

**San Diego County Juvenile Justice Commission
2016 Inspection**

According to Welfare and Institutions Code 229, the Juvenile Justice Commission conducts annual inspections of the juvenile detention facilities in San Diego County. It shall report the results of such inspections together with its recommendations based thereon, in writing, to the Juvenile Court and to the Board of State and Community Corrections.

Camp Barrett	
Facility Address: 21077 Lyons Valley Road Alpine, CA 91901	Date of Inspection: June 30, 2016
	JJC Chair: Kimberly Allan
	JJC Administrative Officer: Scott Brown JJC Admin. Assistant: Amber Scott
	Chief Probation Officer: Adolfo Gonzales
	Presiding Judge of the Juvenile Court: Honorable Carolyn M. Caietti
Facility Administrator: Chrystal Sweet, Division Chief	Telephone: (619) 401-4918
Detention Facility Contact: Chrystal Sweet, Division Chief Rolando L. Restua, Admin. Supervisor	Telephone: (619) 401-4918 (619) 401-4907
JJC Inspection Team: Kathleen Edwards, Joan Hiser and Kiley Lizama	

TABLE OF CONTENTS

I.	Executive Summary.....	5
	A. General Comments	5
	B. Commission Recommendations	5
II.	General Administration	8
	A. Population and Staffing Information	8
	B. Admissions and Orientation	8
	C. Personal Property and Money	9
	D. Youth Records	9
	E. Classification, Review and Housing.....	9
	F. Access to Legal Services	9
	G. Telephone and Video Conferencing Access.....	9
	H. Family Visits	10
	I. Mail and Email	10
	J. Staff-Youth Communications.....	11
	K. Grievances	11
	L. Clothing and Bedding.....	11
	M. Non-Hazardous Furnishings	11
	N. Personal Hygiene and Showers	12
III.	Education Services	13
	A. Staffing	13
	B. Capacity and Attendance.....	14
	C. Absences.....	14
	D. Supplies	15
	E. High School Diploma and GED Programs.....	16
	F. Special Education	16
	G. Post High School/GED Programs	18
	H. Career Technical Education (CTE)	19
	I. Special Programs and Activities.....	19
	J. Independent Study	19

IV.	Health Care Services	20
A.	Medical Staffing	20
B.	Health Screening	20
C.	Medical and Dental Health Needs	21
D.	Intoxicated Youth	22
E.	Hunger Strikes	22
F.	Death.....	22
G.	Informed Consent/Involuntary Treatment.....	23
H.	Experimental Research.....	23
I.	Infectious Diseases	23
J.	Accommodations for the Disabled	23
V.	Programs	24
A.	All Programs.....	24
B.	Religious Practices	24
C.	Work Assignments	25
D.	Exercise and Out-of-Sleeping Room Activities	25
E.	Transition and Release	25
VI.	Security and Control.....	27
A.	Security Features	27
B.	Security Inspections.....	27
C.	Control of Contraband.....	27
D.	Searches.....	27
E.	Discipline.....	27
F.	Serious Incidents	28
G.	Use of Force	28
H.	Use of Oleoresin Capsicum (OC or Pepper) Spray	29
I.	Use of Restraints.....	29
J.	Room Confinement	29
VII.	Safety and Sanitation	31
A.	Fire Safety	31
B.	Control of Dangerous and/or Toxic Materials.....	31
C.	Environmental Control	31

D.	Physical Facility and Equipment	31
E.	Tools and Equipment Control	31
F.	Weapons Control	31
G.	Contingency and Emergency Plans	32
VIII.	Food Services	33
A.	Sanitation and Meal Service	33
B.	Adequate and Varied Meals	33
C.	Special Diets	34
IX.	Administration and Management	35
A.	Post Orders	35
B.	Policy Development and Monitoring	35
C.	Interpersonal Communication and Diversity Training.....	35
D.	Internal Inspections and Reviews	35
E.	Staff Background and Reference Checks	36
F.	Staff Training, Licensing and Credentialing	37
G.	Staff Misconduct	38
X.	Budget and Fiscal Concerns	39

I. Executive Summary

A. General Comments

We were welcomed cordially by the entire Camp Barrett team. All present were prepared to discuss their various responsibilities with utmost professionalism. Psychology and Education were especially impressive. The Education Department has made many improvements and advancements in networking, curriculum and logistics.

Of recent importance and discussion was the potentially dangerous fallout from the Potrero Fire, which seriously threatened the well-being of the Camp. A detailed account was given of the situation, the decision making process and subsequent evacuation plan. All reports indicate that the evacuation of the Camp was seamless in readiness, protocol and execution. All youth were safely transferred to East Mesa in a calm and orderly fashion. This event created an environment of teamwork--all working toward a common goal.

The fire was an encouraging catalyst for cultural changes at the Camp. Due to the evacuation and emergency housing accommodations, changes in the divisive "rooming" model were altered. Previously, gang members and difficult youth, prone to fighting, were housed separately in order to keep peace. The temporary move to East Mesa presented the opportunity to create a new environment, where all youth were assembled and housed as a team, rather than as separate factions. To date, all accounts indicate that this re-mix of youth has proven successful.

B. Commission Recommendations

Follow-up on 2015 Probation Recommendations:

1. OC Spray: Last year use of OC spray was down 20%. Although exact numbers were not available, as the population continues to decrease, the number of fights seems to have increased. This is partially due to the increased mental health involvement and gang involvement of current residents. This will need continued monitoring.
2. It appears there has been clearance of dead and dying trees. However, the property needs to be xeriscaped to protect land from further erosion.
3. Additional security cameras have been added.
4. A written policy now exists for the control of tools on-site.
5. Food menus are posted in the dorms and in the cafeteria.
6. Gold Hat/Black Hat system has been replaced by Steps to Success program.

Follow-up on 2015 recommendations for San Diego County Office of Education:

1. Intersession continues to be taught by substitute teachers.
2. College prep classes are now live taught.

Follow up on 2015 Juvenile Justice Commission recommendations for Behavioral Health:

1. Approximately 20% of minors at CB are on psychotropic medication. This is an improvement from the previous year.
2. The Suicide Watch policy has been clarified.
3. Behavioral Health staffing availability has improved.

2016 Juvenile Justice Commission Recommendations:

The JJC Recommends that Probation:

1. Continue to monitor patterns of aggressive/combatative behavior for this new population of minors at Camp Barrett. The JJC recognizes that as the overall population decreases, the intensity of mental health needs and propensity to violence increases. The JJC applauds the coordination of care among the Probation, SDCOE, CFMG and Behavioral Health staff for continued attempts at reduced recidivism.
2. Physical plant improvements are obvious. The restrooms, offices, dorms, and classrooms are more livable and less institutional. The JJC remains concerned about the lack of recreational space for minors and the fact that this recreational space is not shaded.
3. The grounds of Camp Barrett are barren. While the need to preserve water is obvious, it would seem that the horticultural CTE program could improve the current grounds. Enlisting the Master Gardener Program which serves GRF might also be an option.
4. Although the security camera system is much improved, there still seem to be a few “hidden corners” which would benefit from additional security cameras.

The JJC Recommends that Behavioral Health:

1. Behavioral health staff include two licensed psychologists, as well as a licensed supervisor and on-call psychiatrist 24/7. Suicide watches are maintained through transfer to East Mesa for more round the clock observation. Supervisor reports that there is a 24-hour crisis line available for the youth should they begin to feel overwhelmed after typical work hours. Supervisor states the crisis line is staffed by county staff rather than an outside agency. Supervisor reports that on-site psychologists are informed of any concerns reported by crisis provider to ensure continuity of care.

Psychologists report that they maintain a weekly communication with most detainees, however some are seen on a bi-weekly or monthly basis depending on necessity. Medication management is maintained as well, with psychiatry consultation available when necessary. Groups were not mentioned during interview.

When questioned about appropriate referrals once detainee leaves, psychologist report that a meeting is scheduled with youth and family to discuss release, and provide necessary referrals.

2. It is suggested that staff bring in outside referrals to meet clients a few weeks prior to release to ensure a warm handoff, and increased likelihood of follow-through with services.
3. Additionally, during interviews youth suggested additional services such as mental health groups throughout the week focusing on emotional literacy, effective communication, healthy relationships, and mentoring. Youth discussed lack of positive mentors for themselves, both during detainment and upon release. Youth report a desire for positive role models from their communities that they can connect with on the inside as well as the outside.

The JJC Recommends that the San Diego County Office of Education:

1. Continue to monitor and structure intersession school programming for minors.
2. In speaking with four minors who were re-committed 6-10 times, each had gone to Reflections rather than their local public school. It is worth reviewing the number of kids who re-offend or commit probation violations who attended Reflections rather than a local

high school. One student said it was too hard to go from Reflections which is staffed with Probation Officers to home where there is not that level of supervision. It led us to wonder if Probation Officers visiting in the public schools would be a more natural and less intrusive transition back to life on the outside.

3. As a reminder, California Education Code Sections 48645.5, 48647 and 49069.5 (AB2276) now require a pupil who has had contact with the juvenile justice system to be immediately enrolled in a public school, in accordance with specified provisions. In addition, the county office of education and county probation departments must have a joint transition planning policy that includes collaboration with relevant local educational agencies relating to pupils who are being released from juvenile court schools. This is a state-mandated local program.

II. GENERAL ADMINISTRATION

A. Population and Staffing Information

1. Average Daily Detainee Population

	Adult Male	Adult Female	Juvenile Male	Juvenile Female	Total
Facility Capacity	0	0	156	0	156
Facility Average Daily Population	0	0	74	0	74

- a. Has the facility exceeded capacity since the last inspection? Yes No
- b. Does the facility house youth under California Welfare & Institutions Code Section 601 (truancy and status offenders)? Yes No
- c. If yes, are youth adjudicated pursuant to WIC 601 separated from youth adjudicated pursuant to WIC 602 (delinquent youth)? Yes No

d. List the languages spoken by Probation staff members:

English _____

Spanish _____

2. Probation Staffing Ratios

Awake: 1 / 15 Asleep: 1 / 30

Probation Staffing (As of date of inspection)	# Filled	# Open
Director	1	
Supervisors	9	
Deputy Probation Officer	0	
Correctional Deputy Probation Officer	69	
Admin/Support	4	
Other (Senior Probation Officers)	7	

B. Admissions and Orientation

1. How are youth oriented to rules and procedures in a developmentally appropriate manner? During intake youth receive CB Handbooks (Available in Spanish). Youth are given an orientation about Camp Barrett.

2. Are youth given copies of rules and procedures? Yes No

3. What languages are the rules and procedures provided in other than English?
Spanish _____

4. How does facility staff ensure that youth understand rules and procedures? Rules are explained, Youth questions are encouraged

5. Where are rules and procedures posted in the facility? Information is posted in the office and in the dorms

C. Personal Property and Money

1. Is personal property and money recorded, stored, and returned upon release? Yes No
2. Please list the types of personal property that may be kept in sleeping rooms:
Letters _____ Certificates / diplomas _____
Photos _____ Phone #'s and Addresses _____

D. Youth Records

1. Are case records regarding individual youth kept on site? Yes No
- a. If yes, what steps are taken to protect these records? Youth records are secured in filing cabinets in the Senior / Supervisor offices and saved in PCMS

E. Classification, Review, and Housing

1. Are youth assessed upon intake to determine appropriate classification? Yes No
- a. If yes, what classifications are used?
Commitment via court order _____

2. How often are reclassification reviews conducted? As needed

F. Access to Legal Services

1. Are youth permitted to have reasonable contact with their attorneys? Yes No
2. In the last calendar year has an attorney complained that they were not able to communicate with a youth/client? Yes No
3. In the last calendar year has a parent complained that their child was denied access to his or her attorney? Yes No

G. Telephone and Video Conferencing (Skype) Access

1. Are youth permitted to use the telephone/video conferencing (Skype) to contact:
- a. Parents/guardians? Yes No
- b. Anyone other than parents/guardians and attorneys? Yes No

- i. If no, are youth permitted to use the telephone/video conferencing (Skype) to contact other close family members under special circumstances (such as upon the recommendation of a counselor or therapist)? Yes No
2. Are telephone calls monitored? Yes No
3. Are telephone calls recorded? Yes No
4. In the last calendar year has a parent/guardian complained that their child was denied reasonable access to the telephone? Yes No

H. Family Visits

1. What are the visiting hours for this facility? Sundays 1 pm – 3 pm
2. Who may visit youth? Check all that apply:
 - Parents/Legal guardians
 - Adult siblings
 - Minor siblings
 - Other: Other family members approved by the court / Probation Officers
3. Is there ample space in the facility for visitation? Yes No
4. Are youth permitted to have private conversations with visitors? Yes No
5. Do probation staff members supervise visits? Yes No
6. In the last calendar year has there been an instance of a visitor bringing contraband into the facility? Yes No
7. In the last calendar year has there been an instance of a visitor threatening a youth or staff member? Yes No
8. Are there transportation alternatives for family members who want to visit youth? Yes No
9. What is the policy on undocumented parents/family members of a youth? Allowed to visit as long as cleared by the P.O. and in the visiting list. Needs valid picture I.D.
 - a. How is this policy disseminated to parents/family members? There's no specific policy RE: Undocumented parents / family members. Probation website can be used to check visitation rules / hours.

I. Mail and Email

1. Are youth permitted to receive mail? Yes No
2. Are youth permitted to send mail? Yes No
3. Is postage provided at no charge to youth? Yes No
4. Is mail screened for contraband? Yes No
5. Does a staff member read mail addressed to a youth? Yes No

6. Are youth permitted to send or receive email? Yes No

J. Staff-Youth Communications

1. Are youth provided opportunities to communicate with staff in writing? Yes No

2. Are youth provided opportunities to communicate with staff verbally? Yes No

3. Are communication aids (translators, hearing aids, etc.) provided when necessary?
 Yes No

K. Grievances

1. Is there a formal grievance policy? Yes No

2. Are written grievances reviewed daily? Yes No

3. Are grievances tracked in some manner that would permit facility leaders to observe trends in grievance report? Yes No

4. Is there a method for youth to be able to express concerns about the facility to a Probation Department official who is not assigned to the facility? Yes No

5. Are youth made aware on a routine basis that they can express concerns about their detention to their attorneys? Yes No

6. Is there a formal grievance process available for parents? Yes No

a. If yes, how many parent's submitted grievances in the last calendar year? 0

Grievance Involving	Number of Occurrences
Residents	0
Attorneys	0
Family Members	0
Medical	0
Abuse	0

L. Clothing and Bedding

1. Are additional blankets available on request? Yes No

2. How often is bedding laundered? Weekly

3. How often are youth given clean clothes? Daily

M. Non-Hazardous Furnishings

1. Are mattresses and bedding fire-resistant and non-toxic? Yes No

N. Personal Hygiene/Showers

1. How frequently may youth shower?

a. Showers per week: 7

b. Minutes per shower: 5

2. Please list the hygiene products available to youth and indicate with an asterisk (*) which products are ethnically appropriate:

<u>Soap</u>	<u>Shampoo</u>
<u>Deodorant</u>	<u>Combs / Picks*</u>
<u>Toothpaste</u>	<u>Lotion</u>

3. How do staff members balance privacy and safety concerns? Youth are allowed to shower inside shower stalls. They are supervised by Officers from the outside of the shower room.

III. Education Services

A. Staffing

1. Positions Filled or Open

Staff Type	# Filled	# Open
Credentialed Teachers	4	0
Credentialed Special Education Teachers	1	0
Teachers' Aides	2	0
Paid Tutors	0	0
Volunteer Tutors	0	0
Other	2	0

2. Average Student/Teacher Ratio & Average Daily Attendance By Month

Month	Avg. Student/Teacher Ratio	Avg. Daily Attendance
January	20.25 / 1	81
February	21.25 / 1	83
March	21.50 / 1	81
April	21.75 / 1	87
May	10.00 / 1	60
June	12.60 / 1	63
July	12.40 / 1	62
August	18.80 / 1	94
September	19.20 / 1	96
October	18.60 / 1	112
November	21.50 / 1	86
December	20.75 / 1	83

B. Capacity and Attendance

1. Number of classrooms in the facility? At the main school

2. For each classroom indicated in Question 1, please indicate the following:

For Each Classroom Used During the Calendar Year	Classroom Capacity	Average Number of Students per Classroom	Number of computers per classroom
1	25	18.225	25
2	25	18.225	25
3	25	18.225	25
4	25	18.225	0
5	25	18.225	25
6	0	0	0

C. Absences

1.

Absences During the Calendar Year	#
How many students did not attend school for one or more days?	0
Average days of absence?	0
Average days of absence due to illness?	0
Average days of absence for disciplinary reasons?	0
Average days of absence for reasons other than illness or discipline?	0

2. When is absence from the classroom or expulsion used as a disciplinary tool? No

a. Please provide the written policy for using absence from the classroom or expulsion as a disciplinary tool.

3. Please list reasons other than illness or discipline why a student would not attend school:

Probation mandated programming To attend court

D. Supplies

1. Does each student have their own textbook for each subject? Yes No

a. If not, what is the ratio of students to textbook for each subject:

Course	# Textbooks	# Students

b. Please list the reason(s) why students may need to share textbooks:

2. Are the textbooks the most recent version available in California? Yes No

a. Who is responsible for making sure that textbooks are up to date?

i. Name: Joanne L. Finney Nathan Head

ii. Title: Principal Vice Principal

3. What school supplies are available to the students (pens, pencils, paper, etc.)?

Paper, golf-sized pencils Scissors
Chrome books Math manipulatives- compass, ruler, etc...
Art supplies- paint, markers, etc... Journals

4. What school supplies are students allowed to take to their rooms?

No supplies are allowed in rooms _____

a. Who is responsible for making sure there are adequate school supplies?

i. Name: Joanne L. Finney Nathan Head

ii. Title: Principal Vice Principal

5. Do students use computers on a daily basis in each classroom? Yes No

a. How many hours per day do students use computers? 2-3 hours

6. Are students limited in the amount of time that they can use a computer during the school day? Yes No

a. If yes, why? _____

7. Are students able to work on homework after the school day ends? Yes No

a. If yes, how? They may read literature, and take classwork back for credit recovery

E. High School Diploma and GED Programs

1. On average, how soon after a student is admitted to facility does school staff have access to their previous records? Within 48 hours
2. Is SDCOE working to get partial credits earned in a facility recognized by a student's home district? Yes No
 - a. If yes, what is being done; if no, why not? Students receive a personal learning plan. That plan is such that partial credits are made whole. This has been the work of the academic counselor, Student Support Specialists and Transition Specialists.
3. Percentage of students who are not academically prepared to complete work at a 9th grade level? Approximately 25%
 - a. What interventions are used for these students? Students are provided with differentiated instruction, and accommodations that include but are not limited to, talk to text, small group instruction, use of technology, etc... Teachers are also using different instructional practices that allow for student voice and choice while maintaining the expectation that students will be able to participate in all classroom activities as per the grade level standards.
 - b. Are these students assessed for IEPs? Yes No
 - i. If no, why not? Not all students are below grade level need special education services. Many students who are below grade level have had major gaps in their education.

F. Special Education

1. IEP Plan

Type of Plan	# Students with Pre-Existing	# Students Tested After Entry	# Students Who Receive After Entry
504 Plan	This is a general education responsibility		
IEP Plan	29	10	Based upon student need
IEP Plan with ERMHS ¹ Services	6	6	Based upon student need
IEP Plan with BSPs or BIPs ²	2	15	Based upon student need
Total	37	31	

2. Who determines if a student admitted to the facility has an IEP?
 - a. Name: Connie Leon
 - b. Title: Special Education Aide

¹ ERMHS – Educationally Related Mental Health Services

² BSP – Behavior Support Plan; BIP – Behavior Intervention Plan

3. How soon is this determination made after a student is admitted? 1-3 days
4. How are a student's IEP records obtained? 1-3 days
5. How long does it typically take to obtain such records? Varies by district, 24 hours – 1 week
6. For students with IEPs, please provide the following:

Type of Service	Provided at Facility?	In a separate room?	How often is it provided?	Who provides?
ERMHS	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	As identified by ERMHS	School Psychologist and Vista Hill
Counseling	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	IEP Team designates	School Psychologist
Speech and Language Services	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	IEP Team designates	Speech and Language Therapist
Occupational Therapy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	IEP Team designates	Occupational Therapist

a. If the answer to any of the above is no, why not? _____

7. General Education Teachers

- a. What training do general education teachers have to recognize when a student requires an initial assessment to determine eligibility of special education services? _____
All instructional staff members receive professional learning in the identification of students who have special needs. This training is completed by SDCOE Special Education Services, as well as from the site special education teachers and the site administrators and monthly staff meeting. There are also opportunities per the SDCOE professional development calendar.
- b. What training do general education teachers have with regard to effectively teaching students with:
 - i. a learning disability? Differentiated Instructions; co-teaching model; working with content area specific coaches; monthly staff meetings, SDCOE professional development calendar
 - ii. an emotional disturbance? Co-teaching model with Educational Specialist; monthly staff meetings
 - iii. significant attention issues? Differentiated instruction, models learned from peer edited journals, monthly staff meetings, SDCOE professional calendar,

8. Credentialed Special Education Teachers

- a. How many credentialed special education teachers are at the facility full-time?
One
- b. Do credentialed special education teachers participate in lesson planning and curriculum development? Yes No

- i. If yes, how often do they meet with teachers? Daily, weekly, and PLC meetings
- c. Do credentialed special education teachers instruct students in any classes?
 Yes No

9. IEP Meetings

- a. Are IEP meetings held whenever annual meetings for an eligible student are due?
 Yes No
- b. Are IEP meetings held when an eligible student arrives in the facility and attends school?
 Yes No
- c. What is the average length of time between a student's arrival at the facility and his/her first IEP meeting? 25-30 days. Upon entry a thirty-day interim placement is developed. At the level end of the 30-day interim placement an IEP meeting is convened.
- d. Are IEP meetings held if a student is in the facility for more than thirty days?
 Yes No
 - i. If no, why not? _____
- e. Are parents notified of the meetings?
 Yes No
 - i. If yes, how? Written notice, phone calls, and electronic mail
- f. Describe the most common obstacle to IEP compliance: Parents returning correspondence and special education department consent for evaluation

10. General Special Education Questions

- a. Are staff trained to implement BSP's and BIP's?
 Yes No
- b. What resources available to accommodate students with special education needs?
All classes are provided with an Educational Specialist and/or dependent upon the needs and IEPs of the students enrolled on any given day. All staff are provided the list of accommodations, modifications and supports for their students.
- c. How many students are brought to the facility directly from school? N/A
- d. In the last calendar year, how many students were referred by the IEP Team at the facility to a Residential Treatment Center? 0
- e. In the last calendar year, how many students were referred by Probation to a Residential Treatment Center? This is a transition question for SD Probation

G. Post-High School/GED Programs

- 1. How many students are taking courses for college credit online? 10
 - a. At what college? Palomar, Mira Costa, and Southwestern Community Colleges
- 2. Are students given information and counseling regarding community college and four-year college options?
 Yes No
- 3. Are students given information and counseling regarding financial aid options for college?
 Yes No

4. Are students given resources for college entrance exam preparation? Yes No
5. Do students in the facility take military readiness testing? Yes No
- a. If yes, are they required to do so? Yes No

H. Career Technical Education (CTE)

1. What Career Technical Education (CTE) programs are available in the facility?
- | | |
|----------------------------------|---------------------------|
| <u>Graphic Design</u> | <u>Horticulture</u> |
| <u>Work Readiness Counseling</u> | <u>Green Construction</u> |
| <u>Fire Science</u> | <u>Culinary Arts</u> |
| <u>Auto Repair</u> | |
2. Do CTE opportunities have sufficient space and resources for the number of students who are interested in participating? Yes No
3. Are programs scheduled so all students can participate in all programs? Yes No
- a. If no, how many students have been denied participation in one of these programs in the last calendar year? Students are not denied participation in CTE programming; CTE online programming enrollment is based upon the student's personal learning plan.

I. Special Programs and Activities

1. What other special programs or activities are take place in the classroom?
- | | |
|---------------------------------|-------|
| <u>Art classes</u> | _____ |
| <u>Work Readiness job fairs</u> | _____ |
| <u>Military presentation</u> | _____ |
2. What programs or situations would result in a student leaving the classroom during school hours? Probation mandated courses, visitation

J. Independent Study

1. What independent study options are available?
- N/A
- _____
- _____
2. When is independent study used? Per California Education Code, Independent Study is not permissible for students who are remanded to the Juvenile Court Schools.

IV. Health Care Services

A. Medical Staffing

Staff Type	# Staff	# Contractors	# Positions Open	Avg. Number of Hour per Week at Facility
Physician	1/week	CFMG Staff	0	One afternoon a week on site, physician on-call 24/7
Physician's Assistant	0		0	
Registered Nurse	1	CFMG Staff	0	7 days a week from 0900-2100 Sat, sun & Holidays 0800-2100
Licensed Vocational Nurse	1	CFMG Staff	0	Monday thru Friday 0600-1400
Nurse Practitioner	0		0	
Emergency Medical Tech	0		0	EMT's are not employed

B. Health Screening

Type of Health Screening	Not Given	Given at Intake	Given within 14 Days	Who Administers?	What Test is Used?
Medical	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<ul style="list-style-type: none"> Upon booking- Initial Booking & Screening Questionnaire = Prob. Officer and Nurse Up-fronts within 6 hours of booking Health Appraisals= LVN/RNs within 96 hours of booking- Physicals= RN/PA/NP 	
Dental	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Health Appraisal	LVN/RN
Vision	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Health Appraisal	LVN/RN / Snellen Eye Chart
Behavioral Health/Psychological	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Upon Intake	Youth/Probation/STAT Team / MASI
Sexually transmitted infections	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Health Appraisal	LVN/RN
Pregnancy test (if females are held in facility)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	N/A	N/A

C. Medical and Dental Health Needs

1. What is the procedure for youth to request:
 - a. medical services/treatment? Youth submit sick call request form
 - b. dental services/treatment? Youth submit sick call request form
2. Are probation staff members permitted to refer youth for medical/dental treatment? Yes No
3. On average, how many health services staff are available to respond to the medical needs of the youth in the facility? One to two persons. See staffing pattern above.
4. What medical equipment is available to respond to the medical needs of the youth in the facility? First Aid Kits, AEDs in multiple locations throughout Camp Barrett. Emergency Response Bag, oropharyngeal and nasopharyngeal airways, Oxygen, Glucose monitor, Back-board, Cervical Spine-collars and more.
5. Are the youth's medical needs addressed in private treatment rooms only? Yes No
 - a. If yes, how many treatment rooms does the facility have? One room clinic can provide for privacy
 - b. If no, where are the youth treated? _____
6. On average, how long does it take for clinic staff to respond to:
 - a. an emergency? Within 2-3 minutes depending upon location of the emergency
 - b. a request for an inhaler? Youth may request an inhaler anytime. During Nursing hours, nurse will evaluate youth prior to giving the inhaler. After hours there is a detailed protocol for officer to follow should a youth need or request an inhaler. This protocol involves consulting with medical providers at the East Mesa Detention Facility which operates 24/7.
7. Call Slips
 - a. Who makes the determination whether or not a youth is seen after a sick call slip is turned in? Sick-call slips are picked up 3 times a day and triaged by an RN. Determination on how quickly the youth will be seen depends on a Triage System and level of acuity of illness or injury.
 - b. Of a random sample of 25 sick call slips:
 - i. How many were responded to? Random internal chart audits are performed quarterly by CFMG staff. A 21 point audit is conducted for meaningful use. Outcomes of the chart audit are reported to the CFMG Quality Assurance Committee along with corrective action plans. One of the 21 points is timeliness of sick-call response. CFMG is obligated to respond to all sick-calls within 72 hours of submittal per Title 15 standards. CFMG has always met or exceeded the set-point goal of 95%. Probation Quality Assurance Specialist also conducts independent random Chart audits and unannounced site visits as a means to

ii. audit contract compliance. Probation QA findings are that youth are being seen within 8-12 hours upon submitting a sick-call slip.

iii. What was the average response time? Average response time at Camp Barrett is the same day to next day depending on the acuity of the illness or injury.

8. Personal/Family Healthcare Providers

a. Are youth permitted to see their personal or family healthcare providers? Yes No

b. If yes, how is a visit arranged? Off-site medical arrangements are made jointly between the clinic and probation transportation department.

c. How many youth saw a personal healthcare provider during the calendar year? CFMG contract provider does not isolate this statistic. However, CFMG's All Facilities Workload Statistics for 2015 indicate that there were 101 Specialty services provided to youth. A portion of this number is related to youth access care with their primary provider in the community.

D. Intoxicated Youth

1. Please provide the written procedure for handling youth under the influence of any intoxicating substances.

2. Are medical clearances obtained prior to booking any youth who displays outward signs of intoxication or is known or suspected to have ingested any substance that could result in a medical emergency? Yes No

3. Who provides medical clearance for these youth? Youth are taken to nearby hospital emergency department for clearance.

4. Did the facility detain any youth determined to be under the influence of an intoxicating substance? Yes No

If yes:

a. Was medical clearance obtained? Yes No

b. Were these detentions documented? Yes No

c. Were there documented safety checks at least once every 15 minutes? Yes No

E. Hunger Strikes

Explain any instances in the last calendar year where the written plan provided to the inspection team was not followed in response to a youth on a hunger strike: None

F. Death

Explain any instances in the last calendar year where the written plan provided to the inspection team was not followed in response to the death of a youth: None

G. Informed Consent/Involuntary Treatment

1. Is informed consent obtained, when appropriate, prior to the delivery of care? Yes No
2. Are youth fully explained the nature of the care they receive and the side effects or complications that may occur as a result of treatment or medications? Yes No
3. Under what circumstance would a youth undergo an involuntary medical test or treatment?
Emergent medical conditions involving loss of life or limb

H. Experimental Research

1. Are youth permitted to be subjects of any of the following types of research?

Research Type	Permitted?
Behavioral/Psychological	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Biomedical	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Cosmetic	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Pharmaceutical	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Other: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

2. Do youth consent to participation in research? N/A Yes No
3. Do parents consent to participation in research? N/A Yes No
4. Describe any research studies in which youth in the facility participated in the last calendar year. None

I. Infectious Disease

1. Is there an infection control program that aims to ensure that safety of youth, staff, and visitors? Yes No

J. Accommodations for the Disabled

1. Does the facility accept youth with disabilities? Yes No

V. Programs

A. All Programs

1. Please list every program and/or service offered to youth at the facility either by probation staff members, a contractor, or a volunteer. (Examples of such programs are substance abuse counseling financial literacy education, anger management classes, conflict resolution skills, book club and/or counseling, incentive building or team leader programs.)
 - a. AA / NA
 - b. Aggression Replacement Training
 - c. Automotive Technology
 - d. Cal ID Program
 - e. Character Counts
 - f. Community Service
 - g. Conflict Management Program
 - h. CTE Building/Grounds
 - i. CTE Culinary Arts Academy
 - j. CTE Fire Science
 - k. CTE Horticulture
 - l. CTE Work Readiness
 - m. Graphic Arts
 - n. High School Diploma
 - o. HI-SET Program
 - p. Introduction to Graphic Design
 - q. Life Skills
 - r. Literacy
 - s. Mentoring Program
 - t. Parenting Class
 - u. Religious Services
 - v. Social Tolerance Program/ Gang Intervention
 - w. Special Education
 - x. Sports Saturday
 - y. Substance Abuse Education & Counseling
 - z. Team Leaders Program
 - aa. Teen Relationship Violence (TRV)
 - bb. Thinking for a Change

For each program listed above, please fill out the questions listed in Appendix A.

B. Religious Practices

1. Are youth religious services offered in the facility? Yes No
 - a. If yes, list the religious/faith traditions for which services are offered:

Catholic _____
Protestant _____

2. Are religious services offered in a language other than English? Yes No

a. If yes, list the languages in which services are offered:

Spanish

3. Are youth offered religious or faith-based counseling services? Yes No

4. Are youth permitted to keep religious texts in their sleeping rooms? Yes No

C. Work Assignments

1. Are unsentenced youth in the facility permitted to work or perform chores on a voluntary basis? N/A Yes No

2. Are unsentenced youth in the facility required to work or perform chores? N/A Yes No

3. Are sentenced youth in the facility permitted to work or perform chores on a voluntary basis? Yes No

4. Are sentenced youth in the facility required to work or perform chores? Yes No

D. Exercise and Out-of-Sleeping Room Opportunities

1. How many hours per day are youth given opportunities for physical recreation/exercise?
2 Hours

2. Is participation in physical recreation/exercise required? Yes No

3. Please provide the written policy for handling youth who refuse to participate in physical recreation/exercise. P&P section 7.8.2 (SPO Matt Strickland will send all policy)

4. How many hours per day are youth given opportunities for other types of recreation outside of their sleep rooms (play games, watching movies, etc.)?
3 Weekday / 5 Weekend

5. How do Probation Officers ensure that homework is completed before free-time activities occur? School notifies Probation if homework was assigned. Youth can complete during Reading & Writing period in the dorm.

E. Transition and Release

1. Are there established protocols for transitioning youth out of the facility and into the community? Yes No

2. Do facility probation staff members (“inside POs”) consult with the probation officer that will be assigned to the youth when they leave (“outside POs”) to discuss transition-related concerns? Yes No

3. Has the facility received any complaints from parents regarding the transition process? Yes No

4. Has the facility received any complaints from attorneys regarding the transition process? Yes No

5. In the last calendar year has this facility been determined to be an inappropriate facility for a youth with a disability (physical, developmental, emotional, psychological, intellectual, etc.)? Youth are medically and psychologically cleared Yes No

VI. Security and Control

A. Security Features

1. Does the facility have ample security features (i.e. cameras, locks, alarms, etc.)? Yes No

B. Security Inspections

1. Does the administrator in charge ever visually inspect the facility for security-related concerns? Yes No

a. If yes, how often? As needed

2. Are random reviews of security tapes conducted? N/A Yes No

a. If yes, how often? As needed

C. Control of Contraband

1. In the last calendar year has a weapon been found in the possession of a youth in the facility? Yes No

2. In the last calendar year has a controlled substance (i.e. alcohol, tobacco, illegal drugs, or prescription drugs for which the youth in possession does not have a prescription) been found in possession of a youth in the facility? Yes No

3. If there have been a high number of incidents related to a specific type of contraband, please describe: Screws, Permanent Markers, Pens, Tagging Instruments

D. Searches

1. Do probation staff search sleep areas/rooms? Yes No

2. If staff search sleep areas/rooms, do probation staff members search the room in the presence of the youth? Yes No

3. If staff search sleep areas/rooms, is clean bedding or clothing mixed with soiled bedding or clothes during this process? Yes No

E. Discipline

1. Please provide the written policy for the discipline process. P&P section 7

2. Are measures taken to ensure that due process is preserved? Yes No

3. Of a random sample of 25 grievances, approximately what percent of grievances/appeals related to disciplines are resolved in favor the youth? 16%

F. Serious Incidents

1.

Incident Type	Number of Occurrences
Suicides	0
Attempted suicides	0
Deaths from other causes	0
Escapes	2
Attempted escapes	4
Serious assaults on detainees	24
Serious assaults on staff	1
Other serious incidents	49
Serious incidents above for which there is a written record	80

2. Are there policies and procedures in place that describe the types of incidents and occurrences which must be documented on a daily basis? Yes No
3. Are these logs stored electronically? Yes No
4. If logs are stored electronically, is there sufficient technical support to ensure that the electronic files that contain these logs are not compromised, corrupted, or deleted?
 N/A Yes No

G. Use of Force

1. Are there written policies in place to ensure that force is used only when necessary? Yes No
2. Are there written policies in place to ensure that force is used only as long as necessary? Yes No
3. Is each instance of a use of force documented? Yes No
- a. If yes, are these documents reviewed by the administrator in charge?
 N/A Yes No
4. What level of review occurs when there is an instance of use of force? Check all that apply.
- | | |
|--|--|
| <input checked="" type="checkbox"/> Supervisor | <input type="checkbox"/> Assistant Chief |
| <input checked="" type="checkbox"/> Division Chief | <input type="checkbox"/> Assistant Chief |
| <input checked="" type="checkbox"/> Deputy Chief (If Needed) | <input type="checkbox"/> Committee |
5. Number of instances in the last calendar year: 74

H. Use of Oleoresin Capsicum (OC or Pepper) Spray

1. Are there written policies in place to ensure that OC spray is used only when necessary? Yes No
2. Are there written policies in place to ensure that OC spray is used only as long as necessary? Yes No
3. Is each instance of OC spray documented? Yes No
 - a. If yes, are these documents reviewed by the administrator in charge?
 N/A Yes No
4. What level of review occurs when OC spray is used? Check all that apply.

<input checked="" type="checkbox"/> Supervisor	<input checked="" type="checkbox"/> Assistant Chief (If Needed)
<input checked="" type="checkbox"/> Division Chief	<input checked="" type="checkbox"/> Chief (If Needed)
<input checked="" type="checkbox"/> Deputy Chief (If Needed)	<input type="checkbox"/> Committee
5. Number of instances in the last calendar year: 25

I. Use of Restraints

1. Are there written policies in place to ensure that restraints are used only when necessary? Yes No
2. Are there written policies in place to ensure that restraints are used only as long as necessary? Yes No
3. Is each instance of a use of restraints documented? Yes No
 - a. If yes, are these documents reviewed by the administrator in charge?
 N/A Yes No
4. What level of review occurs when restraints are used? Check all that apply.

<input checked="" type="checkbox"/> Supervisor	<input type="checkbox"/> Assistant Chief
<input checked="" type="checkbox"/> Division Chief	<input type="checkbox"/> Assistant Chief
<input checked="" type="checkbox"/> Deputy Chief (If Needed)	<input type="checkbox"/> Committee
5. Number of instances in the last calendar year: None

J. Room Confinement

1. Are there written policies in place to ensure that room confinement is used only when necessary? Yes No
2. Are there written policies in place to ensure that room confinement is used only as long as necessary? Yes No
3. Is each instance of room confinement documented? Yes No

N/A

a. If yes, are these documents reviewed by the administrator in charge?

N/A Yes No

4. Number of instances in the last calendar year: _____

VII. Safety and Sanitation

A. Fire Safety

1. Do facility leaders have specific concerns about fire safety? Yes No

B. Control of Dangerous and/or Toxic Materials

1. Are dangerous materials (toxins, biohazards, etc.) stored on site? Yes No

C. Environmental Control (To be completed by the JJC Inspection Team)

1. Does the facility appear clean and sanitary? Yes No
2. Does the facility appear appropriately ventilated? Yes No
3. On the day of inspection, did the facility's temperature seem appropriate for the season and weather? Yes No

D. Physical Facility and Equipment

1. Does this facility have a court holding area? Yes No
a. If yes, is there access to water and a toilet? Yes No

E. Tool and Equipment Control

1. Is there a written policy to ensure the adequate control of keys? Yes No
2. Is there a written policy to ensure the adequate control of tools? Yes No
3. Is there a written policy to ensure the adequate control of culinary utensils and equipment? Yes No
4. Is there a written policy to ensure the adequate control of medical equipment? Yes No
5. Is there a written policy to ensure the adequate control of supplies? Yes No
6. Is there a written policy to ensure the adequate control of vehicles? Yes No

F. Weapons Control

1. Are weapons of any types permitted in the facility? Yes No
2. Is there a weapons locker on site? Yes No
a. If yes, where is it located? Main Front Door Entrance in the Admin Building

G. Contingency and Emergency Plans

Are there written plans in place for the following contingencies/emergencies? Check all that apply:

- Contagious disease outbreak (Tuberculosis, Flu, etc.)
- Earthquake
- Fire
- Power outage/failure
- Unit disturbance
- Other: Bomb Threats
- Other: African Honey Bees

VIII. Food Services

A. Sanitation and Meal Service

1. Are kitchen staff members trained regarding sanitation and food handling procedures? Yes No
2. Have kitchen staff members received any training in the last year other than training given to newly hired employees? Yes No

If yes, describe what the training included: All kitchen staff are ServSafe Certified
Current on Monthly PREA training
Food services training – Time/Temperature control, food preparations, cleaning and sanitizing, etc.
Current on LMS training which includes Sheriff's Policy & Procedure

3. Do youth work in the kitchen? Yes No
 - a. If yes above, have they been trained? Yes No
4. Are youth permitted to converse during meals? Yes No
 - a. If yes, may a youth seated at one table converse with a youth seated at a different table?
 N/A Yes No
5. Are meals served cafeteria style? Yes No
6. Are youth permitted 20 minutes or more to eat? Yes No
7. Who/what agency maintains the kitchen area? Probation / Sheriff Food Services Division
8. Describe the types of work youth perform in the kitchen:

Kitchen Persons, KPs, currently 8 assigned, getting Food Handler's and ServSafe training on Fridays and Saturdays. They are kitchen helpers for Senior Cooks and Kitchen PO. Under Supervision, they help in food preparation, Service, receiving deliveries, preparing midday and night snacks, cleaning kitchen areas.
Positions include: Lead Floater – assist Senior Cooks. Cook Helper – Preparing, cooking food. Salad Man – prepares salad bar, cut veggies for cooking. Waiters – set and clean dining tables. Water Boy – provides iced water in pitchers to tables. Scullery Men – wash dishes, clean assigned areas.

B. Adequate and Varied Meals

1. Is there a weekly menu posted? Yes No
2. Does a nutritionist, dietitian, or other health professional participate in the creation of the menu? Yes No
3. How many calories per day does a youth who eats all of the standard meals provided consume? 3100 Calories
4. Are youth protected from having food taken from them? Yes No

5. What approximate percent of calories are from the following:

Protein: _____ 17 % Carbohydrate: _____ 56 % Fat: _____ 27 %

6. What is the procedure for handling a youth's request for second helping/additional food? _
No Second Serving

C. Special Diets

1. Can special diets be accommodated when medically necessary? Yes No

2. In the last calendar year was the facility unable to accommodate a special diet based on
medical reasons? Yes No

3. Can special diets be accommodated when based on a youth's religious practices or beliefs? Yes No

4. In the last calendar year was the facility unable to accommodate a special diet based on a
youth's religious practices or beliefs? Yes No

IX. Administration and Management

A. Post Orders

1. Do probation staff members have access to a detailed copy of their job description? Yes No
2. Do probation staff members have performance reviewed annually? Yes No

B. Policy Development and Monitoring

1. What is the title of the person primarily responsible for creating, updating, or modifying policies and procedures? Supervising Probation Officer
2. How often are policies and procedures reviewed for accuracy and consistency with daily practices? Monthly
3. Are policy and procedure manuals available onsite? Yes No
4. Does the manual include the title, and contact information of the staff member to whom one can report a grievance or complaint? Yes No
5. Does the manual include the title, and contact information of the staff member to whom one can propose a change to a policy? Yes No
 - a. If yes, list the number of manuals available: Electronic On-Line (Intranet)
 - b. Where are the manuals located?
Probation Dept. Sharepoint.

6. Are probation staff members permitted to access these manuals? Yes No
7. Are contractors familiarized with these manuals during contractor orientation? Yes No
8. Are the youths' attorneys permitted to access these manuals via subpoena? Yes No

C. Interpersonal Communication and Diversity Training

1. Do Probation staff members participate in training to provide them with the skills to communicate with youth in a developmentally appropriate manner? Yes No
2. List types of diversity training attended by Probation staff members:
Embracing Diversity & Encouraging Respect
LGBT: Creating Safe Spaces

D. Internal Inspections and Reviews

1. Does the administrator in charge ever conduct a walk-through/visual inspection of the entire facility? Yes No
 - a. If yes, how often: As Needed

2. How often does the administrator in charge meet with the following groups to discuss operations and services:
- a. Probation staff members? Weekly or As Needed
 - b. Medical staff? Weekly or As Needed
 - c. Mental health staff? Weekly or As Needed
 - d. Contracted programming representatives? As Needed
 - e. School/Education staff? Monthly or As Needed
 - f. Volunteers? As Needed

E. Staff Background and Reference Checks

- 1. Do staff members have an initial background before they are hired? Yes No
- 2. Do staff members have reference checks before they are hired? Yes No
- 3. Do staff members meet with a psychologist before they are hired? Yes No
- 4. Do staff members undergo drug testing before they are hired? Yes No
- 5. Do staff members undergo periodic criminal history checks after they are employed?
 Yes No

F. Staff Training, Licensing, and Credentialing

1. For which of the following topics below do staff members receive training?

Training Type	Does Staff Attend?	How Often	Who Provides?
Adolescent Development	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	As available	SCM / IBIS / STAT Team / Probation
Appropriate Relationships/Boundaries with Youth	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Monthly	SCM / IBIS / PREA / E-Blast
Appropriate Disciplinary Techniques	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Annually	Probation Dept.
Confidentiality	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Every Two Years	Probation Dept.
Conflict Management	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Every Two Years	Probation Dept.
CPR/First Aid	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Every Two Years	Outside Provider
Emergency Response	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Annually	Probation Dept.
Ethical Decision Making	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Every Two Years	Probation Dept.
Identification and Treatment for Mentally Ill and/or Suicidal Youth	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Every Two Years	STAT Team & CFMG
Identification and Referral of Youth for Special Education Services	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Inclusion Methods for Youth with Disabilities or Special Needs	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	As available	Probation Dept.
Reporting Requirements for Abuse, Neglect, or Maltreatment that Occurs In the Facility	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Monthly	PREA E-Blast
Reporting Requirements for Abuse, Neglect, or Maltreatment that Occurs Outside the Facility	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Monthly	PREA E-Blast
Sexual Harassment	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Every Two Years	Probation Dept.
Signs of Abuse or Neglect	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Every Two Years	CFMG
Use of Force	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Annually	Probation Dept.
Use of Restraints	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Annually	Probation Dept.
Other: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No		

G. Staff Misconduct

1. Please provide the written policy for addressing staff misconduct. Admin 914
2. Please provide the written policy that ensure youth are not bullied by staff.
3. In the past calendar year, have there been any allegations of the following:

Type of Misconduct By Staff Member	Occurred in Past Calendar Year?	To a Youth In Custody	To a Youth Out of Custody
Physically Assaulting Youth	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Sexually Assaulting Youth	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Verbally Threatening Youth	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Touching a Youth in an Inappropriate Way	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Commenting on the Physical Appearance of Youth in a Manner Outside Scope of Staff Member's Job Duties	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Entering a Youth's Sleeping Room for Any Reason that was Outside the Scope of the Staff Member's Job Duties	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

- a. If the answer is yes to any of the questions above, please provide written documentation of the incident, follow-up, and responsive action.

X. Budget and Fiscal Concerns

Please describe any impacts to the facility in the last calendar year that were caused by a loss or change to funding or funding sources (include staff vacancies, program reductions, contractor changes, etc.): _____
