victim without financial cost and regardless of whether the victim names the abuser or cooperates with any investigation arising out of the incident? Yes No

115.383 (h)

- Does the facility attempt to conduct a mental health evaluation of all known resident-on-resident abusers within 60 days of learning of such abuse history and offer treatment when deemed appropriate by mental health practitioners? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
 2. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (D1,E1,F1) 06/13/18
 3. SCDJJ Policy H-3.15B Protocol for Alleged Sexual Assault (Attachment)
 4. SCDJJ Policy H-3.16 Application of the PREA Standards
 5. SCDJJ Policy I-4.2 Juvenile Rights and Responsibilities
 6. SCDJJ Policy C-1.1 Scope of Health Services and Responsible Health Authority
 7. SCDJJ Policy C-2.6 Clinical Crisis Intervention
 8. Interviews:
 - a. Facility PREA compliance manager
 - b. Mental health staff
 - c. Residents reported sexual abuse
-
- A.** The agency/facility offers medical/mental health evaluation and, provides services to all residents who have been victimized by sexual abuse through outside services.
 - B.** Staff interviews indicated that evaluations and services of victims include follow-up services, referrals for continued care following residents transfer to, or placement in, other facilities, or their release from custody.
 - C.** The facility provides victims with medical/mental health services consistent with the community level of care.
 - D.** Staff interviews indicated that resident victims of sexual abuse while incarcerated are offered tests for sexually transmitted infections as medically appropriate through outside services.
 - E.** The agency/facility requires treatment services to be provided to victims without financial cost. The facility also conducts a medical/mental health evaluation of resident-on-resident abusers upon learning of abuse history and offer treatment. If the resident reports history of sexual abuse or abusiveness appears at risk for victimization, security and case management are notified.

Interview Results

- Interviewed staff confirmed that evaluations and services of victims include follow-up services, referrals for continued care following residents transfer to, or placement in, other facilities, or their release from custody.
- Interviewed staff confirmed that the facility provides victims with medical/mental health services consistent with the community level of care.

DATA COLLECTION AND REVIEW

Standard 115.386: Sexual abuse incident reviews

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.386 (a)

- Does the facility conduct a sexual abuse incident review at the conclusion of every sexual abuse investigation, including where the allegation has not been substantiated, unless the allegation has been determined to be unfounded? Yes No

115.386 (b)

- Does such review ordinarily occur within 30 days of the conclusion of the investigation? Yes No

115.386 (c)

- Does the review team include upper-level management officials, with input from line supervisors, investigators, and medical or mental health practitioners? Yes No

115.386 (d)

- Does the review team: Consider whether the allegation or investigation indicates a need to change policy or practice to better prevent, detect, or respond to sexual abuse? Yes No
- Does the review team: Consider whether the incident or allegation was motivated by race; ethnicity; gender identity; lesbian, gay, bisexual, transgender, or intersex identification, status, or perceived status; gang affiliation; or other group dynamics at the facility? Yes No
- Does the review team: Examine the area in the facility where the incident allegedly occurred to assess whether physical barriers in the area may enable abuse? Yes No
- Does the review team: Assess the adequacy of staffing levels in that area during different shifts? Yes No

- Does the review team: Assess whether monitoring technology should be deployed or augmented to supplement supervision by staff? Yes No
- Does the review team: Prepare a report of its findings, including but not necessarily limited to determinations made pursuant to §§ 115.386(d)(1) - (d)(5), and any recommendations for improvement and submit such report to the facility head and PREA compliance manager? Yes No

115.386 (e)

- Does the facility implement the recommendations for improvement, or document its reasons for not doing so? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. Conclusion of 30 Days Review by Team Documentation
2. DJJ Event Report Form
3. DJJ Event Report Completed
4. Sexual Abuse and Sexual Harassment Incident Review Form
5. Administrative Inquiry
6. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
7. SDCJJ Policy H-3.16 Application of the PREA Standards
8. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1,B1,C1,D1) 06/13/18
9. SCDJJ Policy H-3.15C Alleged Sexual Abuse and Sexual Harassment (Attachment)
10. SCDJJ Policy H-3.15B Incident Review Form
11. Interviews:
 - a. Facility PREA compliance manager
 - b. Facility administrator
 - c. Incident review team

A. The agency requires each facility to conduct a sexual abuse incident review at the conclusion of every sexual abuse investigation unless the incident has been determined to be unfounded. The review will ordinarily occur within 30 days of the conclusions of the investigation when they received the investigation report. The review team will include upper-level management officials, with input from line supervisors, investigators, and medical or mental health practitioners.

B. The review team is required to consider and complete the following:

- 1) Whether the allegation or investigation indicates a need to change policy or practice to better prevent, detect or respond to sexual abuse;
- 2) Whether the incident or allegation was motivated by race, ethnicity, gang affiliation, gender identity, status or perceived status as lesbian, gay, bisexual or intersex, or was motivated or caused by other group dynamics at the facility;
- 3) Examine the area in the facility where the incident allegedly occurred to assess whether physical barriers in the area may enable abuse;
- 4) Asses the adequacy of staffing levels in that area during different shifts;
- 5) Assess whether monitoring technology should be deployed or augmented to supplement supervision by staff.
- 6) The team prepares a report of its findings and the facility implements the recommendations for improvement.

A review of the Pre-Audit Questionnaire for Juvenile Facilities and confirmed by interviewed staff interview:

- In the past 12 months, the number of criminal and/or administrative investigations of alleged sexual abuse completed at the facility, excluding only unfounded incidents was three.

Standard 115.387: Data collection

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.387 (a)

- Does the agency collect accurate, uniform data for every allegation of sexual abuse at facilities under its direct control using a standardized instrument and set of definitions? Yes No

115.387 (b)

- Does the agency aggregate the incident-based sexual abuse data at least annually? Yes No

115.387 (c)

- Does the incident-based data include, at a minimum, the data necessary to answer all questions from the most recent version of the Survey of Sexual Violence conducted by the Department of Justice? Yes No

115.387 (d)

- Does the agency maintain, review, and collect data as needed from all available incident-based documents, including reports, investigation files, and sexual abuse incident reviews? Yes No

115.387 (e)

- Does the agency also obtain incident-based and aggregated data from every private facility with which it contracts for the confinement of its residents? (N/A if agency does not contract for the confinement of its residents.) Yes No NA

115.387 (f)

- Does the agency, upon request, provide all such data from the previous calendar year to the Department of Justice no later than June 30? (N/A if DOJ has not requested agency data.) Yes No NA

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. PREA Annually Report
2. Survey of Sexual Violence
3. Statistical Data for PREA
4. Director's Update (03/01/18)
5. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
6. SCDJJ Policy H-3.16 Application of the PREA Standards

7. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1,C1,A2,C2,E2,E1) 06/13/18
8. Interviews:
 - a. Facility PREA compliance manager
 - b. Facility administrator

A. The agency/facility collects accurate, uniform data for every allegation of sexual abuse at facilities under its direct control using a standardized instrument and set of definitions as required by policy. The standardized instrument includes, at a minimum, the data necessary to answer all questions from the most recent version of the *Survey of Sexual Victimization* (SSV) conducted by the Department of Justice. Agency aggregates the incident-based sexual abuse data at least annually and generates a comprehensive and informative annual report. Each agency facility is required by policy to maintain, review and collect data as needed from all available incident-based documents, including reports, investigation files and sexual abuse incident reviews.

The reviewed 2017 annual report was comprehensive and detailed and included demographics of agency operated facilities as well as detailed PREA Data.

The agency aggregated incident-based sexual abuse data at least annually.

The incident-based data collected shall include, at a minimum, the data necessary to answer all questions from the most recent version of *the Survey of Sexual Victimization* conducted by the Department of Justice.

- B.** The agency maintains, reviews, and collects data as needed from all available incident- based documents, including reports, investigation files, and sexual abuse incident reviews.
- C.** The agency also obtains incident-based and aggregated data from every private facility with which it contracts for the confinement of its residents.
- D.** Upon request, the agency will provide all such data from the previous calendar year to the Department of Justice no later than June 30.

Standard 115.388: Data review for corrective action

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.388 (a)

- Does the agency review data collected and aggregated pursuant to § 115.387 in order to assess and improve the effectiveness of its sexual abuse prevention, detection, and response policies, practices, and training, including by: Identifying problem areas? Yes No

- Does the agency review data collected and aggregated pursuant to § 115.387 in order to assess and improve the effectiveness of its sexual abuse prevention, detection, and response policies, practices, and training, including by: Taking corrective action on an ongoing basis? Yes No
- Does the agency review data collected and aggregated pursuant to § 115.387 in order to assess and improve the effectiveness of its sexual abuse prevention, detection, and response policies, practices, and training, including by: Preparing an annual report of its findings and corrective actions for each facility, as well as the agency as a whole? Yes No

115.388 (b)

- Does the agency's annual report include a comparison of the current year's data and corrective actions with those from prior years and provide an assessment of the agency's progress in addressing sexual abuse? Yes No

115.388 (c)

- Is the agency's annual report approved by the agency head and made readily available to the public through its website or, if it does not have one, through other means? Yes No

115.388 (d)

- Does the agency indicate the nature of the material redacted where it redacts specific material from the reports when publication would present a clear and specific threat to the safety and security of a facility? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. PREA Annually Report
2. PREA Annually Report approved and Posted on Website
3. Statistical Data for PREA (Comparison Report)

4. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
5. SCDJJ Policy H-3.16 Application of the PREA Standards - 03/05/18
6. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (E1,B1,B2,D1,D2) 06/13/18
7. Interviews:
 - a. Facility PREA compliance manager
 - b. Facility administrator

- A. The agency and the facility reviews data collected and aggregated pursuant to § 115.87 to assess and improve the effectiveness of the facility’s sexual abuse prevention, detection, and response policies, practices, and training, including by identifying problem areas, taking corrective action on an ongoing basis. Interviews reveal that the agency prepares an annual report of its findings and corrective action that includes the facility and the agency.
- B. The report includes a comparison of the current year’s data and corrective actions with those from prior years and provides an assessment of the agency’s progress in addressing sexual abuse.
- C. The report is approved by the agency head/designee and made readily available to the public through its website.
- D. The agency redacts specific material from the reports that would present a clear and specific threat to the safety and security of a facility.

Standard 115.389: Data storage, publication, and destruction

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.389 (a)

- Does the agency ensure that data collected pursuant to § 115.387 are securely retained?
 Yes No

115.389 (b)

- Does the agency make all aggregated sexual abuse data, from facilities under its direct control and private facilities with which it contracts, readily available to the public at least annually through its website or, if it does not have one, through other means? Yes No

115.389 (c)

- Does the agency remove all personal identifiers before making aggregated sexual abuse data publicly available? Yes No

115.389 (d)

- Does the agency maintain sexual abuse data collected pursuant to § 115.387 for at least 10 years after the date of the initial collection, unless Federal, State, or local law requires otherwise? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. PREA Annually Report approved and Posted on Website
 2. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
 3. SCDJJ Policy H-3.16 Application of the PREA Standards
 4. SCDJJ Policy H-3.15 Prevention of Sexual Offenses toward Juveniles (A1,B1,B2,C1,C2) 06/13/18
 5. SCDJJ Policy B-5.5 Retention and Disposition of Departmental Records
 6. SCDJJ Policy B-5.3 Confidentiality and Release of Juvenile Information
 7. Interviews:
 - a. Facility administrator
 - b. Facility PREA compliance manager
- A.** The agency's aggregated sexual abuse data from the facility under its direct control is made readily available to the public at least annually through its website. Before making aggregated sexual abuse data publicly available the agency removes all personal identifiers.
- B.** The agency has removed personal identifiers before making aggregated sexual abuse data publicly available.
- C.** The agency maintains sexual abuse data collected for at least 10 years after the date of initial collection.

AUDITING AND CORRECTIVE ACTION

Standard 115.401: Frequency and scope of audits

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.401 (a)

- During the prior three-year audit period, did the agency ensure that each facility operated by the agency, or by a private organization on behalf of the agency, was audited at least once? (*Note: The response here is purely informational. A "no" response does not impact overall compliance with this standard.*) Yes No

115.401 (b)

- Is this the first year of the current audit cycle? (*Note: a "no" response does not impact overall compliance with this standard.*) Yes No
- If this is the second year of the current audit cycle, did the agency ensure that at least one-third of each facility type operated by the agency, or by a private organization on behalf of the agency, was audited during the first year of the current audit cycle? (N/A if this is **not** the *second* year of the current audit cycle.) Yes No NA
- If this is the third year of the current audit cycle, did the agency ensure that at least two-thirds of each facility type operated by the agency, or by a private organization on behalf of the agency, were audited during the first two years of the current audit cycle? (N/A if this is **not** the *third* year of the current audit cycle.) Yes No NA

115.401 (h)

- Did the auditor have access to, and the ability to observe, all areas of the audited facility? Yes No

115.401 (i)

- Was the auditor permitted to request and receive copies of any relevant documents (including electronically stored information)? Yes No

115.401 (m)

- Was the auditor permitted to conduct private interviews with residents? Yes No

115.401 (n)

- Were residents permitted to send confidential information or correspondence to the auditor in the same manner as if they were communicating with legal counsel? Yes No

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. SCDJJ Policy H-3.16 Application of the PREA Standards - 03/05/18
 2. First third of the SCDJJ facilities are audit using the DOJ PREA Standard (2018)
 3. Director's Update (3/1/18)
 4. SCDJJ Website @ <http://www.state.sc.us/djj/>
 5. Interview:
 - a. Facility administrator
 - b. Facility PREA compliance manager
- A.** The agency has ensured that each facility operated by the agency is audited at least once every three years. The agency did ensure that a third of each facility type is audit every year as well. However, the agency PREA coordinator presented a plan to ensure that all facilities will receive a PREA audit according to DOJ PREA standards.
- B.** The agency and/or facility demonstrated compliance with the PREA standards by submitting policies, procedures, reports, internal and external audits, and accreditations of the most recent one-year period. The auditor conducted on-site visit that included sampling of relevant documents, other records, and additional information for the 12-month timeframe.
- C.** During the on-site audit, the auditor was given access to all areas of the facility during the site observes; the auditor requested and received copies of relevant documents to include electronically stored information.
- D.** The auditor has retained and preserves documentation used to make audit determinations and the documentation is available to the Department of Justice upon request, however, the agency/facility agreed to provide any additional information as requested.

E. The auditor interviewed representative samples to include those listed below and was permitted to conduct all formal interviews privately.

- Agency and facility leadership
- Random staff
- Specialized staff
- Supervisors
- Administrators
- Random residents
- Targeted residents
- Etc.

F. The PREA Audit Notice was posted to permit residents to send confidential information or correspondence to the auditor.

Interview Results:

- o Interview with PREA coordinator indicated that the agency has conducted the required PREA audits every year. The agency has ensured that at least one-third of each type is audited beginning 2018.

Standard 115.403: Audit contents and findings

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.403 (f)

- The agency has published on its agency website, if it has one, or has otherwise made publicly available, all Final Audit Reports. The review period is for prior audits completed during the past three years PRECEDING THIS AGENCY AUDIT. The pendency of any agency appeals pursuant to 28 C.F.R. § 115.405 does not excuse noncompliance with this provision. (N/A if there have been no Final Audit Reports issued in the past three years, or in the case of single facility agencies that there has never been a Final Audit Report issued.) Yes No NA

Auditor Overall Compliance Determination

- Exceeds Standard** (*Substantially exceeds requirement of standards*)
- Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)
- Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Supporting Documents, Interviews and Observations

1. SCDJJ Website @ <http://www.state.sc.us/djj/>
2. PREA Audit: Pre-Audit Questionnaire Juvenile Facilities
3. Interview:
 - a. Facility administrator
 - b. Facility PREA compliance manager

- A.** This report describes in the narrative the methodology, sampling sizes, and the basis for the auditor's conclusions provide such information to the agency upon request, and may provide such information to the Department of Justice.

Interview Results:

- Interviewed facility administrator, facility PREA compliance manager and a review of the agency website indicated that the agency has not made publicly available PREA audits as required by standard. The PREA audits for SCDJJ process started 2018.
- On September 4, 2019, interview with the Agency Quality and Compliance Administrator and documentation revealed that the agency introduced a new website earlier this month (September 2019), as a result those the PREA 2018 reports were left off in error. All of the PREA Final Reports for the SCDJJ, a quick link for PREA and contact information will be made available by close of business today (September 4, 2019) on the website <https://djj.sc.gov/>, per the Public Information Manager.

AUDITOR CERTIFICATION

I certify that:

- The contents of this report are accurate to the best of my knowledge.
- No conflict of interest exists with respect to my ability to conduct an audit of the agency under review, and
- I have not included in the final report any personally identifiable information (PII) about any resident or staff member, except where the names of administrative personnel are specifically requested in the report template.

Auditor Instructions:

Type your full name in the text box below for Auditor Signature. This will function as your official electronic signature. Auditors must deliver their final report to the PREA Resource Center as a searchable PDF format to ensure accessibility to people with disabilities. Save this report document into a PDF format prior to submission.¹ Auditors are not permitted to submit audit reports that have been scanned.² See the PREA Auditor Handbook for a full discussion of audit report formatting requirements.

Adam T. Barnett

September 23, 2019

Auditor Signature

Date

¹ See additional instructions here: <https://support.office.com/en-us/article/Save-or-convert-to-PDF-d85416c5-7d77-4fd6-a216-6f4bf7c7c110>.

² See *PREA Auditor Handbook*, Version 1.0, August 2017; Pages 68-69.