



# **FLORIDA CORRECTIONS ACCREDITATION COMMISSION, INC.**

## **MEMORANDUM**

Date: February 28, 2017

From: Lori Mizell, Executive Director

Subject: Florida Corrections Accreditation Commission Change Notice 4.03

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The following revisions were approved by the Commission at the February 21, 2017 meeting. They are effective as of that date. Agencies have one year to come in to compliance with new or amended standards, unless otherwise directed by the Commission.

## 7.02

A *written directive* requires the following information is provided in writing to the affected employee when a misconduct investigation results in dismissal:

### I. Bullets

- A. The reason;
- B. Effective date; and
- C. Status of fringe and retirement benefits; and
- D. A statement outlining the employee's rights.

### II. Proofs of Compliance

- *Written directive* addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1)
- Dismissal records demonstrating elements of the standard (Qty Initial: 1) (Qty Reaccred: 1)

### III. Required References

### IV. Assessor Guidelines

### V. Accreditation Manager Notes

## **9.04M**

All new *certified members* and those working under TEAs receive training in methods of self-defense, approved by the *agency* prior to assignment to duties where force may be used.

### **I. Bullets**

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

- Training records (Qty Initial: 3) (Qty Reaccred: 1 each year)

### **III. Required References**

~~Sections 30.2905, 561.25, 648.44, Florida Statutes~~

CJSTC Rule 11B-27.00213

### **IV. Assessor Guidelines**

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

### **9.13M**

A written directive identifies all certified and civilian *positions* which require *specialized training*.

#### **I. Bullets**

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

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Interview employees in positions which require specialized positionstraining.

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

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

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

## **18.02M**

A *written directive* specifies inmates are provided the following:

### **I. Bullets**

- A. Clean clothing, if held beyond first appearance;
- B. Clean clothing at least twice per week; and
- C. Clean linens at least once per week.

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

- *Written directive* addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1)
- Documentation of initial issuance (Qty Initial: 3) (Qty Reaccred: 1 each year)
- Documentation showing clean clothing issued at least twice per week and clean linens at least once per week (Qty Initial: 2 consecutive weeks) (Qty Reaccred: 2 consecutive weeks for each year)
- Employee and inmate interviews

### **III. Required References**

### **IV. Assessor Guidelines**

| Facility may issue clean clothing either twice per week or two sets weekly.

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