Indiana Department of Correction, Division of Youth Services

2017 Juvenile Detention Inspection - Compliance Report



Children & Family Services Corp

Southwest Indiana Regional Youth Village

Knox County

2290 S, Theobald Lane

Vincennes, IN 47591

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Auditors

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Chance Sweat, Division of Youth Services, Indiana Department of Correction

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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: Children & Family Services Corp

Southwest Indiana Regional Youth Village

Knox County

2290 S, Theobald Lane

Vincennes, IN 47591

Inspection Date(s): May 4, 2017

November 2, 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.

Southwest Indiana Regional Youth Village 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 4, 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 (November 2, 2017)

Standard Categories Reviewed: Administration and Management, Food Services and Hygiene, Programs and Services, Justice and Order, Education, 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: intake officer, education director or representative, recreation leader, food service manager, line staff, and juveniles.

**FACILITY INFORMATION**

|  |  |
| --- | --- |
| **Facility county** | Knox |
| **Governing authority** | Knox Superior I Court |
| **Name of facility administrator** | Terri Decker |
| **Rated capacity** | 40 |
| **Average daily population for the last 12 months** | 20 |
| **Average length of stay for the last 12 months** | 13 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**

Children & Family Services Corp/Southwest Indiana Regional Youth Village of Knox County 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 Gara Lee

Terrie Decker, Facility Director

File

RECOMMENDATIONS

**Safety:**

**8-4-30** Amend policy to address labeling chemicals

**Justice & Order:**

**8-6-22** Amend policy and procedure to provide confidential contact to more than just "legal representative"

**8-6-23** Amend policy and procedure to make it clear that juveniles are included in the definition of "clientele" since in other policies and procedures they are referred to as "residents" or "youth"

**8-6-27** Include an actual grievance with this file or a director's note that no grievances were filed

**8-6-28** Amend procedure IV.A.3 to address how the regulations are made available to staff

**Medical:**

**8-8-1** Include Dr. Herrman documentation as the physician with final clinical judgment

**8-8-12** Only include documentation about detention kids (not shelter care) in the file; Make sure to include a director

**8-8-29** Proof of practice could be clearer that the contents of the kit are checked and not just that the kit is in the correct location.

**8-3-55** Amend procedure to address 40 hours of orientation training

**8-3-56** Amend procedure to clarify there are 40 hours of “new employee” and 40 hours of “orientation” trainings

**Food Service & Hygiene**

**8-7-8** Amend inspection form to include dining area

**Programs & Services**

**8-10-1** Label procedure for shower and hair care and amend procedure to address dental screening and assignment of registered number in the computer system

**8-10-12**Proof of practice needs to show youth actually utilizing the equipment

**8-10-13**Provide proof of practice of large muscle activity and structured leisure activity occurring on the same day