Indiana Department of Correction, Division of Youth Services

2017 Juvenile Detention Inspection - Compliance Report



Clementine B. Barthold Juvenile Detention Center

609 Meigs Avenue

Jeffersonville, Indiana 47130

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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: Clementine B. Barthold Juvenile Detention Center

609 Meigs Avenue

Jeffersonville, In.

Inspection Date(s): April 6, 2017

October 3, 2017

Auditors: Kellie Whitcomb

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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.

Clark County Juvenile Center chose to be audited on the seventy-four (74) current juvenile detention facility standards in 2017, for their 21st annual detention inspection.  Of the seventy-four (74) standards audited, twenty-six (26) standards are mandatory compliance and the remaining forty-eight (48) 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 seventy-four of the current standards within the following nine categories.

Safety 15 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 & 8 Recommended

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

Justice and Order 0 Mandatory & 9 Recommended

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

Medical 7 Mandatory & 7 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 0 Mandatory & 1 Recommended

Topic: written suicide prevention program

Administration and Management 0 Mandatory & 7 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 4 Mandatory & 4 Recommended

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

Programming and Services 0 Mandatory & 6 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-**April 6, 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 5, 2017**

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

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, line staff, mail room staff, intake officer, health care authority or representative, juveniles, education director or representative, recreation leader, food service manager and line staff.

**FACILITY INFORMATION**

|  |  |
| --- | --- |
| **Facility county** | Clark |
| **Governing authority** | Board of Judges |
| **Name of facility administrator** | Lyda Abell |
| **Rated capacity** | 14 |
| **Average daily population for the last 12 months** | 14 |
| **Average length of stay for the last 12 months** | 11 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** | **26** | **48** |
| **Number of Standards Not Applicable** | **0** | **0** |
| **Number of Standards in Non-Compliance** | **0** | **0** |
| **Number of Standards in Compliance** | **26** | **48** |
| **Total Percentage of Compliance** | **100** | **100** |

Was the facility required to implement a corrective action plan as a result of the 2017 audit? **No**

Recommendations as a result of this audit- **See attachment**

**CONCLUSION**

Clark County Juvenile 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

Judge Vicki Carmichael, Clark County Circuit Court #4

Lyda Abell, Facility Director, Clark County Juvenile Center

File

**RECOMMENDATIONS**

**SAFETY**

3-2.86 - Approval letter for evacuation plan needs to be on Fire Department Letterhead

3-2.92 - Include population reports

3-3.153 - Include 2 consecutive periods of fire inspections for equipment; need 2 consecutive months of monthly investigations

3-3.154 - include fire inspection training form for Lyda

3-3.155 - add either an invoice or directors statement that nothing was purchased during the audit period

3-3.157 - Picture of cabinet from 2008 needs to be updated to show audit year

3-3.160 - 3/16 was the last month provided for the fire drill

3-3.161 - Use a blank sign-in sheet rather than crossing names off

3-3.162 - procedure:  only B.6 and B.6.a. need to be highlighted; add standard language to policy

3-4.210 - Highlight A#5 on procedure

**SECURITY**

3-1.64 - Provide more proof of practice of daily pop count

3-3.135 - Provide more proof of practice of daily inspections and weekly inspections

3-3.136 - Provide more proof of practice of juvenile movement

3-3.138 - Provide more proof of practice of transportation logs (missing transportation log)

3-3.139 - Provide more proof of practice of incident reports

3-3.147 - Have staff fill out the transportation log completely

**JUSTICE & ORDER**

3-3.166 - Include the handbook as proof of practice; Ensure proof of practice is clear whether staff provide both literacy and language assistance

3-3.186 - Provide proof of practice of phone and mail correspondence or director statement if none occurs; Amend procedure to address confidential contact via phone and writing with legal

representative

3-3.187 - Amend policy to include "religion"; a better proof of practice consistent with procedure is a staff movement log note showing all youth are participating in programming

3-3.192 - Amend resident handbook to discuss how youth appeals and if there's a time limit

3-5.288 - Amend procedure to refer to how juveniles and staff are made aware of the correspondence rules (e.g. the juvenile handbook and then also include staff signing for the handbook material)

**MEDICAL**

3-4.235 - Recommend including documentation that staff have reviewed and are aware of this policy

3-4.236 - Show names of all staff so we know all staff attend the training

3-4.237 - Show names of all staff so we know all staff attend the training - recommend including training curriculum

3-4.242 -Show that staff were trained on Signs and Symptoms of Mental Illness and Mental Retardation;  Include documentation on First Aid and CPR training and show all staff attended; Show 4 minute response either drill or actual situation

3-4.244 - Show proof that first aid kits are periodically checked

**MENTAL HEALTH**

3-1.57 - Amend Personnel Manual sign-off form to include the standard topics

3-1.58 - Need proof of practice of new managerial staff getting their hours or a director statement if no new hire

3-1.59 - Hours should be broken down into at least 8 hour increments; Amend process to say direct care staff get 120 hours

3-1.60 - Provide proof of practice of orientation for staff and contractor or director statement if no need

**FOOD SERVICE & HYGIENE**

3-4.198 - Amend procedure to say NP or MD prescribes special diet; religious requests don't need to be in this file

3-4.206 - Amend procedure to address yearly physicals and TB tests being given and how juveniles are monitored for cleanliness

**PROGRAMS & SERVICES**

3-5.262 - Amend procedure to include assigning a number (MAYSI?)

3-5.282 - Include as proof of practice a movement sheet showing kids at rec

3-5.284 - Need proof of rec start and stop times (large muscle and structured) in one day

**EDUCATION**

3-5.274 - Need proof of assessment tool and services being provided to youth