



Florida Corrections Accreditation Commission, Inc.

P.O. Box 1489 ~ Tallahassee, FL 32302
(800) 558-0218 ~ (850) 410-7200

MEMORANDUM

Date: February 27, 2025
From: R. Stacy Lehman, Executive Director
Subject: FCAC Standards Manual Change Notice 4.25

The following revisions were approved by the Commission at the February 19, 2025, meeting. They are effective as of that date. Agencies have one year to come into compliance with new or amended standards, unless otherwise directed by the Commission.

Program Overview
13.10M (New Standard)
13.11M (New Standard)
20.03
29.01

PROGRAM OVERVIEW

The Commission offers ~~two ways~~ a method for a correctional facilities~~es~~y to become state accredited. Agencies ~~may choose to~~ shall comply with all applicable state standards ~~(full compliance)~~ or, ~~if the agency is currently nationally accredited through the American Correctional Association (ACA), they may choose to comply with only the standards outlined as additional to the national process (comparative compliance).~~

~~The agency must provide evidence of current accreditation by ACA and undergo an assessment for Florida standards not addressed by those entities. FCAC agencies undergoing a comparative compliance assessment will have three assessors scheduled for three days unless the FAO determines otherwise.~~

13.10M (New Standard)

If a facility has K-9 teams, a *written directive* specifies the following:

I. Bullets

- A. Circumstances for use;
- B. Handler selection criteria;
- C. Duties and responsibilities;
- D. Certification;
- E. Training requirements for the handler and the K-9; and
- F. Deployment documentation.

II. Proofs of Compliance

- *Written directive* addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Certification documentation, if applicable. (Qty Initial: 1) (Qty Reaccred: 1)
- Training documentation. (Qty Initial: 3) (Qty Reaccred: 1 each year, different type each year)
- Deployment documentation. (Qty Initial: 3) (Qty Reaccred: 1 each year, different type each year)
- Interviews with K-9 handler.

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

Provide training documentation and certification for K-9 handler and team.

13.11M (New Standard)

If the facility uses narcotics for K-9 training, a *written directive* establishes an accounting system to include:

I. Bullets

- A. Procedures for the issuance and disposition of narcotics used for K-9 training to include when packaging has been compromised;
- B. Security, storage, and accountability of issued training narcotics when not in use;
- C. A documented unannounced inventory of narcotics used for K-9 training is conducted as directed by the agency's CEO; and
- D. Follow-up investigative procedures for lost, missing, or stolen narcotics.

II. Proofs of Compliance

- *Written directive* addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Documented issuance/disposition of agency issued narcotics. (Qty Initial: 3) (Qty Reaccred: 3)
- Inventory documentation. (Qty Initial: 1) (Qty Reaccred: 1 each year)

III. Required References

IV. Assessor Guidelines

Inventory – The act or process of cataloging through a full or partial accounting, as defined by the agency, of the quantity of goods or materials on hand.

V. Accreditation Manager Notes

20.03

A written directive requires inmates are given the opportunity to shave.

I. Bullets

II. Proofs of Compliance

- Written directive addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1)
- ~~Razor Issuance~~ Shaving log (Qty Initial: 1) (Qty Reaccred: 1 each year)
- Documentation of reasons for denial (Qty Initial: 1) (Qty Reaccred: 1 each year)
- Employee and inmate interviews

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

29.01

A written directive requires incoming and outgoing mail is ~~handled without delay and received only through the facility~~ delivered to and from inmates without unnecessary delay.

I. Bullets

II. Proofs of Compliance

- *Written directive* addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1)
- Observation of mail handling system
- Employee and inmate interviews

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes