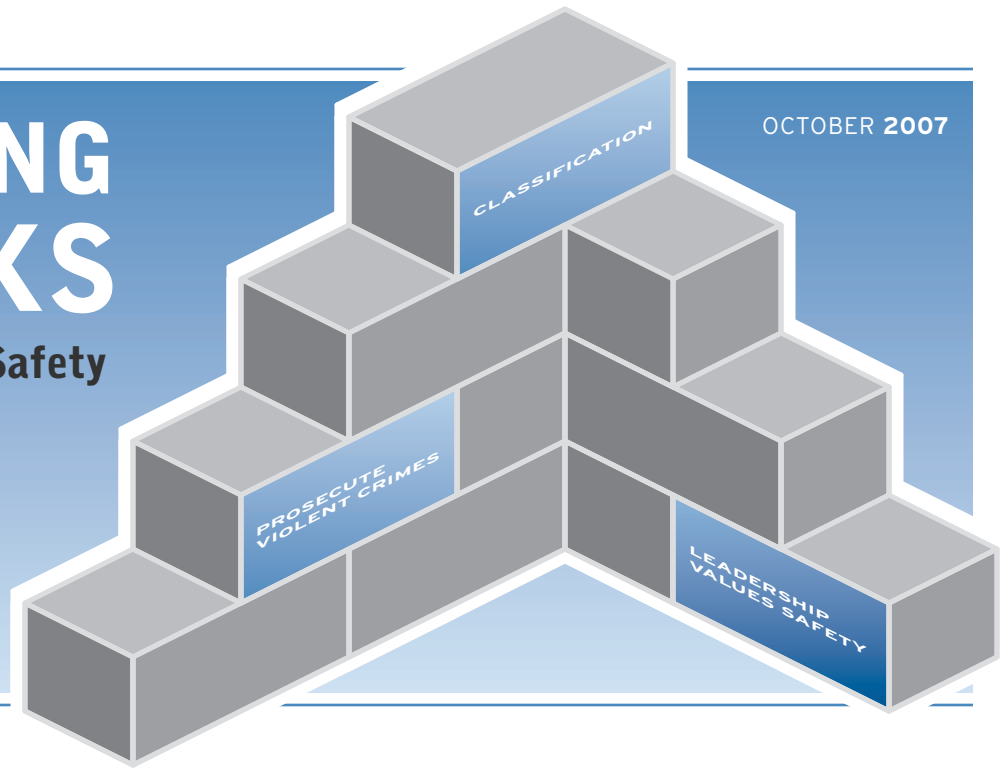


BUILDING BLOCKS

for Institutional Safety

Preventing Inmate Sexual Assault

OCTOBER 2007



5

ISSUE FIVE IN A SERIES

► A bibliography of resources available from the National Institute of Corrections Information Center

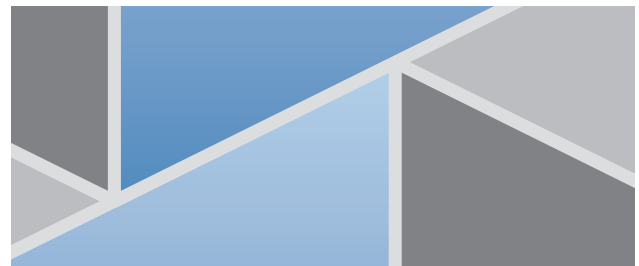
This newsletter is the fifth in a series on promising practices in preventing and responding to inmate-on-inmate sexual assaults in the nation's jails and juvenile correctional facilities. For an overview of the topic, see the first *Building Blocks* newsletter, "Responding to the Prison Rape Elimination Act," available at <http://dcj.state.co.us/ors>. The newsletters are provided under grant # 2004 RP BX 0095 from the National Institute of Justice to the Colorado Division of Criminal Justice. The newsletter series profiles promising practices in jails and juvenile facilities; however, in an effort to coordinate current efforts to promote PREA compliance, this *Building Blocks* directs readers to an excellent—and ever expanding—array of resources available from the National Institute of Corrections. In sidebars throughout this *Building Blocks*, corrections expert and former special master Walter "Kip" Kautzky offers his insights on how best to use some of the material highlighted below. We encourage readers to go to www.nicic.org to learn more about improving facility safety.

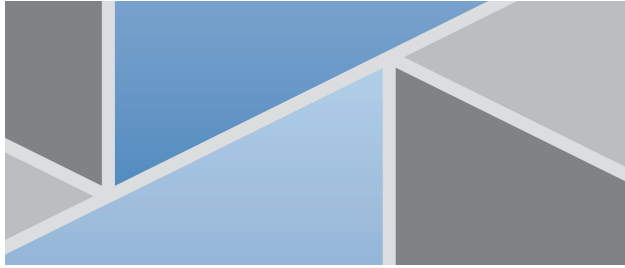
This *Building Blocks* series reflect findings from our current study of promising practices. We encourage facility administrators elsewhere in the nation to visit our web site at the address above, read about the accomplishments of their colleagues, and replicate these extraordinary efforts to prevent inmate sexual assaults.

If you would like to be placed on the mailing list to receive upcoming newsletters in this series, please contact Pat Lounders at the Colorado Division of Criminal Justice, Pat.lounders@cdps.state.co.us.

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About this bibliography

Since 2003, when the U. S. Congress passed the Prison Rape Elimination Act (PREA), a variety of materials have been developed to help correctional staff understand what constitutes sexual assault and abuse in a correctional facility, how to create safe environments to prevent its occurrence, and how to respond effectively if it does occur.

This *Building Blocks* newsletter provides an annotated bibliography of resources related to PREA, sexual violence in jails, immigration detention facilities, and juvenile facilities, and inmate management. In addition, resources are provided on direct supervision, as research suggests that direct supervision management and design can be effective in protecting inmates. Also included are descriptions of training materials and other general resources that might be valuable to correctional staff seeking to address sexual violence in jails. All resources are listed in chronological order under each heading, with the most recently published materials listed first.

All materials are from the National Institute of Corrections (NIC) library, which houses a variety of materials that address correctional management and operations; correctional policies and standards; facility planning, design, and transition; offender programs; and special offender issues. NIC's library collection is unique because its focus is on unpublished research reports and analyses, program descriptions and evaluations, and staff training materials developed by correctional agencies; it also contains journals, newsletters, published books and monographs, video and audio tapes, and reference sources produced by or for National Institute of Corrections.¹

To access most of the items in this list of resources:

- Visit the NIC Information Center library <http://www.nicic.org/Features/Library>, and

¹ National Institute of Corrections: <http://www.nicic.org/Features/Library>.

We are grateful to the National Institute of Corrections Information Center for allowing us to reproduce in this publication the following annotations, taken from its online library or from the actual publication. We hope that you find this information helpful as you seek to reduce the incidence of inmate sexual abuse and assault in your facility. NIC continues to expand its library with relevant materials. If you would like more information and resources relating to PREA or are interested in participating in discussions about inmate sexual assault and abuse, visit NIC's online PREA clearinghouse at <http://community.nicic.org/blogs/prea/default.aspx>.

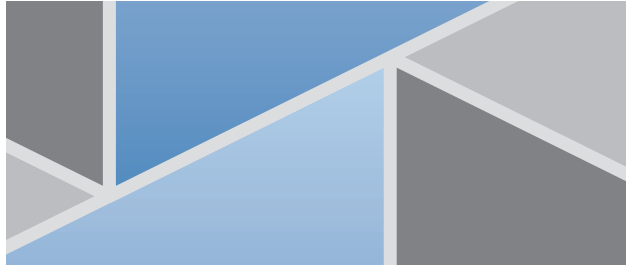
- Type the Accession Number (listed after each annotation in this Bulletin) in the Search function. A description of the item will appear.
- Download the item as a PDF or order a hardcopy directly from NIC.

Some items described in this bibliography are not available online because they are either non-digital, copyright-restricted, or sensitive material and therefore only available in the main library; these items are marked with an asterisk (*) in the bibliography and the Kutak number (refers to location in library) is provided. You can request these materials and others from corrections research experts at the NIC library through the Help Desk system.

- On NIC's library homepage, look in the left-hand column for the heading "Assisted Research" and click on "Ask an Expert."
- You will be taken to the NIC library Help Desk system, which will prompt you to log in (if you have used the system before) or to create a new account. You will then be able to quickly get in touch with an expert who can assist you in acquiring materials.



The value of some of the resources listed here is captured in sidebars with comments from Walter "Kip" Kautzky, longtime corrections administrator and former special master.



Prison Rape Elimination Act (PREA)

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Report to the Congress of the United States on the Activities of the Department of Justice in Relation to the Prison Rape Elimination Act (Public Law 108-79). 2006. National Institute of Corrections (Washington, DC).

This is the second annual report to Congress summarizing the activities of the Office of Justice Programs (i.e., the National Institute of Justice, the Bureau of Justice Statistics, and the Bureau of Justice Assistance) and the National Institute of Corrections to curtail prison rape. This report contains the following sections:

- Introduction and background; activities and accomplishments;
- BJA grant summaries; and
- Roundtable feedback from regional workshops.

Activities and accomplishments are noted for the Office of Justice Programs (OJP):

- National Institute of Justice (NIJ)—legislative mandate, research on sexual violence in corrections and the protection of human subjects, research awards, and requests for proposals (RFPs);
- Bureau of Justice Statistics (BJS)—legislative mandates, administrative survey collections;
- Bureau of Justice Assistance (BJA)—legislative mandate, awarding of Protecting Inmates and Safeguarding Communities Grants; and
- National Institute of Corrections (NIC)—legislative mandate, training and education, regional workshops for executive leadership, informational video of “Responding to Prison Rape,” NIC videoconference, continued distribution of “Video Tool Kit 1: Facing Prison Rape,” agency/staff focus groups, technical assistance, and national clearinghouse. Accession Number: 022122.

>>>

Staff Perspectives: Sexual Violence in Adult Prisons and Jails: Trends from Focus Group Interviews. 2006. National Institute of Corrections (Washington, DC); The Moss Group, Inc. (Washington, DC).

Findings from focus group interviews of correctional personnel are reported on the following topics:

- Staff perspectives on sexual violence policy;
- Changing attitudes;
- Inmate culture;
- Causes and conditions of sexual violence;
- Indicators of assault;
- Characteristics of potential inmate victims and predators;
- Places of sexual assault;
- Staff responding to sexual assault;
- Staff and inmate training;
- Women’s facilities;
- Jails;
- Investigations;
- Prosecution;
- Community awareness; and
- Staff recommendations.

An executive summary precedes these comments. Accession Number: 021619.

>>>

Prison Rape Elimination Act (PREA): Considerations for Policy Review. 2006. A policy review guide designed to assist in drafting PREA policies for review by the National Institute of Corrections is provided. Sections of this document are: purpose; questions to consider—policy organization, definitions, zero tolerance, staff/offender duty to report, prevention, and investigations (e.g., general, selection and training of investigators, protocols, and aftermath); and list of resources. Accession Number: 021512.

>>>

Shining Light in Dark Corners: An Overview of PREA Legislation and Introduction to Current Research. 2006. Jennifer Macy Sumner and Kristy N. Matsuda. University of California, Irving. Center for Evidence-Based Corrections (Irving, CA). UC researchers discuss current and prior research efforts on sexual assault of inmates. Accession Number: serial949.



Planning for Prevention

NIC's *Resource Guide for Newly Appointed Wardens* warns:

Change is a balancing act—you cannot have too much or too little. Too little is the greater trap.

To assist staff, the *Resource Guide for Jail Administrators* offers a model planning process to capture and direct staff suggestions (see page 24). At a practical level, the *Resource Guide* shows jail or prison staff how to make rape prevention a measurable performance objective in Policy and Post Orders (see pages 32-33). Following the planning process after an incident, staff may suggest prevention strategies requiring structural changes to facility design. System changes to closed circuit cameras or locking systems, or schedule changes limiting inmate access to a specific area may require further facility design study.

Chapter 4 of the *NIC Resource Guide for Jail Administrators* provides a blueprint for change beginning with a review of physical plant and systems that vary in “age, size, mission, and function.” With its application to both jail and prison operations, the *Resource Guide for Jail Administrators* provides practical building blocks to define the specific relationships between control centers and housing areas that determine how effectively staff can supervise inmate activities.

Facility design and systems are critically important to achieving effective prevention strategies:

- Direct supervision designs place the correctional supervisors in contact with offenders by limiting sight and sound barriers.
- Remote podular designs provide line of sight but from a secure control room dependent upon communication technology to the general housing area or to individual cells.
- Linear designs pose the greatest challenge by requiring the officer to go to the dayroom or cell area or to release the inmate to come to the supervisor.

Some jails and prisons are designed to rely on closed circuit television to provide supervision. In some cases installing additional cameras is a simple and cost effective way to prevent inmate sexual assault. In other cases, employing additional staff or rescheduling certain activities may be more useful and less costly steps toward prevention.

Chapter 4 identifies the “Characteristics That Support Effective Jail (Prison) Operations.” Systems evaluations help staff define the location of high risk areas such as shower and toilet areas, dayroom areas, janitor closets, and storage areas that help focus on prevention strategies. With the checklist to guide staff (See Appendix C) the administrative team can identify the stra-

tegic steps to prevent sexual assault in intake areas, visiting areas, inmate housing, support service areas, and program and recreation areas. Each presents unique circulation and control problems that require staff commitment to reducing the risk of sexual assault or assault in general. Chapter 4 concludes with additional resources such as “Correctional Technology: A User’s Guide” by C. Kichen, J. Murphy, and R. Levinson and “Guidelines for Development of a Security Program” (1997), by J.D. Henderson, W. H. Rauch, and R. L. Phillips.

Chapter 5 focuses on “Jail Staffing and Scheduling” as integral parts of the prevention strategy. By reexamining inmate activity schedules, the jail or prison can determine “how many and what kinds of staff are needed to work at various times of the day and week” to improve prevention. It also shows peaks in the workload that might be leveled out by rescheduling activities.

Chapter 8, “Jail Security, Safety, and Emergency Preparedness,” connects primary supervision of inmates through direct staff-inmate interaction with the jail’s means to monitor its overall security. For security and operations staff reliant on building systems, this chapter provides strategies to improve control during Inmate Movement. This section provides the steps to examine procedures to respond to the increased security risk presented by inmates during each type of movement. The *Resource Guide* suggests that “all internal movement should be monitored to maintain accountability of inmates while they are outside their assigned housing units.” How this is accomplished can lead to reducing incidents of sexual aggression. As part of the accountability process, the *Resource Guide* provides Checklist 9 and 12 to assist staff in achieving the prevention outcomes required by PREA.

Chapter 9 allows administrators and operations staff to consider their major performance indicator: inmate behavior management, which is also the title of the chapter. By focusing on the legally established safety requirement to protect inmates from other inmates and themselves, jail and prison officials are reminded of their commitment to safety and prevention. Risk management is essential in carrying out the correctional duty to respect an inmate’s due process rights in making decisions about housing assignment, supervision level, program placement, and access to services. Fundamental to this process is “[a]ssignments based on a proper assessment of risk and needs conducted with valid instruments.”

Accession Number: 020030.



>>>

PREA Update: Stop Prisoner Rape's Report on the Prison Rape Elimination Act. 2005. Stop Prisoner Rape (Los Angeles, CA); SPR (Los Angeles, CA). This publication is an analysis of the law's impact to date and highlights some areas of concern, which, if addressed, will help to ensure PREA's success. The activities of the following agencies are reviewed: the National Prison Rape Elimination Commission; the Bureau of Justice Statistics; the National Institute of Justice; the U.S. Bureau of Justice Assistance; and the National Institute of Corrections, including its video series "Facing Prison Rape" and "Responding to Prisoner Rape," regional and focus group meetings, the 3-hour videoconference "How PREA Affects You," and the PREA "tool kit." Accession Number: 020478.

>>>

Summary Report: Regional Workshops. 2005. National Institute of Corrections (Washington, DC); The Moss Group, Inc. (Washington, DC).

Feedback from four executive level regional workshops regarding the PREA is reported. Extended responses from groups of executive-level administrators and policy makers representing community corrections, prisons, jails, and juvenile justice follow an executive summary. Comments are organized according to the four roundtable groups mentioned above on the following themes:

- Critical issues currently faced in the successful implementation of PREA;
- Barriers and obstacles which may be encountered in the implementation of the elements of PREA; and
- The kind of support that would be helpful from the National Institute of Corrections (NIC) and the other federal partners.

Accession Number: 020508.

>>>

Sexual Offenders and Victims. 2005. Palm Beach County Sheriff's Office (West Palm Beach, FL). A policy designed to follow the guidelines set forth by the PREA is presented. Procedures cover:

- What a deputy arriving on the scene of a reported crime should do;
- The protection of crime scene and preservation of evidence;
- The medical care of an alleged victim;
- What to do with written reports;

- The screening of arriving inmates;
- The distribution of booklets on sexual abuse/assault;
- Training requirements for staff.

Accession Number: 020360 / Kutak VF 2216.21.*

>>>

Facing Prison Rape, Part 1; How the Prison Rape Elimination Act Affects You [Videoconference Held July 21, 2004]; How the PREA Affects You.

National Institute of Corrections (Washington, DC); The Moss Group, Inc. (Washington, DC). The first part of a multi-phase program about the PREA, a federal law that affects all correctional facilities, is presented. This 3-hour satellite/Internet broadcast will: provide a comprehensive overview of PREA; explore the potential operational impact on prisons, jails, and community corrections facilities; identify available resources; describe the legal liabilities of PREA; and discuss implementation strategies.

Also included is "Facing Prison Rape," an informational video that discusses the elements of the PREA and the critical issues facing administrators. It is accompanied by a Facilitators Guide, a PowerPoint presentation, a copy of the Act, and a bibliography of additional resources that, with the video, provide an overall introduction to the PREA for correctional leaders. Accession Number: 019765.

>>>

A Town Hall Meeting – Addressing the Prison Rape Elimination Act [Satellite/Internet Broadcast].

2004. National Institute of Corrections Academy (Longmont, CO). 1 computer disk; DVD-ROM (120 min.).

This 2-hour program in a town hall format was broadcast live from the American Correctional Association's Winter Conference in Phoenix, Arizona on January 10, 2005. The discussion panel includes various leaders working in and with corrections and criminal justice professionals. The intent of the broadcast is to provide education and up-to-date information on PREA to the field of corrections. Discussion topics include the following:

- Issues of misconduct that initiated the legislation;
- What drove the Act through Congress; and
- The issue of misconduct.

Accession Number: 020157.



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Prison Rape Resources. 2004. Vachss, Andrew. Sources on the World Wide Web regarding prison rape are organized into the topical areas of articles and commentary and opinion. Accession Number: 019670.

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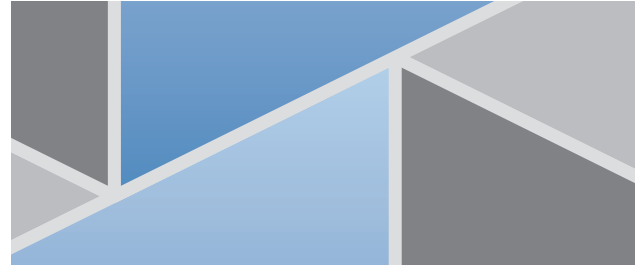
Prison Rape: A Critical Review of the Literature Executive Summary [and] Working Paper. 2004. By Gerald G. Gaes and Andrew L. Goldberg. This paper reviews prior and current research, and offers substantive suggestions on the best ways to measure the prevalence and incidence of sexual victimization in prison, including problems that will be encountered in assessing and interpreting results of a national survey of prisons and jails. This report covers:

- Federal legislation;
- Defining sexual victimization – prevalence and incidence;
- Prison rape literature;
- Studies involving primarily men, or men and women;
- Studies involving exclusively women – coerced sex among women;
- U.S. national probability sample of rape during incarceration;
- U.S. national probability sample of forced sexual activity among youth in juvenile facilities;
- Summary of prison rape estimation studies;
- A meta-analysis of prison sexual assault studies;
- Social desirability of responses and the nature of sensitive questions;
- Study procedures and the problem of selective bias;
- Recall and telescoping;
- Interview modes;
- The problem of validity;
- Sample size and question wording;
- Adjustments to the prison rape estimates and
- The ranking of problematic prisons.

Accession Number: 019813.

>>>

Prison Rape Education Project (PREP): Manual/ Overview for Jail/Prison Administrators and Staff. 1997. Stephen Donaldson. Safer Society Press. While this manual focuses on prisoner-related materials, brief information can be found by the reader about various components for understanding, controlling, and responding to rape and sexual aggression in correctional facilities. Accession Number: 019809 / Kutak 2216.21 PREP.*



Jails and PREA

>>>

Proceedings of Large Jail Network Meetings. July 2006, January 2006, July 2004. National Institute of Corrections. Jails Division (Longmont, CO). Contents of these Proceedings include discussions of PREA in local jails.

- “Prison Rape Elimination Act (PREA) and Jails” by Larry Solomon, July 2006; Accession Number: 021711.
- “Discussion: PREA in Local Jails,” January 2006; Accession Number: 021279.
- “Prison Rape Elimination Act of 2003,” July 2004; Accession Number: 019957.

>>>

The Prison Rape Elimination Act: What Police Chiefs Need to Know. 2007. Andrew Jordan, Marcia Morgan, and Michael McCampbell. Information regarding PREA for police chiefs of agencies operating lockups and holding facilities for adult and juvenile arrestees can be found in this article. Sections of the piece include:

- What PREA is;
- Definition of terms;
- Key components of PREA;
- The national PREA Commission (NPREC);
- Attitudes and barriers;
- Impact on the department; and
- Five steps to take now.

Accession Number: 022170.

>>>

Responding to the Prison Rape Elimination Act. 2006. Colorado Division of Criminal Justice. Office of Research and Statistics (Denver, CO). Peggy Heil and Kim English. This bulletin, called *Building Blocks for Safer Institutions*, provides practical information on established approaches that encourage safe environments in jails and



juvenile facilities regarding prison rape. Sections of this issue are:

- Sexual violence in adult correctional facilities;
- Why administrators should care about sexual assault;
- Sexual violence in juvenile facilities;
- Other current research efforts;
- A few recommendations;
- Definitions of sexual violence;
- Logic models as program development, management, and feedback tools.

A logic model is a tool that helps translate the intent of a practice into actual operations, therefore facilitating program replication and evaluation. This bulletin is the introduction to the *Building Blocks* series, a description of promising practices based on field research undertaken by the Office of Research and Statistics and funded by the National Institute of Justice. Additional issues of *Building Blocks for Safer Institutions* can be found at <http://dcj.state.co.us/ors>. Accession Number: 022279.

>>>

Prison Rape Elimination Act and Local Jails: The Facts. 2006. National Institute of Corrections (Washington, DC); The Moss Group, Inc. (Washington, DC). This brochure explains the impact of PREA on jails. Topics include: what PREA is; how PREA applies to jails; what jails need to be doing; and answers to frequently asked questions. Accession Number: 021455.

>>>

Prince George's County Policy on PREA: Inmate Rights. 2005. This policy establishes a zero tolerance for prison rape and sex-related offenses, including attempts. The document includes procedures for

- Intake;
- Victim identification;
- Verifying suspected sexual misconduct;
- Staff intervention with victims;
- Staff training; and
- Data collection.

Accession Number: 020880 / Kutak VF 2216.21.*

>>>

Inmate Sexual Assault. 1998. Prince William-Manassas Regional Adult Detention Center (Manassas, VA). A standard operating procedure requires "any alleged

sexual assault of an inmate be responded to immediately." Accession Number: 019296 / Kutak VF 2216.21.*

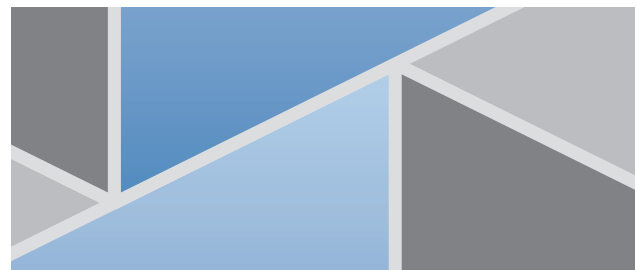
Dennis Kimme links facility design with staffing and supervision requirements in the *Jail Design Guide: A Resource for Small and Medium-Sized Jails*.

There is a close link between classification and the issues of surveillance/supervision mode and staffing. (Jail Design Guide, 1998 pages 3-28)

He adds a critically important point for prevention planning:

Buildings contain behavior. Staff controls inmate behavior. (Jail Design Guide, 1998, pages 3-58)

The design guides help correctional administrators define the links between facility design, risk management approaches, and staffing with their operations staff. Design changes, system changes such as closed circuit television cameras, schedule changes, and additional staffing each play a definable role in preventing sexual assault. Accession Number 015061.



Training materials

>>>

Responding to Prisoner Rape, Part 2; Assessing Your Agency's Response to Prison Sexual Assault [Satellite/Internet Broadcast]. 2005. National Institute of Corrections Academy (Longmont, CO); The Moss Group, Inc. (Washington, DC). One computer disk; CD-ROM + 3 computer disks; DVD-ROM (344 min.). The second phase of a multi-part program about the PREA, is presented. "Assessing Your Agency's Response to Prison



Sexual Assault” is a 6-hour training program, broadcast on January 26 and 27, 2005, which examines practitioners’ perspectives on inmate sexual assault and critical issues faced by all confinement institutions and community corrections agencies that house adult or juvenile offenders. Presenters build on “How the PREA Affects You” (NIC accession no. 019765) and discuss potential operational impacts on jails, prisons, and community corrections. There is also information about activities of federal agencies and the national PREA Commission. Input from focus groups across the past year will be shared throughout this training, and the program will begin exploring response strategies in correctional settings.

The 28-minute-long video “Responding to Prison Rape” examines effective strategies for preventing sexual assault and misconduct in both male and female correctional settings. Also included is a “Resource Disk” that contains a facilitator’s guide for “Responding to Prisoner Rape,” an overview of PREA presentations, a bibliography, and a copy of the law itself. Also available as a PDF or hardcopy: Site Coordinator’s Guide for “Assessing Your Agency’s Response to Prison Sexual Assault” and “Participant’s Guide for “Assessing Your Agency’s Response to Prison Sexual Assault.” Accession Number: 020158.

Assessing your agency’s response to prison sexual assault

For the administrator committed to preventing sexual assault, special staff meetings to examine after-action reports following a prison rape may not accomplish the rape prevention standard envisioned by PL 108-79. To guide staff discussion toward PREA’s goal of eliminating sexual assault through prevention, the U. S. Department of Justice National Institute of Corrections offers a video *Assessing Your Agency’s Response to Prison Sexual Assault*. NIC Accession Number 020158.

>>>

Sexual Assault and Misconduct with Offenders Training and Policies and Procedures. 2002, 2005. Corrections Center of Northwest Ohio. 162 p. document + computer disk; CD-ROM. A collection of training materials regarding sexual assault and sexual misconduct can be found on this CD-ROM. Contents include:

- “Prison Rape Elimination Act” lesson plan by Jim Dennis and Toby Bostater (1.5 hours, 2006);

- “Staff Sexual Misconduct Training” lesson plan by Jim Dennis and Dennis Sullivan (2 hours, 2002);
- “Sexual Misconduct PreService” PowerPoint presentation;
- “Prison Rape Elimination Act of 2003 (PREA)” PowerPoint presentation;
- “Sexual Misconduct with Offenders” policy (2005);
- “Internal Investigations” policy (2002); and
- PREA additions to the inmate handbook.

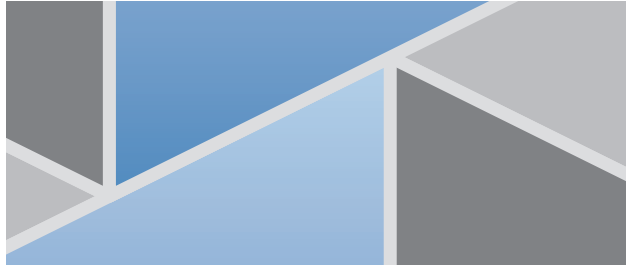
Accession Number: 020795/Kutak TR 2216.21.*

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Sexual Assault Prevention in the Correctional Environment (Lesson Plan). 2003. Jerry Wagner. The prevention of sexual assault in correctional facilities is discussed during this 1.5-hour course. Participants will be able to: describe the Prison Rape elimination Act (PREA); define sexual assault as it pertains to prisons and jails; identify the traits and characteristics of the potential victim; identify the traits and characteristics of the predator; describe Rape Trauma Syndrome (RTS); identify staff intervention practices; and discuss crime scene preservation protocol for sexual assault. Copies of overheads, handouts, test, and answer key are also included. Accession Number: 020795/Kutak TR 2216.21.*

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Recognizing and Addressing Sexual Abuse, Assault Prevention and Intervention Issues In Your Juvenile Justice Setting: A Companion Workshop to the Overview of the Prison Rape Elimination Act (PREA) [Participant’s Manual] 2006. National Institute of Corrections Academy (Longmont, CO). This Overview Workshop covers PREA in juvenile justice settings. Participants will be able to: recognize signs and symptoms of potential sexual abuse and assault in juveniles under their care; articulate the “dos” and “don’ts” related to working with juvenile victims of sexual abuse and assault; and analyze a scenario and decide upon an effective and appropriate course of action related to recognizing and addressing sexual abuse, assault, prevention, and intervention in their work setting. Accession Number: 021452.



Sexual violence in immigration detention facilities

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No Refuge Here: A First Look at Sexual Abuse in Immigration Detention. 2004. Alex Coolman, Fateema Johnson, Melissa Roudabush, and Lara Stemple. Addresses issues surrounding inmate sexual assault in U.S. immigration detention centers. Six sections make up this report:

- Introduction;
- Sexual abuse in immigration detention;
- STOP PRISON RAPE's investigation;
- Weaknesses in ice (immigration and customs enforcement) standards; and
- Overview of better policies on sexual assault.

Accession Number: 020025

>>>

In the Shadows: Sexual Violence in U.S. Detention Facilities. 2006. Stop Prisoner Rape (Los Angeles, CA). This report highlights the widespread sexual abuse of incarcerated men, women, and youth in U.S. detention facilities and offers recommendations for remedying this acute human suffering. The report includes an executive summary and the following sections:

- Introduction;
- Legal framework;
- Systemic conditions giving rise to sexual assault in detention;
- Populations vulnerable to sexual assault in detention; and
- In the aftermath of assault, the lack of services and redress.

Accession Number: 021522.

Resource Guide for Jail Administrators

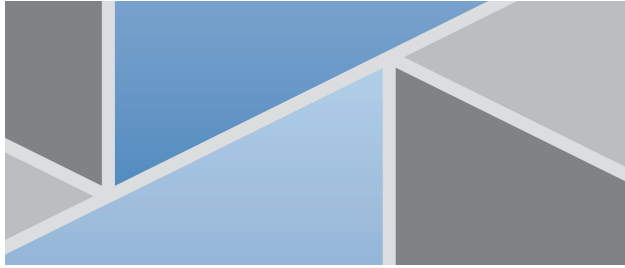
For more detailed operational planning, the administrator can access the *Resource Guide for Jail Administrators* (2004). The *Resource Guide* helps the administrator shape a planning process that engages key operational staff in executing strategies that prevent sexual assault. PREA raises prison rape elimination to the federal policy level suggesting that delegating its implementation to general staff meeting and continuous planning meetings may not achieve the “top priority” envisioned by Congress. With an emphasis on operational issues that apply to both prison and jails, the *Resource Guide for Jail Administrators* may provide the more useful tool for both jail and prison administrators. NIC Accession Number 020030.

Using the Resource Guide for Jail Administrators in the planning process

To begin the staff discussion, the *Resource Guide for Jail Administrators* sets the legal framework for prevention strategies:

1. Inmates have a right to safe, humane living conditions. The basis of most “conditions of confinement litigation are inadequacy in the facility’s space, environmental conditions, safety, or sanitation.
2. Federal and State laws and regulations govern the safety and environmental quality of public buildings and worksites.

Chapter 3 of the *Resource Guide for Jail Administrators* offers administrators a structured planning approach. Chapters 4, 5, 8, and 9 cover staffing, security systems, risk management and classification systems. Improvements and changes in each of these areas flow naturally from the design issues that lead to improved inmate risk management. NIC Accession Number 020030.



Protecting juveniles from sexual assault and abuse

>>>

Preventing Sexual Abuse of Children and Youth in Custody [Satellite/Internet Broadcast] 2006.

(2 computer disks DVD-ROM). Incidents of sexual abuse of juveniles in custody are reported at a rate 10 times higher than the rate in adult corrections. This 3-hour program, originally broadcast June 28, 2006, addresses this serious issue and introduces administrators, managers, advocates, and practitioners working with juvenile offenders to the requirements of PREA. At the end of this broadcast, participants will have a strong grasp of: requirements of the PREA that aim to prevent, address, and provide sanctions for the abuse of children and youth under the custodial care of juvenile and other authorities; legal and other implications when the sexual abuse of children and youth in custody are not addressed appropriately; best practices to begin developing policies, procedures, and practices to prevent and address the sexual abuse of children and youth in custody; and key points in the Act applicable to facilities used for the custody and care of youth and an action plan for implementing the PREA in these settings. Accession Number: 021504.

>>>

Recognizing and Addressing Sexual Abuse, Assault Prevention and Intervention Issues in Your Juvenile Justice Setting: A Companion Workbook to the Overview of the Prison Rape Elimination Act (PREA) [Participant's Manual]. 2006. National Institute of Corrections Academy (Longmont, CO). This Overview Workshop covers PREA in juvenile justice settings. Participants will be able to: recognize signs and symptoms of potential sexual abuse and assault in juveniles under their care; articulate the “dos” and “don’ts” related to working with juvenile victims of sexual abuse and assault; and analyze a scenario and decide upon an effective and appropriate course of action related to recognizing and

addressing sexual abuse, assault, prevention, and intervention in their work setting. Accession Number: 021452.

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PREA Summary of Responses from Juvenile Focus Group on Staff Sexual Misconduct and Youth on Youth Sexual Assault. 2005.

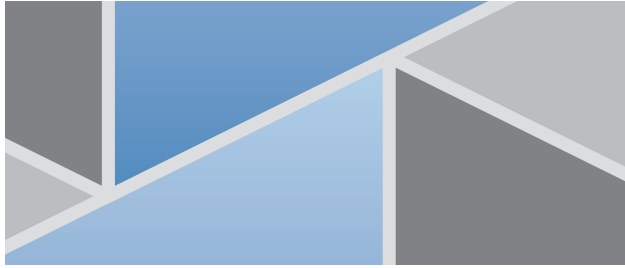
The Moss Group, Inc. (Washington, DC); National Institute of Corrections (Washington, DC). Responses to thirteen questions regarding curriculum related to staff sexual misconduct with youth and youth-on-youth sexual assault are provided. The focus groups gathered data to (1) inform NIC in how to best develop a juvenile-oriented curriculum on staff sexual misconduct; (2) guide NIC in identifying the major staff sexual misconduct related issues in juvenile corrections, including what stakeholders should be consulted, and strategies that should be used in naming the issues and building knowledge about the PREA; and (3) learn more about youth on youth sexual assault. Accession Number: 021569.

>>>

Meeting the Challenge of Housing Juveniles in Adult Facilities. 1994.

(Longmont, CO); National Institute of Corrections Information Center (Longmont, CO). Frank Henn, LIS, Inc. This article describes Arapahoe County’s approach to juvenile supervision through a co-located facility, housing both adult and juvenile offenders in separate living spaces. It describes the state’s contributions, the role of the county’s sheriff’s office, facility planning, policy development, and direct supervision management. The article also discusses bedspace management, control measures, and inmate behavior. Accession Number: period106.

The use of direct supervision as a method for improving the safety of incarceration facilities is a central strategy for moving the corrections profession forward and prioritizing the humane treatment of inmates. When architectural barriers interfere with direct supervision methods, NIC recommends a comprehensive inmate management technique that prioritizes face-to-face communication and respectful, responsive interactions between facility staff and inmates. See Chapter 9 in *Resource Guide for Jail Administrators*, Accession Number: 020030.



Facility design: Protecting inmates through direct supervision

>>>

Direct Supervision Jails: 2006 Sourcebook. [3rd ed.]. 2006. National Institute of Corrections (Washington, DC). A directory of facilities that utilize the direct supervision concept of jail design and management is provided. Organized by state, entries provide the following information: facility name, address, description and status, year opened, contact person, facility capacity, direct supervision pods, direct supervision beds, largest direct supervision pod size, maximum inmates per officer, direct supervision dormitories, non-direct pods, disciplinary or high-security beds, and notes. An appendix provides jail indexes by physical design of facility, such as converted facilities, facilities with a combination of design styles, and all direct supervision facilities. Accession Number: 021968.

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Jails in America: A Report on Podular Direct Supervision, Version 2 [videorecording] 2005. (1 computer disk; DVD-ROM (26 min.)). The strengths of podular/direct supervision are explained. This video provides information regarding:

- The three types of jail design and inmate management (i.e., linear/intermittent surveillance, podular/remote supervision, and podular/direct supervision);
- Benefits of direct supervision;
- The eight key principles of direct supervision;
- Inmate management strategies;
- Booking;
- Orientation;
- Classification;
- The day room;
- The housing unit;

- Disciplinary segregation housing; and
- Inmate programs.

Jail officials from around the U.S. comment on direct supervision. Accession Number: 020741.

>>>

Jail Design Guide: A Resource for Small and Medium-Sized Jails. 1998. Kimme and Associates, Inc. Addresses architectural design as it relates to functional components of the jail, discusses overall design considerations, and reviews pre-design planning, renovation, construction costs, and facility transition. Accession Number: 015061.

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Audits of Podular Direct-Supervision Jails. 1996. Jay Farbstein; Dennis Liebert; Herbert Sigurdson. Three facilities varying in size and region were audited to measure the state of the art in podular direct-supervision jails, to test how well direct supervision was performing, and to identify strengths and challenges. Staff and inmates in facilities in Minnesota, Florida, and Massachusetts were surveyed on issues such as safety and security, effective supervision of inmates, classification, staffing and training, and design and environment. Findings are presented in detail by facility. Floor plans are included for all units. Accession Number: 013633.

>>>

Podular, Direct Supervision Jails: Information Packet. 1993. National Institute of Corrections. Jails Division (Longmont, CO). Designed to give the reader an introduction to the concept, this collection of articles discusses the principles of podular, direct supervision and local detention's experience with it. Articles are:

- "Direct Supervision of Correctional Institutions,"
- "Resolution – Isolation of Staff from Inmates,"
- Special Focus On – Comparison of Direct and Indirect Supervision Facilities," and
- "New Generation Jails."

Accession Number: 015527.

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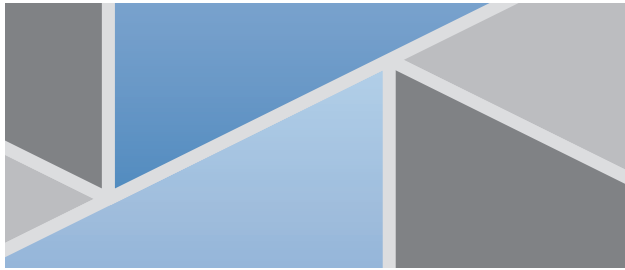
A Comparison of "Direct" and "Indirect" Supervision Correctional Facilities: Final Report. 1989. Richard E. Wener and Greg Barker. This report quantifies the differences between direct and indirect supervision and specifies the design implications of each mode so that jurisdictions faced with changing or expanding



correctional programs will have a sound basis for choosing between them. Includes bibliography and attachments to final report. Accession Number: 007807.

>>>

Direct Supervision Jails: Interviews with Administrators. 1987. Barbara Krauth and Constance Clem, eds. Library Information Specialists, Inc. (Boulder, CO); National Institute of Corrections Information Center (Boulder, CO). Details of the experiences of eleven jurisdictions in developing and operating direct supervision jails are presented in this report. Accession Number: 005408.



Valuable general resources

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Annotated Bibliography on Prison Rape/Inmate Sexual Assault. Rev. [ed.] 2007. Connie Clem. One hundred and sixty-four resources about inmate sexual assault/prison rape are cited. Entries are organized into the following areas:

- General information on inmate sexual assault – statutes and caselaw, journal literature, books and reports, and bibliographies and webliographies;
- Federal initiatives to address inmate sexual assault – general resources, annual reports to congress, and incidence research (methodology and findings);
- Resources for correctional operations – general resources, agency policies, and staff training materials; and
- Resources for inmates and advocates – publications and websites.

Accession Number: 019764.

Writing for NIC, Connie Clem describes 164 resources in *Annotated Bibliography on Prison Rape/Inmate Sexual Assault. Rev. [ed.] 2007.* NIC Accession Number: 019764.

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Correctional Internal Affairs Investigators Job Analysis. 2006. National Institute of Corrections (Washington, DC). A job profile for an Internal Affairs Investigator in state operated adult correctional facilities is provided. This report contains these sections: executive summary; introduction; overview of the DACUM² job analysis; DACUM job analysis results for Correctional Internal Affairs Investigators; top training tasks for new and veteran Internal Affairs Investigators in the Kentucky Department of Corrections; comparing Correctional Investigator training needs with the PREA; PREA Training Topic Exercise; and focused conversation. Appendixes include: a detailed overview of the DACUM job analysis process; PREA Subject Matter Expert Review of Investigator Job Profile; knowledge, skills, traits exercise; and Department of Corrections DACUM Job Analysis Chart. Accession Number: 021984.

>>>

Confronting Confinement: A Report of the Commission on Safety and Abuse in America's Prisons. 2006. Commission on Safety and Abuse in America's Prisons (Vera Institute for Justice, Washington, DC). Results of the Commissions examination of the safety of America's prisons and jails are presented. Sections of this report are: summary of findings and recommendations; conditions of confinement – prevent violence, provide health care that protects everyone, and limit segregation; labor and leadership – change the culture and enhance the profession; oversight and accountability – invest in external oversight, strengthen accountability within the profession, and educate and involve the public; and knowledge and data – measure safety and effectiveness. Accession Number: 021556P

>>>

Addressing Sexual Violence in Prisons: A Snapshot of Approaches and Highlights of Innovative Strategies. Final report. 2006. Janine M. Zweig; Rebecca L. Naser; John Blackmore; Megan Schaffer. Urban Institute. Justice Policy Center (Washington, DC).

Responses of state departments of corrections (DOCs) to prison sexual violence (PSV) are discussed. Sections of this report are: highlights; introduction and why addressing sexual violence in prisons matter; developing policies;

² Designing a curriculum (DACUM) is a process that analyzes an occupation.



prevention efforts; investigation and prosecution; victim services; staff training; documenting incidents of sexual violence; collaborating to address sexual violence; and conclusions and implications. Appendixes provide summaries of 11 case studies about states' programs to address prison sexual violence (i.e., CT, ID, KS, ME, MA, MN, OH, OR, PA, TX, and UT). Accession Number: 021875.

>>>

Sexual Violence Reported by Correctional Authorities. 2005. Allen J. Beck and Paige M. Harrison. PREA legislation requires that the Bureau of Justice Statistics (BJS) collect information on the incidence and prevalence of sexual violence within correctional facilities. This report, the second BJS national survey of administrative records on sexual violence in adult and juvenile correctional facilities, provides detailed information on substantiated incidents, including the circumstances surrounding each incident, characteristics of victims and perpetrators, the type of pressure or physical force, victim injuries, sanctions imposed, and victim assistance. Accession Number: serial929.

>>>

Still In Danger: The Ongoing Threat of Sexual Violence Against Transgender Prisoners. 2005. American Civil Liberties Union Foundation. Stop Prisoner Rape (Los Angeles, CA); National Prison Project (Washington, DC). This report reviews the legal implications of *Farmer v. Brennan* for prisoner claims of Eighth Amendment violations and an assessment of changes to conditions for transgender prisoners in the 11 years since *Farmer*. Sections following an executive summary are: introduction; *Farmer v. Brennan* as legal precedent; excessive reliance on isolation; risk of assault in the general population; some positive signs; and conclusions and recommendations. Accession Number: 020892.

>>>

Sexual Violence Reported by Correctional Authorities, 2004. Allen J. Beck and Timothy A. Hughes. This Bureau of Justice Statistics report presents the first national survey of administrative records on sexual violence in adult and juvenile correctional facilities. Some highlights include: more than 2,700 correctional facilities holding 79 percent of all adults and juveniles in custody were surveyed; 8,210 allegations of sexual violence were reported in the U.S. during 2004 – 42 percent involved staff sexual misconduct, 37 percent inmate-on-inmate nonconsensual sexual acts; 11 percent staff sexual harassment, and 10 percent abusive sexual

Mark Goldman's Jail Design Review Handbook (2003)

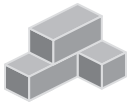
Mark Goldman immediately asks the hard questions:

Will the proposed (existing) layout allow staff a clear view of all inmate areas without having to move or turn around so much they get dizzy or tired? How might the design (or equipment) be improved to facilitate staff control and make it easier for supervisors to manage their staff? Are barriers between staff and inmates kept to a minimum to encourage proactive communication and to prevent, rather than react to, problems. (Jail Design Review Handbook, pages 1-2)

Chapter 4 should be required reading for staff whether investigating a single sexual assault incident or planning prevention strategies. For some, this chapter may create discomfort by raising complex design and systems questions. However, working through the issues can help staff answer those questions and determine whether changes can help prevent future assaults:

- Blind spots in housing units
- Housing unit layouts that require excessive number of staff to provide adequate supervision
- Security electronics require replacement shortly after occupancy because staff have not been trained to operate them efficiently
- Security electronics are replaced because companies with appropriate spare parts and trained staff were not able to respond as required by the institution.
- Cells are large but cannot be double bunked because of too few showers or inadequate day-room space.

At the end of the review, administrative, custody, and program staff will understand the physical plant and how essential are its systems in reducing opportunities for sexual assault. The planning process engages correctional staff in a planning process that places safety as a key responsibility in improving their work environment. Accession Number: 018443.



contact; and nearly 2,100 incidents of sexual violence were substantiated by correctional authorities. Accession Number: 020656.

>>>

Resource Guide for Jail Administrators. 2004.

Mark D. Martin, and Thomas A. Rosazza. This guide is designed to enhance the leadership skills, knowledge, and capabilities of jail administrators on issues of basic jail administration. Fourteen chapters include the introduction; role, purpose, and characteristics of the jail; administration; facilities; staffing and scheduling; staff recruiting, selection, and retention; staff training; security, safety, and emergency preparedness; inmate behavior management; inmate discipline and grievance; special management; inmate services and programs; jail intake and release; and getting started on the job. Sixteen checklists allow administrators to assess performance and effectiveness of jail operations. Accession Number: 020030.

>>>

A National Protocol for Sexual Assault Medical Forensic Examinations: Adults/Adolescents. 2004.

U.S. Dept. of Justice. Office of Violence Against Women (Washington, DC). This medical forensic protocol is intended to assist jurisdictions develop a response that is both sensitive to victims of sexual assault and that promotes offender accountability. Three sections follow goals, recommendations at a glance, and an introduction:

- Overarching issues—coordinated team approach, victim-centered care, informed consent, confidentiality, reporting to law enforcement, and payment for the examination under VAWA (Violence Against Women Act);
- Operational issues—sexual assault forensic examiners, facilities, equipment and supplies, sexual assault evidence collection kit, timing considerations for collecting evidence, and evidence integrity;

- And the examination process—initial contact, triage and intake, documentation by health care personnel, the medical forensic history, photography, exam and evidence collection procedures, drug-facilitated sexual assault, STI (sexually transmitted infection) evaluation and care, pregnancy risk evaluation and care, discharge and follow-up, and examiner court appearances.

Appendixes provide guidance for developing customized jurisdictions and associated considerations for jurisdictions and the creation of a sexual assault response team (SART). Accession Number: 020532.

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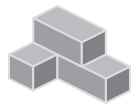
Ohio Correctional Institution Sexual Assault Abatement: A Ten Point Plan [and] Ohio Prisons Chief Release [sic] 10 Point Plan on Sexual Assault Abatement. 2004.

Strategies for combating inmate sexual abuse are described. Zero tolerance is reflected in ten areas of focus: staff training; inmate education; sanctions; victim support persons; investigation procedures/training; electronic tracking/identification of inmate aggressors/manipulators; data collection; audits; process involvement team to address fear of reporting; and the federally mandated PREA. Accession Number: 019511.

>>>

Labeling Theory as a Paradigm for the Etiology of Prison Rape: Implications for understanding and intervention. 2003.

Robert D. Hanser. This paper demonstrates how prison rape differs from rape in outside society so that therapists can adequately assist sexual assault victims. The paper includes sections on labeling theory and etiology, structural issues, implications for treating victims. Accession Number: 019245.



BUILDING BLOCKS

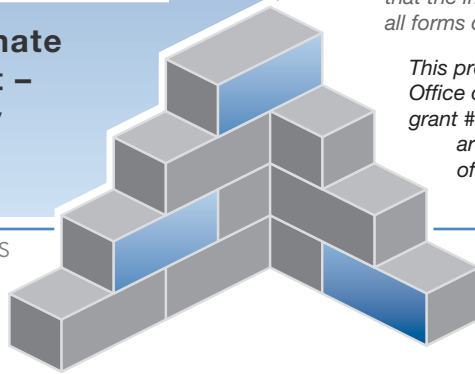
for Institutional Safety

OCTOBER 2007

▶ **Preventing Inmate
Sexual Assault –
A Bibliography
of Resources**

5

ISSUE FIVE IN A SERIES



Keep a lookout for new ***Building Blocks Bulletins*** over the next few months.

Project staff:

- Peggy Heil, *Project Manager*
- Kim English, *Research Director*

Special thanks to:

- Walter “Kip” Kautsky
- Barbara Krauth

The Division of Criminal Justice is documenting practices that were designed to promote safety in jails and juvenile facilities and decrease inmate/resident sexual assaults. While these practices appear promising, further research is necessary to validate whether these are indeed effective interventions. It is also important to stress that the implementation of promising practices does not ensure that all forms of violence have been effectively eliminated.

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