

Agenda

FCAC SRIC

February 19, 2018

1:30 PM

World Golf Village Renaissance St. Augustine Resort
St. Augustine, FL

Agenda topics

1.01	Newmans
7.05M	Staff
13.07M	Prins
23.05M	Staff
24.15M	Staff
25.09M	Staff
31.02M	Staff
31.05M	Staff
FPAP 3.02M	Staff



Florida Corrections Accreditation Commission, Inc.

STANDARDS REVISION FORM

Please provide standard number, and place an X in the appropriate box.

Standard Number 1.01

New Standard		Revision	X	Deletion
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<p>Proposal (State the standard exactly as you believe it should appear in the manual).</p> <p>1.01 The facility has distributed or posted a current organizational chart, having routine updates as organizational changes occur.</p> <p>I. Bullets</p> <p>II. Proofs of Compliance</p> <ul style="list-style-type: none"> • Current organizational chart(s) showing components/functions, (Qty Initial: 1) (Qty Reaccred: 1 each year, if change occurs) • Documented distribution of updated charts, as occurs or observation of posted charts (Qty Initial: 1) (Qty Reaccred: 1 each year, if occurs) • Observations <p>III. Required References</p> <p>IV. Assessor Guidelines</p> <p>V. Accreditation Manager Notes</p>
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<p>Rationale for revision.</p> <p>Since the assessors cannot observe this chart every year, delete "or observation of posted charts."</p> <p>Since it may not occur, change the second proof of compliance to require a documented proof <i>only if</i> the organizational chart <i>has</i> changed.</p> <p>Show a current chart the first year and any additional charts with changes during the accreditation cycle. And document any charts with changes have been distributed and posted. If there are no changes for 1-2-3 years why require them to put the same document in for each year?</p>

Proposed by:
 Name Carol Newmans Date 11/09/2017
 Agency St. Johns County Sheriff's Office
 Address 4015 Lewis Speedway
 City, State, ZIP St. Augustine, FL 32084
 Phone 904.209.2174

All proposed revisions will be submitted to the Standards Review and Interpretations Committee via FCAC for consideration.

Forward to: P.O. Box 1489 Tallahassee, FL 32302

Approved _____	Disapproved _____	Approved with changes _____
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Florida Corrections Accreditation Commission, Inc.

STANDARDS REVISION FORM

Please provide standard number, and place an X in the appropriate box.

Standard Number 7.05M

New Standard		Revision	X	Deletion
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<p>Proposal (State the standard exactly as you believe it should appear in the manual).</p> <p>7.05M A written directive establishes procedures for processing all complaints against the agency or its members, to include:</p> <p>I. Bullets</p> <p>A. Types of complaints to be investigated by line supervisors; B. Types of complaints to be reviewed by the internal affairs function; C. Types of complaints that require investigating by the internal affairs function; D. Procedures for maintaining a record of complaints received by the agency in accordance with Florida Statutes; E. Maintaining the confidentiality of internal affairs investigations in accordance with Florida Statutes; F. Secure storage of internal affairs records; and <u>G.</u> Provisions for releasing information at the conclusion of the investigation, upon request, and in conformance with the public records law; <u>and</u> G-H. <u>Procedures for reporting of sustained cases involving moral character..</u></p> <p>II. Proofs of Compliance</p> <ul style="list-style-type: none"> • <i>Written directive</i> addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1) • <u>Complaint documentation</u> (Qty Initial: 1 each type) (Qty Reaccred: 1 each type) • <u>CJSTC Form 78. (Qty Initial: 1) (Qty Reaccred: 1 each year)</u> • Observation of secure storage • Interviews <p>III. Required References</p> <p>Sections 112.533 and 119.07, Florida Statutes</p>

IV. Assessor Guidelines

V. Accreditation Manager Notes

Include one from bullet A, one from bullet C.

Rationale for revision.

Bullet H is a mandatory CJSTC reporting requirement.

Proposed by:

Name _____ Staff _____ Date ____ February 1, 2018 _____

Approved _____ Disapproved _____ Approved with changes _____



Florida Corrections Accreditation Commission, Inc.

STANDARDS REVISION FORM

Please provide standard number, and place an X in the appropriate box.

Standard Number 13.07M

New Standard		Revision		Deletion	
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<p>Proposal (State the standard exactly as you believe it should appear in the manual).</p> <p>The facility has written <i>emergency plans</i> to address the following:</p> <p>I. Bullets</p> <ul style="list-style-type: none"> A. Alarm systems and notifications; B. Internal and external communications, including fire, EMS, and law enforcement agencies; C. Response to alarms; D. Isolation and control of affected areas; E. Emergency response equipment, its use and maintenance; A. Release; F. Evacuation and escape prevention; G. Firefighting equipment; H. Emergency medical plans; I. Chain of command, including specific duties; J. Inspection schedules of hazardous areas; and K. Documentation required following an emergency. <p>II. Proofs of Compliance</p> <ul style="list-style-type: none"> • <i>Emergency plans</i> addressing each element of the standard (Qty Initial: 1) (Qty Reaccred: 1) <p>III. Required References</p> <p>IV. Assessor Guidelines</p> <p>V. Accreditation Manager Notes</p>

Rationale for revision.
This bullet is unnecessary and should be deleted.

Proposed by:
 Name Adam Prins Date October 16, 2017

Approved _____	Disapproved _____	Approved with changes _____
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Florida Corrections Accreditation Commission, Inc.

STANDARDS REVISION FORM

Please provide standard number, and place an X in the appropriate box.

Standard Number 23.05M

New Standard		Revision	X	Deletion
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<p>Proposal (State the standard exactly as you believe it should appear in the manual).</p> <p>23.05M If the facility maintains a housing area for juveniles, there is sufficient staffing to monitor and supervise <i>juveniles</i> at all times. Supervision and monitoring of juveniles shall include documented physical observations by correctional officers at intervals not to exceed 10 minutes.</p> <p>I. Bullets</p> <p>II. Proofs of Compliance</p> <ul style="list-style-type: none"> • <i>Employee</i> duty rosters (Qty Initial: 3) (Qty Reaccred: 1 each year) • Observation of <i>juvenile</i> housing areas • Documentation demonstrating 10-minute checks (Qty Initial: 3) (Qty Reaccred: 1 each year) <p>III. Required References</p> <p>Florida Statute 985.265</p> <p>IV. Assessor Guidelines</p> <p>V. Accreditation Manager Notes</p> <p>VI. Accreditation Manager Notes</p>
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Rationale for revision.
Clarifies the requirement for 10 minute checks regardless of where juveniles are in the facility

Proposed by:
 Name _____ Staff _____ Date February 1, 2018

Approved _____	Disapproved _____	Approved with changes _____
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Florida Corrections Accreditation Commission, Inc.

STANDARDS REVISION FORM

Standard Number 24.15M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

24.15M
A written directive describes procedures for inmates to be tested for infectious diseases, and includes:

I. Bullets

A. Review of test results by a physician, or advanced registered nurse practitioner;

B. Test results are confidential and shared only with those who have a need to know;

C. Test results are exempt from the Public Records law; and

D. Test results become part of the inmates' permanent medical file.

II. Proofs of Compliance

- *Written directive* addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1)
- Documentation demonstrating test completion (Qty Initial: 3) (Qty Reaccred: 1 each year)

III. Required References

~~Rule 64B-9-4.010, Florida Administrative Code~~
 Rule 64B-8-30.012, Florida Administrative Code

IV. Assessor Guidelines

V. Accreditation Manager Notes

Rationale for revision.

The reference was repealed 9/14/17.

Proposed by:
 Name _____ Staff _____ Date February 1, 2018 _____

Approved _____ Disapproved _____ Approved with changes _____



Florida Corrections Accreditation Commission, Inc.

STANDARDS REVISION FORM

Please provide standard number, and place an X in the appropriate box.

Standard Number 25.09M

New Standard		Revision	X	Deletion
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<p>Proposal (State the standard exactly as you believe it should appear in the manual).</p> <p>25.09M A written directive addresses storage of medications which require refrigeration; and includes:</p> <p>I. Bullets</p> <p>A. When stored in a general-use refrigerator, medications are kept in separate, covered, waterproof, labeled containers;</p> <p>B. Refrigerators in which medications are stored are equipped with a thermometer, and the temperature of the refrigerator is maintained between 36 degrees Fahrenheit and 46 degrees Fahrenheit;</p> <p>C. Medication refrigerators are cleaned and inspected monthly by medical staff;</p> <p>D. Daily temperatures, and monthly cleanings and inspections are documented on a checklist or other form developed by the facility.</p> <p>E. A refrigerator temperature log is used to record the interior of the refrigerator daily.</p> <p>II. Proofs of Compliance</p> <ul style="list-style-type: none"> • Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1) • Maintenance, temperature, and inspection logs demonstrating compliance (Qty Initial: 3) (Qty Reaccred: 1 each year) • Observation of refrigerators <p>III. Required References</p> <p>Standard 7. 36-29-11, Florida Model Jail Standards</p> <p>IV. Assessor Guidelines</p> <p>V. Accreditation Manager Notes</p>

Rationale for revision.
Incorrect Reference.

Proposed by:
Name _____ Staff _____ Date _____ February 1, 2017 _____

Approved _____	Disapproved _____	Approved with changes _____
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Florida Corrections Accreditation Commission, Inc.

STANDARDS REVISION FORM

Please provide standard number, and place an X in the appropriate box.

Standard Number 31.02M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

31.02M
A written directive describes the operations of the holding area and addresses the following:

I. Bullets

A. Securing all weapons before entering, with exceptions specified;
 B. Conditions under which a member enters an occupied holding area;
 C. Securing holding area doors;
 D. Security checks for weapons, and contraband, ~~and damaged equipment prior to use;~~
 E. An alert system to a designated control point in the event of an emergency; ~~and~~
F. A security alarm system linked to a designated control point if a member is not equipped with alert or panic alarm systems, or a means of two-way communication ~~;~~ and
F.G. Inspection of equipment for damage prior to use.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty initial: 1) (Qty Reaccred: 1)
- Observation of secured weapon storage
- Observation of alert system
- Observation of security alarm system.

III. Required References

IV. Assessor Guidelines

Both lethal and less-lethal weapons must be addressed.

The intent of bullet E is to ensure prisoners have a method of reporting an

emergency to agency personnel. The system is not required to be electronic.

V. Accreditation Manager Notes

Rationale for revision.

Bullet D has requirements that are not related, moving inspections for damaged equipment to another bullet clarifies the intent.

Proposed by:

Name _____ Staff _____ Date ____ February 1, 2018 _____

Approved _____ Disapproved _____ Approved with changes _____



Florida Corrections Accreditation Commission, Inc.

STANDARDS REVISION FORM

Please provide standard number, and place an X in the appropriate box.

Standard Number 31.05M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

31.05M
A written directive describes procedures to be followed in the event of an escape to include:

I. Bullets

- A. ~~Sounding of~~ Activating alarms;
- B. Persons or agencies to be notified;
- C. Assignment of available members;
- D. Mobilizing resources;
- E. Ending alert; and
- F. Reporting requirements.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Completed reports. (Qty Initial: 3) (Qty Reaccred: 3)

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

Rationale for revision.
Allows for different types of alarm systems

Proposed by:
Name _____ Staff _____ Date February 1, 2018

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Florida Corrections Accreditation Commission, Inc. FPAP STANDARDS REVISION FORM

Standard Number 3.02M

New Standard		Revision	X	Deletion	
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<p>Proposal (State the standard exactly as you believe it should appear in the manual).</p> <p>3.02 M</p> <p>A written directive outlines safety and security procedures for in-office arrests and physical incidents. All physical incidents are reported within a specified timeframe, and in writing to the appropriate authority. The directive includes:</p> <p>I. Bullets</p> <p>A. Procedures when active warrants are identified; and</p> <p><u>B.</u> Provisions for staff training and protocols for de-escalation;</p> <p>B.C. <u>Provisions for staff training and protocols for</u> and use of force.</p> <p>II. Proofs of Compliance</p> <ul style="list-style-type: none"> <u>•</u> Written directive addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1) <u>•</u> <u>Proof of training (Qty Initial: 1) (Qty Reaccred: 1 each year)</u> <u>•</u> Employee interviews <p>III. Required References</p> <p>IV. Assessor Guidelines</p> <p>V. Accreditation Manager Notes</p>
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<p>Rationale for revision.</p> <p>De-escalation and use of force are two separate concepts and should be treated separately in the standard.</p>
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Proposed by:
 Name _____ Staff _____ Date February 1, 2018

Approved _____	Disapproved _____	Approved with changes _____
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