

# Agenda

# FCAC SRIC

June 18, 2018  
1:30 PM  
Omni  
Championsgate, FL

## Agenda topics

8.01	Carol Newmans
9.14M	Staff
11.06M	Staff
11.07M	Staff
11.10	Staff
21.02M	David Harvey
24.15M	Staff
24.16	David Harvey
24.17M	David Harvey
FCAC Glossary Annual	David Harvey
FCAC Glossary	Jeff Owens



# Florida Corrections Accreditation Commission, Inc.

## STANDARDS REVISION FORM

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

Standard Number 8.01

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

All members participate in exposure control training prior to assignment, to include:

I. Bullets

- A. Familiarization with the agency's Exposure Control Plan;
- B. Familiarization with the basic **epidemiology** description, symptoms, and the modes of transmissions of infectious diseases;
- C. An explanation of the use and limitations of methods that will prevent or reduce exposure, including personal protective equipment;
- D. An explanation of procedures to follow at any incident involving blood or other potentially infectious materials;
- E. An explanation of procedures to follow if an exposure occurs, including reporting requirements and medical follow-up;
- F. An explanation of the signs, labels, and color coding identifying biohazardous waste;
- G. Familiarization with the agency's biohazardous waste disposal (procedures; and
- H. An opportunity to have questions answered.

Rationale for revision.

Change epidemiology to an easier word "description."

Proposed by:

Date submitted: March 1, 2018

Name: Carol Newmans Email: cnewmans@sjso.org

Agency: St Johns County Sheriff's Office

Address: 4015 Lewis Speedway

City, State, ZIP: St. Augustine, FL 32095

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

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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 9.14M

New Standard	<input checked="" type="checkbox"/>	Revision	<input type="checkbox"/>	Deletion	<input type="checkbox"/>
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Proposal (State the standard exactly as you believe it should appear in the manual).

### **9.14M**

All members will receive periodic educational training, as defined by the agency, related to mental health awareness, prevention, mitigation, and treatment.

#### **I. Bullets**

#### **II. Proofs of Compliance**

- Proof of training (Qty Initial: 1) (Qty Reaccred: 3)
- Interview members

#### **III. Required References**

S. 112.1815, Florida Statutes

#### **IV. Assessor Guidelines**

#### **V. Accreditation Manager Notes**

Rationale for revision.

Florida legislature created the training requirement for agencies employing first responders by amending s. 112.1815, F.S. Effective date: October 1, 2018

Proposed by:

Date submitted:

Name: Staff      Email:

Agency:

Address:

City, State, ZIP:  
Phone:

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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 11.06M

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><b>11.06M</b></p> <p>A <i>written directive</i> specifies the requirements of a disciplinary hearing to include:</p> <p><b>I. Bullets</b></p> <p>A. Inmates are provided at least a 24-hour notice in writing of the impending hearing and charges against them;</p> <p>B. The hearing is held within seven working days of the incident. If extenuating circumstances exist, the disciplinary hearing time may be extended to 10 working days of the incident;</p> <p>C. The disciplinary committee or hearing officer must determine the inmate understands the charges and possible resulting actions;</p> <p>D. <i>Employee</i> assistance for any inmate unable to defend him/herself due to disability, language, or literacy problems; and</p> <p>E. Inmates are provided a written decision on the results of their hearings.</p> <p><b>II. Proofs of Compliance</b></p> <ul style="list-style-type: none"> <li>• <i>Written directive</i> addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1)</li> <li>• Written notifications to accused inmates of hearing and charges (Qty Initial: 1) (Qty Reaccred: 1 each year)</li> <li>• Disciplinary records showing hearing within seven days of the incident. (Qty Initial: 1) (Qty Reaccred: 1 each year)</li> <li>• Hearing records showing confirmation of inmate understanding (Qty Initial: 1) (Qty Reaccred: 1 each year)</li> <li>• Hearing records indicating requests for staff assistance (Qty Initial: 1) (Qty Reaccred: 1 each year)</li> <li>• Documentation showing provision of hearing results (Qty Initial: 1) (Qty Reaccred: 1 each year)</li> <li>• Staff and inmate interviews</li> </ul> <p><b>III. Required References</b></p>
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~~Rule 33-601.307, Florida Administrative Code~~  
~~FMJS Chapter 13~~

**IV. Assessor Guidelines**

Working days are Monday through Friday, excluding holidays.

**V. Accreditation Manager Notes**

Rationale for revision.

~~FMJS Chapter 13 is a more appropriate reference for this standard.~~

Proposed by:

Date submitted:

Name: Staff Email:

Agency:

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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 11.07M

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

### 11.07M

A *written directive* specifies the committee chairperson, a majority of the committee, or the hearing officer have the following responsibilities:

#### I. Bullets

- A. Authority to call witnesses;
- B. Allow evidence, and/or documents; and
- C. Document reasons for not calling witnesses, or restricting information.

#### II. Proofs of Compliance

- *Written directive* addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1)
- Hearing records identifying witnesses, evidence, or documents (Qty Initial: 1) (Qty Reaccred: 1 each year)
- Documentation citing reasons for not calling witnesses or restricting information (Qty Initial: 1) (Qty Reaccred: 1 each year)
- Interviews of disciplinary inmates

#### III. Required References

~~Rule 33-601.307, Florida Administrative Code~~  
FMJS Chapter 13

#### IV. Assessor Guidelines

#### V. Accreditation Manager Notes

Rationale for revision.

FMJS Chapter 13 is a more appropriate reference for this standard.



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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 11.10

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual). <b>11.10</b> A <i>written directive</i> specifies decisions of guilt shall be based solely on witnesses, evidence, and documentation, with statements to that effect made part of the official hearing record.  <b>I. Bullets</b>  <b>II. Proofs of Compliance</b> <ul style="list-style-type: none"> <li>• <i>Written directive</i> addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1)</li> <li>• Hearing records (Qty Initial: 1) (Qty Reaccred: 1 each year)</li> <li>• <i>Employee</i> and inmate interviews</li> </ul> <b>III. Required References</b> <del>Rule 33-601.307 Disciplinary Hearings, Florida Administrative Code</del> <u>FMJS Chapter 13</u>  <b>IV. Assessor Guidelines</b>  <b>V. Accreditation Manager Notes</b>
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Rationale for revision. <u>FMJS Chapter 13 is a more appropriate reference for this standard.</u>
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Date submitted:

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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 21.02

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

*A written directive* prohibits inmates and *employees* from working in any food service area if known to have a communicable disease, open wound, sore, or respiratory infection. Medical clearance is required before working with any food.

**I. Bullets**

**II. Proofs of Compliance**

- *Written directive* addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1)
- Medical clearance records for inmates and ~~employees~~ (Qty Initial: 3) (Qty Reaccred: 1 each year)
- Medical clearance records (medical and laboratory) for food service employees when the agency has reasonable cause to suspect possibility of disease transmission (QTY Initial: 3) (Qty Reaccred: 1 each year)

**III. Required References**

Florida Administrative Code 64E-11.011

**IV. Assessor Guidelines**

**V. Accreditation Manager Notes**

Includes employees of companies contracted to provide food services.

Rationale for revision.

Companies contracted to provide food services may not require annual physicals. FAC 64E-11 directs agencies to immediately exclude the employee from all food service establishments when the agency has reasonable cause to suspect possibility of disease transmission. If employees work for food service vendors for long periods of time they would only have a medical clearance record from their initial employment date.

Proposed by:

Name Sergeant David Harvey Date 3/16/2018  
Agency Jacksonville Sheriff's Office  
Address 501 East Bay Street  
City, State, ZIP Jacksonville, Florida 32202  
Phone (904) 630-2188

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

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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 to 64B-9-4.010, F.A.C. was repealed 9/14/17.  
The reference to 64B-8-30.012, F.A.C. is not necessary, since Physician Assistants cannot diagnose conditions based on review of test results (as per FMJS Medical Director)

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 24.16

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>A written directive addresses transfer of inmates to other facilities, and includes:<sup>43</sup></p> <hr/> <p><b>I. Bullets</b></p> <p>A. A requirement for inmate medical files, or a summary of the medical files, to accompany the inmate, in a sealed envelope marked "Confidential Medical Information;" and<sup>11</sup></p> <p>B. At least three days dosage of medication shall accompany the medical records for inmates who are taking prescription medication, unless otherwise directed by the facility physician or authorized medical designee.<sup>11</sup></p> <p>C. <b>Written instructions regarding health interventions required enroute for transporting officers separate from the medical record.</b></p> <hr/> <p><b>II. Proofs of Compliance</b></p> <ul style="list-style-type: none"> <li>• Written directive addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1)</li> <li>• Transfer records (Qty Initial: 3) (Qty Reaccred: 1 each year)</li> <li>• Employee interviews</li> </ul>
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Rationale for revision.

Officers performing the transfer should have the most current instructions to insure the safe transportation of the inmate to other facilities. The standard phrase, "Use Universal Precautions" does not apply in all cases. Officers need to know if the inmate is likely to have a seizure or other medical emergencies.

Proposed by:

Name Sergeant David Harvey Date 3/14/2018

Agency Jacksonville Sheriff's Office

Address 501 East Bay Street

City, State, ZIP Jacksonville, Florida 32202

Phone (904) 630-2188

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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 24.17M

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

### 24.17M

A *written directive* requires pregnant inmates receive prenatal care. Pregnant inmates are exempt from work details as determined by medical personnel.

#### I. Bullets

#### II. Proofs of Compliance

- *Written directive* addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1)
- Documentation of prenatal care (Qty Initial: 3) (Qty Reaccred: 1 each year)
- Documentation that pregnant inmates are exempt from work details as determined by medical personnel

#### III. Required References

#### IV. Assessor Guidelines

#### V. Accreditation Manager Notes

Rationale for revision.

This standard has two parts, however the proofs of compliance only require documentation of the first part prenatal care. Assessors interpret the standard and are requiring proofs for both parts of the standard. Just adding the required proof of compliance to meet the full intent of the standard.

Proposed by:

Name Sergeant David Harvey Date 3/14/2018  
Agency Jacksonville Sheriff's Office  
Address 501 East Bay Street  
City, State, ZIP Jacksonville, Florida 32202  
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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 \_\_\_\_\_ Glossary \_\_\_\_\_

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

**Definition for Annual:**

An event occurring once every 12 calendar (January – December) months.

Rationale for revision.

There is no definition for annual in the FCAC Standards Manual. There is a definition for annual in the CFA Manual. In FCAC Chapter 9.01M Bullets A-C all start with the word Annual with no definition of annual. Some would say every 12 months, January – December or it could be the accreditation cycle dates for example April -April.

Proposed by:

Name Sergeant David Harvey Date 3/14/2018

Agency Jacksonville Sheriff's Office

Address 501 East Bay Street

City, State, ZIP Jacksonville, Florida 32202

Phone (904) 630-2188

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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 – FCAC Manual / GLOSSARY

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

Delete one definition in the FCAC Glossary and add one new definition in the FCAC Glossary.

In the current FCAC glossary, "Medical Screening" is defined, plus "Inmate Medical Screening" is also defined. It seems confusing to have two very similar terms in the glossary.

Rationale for revision.

A potential resolution would be for the SRIC to consider eliminating "Medical Screening" which could be replaced by an acceptable definition of "Inmate Health Appraisal" which has yet to be defined in the glossary.

Proposed by:

Name: Jeff Owens  
 Date: April 6, 2018  
 Agency: Indian River County Sheriff's Office - Bureau of Corrections  
 Address: Vero Beach, Florida  
 Phone: 772.978.6293

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

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