Indiana Department of Correction, Division of Youth Services

2017 Juvenile Detention Inspection - Compliance Report



Bartholomew County Youth Services Center

2350 Illinois Ave

Columbus, IN 47201

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Indiana Department of Correction

Division of Youth Services

302 W. Washington St. Rm. E334, Indianapolis, IN 46204

**Indiana Department of Correction, Division of Youth Services**

**2017 Juvenile Detention Inspection - Compliance Report**

Facility: Bartholomew County Youth Services Center

2350 Illinois Ave

Columbus, IN 47201

Inspection Date(s): May 2, 2017

 October 31, 2017

Auditors: Kellie Whitcomb

 Director of Reentry and External Relations

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**INTRODUCTION**

The 2017 annual juvenile detention facility evaluations conducted by the IDOC, Division of Youth Services consisted of on-site facility inspections; staff and youth interviews; and an audit of seventy-four (74) specifically selected, current Juvenile Detention Facility Standards.  The new Indiana Juvenile Detention Facility Standards are in the process of being adopted.  Detention Facilities had the option to be audited utilizing the selected seventy-four (74) current detention standards or utilizing the corresponding fifty-one (51) new juvenile detention facility standards.

Bartholomew County Juvenile Center chose to be audited on the fifty-one (51) new juvenile detention facility standards in 2017, for their 21st annual detention inspection.  Of the fifty-one (51) standards audited, seventeen (17) standards are mandatory compliance and the remaining thirty-four (34) are recommended standards.  Compliance with 100% of the mandatory standards and 90% of the recommended standards is required to attain “Full Compliance”.

**STANDARDS REVIEWED**

The 2017 IDOC audit consisted of the review of fifty-one of the proposed standards within the following nine categories.

Safety 6 Mandatory & 3 Recommended

Topics: fire safety codes; preventing fire and toxic smoke; facility capacity; facility lighting; heating and cooling systems; flammable, toxic, and caustic materials; alternative power source; fire and emergency evacuations; safety, sanitation and health codes

Security 0 Mandatory & 6 Recommended

Topics: detention staff log; security inspections; daily count; transportation procedures; mechanical restraints; facility vehicles

Justice and Order 0 Mandatory & 6 Recommended

Topics: facility handbook; confidential contact; discrimination; grievance process; correspondence for juveniles; juvenile visits

Medical 7 Mandatory & 3 Recommended

Topics: health care authority; services provided pursuant to written orders; emergency services, daily health care requests; intake health screening; informed consent; health-related situation response time; first aid kits; management of pharmaceuticals; medical experiments prohibited

Mental Health 1 Mandatory & 0 Recommended

Topic: written suicide prevention program

Administration and Management 0 Mandatory & 6 Recommended

Topics: employee background check; development and training program; orientation training; new employee training; direct care staff; part-time staff, volunteers, and contract personnel

Food Service and Hygiene 3 Mandatory & 3 Recommended

Topics: dietitian review of menu; therapeutic diets; sanitation inspection; employee sanitation; issuance of bedding and linens; clothing issuance

Programming and Services 0 Mandatory & 4 Recommended

Topics: recreation schedule; indoor and outdoor recreation; minimum recreation and leisure schedule

Education 0 Mandatory & 3 Recommended

Topics: comprehensive education program; remedial reading services; compliance with child labor laws

**METHODOLOGY**

**First Site Visit: (May 2, 2017)**

Standard Categories Reviewed: Safety and Security

Description of visit: The first on-site visit consisted of a review of additional documentation and observations of the facility to verify the facility’s practice is ongoing and not limited to the information presented in the standard files. An evacuation drill was performed. The following interviews were conducted: facility administrator, control room officer, line staff, and juveniles.

**Second Site Visit: (October 31, 2017)**

Standard Categories Reviewed: Administration and Management, Food Services and Hygiene, Programs and Services, Education. Justice and Order, Medical, and Mental Health

Description of the visit: The third on-site visit consisted of a review of additional documentation and observations of the facility to verify the facility’s practice is ongoing and not limited to the information presented in the standard files. The following interviews were conducted: facility administrator, intake officer, education director or representative, recreation leader, food service manager, line staff, and juveniles, health care authority or representative,

**FACILITY INFORMATION**

|  |  |
| --- | --- |
| **Facility county** | Bartholomew |
| **Governing authority** | Bartholomew Superior Court |
| **Name of facility administrator** | Anita Biehle |
| **Rated capacity** | 16 |
| **Average daily population for the last 12 months** | **5** |
| **Average length of stay for the last 12 months** | 17 days |
| **Notable building changes since the 2016 audit**  | N/A |
| **Notable administrative or staffing changes since the 2016 audit** | N/A |
| **Other notable changes since the 2016 audit** | N/A |

**INSPECTION RESULTS**

|  |  |  |
| --- | --- | --- |
|  | **Mandatory** | **Recommended** |
| **Total Number of Standards** | 17 | 34 |
| **Number of Standards Not Applicable** | **0** | **0** |
| **Number of Standards in Non-Compliance** | **0** | **0** |
| **Number of Standards in Compliance** | **17** | **34** |
| **Total Percentage of Compliance** | **100%** | **100%** |

Was the facility required to implement a corrective action plan as a result of the audit? **No**

Recommendations: **See attachment**

**CONCLUSION**

Bartholomew County Youth Services Center is in full compliance with the 2017 Indiana Detention Center Standards Audit performed by the Indiana Department of Correction, Division of Youth Services.

A certificate of compliance will accompany this report, which becomes public information ten (10) days from the date of mailing.

Please contact me at (317) 914-7347 should you have any questions concerning this report.

Respectfully submitted,

**A Sutton**

Angela D. Sutton, MA

Director of Juvenile Detention Inspections

cc: Christine Blessinger, DYS, Executive Director of Youth Services

Kellie Whitcomb, Director of Reentry & External Relations

 Honorable Kelly Benjamin, Bartholomew Circuit Court

Anita Biehle, Facility Director, Bartholomew County Youth Services Center

File

**RECOMMENATIONS:**

**SAFETY:**

8-4-2 Add floor plans to the file

8-4-3 Add a copy of the inventory logs for chemicals and pictures of the chemical

 closet

8-4-8 Include the capacity number in policy and procedure

8-4-30 Add a copy of the inventory logs for chemicals and pictures of the chemical

 closet

**SECURITY:**

8-5-8 Include a daily report for inspection

8-5-11 Include proof of practice of transporting from one jurisdiction to another

**JUSTICE & ORDER:**

8-6-23 Amend procedure to address staff shouldn't deviate from procedure based

 on the categories in the standard and to include national origin

8-6-28 Amend procedure to indicate how the regulations are made available to staff

 and juveniles (e.g. Staff Policy and Procedure Manual and Juvenile

 Handbook)

**MEDICAL:**

8-8-1 Make it clear that the NP is the HCA and then name the physician with final

 clinical judgement

8-8-17 Provide proof of practice when health care staff are actually at the facility,

 such as a time card or sign in sheet; provide health training record for staff

 helping to coordinate the delivery of health services

8-8-28 Make it clear that health care staff are trained to respond within 4 minutes;

 Amend procedures to address the HCA establishes the 4 minute response

 training and not just "First Aid" training

 8-8-31 Provide proof of practice of (a)(1) requirements, documentation of storing

 medication and documentation of disposing medication

 **ADMINISTRATION:**

8-3-55 The topics on the training records reflecting the standard requirements

 should be highlighted and labeled; can't submit a director's statement as

 proof of training - need training topic, date, and hours; Highlight the line in

 the procedure regarding the 40 hour requirement

 8-3-60 Provide proof of training for volunteers (procedure refers to in-service

 meetings) or a director's statement if none held

**FOOD SERVICE & HYGIENE:**

8-7-8 Have proof of practice match the procedure