

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

Data from Calendar Year 2016

East Mesa Juvenile Detention Facility	
Facility Address: 446 Alta Road, Suite 6100 San Diego, CA 92154	Date of Inspection: June 12, 2017
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I. Executive Summary

A. Institution Overview

East Mesa Juvenile Detention Facility (“East Mesa”) was built in 2004 to house the most delinquent boys in the County. It is long distance from downtown San Diego in an area where a state prison and a federal facility are located.

Although a new building annex was planned to be constructed on this site, that apparently has been put on hold for now. The facility is under-utilized now as only half of the 10 units are open.

- The staff appears to be enthusiastic and works well together.
- The medical unit is spacious and well-staffed.

A number of programs are available - some are research-based which are used to educate the youth and some are purportedly evidence-based. It is unknown whether the youth at East Mesa (many of whom are affiliated with gangs) will or will not become adult offenders. The recommendations in this report are offered to assist in the rehabilitative goals of the facility.

1. Population Trends

At the inspection date, the population (all boys) was 132. The facility reported a capacity of 290 and an average daily populations for 2016 of 148. It was rated at a detainee capacity of 391 high-risk boys by the 2016-2017 San Diego County Grand Jury.

2. Educational Achievements

The San Diego County Office of Education has faced challenges in integrating its institutions from an entity called “Juvenile Court and Community Schools” to Momentum Learning. At East Mesa, there is a great opportunity to make additional progress in Career Technical Education (CTE).

3. Evidence-Based Programming Improvements

Unknown

4. Serious Incidents Trends and Use of Pepper Spray

A quick survey of the Critical Incident Reports (CIRs) during 2016 showed that of the 152 reports, 85 involved pepper spray (a little more than 50%).

5. Coordination of Behavioral Health Services Care

Both in the written materials and in the meetings, Behavioral Health Services deferred to Probation for responses.

6. Improved Transition Services and Results

Unknown

B. Commission Recommendations

For Probation Department:

1. Reduction of Pepper Spray Canisters

The Juvenile Justice Commission (JJC) was informed that as of December 2016 the larger canisters (MK-9) of Oleoresin Capsicum (OC) or pepper spray were restricted to only Central Control and Intake, Booking and Release (IBR) staff but that the smaller canisters (MK-4) of OC spray were carried by all officers. The JJC was also informed that the small stream of the MK-4 OC spray often is ineffective unless it hits the eyes directly. Although the Division Chief at East Mesa would not be opposed to getting rid of pepper spray if the youth-to-staff ration were better, the JJC recommends the total elimination of the MK-4 canisters while retaining the MK-9 canisters for only Central Control and IBR staff and only for use outdoors. Note: This recommendation is different from the JJC's 2015 report's analysis that all officers carry the smaller (MK-4) canisters of OC spray. We now recognize that the best way to move toward a more rehabilitative approach and the possibility of the abolition of the use of pepper spray at East Mesa would be the elimination of the MK-4 canisters now carried by all officers. With reduced use of OC spray, there should be a noticeable reduction in the staff time utilized in 5-minute checks throughout the hours after a boy has been sprayed.

2. Install Cable Television Outlets in Day Rooms

The Juvenile Justice Commission (JJC) was informed that there are large televisions which are able to be moved to the day rooms for movie nights but that because there are no cable outlets in the day room, events such as basketball playoffs, World Series baseball and playoffs and Super Bowl football games cannot be watched as a group event in the day rooms¹ (cable is available in other locations in the units such as the classrooms). The JJC recommends that cable television outlets be installed in all day rooms. Watching sports events (or news shows) as a group could be beneficial to rehabilitative goals.

For Probation Department and Behavioral Health Services:

1. Food Service Enhancement

The Juvenile Justice Commission (JJC) believes that food is an important ingredient in a boy's life, especially in a custodial setting. The JJC notes that there should be options to enhance food services without violating the National School Breakfast and Lunch Program. Camp Barrett is a good model of food services that are better than East Mesa. The JJC inspection team was provided with menus but did not see any posted anywhere in the facility. The JJC recommends that the dinner meal be the starting point for better food services at East Mesa by allowing youth in the culinary arts program² to both re-engineer and serve the frozen dinner meal in a cafeteria-style line starting on Saturday and Sunday. This could be tried at the outset in the Charlie, Golf, and Juliet units. The JJC recommends that the food service dietician work with the Sheriff's Department in serving better tasting

¹ The inspection team visited with youth in the Alpha Unit only.

² At the inspection a culinary arts program was mentioned but no written description was included in the inspection materials (unlike the horticultural program which had six youth participating).

dinner meals (which are not strictly regulated by national standards) that could be expanded from a try-out on Saturday and Sunday dinner to every day. Consideration should be given to contracting food services to an entity other than the Sheriff's Department. Note: The JJC's 2015 report recommended use of the state-of-the-art kitchen at East Mesa but no action was taken.

2. Therapy Dogs/Dog Handlers

The Juvenile Justice Commission (JJC) recommended in its 2015 report that East Mesa institute a "Puppies in Prison" program and the Probation Department responded that it would do so in partnership with a non-profit San Diego organization. No program has yet been created. Recognizing the problems of space and clean-up requirements for a permanent home for dogs at East Mesa, the JJC believes that periodic visits by therapy dogs (perhaps on Saturdays and holidays) to each of the five occupied units would be beneficial (as opposed to housing dogs permanently at East Mesa). Perhaps volunteers from Tender Loving Canines or the Helen Woodward Shelter could bring their therapy dogs and dog handlers to East Mesa on a periodic basis. It is believed that the bonding with these dogs would serve a rehabilitative purpose.

For Probation Department, Behavioral Health Services and San Diego County Office of Education:

1. Establish a Trauma Response Unit (TRU) Program

The Juvenile Justice Commission (JJC) knows that a Trauma Response Unit (TRU) program has been operating in the boys' facility at Kearny Mesa Juvenile Detention Facility (Juvenile Hall) since Spring 2016 and it has been successful in altering behavior. The JJC recommends that a TRU program be established at East Mesa where probably more traumatized youth are held for longer periods. If there are budgetary constraints, the TRU program is probably needed more at East Mesa than Kearny Mesa. If there are a finite number of slots countywide for the TRU program, providing half of the slots at East Mesa makes a lot of sense. Note: The JJC's 2015 report recommended the establishment of a TRU program at East Mesa and the Probation Department replied that it will evaluate that possibility. The JJC believes that even though East Mesa is a long distance from downtown San Diego, its population needs the TRU program most. A TRU program at East Mesa might start in the Bravo unit.

2. Career Counselors and Mentors

The Juvenile Justice Commission (JJC) in its 2015 report on East Mesa recommended reinstating correctional counselors as a hiring category and also having on-site mentors (possibly paid by Second Chance or possibly volunteers). During the JJC's recent inspection, neither option seemed to be in place. The JJC was told that most of the new officers are entry-level and our observations of many of them showed that they were more like "prison guards" than youth-directed counselors.

The JJC recommends that at least 20% of the entry-level officers for East Mesa be classified as "counselors" and, although they are to receive the same training as new officers, that they be dressed in street clothes while on the job. The JJC also suggests that some of the older youth (18-21 years old) who are in Alpha unit and who have finished

their high school classes be recruited to be “mentors” for the younger boys who are in the Charlie, Golf or Juliet units.

3. Call Youth by First Name and Eliminate Wall Facing When Others Walk By

Following the lead of the Chief Probation Officer, the Juvenile Justice Commission (JJC) recommended the use of first names in last year’s reports for Kearny Mesa Juvenile Detention Facility (Juvenile Hall) and the Girls’ Rehabilitation Facility (GRF). The JJC now makes the same recommendation to refer to the youth at East Mesa by their first names if at all possible. A start has been made when the room postings at East Mesa list first and last names. Using first names makes the environment seem safer and less institutional.

Additionally, the JJC recommends that youth not be required to face the wall when others walk by them in the hall.

For San Diego County Office of Education:

1. Better Coordinate Educational Programs

The Juvenile Justice Commission (JJC) knows that the San Diego County Office of Education has a very difficult job coordinating education programs at East Mesa. These boys are not likely to succeed in completing the University of California’s A-G subjects and graduating from college. Instead, the JJC recommends the selection of experienced/motivating teachers (no unlicensed substitutes), adherence to year round education with no separate intercessions during summer, spring or winter breaks (according to the California Education Code), and emphasis on Career Technical Education (CTE) for-credit courses in culinary arts, horticulture/landscaping, plumbing, automotive/bicycle repair, music and art. Physical education teachers (rather than Probation Officers) should be in charge of the running club and should be available to coach some sports. The Special Education staff (three teachers) should consider initiating Individual Education Plans (IEPs) for youth who do not already come to East Mesa with an IEP. These boys could be discussed at the regular Multi-Disciplinary Team (MDT) meetings in which 7-8 cases are discussed by senior staff.

For Behavioral Health Services:

1. Behavioral Health Staff Should Be Available at East Mesa Juvenile Detention Facility on Saturdays

Mental Health

- a. Mental Health services are provided to youth on an as needed basis with some youth being seen weekly or multiple times a week depending on needs. Clinicians are brought in to assess youth for mental health needs and services are provided accordingly. Behavioral Health staff noted that any youth can request mental health services at any time should they want the support.
- b. Mental health services are offered Monday through Friday from 8:00 a.m. – 5:00 p.m. Evening services are provided until 7:00 p.m. on Mondays and Tuesdays, until 8:00 p.m. on Wednesdays and Thursdays, and until 6:00 p.m. on Fridays. Weekend services are provided on Sundays from 9:00 a.m. – 7:00 p.m.

- c. There are four Spanish speaking clinicians on staff.
- d. Eye Movement Desensitization and Reprocessing (EMDR) therapy is offered as a service for youth seeking trauma specific treatments.
- e. LGBTQI mental health services are offered to youth whom identify within the LGBTQI community.
- f. The program for youth with suicidal ideations is now called “Suicide Prevention” rather than “Suicide Watch” to help reduce the stigma of mental health needs. If youth are at risk for suicidal ideas and placed on watch, a clinician will meet with them and create a plan of care to help reduce youth's ideations and implement coping skills.
- g. Pre-release services are started before youth's release and mental health staff can follow youth out into the community temporarily to help connect youth to outside services.

Psychiatry

- a. Psychiatry staff reports 30-40% of youth at East Mesa are currently on psychiatric medication.
- b. Youth are given a 30-day supply of medication at release and are connected to outside providers once released. Staff report that community probation officers monitor youth to ensure continuity of care and access to psychiatric services

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	290	0	290
Facility Average Daily Population	0	0	148	0	148

- 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 / 10 Asleep: 1 / 30

Probation Staffing (As of date of inspection)	# Filled	# Open
Division Chief	1	0
Supervisors	9	2
Deputy Probation Officer	0	0
Correctional Deputy Probation Officer	95	11
Admin/Support	10	2
Other – Senior Probation Officer	5	0

B. Admissions and Orientation

1. How are youth oriented to rules and procedures in a developmentally appropriate manner? During the intake process, all youth receive the EMJDF Handbook (available in English and Spanish), which is a comprehensive and age-appropriate breakdown of the policies and procedures of the facility. Additionally, it includes other relevant information to assist youth in preventing and reporting any discrepancies in their treatment. This orientation is provided both verbally (with an interpreter if necessary) and in writing for all youth, including those who are limited in English proficiency or otherwise disabled.
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? In addition to verbally informing them, youth receive written information on their rights.
Where are rules and procedures posted in the facility? Information is posted in IBR, Central Control and in all housing units.

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 _____ Cards and books _____
Photos _____ Phone numbers and addresses _____

D. Youth Records

1. Are case records regarding individual youth kept on site? Yes No
If yes, what steps are taken to protect these records? All case records are stored electronically in the Probation Case Management System (PCMS). Additionally, Administrative Separation, Medical Isolation, and Privilege Suspension hard files are kept in file cabinets in the Administrative Senior's office and are accessible only to approved Probation staff.

E. Classification, Review, and Housing

1. Are youth assessed upon intake to determine appropriate classification? Yes No
a. If yes, what classifications are used?
Age and physically size (sophistication) _____ Commitment via Court Order _____
Gender _____ Current charge _____
Physical disability _____ Intellectual and Developmental _____

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? Monday – Friday, 3 p.m. – 8 p.m. Sunday, last name A to L, 9 a.m. – 10 a.m. and last name M to Z, 10:15 am to 11:15 am
2. Who may visit youth? Check all that apply:
- Parents/Legal guardians
- Adult siblings
- Minor siblings
- Other: Visitors (usually other family) approved by court order / Probation Officer.
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
1. What is the policy on undocumented parents/family members of a youth? Anyone with valid ID can visit.

How is this policy disseminated to parents/family members? Our policy does not specifically address undocumented family/guardian visits. However, visitation hours and rules are posted on the Probation website and in reception.

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 minutes
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 and Picks *</u>
<u>Toothpaste</u>	<u>Lotion</u>
3. How do staff members balance privacy and safety concerns? Youth are allowed an opportunity to shower in an individual room or shower stall, except in exigent circumstances or when such viewing is incidental to routine room checks.

III. Education Services

A. Staffing

1. Positions Filled or Open

Staff Type	# Filled	# Open
Credentialed Teachers	12	0
Credentialed Special Education Teachers	3	0
SPED Teacher Aides	2	2
Paid Tutors	0	0
Volunteer Tutors	0	
Other (Classroom Assistants and ELD Assistants)	7	0

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

Month	Avg. Student/Teacher Ratio	Avg. Daily Attendance
January	13.07 / 1	156.88
February	12.61/ 1	151.33
March	13.48 / 1	161.77
April	12.68 / 1	152.14
May	11.36/ 1	139.56
June	12.88 / 1	154.6
July	12.03/ 1	144.31
August	11.77 / 1	141.25
September	11.56 / 1	138.71
October	11.37/ 1	136.42
November	10.46/ 1	125.42
December	10.20 / 1	122.95

B. Capacity and Attendance

1. Number of classrooms in the facility? 19 in facility / 11 being used
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	15	13.06	20
2	15	13.06	20
3	15	13.06	20
4	15	13.06	20
5	15	13.06	20
6	15	13.06	20
7	15	13.06	20
8	15	13.06	20
9	15	13.06	20
10	15	13.06	20
11	15	13.06	20

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? Never
 - 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:
Court
Probation Mandated Classes

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
N/A		

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

N/A _____

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 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 | Journals

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

Paper | Reading Material
Textbooks | _____
Pencils | _____

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

i. Name: Marcy Tate

ii. Title: Admin Clerk

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

a. How many hours per day do students use computers? It depends on the classroom, but usually 1-2 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? Depending on student's educational needs

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

- i. If yes, how? Teachers can assign homework or students can do extra credit.

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 24 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. The plan takes consideration of partial credits and what credits a student still needs in order to get their high school diploma. The plan is the work of the academic counselor, student support specialists, and transition specialists. School districts are required per the California Education Code to accept partial credits.
3. Percentage of students who are not academically prepared to complete work at a 9th grade level? 25%

What interventions are used for these students? Students are provided differentiated instruction, accommodations which may include but are not limited to talk-to-text, small group 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.

- a. Are these students assessed for IEPs? Yes No
 - i. If no, why not? Not all students who 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 issue	This is a general education issue	This is a general education issue
IEP Plan	120	8	128
IEP Plan with ERMHS ³ Services	7	2	9
IEP Plan with BSPs or BIPs ⁴	11	2	13
Total	138	12	149

³ ERMHS – Educationally Related Mental Health Services

⁴ BSP – Behavior Support Plan; BIP – Behavior Intervention Plan

2. Who determines if a student admitted to the facility has an IEP?
 - a. Name: Elsa Ramirez
 - b. Title: Special Education Aide
3. How soon is this determination made after a student is admitted? One to two days.
4. How are a student's IEP records obtained? JCCS utilizes a database that districts in San Diego County use, and therefore we have electronic access to special education records. We also apply for records using written and faxed request forms and as a calling the district's special education liaison.
5. How long does it typically take to obtain such records? Between 24 hours and no longer than one 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 district Psychologist and Vista Hill
Counseling	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	IEP Team designates	School Psychologist School Social Worker
Speech and Language Services	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No	As identified by ERMHS	School district Psychologist and Vista Hill

- a. If the answer to any of the above is no, why not? N/A

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 meetings. There are also opportunities per the SDCOE Professional Development Calendar. Additional services are provided by Disability Awareness and the CDE Diagnostic Center Mental Health Trainings
 - b. What training do general education teachers have with regard to effectively teaching students with:
 - i. a learning disability? Differentiated Instruction, Co-teaching model; working with content area specific coaches, monthly staff meetings, SDCOE Professional Development Calendar, and Disability Awareness.

- ii. an emotional disturbance? Co-teaching model with Educational Specialists, monthly staff meetings. Additional services are provided by Disability Awareness and the CDE Diagnostic Center Mental Health Trainings
 - iii. significant attention issues? Differentiated Instruction, models learned from peer edited journals, monthly staff meetings, SDCOE professional calendar, monthly staff meeting and Disability Awareness.
8. Credentialed Special Education Teachers
- a. How many credentialed special education teachers are at the facility full-time?
Three
 - 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 and Weekly
 - 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, electronic mail, and phone calls.
 - f. Describe the most common obstacle to IEP compliance: Parents returning correspondence and obtaining parental consent for evaluations.
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 aide 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? 0

G. Post-High School/GED Programs

- 1. How many students are taking courses for college credit online? 30
 - a. At what college? Southwestern, Palomar, Mira Costa, Cuyamaca, Grand Canyon University.
- 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?
Horticulture Culinary Arts
52 Courses Using Plato ICE
- 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? 0

I. Special Programs and Activities

- 1. What other special programs or activities are take place in the classroom?
Art Classes Juvenile Book Club
Playwright Project _____
Words Alive _____
- 2. What programs or situations would result in a student leaving the classroom during school hours? Probation/court mandated classes, 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	CFMG	0	16
Physician's Assistant	1	CFMG	0	40
Registered Nurse	1	CFMG	0	24 hrs / day
Licensed Vocational Nurse	2 days 1 nights	CFMG	0	2 Nurses – 12 hrs / day 1 Nurse -- 12 hrs / night
Nurse Practitioner	0	CFMG	0	0
Emergency Medical Tech	0	0	0	0

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 checked="" type="checkbox"/>	<input type="checkbox"/>	LVN or RN	Intake exam by LVN or RN within 6hrs of arrival; Physical exam by RN within 72 hrs.
Dental	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Dentist on site once a week for exams/ sick call
Vision	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Behavioral Health/Psychological	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Referred as indicated
Sexually transmitted infections	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Interviewed on intake; Tests offered on all high risk; All females tested for GC and Chlamydia
Pregnancy test (if females are held in facility)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Other: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

C. Medical and Dental Health Needs

1. What is the procedure for youth to request:
 - a. medical services/treatment? Minor places in sick all box and it is picked up 5 times a day; Probation and Psych. May refer or request an exam.
 - b. dental services/treatment? Referred by MD or self-referred
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? Day shift 5 to 6 and PM shift after 6pm 2
4. What medical equipment is available to respond to the medical needs of the youth in the facility? First Aid kits, AEDs (3), Emergency Bag, oral and nasal airways, oxygen, glucose monitoring, cervical immobilization, etc.
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? 4
 - 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? 1 to 4 minutes
 - b. an request for an inhaler? 5 to 10 minutes
7. Call Slips
 - a. Who makes the determination whether or not a youth is seen after a sick call slip is turned in? RN or PA triages slips within 8 hours.
 - b. Of a random sample of 25 sick call slips:
 - i. How many were responded to? 25
 - ii. What was the average response time? 6 – 12 hours
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? Arranged by Probation.
 - c. How many youth saw a personal healthcare provider during the calendar year? 184

D. Intoxicated Youth

1. Please provide the written procedure for handling youth under the influence of any intoxicating substances. CFMG does not accept compromised minors into the facility.

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? ER
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: N/A

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: N/A

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?
Life threatening or unconscious

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. N/A

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. Wellness Team Programs:
 - Hepatitis A, B, C Education
 - Alcohol Education
 - Sexually Transmitted Infections
 - Start Smart Program Injury Prevention
 - Tuberculosis Education
 - Tobacco Education
 - Individual Health Education Counseling on a number of different health and Mental health related issues (Anger Management, Coping Skills, Insomnia, Anxiety, Sexually Transmitted infections, Tuberculosis, Alcohol and Other drugs, high risk behaviors, parenting, how to obtain health insurance, job training and other resources in the community).
 - b. Second Chance Programming:
 - Treatment Readiness and Induction Program (TRIP)
 - Seeking Safety
 - Moral Recognition Therapy (MRT)
 - Curriculum-Based Motivation Group
 - Life Skills
 - Work Readiness
 - TCU-Mapping Enhanced Counseling
 - Literacy Program
 - Vocational Training Certification (Southwestern College)
 - Violator Specific Programming
 - c. SAY San Diego:
 - Aggression Replacement Training Program (ART)
 - Criminal Conduct and Substance Abuse (CCSA)
 - Life Skills
 - d. Horticulture Program
 - e. Reading Legacies
 - f. Probation Programs:
 - Running Club
 - PREA Education
 - Anger Management
 - Chemical Dependency
 - Literacy Program

Personal Responsibility

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 un-sentenced youth in the facility permitted to work or perform chores on a voluntary basis? N/A Yes No
2. Are un-sentenced 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. Please see Policy & Procedures Section 6.2 Recreation and Exercise.
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? Homework is provided on a needed basis by the school, and Probation Officers are informed.

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.)? 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? Daily, Weekly and Monthly

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

a. If yes, how often? Several times a month

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: Prescription medications have been "cheeked" and passed on to other youth. Additionally, multiple youth were found in possession of scissors that were taken from a school classroom without permission of the teacher.

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

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. Please see Policy & Procedures Section 7.0 Behavior Control.

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	0
Attempted escapes	0
Serious assaults on detainees	48
Serious assaults on staff	12
Other serious incidents	149
Serious incidents above for which there is a written record	209

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 | <input type="checkbox"/> Committee |
5. Number of instances in the last calendar year: 209

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
<input checked="" type="checkbox"/> Division Chief	<input checked="" type="checkbox"/> Chief (if needed)
<input checked="" type="checkbox"/> Deputy Chief	<input type="checkbox"/> Committee
5. Number of instances in the last calendar year: 93

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	<input type="checkbox"/> Committee
5. Number of instances in the last calendar year: 2 (Restraint Chair)

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

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: 702

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

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? Staff entrance and outside police intake

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
 - a. If yes, describe what the training included: Prison Rape Elimination Act Monthly Trainings, Staff Training/Briefing Learning Management System Sheriff Trainings, Uniform Regulations/Kitchen Etiquette – Date marking, FIFO. Professional Standards Trainings for the National School Breakfast and Lunch Program – Food Handling Procedures, Five food groups, Portion control, food appearance and quality, Special diets, Proper hand washing, thermometer calibration techniques and practical application.
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? Sheriff's Food Services
8. Describe the types of work youth perform in the kitchen:
None

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? 2900 kcal
4. Are youth protected from having food taken from them? Yes No
5. What approximate percent of calories are from the following:
Protein: 18% Carbohydrate: 57% Fat: 24%
6. What is the procedure for handling a youth's request for second helping/additional food?
There is no procedure. Five meals a day is sufficient and alleviates the need.

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: On-Line (county intranet)
 - b. Where are the manuals located?
Probation Department 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? Bi-weekly or as needed
 - b. medical staff? Bi-weekly or as needed
 - c. mental health staff? Bi-weekly or as needed
 - d. contracted programming representatives? Bi-weekly or as needed
 - e. school/education staff? Bi-weekly 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	STAT Team/Probation
Appropriate Relationships/Boundaries with Youth	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Monthly	E-Blast monthly & Probation Department
Appropriate Disciplinary Techniques	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Annually	Probation Department
Confidentiality	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Every two years	Probation Department
Conflict Management	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Every two years	Probation Department
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 Department
Ethical Decision Making	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Every two years	Probation Department
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 Department
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
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 Department
Use of Restraints	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Annually	Probation Department
Other: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No		

G. Staff Misconduct

1. Please provide the written policy for addressing staff misconduct. Please see San Diego County Probation Department Policy Manual Sections 903 and 914.
2. Please provide the written policy that ensure youth are not bullied by staff. Please see Policy & Procedures Section 2.4 Rules of Professional Conduct and Section 7.1.2.3 Behavioral Control.
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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" 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 checked="" 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 checked="" 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 checked="" type="checkbox"/> No
Commenting on the Physical Appearance of Youth in a Manner Outside Scope of Staff Member's Job Duties	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input 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.

Any of the above allegations would be thoroughly investigated, and reported up the chain of command (up to and including Internal Affairs), if necessary. Supporting documentation will be available during inspection.

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.): None
