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454

OPR: OPERATIONS & LEGAL

INMATE SEXUAL ABUSE AND HARASSMENT (Prison Rape Elimination Act [PREA])

I. GENERAL

This Alabama Department of Corrections (ADOC) Administrative Regulation (AR) establishes the responsibilities, policies, and procedures to implement a zero-tolerance policy for prohibiting, preventing, detecting, responding to and investigating the sexual abuse and harassment of inmates under ADOC care and control.

II. POLICY

It is the policy of the ADOC to maintain a zero-tolerance policy against inmate sexual abuse and harassment and custodial sexual misconduct. Any sexual conduct, whether inmate-on-inmate or employee-on-inmate, and whether consensual or forced, is strictly prohibited.

III. DEFINITION(S) AND ACRONYM(S)

For purposes of this Regulation, the following words shall have the following meanings:

A. Allegation:

1. **Substantiated Allegation:** An allegation that was investigated and determined to have occurred.
2. **Unfounded Allegation:** An allegation that was investigated and determined not to have occurred.
3. **Unsubstantiated Allegation:** An allegation that was investigated and the investigation produced insufficient evidence to make a final determination as to whether or not the event occurred.

B. Custodial Sexual Misconduct: As defined in Alabama Code Section 14-11-31:

1. It shall be unlawful for any employee to engage in sexual conduct with a person who is in the custody of the Department of Corrections, the Department of Youth Services, a sheriff, a county, or a municipality.
 2. It shall be unlawful for any probation or parole officer to engage in sexual conduct with a person who is under the supervisory, disciplinary, or custodial authority of the officer engaging in the sexual conduct with the person.
 3. Any person violating subsection (a) or (b) shall, upon conviction, be guilty of custodial sexual misconduct.
 4. Custodial sexual misconduct is a Class C felony.
 5. For purposes of this article, the consent of the person in custody of the Department of Corrections, the Department of Youth Services, a sheriff, a county, or a municipality, or a person who is on probation or on parole, shall not be a defense to a prosecution under this article.
- C. **DOJ**: The term “DOJ” means the United States Department of Justice.
- D. **DOJ Certified Auditor**: A person that is certified as completing the DOJ requirements to conduct institutional audits for compliance with Federal PREA Standards.
- E. **Employee/Staff**: Any person employed by the ADOC as a full-time, part-time, conditional or temporary employee and all other persons such as contractors, authorized service providers, vendors, and volunteers in the classified and unclassified service.
- F. **Exigent Circumstances**: Any set of temporary and unforeseen circumstances that require immediate action in order to combat a threat to the security or institutional order of a facility.
- G. **Institutional PREA Compliance Manager**: The designated person at the facility with the time and authority to coordinate the facility’s efforts to comply with the PREA Standards.
- H. **Intersex**: A person whose sexual or reproductive anatomy or chromosomal pattern does not seem to fit typical definitions of male or female. Intersex medical conditions are sometimes referred to as disorders of sex development.
- I. **LGBTI**: The term “LGBTI” means Lesbian, Gay, Bisexual, Transgender or Intersex.
- J. **PREA Director**: An individual designated by the Commissioner with the authority to coordinate and develop procedures to identify, monitor, and track sexual abuse rape and sexual harassment in the ADOC; maintain statistics; and, conduct practice audits to ensure compliance with Department policy and the Prison Rape Elimination Act of 2003 and Prison Rape Elimination Act National Standards (Code of Federal Regulations, Title 28, Part 115).

- K. **Prison Rape Elimination Act (PREA) of 2003:** A federal statute enacted in September of 2003 to provide for the analysis of the incidences and effects of sexual abuse in federal, state, and local institutions and to provide information, resources, recommendations and funding to enable reviews of facility practice in order to protect individuals from sexual abuse in confinement.
- L. **Sexual Abuse:** Unlawful sexual relations with a person of the same or opposite sex, done forcibly and/or against the person's will or done with a person incapable of consenting as a result of being drugged, drunk, unconscious, mentally abnormal, physically helpless, or legally incapable of giving consent. See Alabama Code Sections 13A-6-66 and 13A-6-67.

Sexual abuse (as defined in PREA Standard §115.6) includes:

1. Sexual abuse of an inmate, detainee, or resident by another inmate, detainee, or resident; and
2. Sexual abuse of an inmate, detainee, or resident by a staff member, contractor, or volunteer.

Sexual abuse of an inmate, detainee, or resident by another inmate, detainee, or resident includes any of the following acts, if the victim does not consent, is coerced into such act by overt or implied threats of violence, or is unable to consent or refuse:

1. Contact between the penis and the vulva or the penis and the anus, including penetration, however slight;
2. Contact between the mouth and the penis, vulva, or anus;
3. Penetration of the anal or genital opening of another person, however slight, by a hand, finger, object, or other instrument; and
4. Any other intentional touching, either directly or through the clothing, of the genitalia, anus, groin, breast, inner thigh, or the buttocks of another person, excluding contact incidental to a physical altercation.

Sexual abuse of an inmate, detainee, or resident by a staff member, contractor, or volunteer includes any of the following acts, with or without consent of the inmate, detainee, or resident:

1. Contact between the penis and the vulva or the penis and the anus, including penetration, however slight;
2. Contact between the mouth and the penis, vulva, or anus;
3. Contact between the mouth and any body part where the staff member, contractor, or volunteer has the intent to abuse, arouse, or gratify sexual desire;

4. Penetration of the anal or genital opening, however slight, by a hand, finger, object, or other instrument, that is unrelated to official duties or where the staff member, contractor, or volunteer has the intent to abuse, arouse, or gratify sexual desire;
5. Any other intentional contact, either directly or through the clothing, of or with the genitalia, anus, groin, breast, inner thigh, or the buttocks, that is unrelated to official duties or where the staff member, contractor, or volunteer has the intent to abuse, arouse, or gratify sexual desire;
6. Any attempt, threat, or request by a staff member, contractor, or volunteer to engage in the activities described in paragraphs (1)-(5) of this section; and
7. Any display by a staff member, contractor, or volunteer of his or her uncovered genitalia, buttocks, or breast in the presence of an inmate, detainee, or resident, and
8. Voyeurism by a staff member, contractor, or volunteer.

M. **Sexual Aggressor**: A person who threatens, attempts, or commits a sexual assault.

N. **Sexual Assault Kit**: A sexual assault evidence collection kit or sexual assault forensic evidence (SAFE) kit is a set of items used by medical personnel for gathering and preserving physical evidence following an allegation of sexual assault which can be used in a rape investigation.

O. **Sexual Harassment**: As defined in PREA Standard §115.6:

1. Repeated and unwelcome sexual advances, requests for sexual favors, or verbal comments, gestures, or actions of a derogatory or offensive sexual nature by one inmate, detainee, or resident directed toward another; or
2. Repeated verbal comments or gestures of a sexual nature to an inmate, detainee, or resident by a staff member, contractor, or volunteer, including demeaning references to gender, sexually suggestive or derogatory comments about body or clothing, or obscene language or gestures.

P. **Sexual Misconduct**: As defined in Alabama Code Section 13A-6-65:

1. A person commits the crime of sexual misconduct if:
 - a. Being a male, he engages in sexual intercourse with a female without her consent, under circumstances other than those covered by Sections 13A-6-61 and 13A-6-62; or with her consent where consent was obtained by the use of any fraud or artifice; or
 - b. Being a female, she engages in sexual intercourse with a male without his

consent; or

- c. He or she engages in deviate sexual intercourse with another person under circumstances other than those covered by Sections 13A-6-63 and 13A-6-64. Consent is no defense to a prosecution under this subdivision.

2. Sexual misconduct is a Class A misdemeanor.

Q. **Sexual Torture:** As defined in Alabama Code Section 13A-6-65.1:

1. A person commits the crime of sexual torture:

- a. By penetrating the vagina or anus or mouth of another person with an inanimate object by forcible compulsion with the intent to sexually torture or to sexually abuse.
- b. By penetrating the vagina or anus or mouth of a person who is incapable of consent by reason of physical helplessness or mental incapacity with an inanimate object, with the intent to sexually torture or to sexually abuse.
- c. By penetrating the vagina or anus or mouth of a person who is less than 12 years old with an inanimate object, by a person who is 16 years old or older with the intent to sexually torture or to sexually abuse.

2. The crime of sexual torture is a Class A felony.

R. **Sexual Victimization:** All types of unwanted sexual activity, e.g., oral, anal, or vaginal penetration; manual stimulation of sexual organs, touching of the inmate's buttocks, inner thighs, penis, breast, or vagina in a sexual way; abusive sexual contacts; and both willing and unwilling sexual activity with employee/staff.

S. **Sodomy:** As defined in Alabama Code Sections 13A-6-63 and 13A-6-64:

Sodomy in the first degree.

1. A person commits the crime of sodomy in the first degree if:

- a. He engages in deviate sexual intercourse with another person by forcible compulsion; or
- b. He engages in deviate sexual intercourse with a person who is incapable

of consent by reason of being physically helpless or mentally incapacitated; or

- c. He, being 16 years old or older, engages in deviate sexual intercourse with a person who is less than 12 years old.

2. Sodomy in the first degree is a Class A felony.

Sodomy in the second degree.

1. A person commits the crime of sodomy in the second degree if:

- a. He, being 16 years old or older, engages in deviate sexual intercourse with another person less than 16 and more than 12 years old.
- b. He engages in deviate sexual intercourse with a person who is incapable of consent by reason of being mentally defective.

2. Sodomy in the second degree is a Class B felony.

T. **Transgender:** A person whose gender identity (i.e. internal sense of feeling male or female) is different from the person's assigned sex at birth.

U. **Voyeurism:** Voyeurism by a staff member, contractor, or volunteer means an invasion of privacy of an inmate, detainee, or resident by staff for reasons unrelated to official duties, such as peering at an inmate who is using a toilet in his or her cell to perform bodily functions; requiring an inmate to expose his or her buttocks, genitals, or breasts; or taking images of all or part of an inmate's naked body or of an inmate performing bodily functions. (As defined in PREA Standard §115.6, Definitions related to sexual abuse)

V. **Youthful Inmate:** Any inmate housed in an adult facility whose age is under eighteen (18).

IV. RESPONSIBILITIES

- A. The Commissioner shall be responsible for ADOC's compliance with federal and state laws relating to PREA.
- B. The Associate Commissioner of Operations and Deputy Commissioner of Women's Services shall be responsible for the oversight of the facilities' staffing plans.
- C. The I&I Director shall be responsible for:

1. Ensuring that all allegations of sexual abuse and harassment are thoroughly investigated.
2. Referring violations of law to the district attorney for prosecution.
3. Reporting statistical data for PREA related incidents.
4. Conducting a criminal background records check, to include a review of any ongoing investigations, on anyone considered for promotion, hire or rehire.
5. Informing the inmate as to whether the allegation has been determined to be substantiated, unsubstantiated, or unfounded.
6. Informing the inmate of the following information when an inmate alleges that an employee/staff member committed sexual abuse against the inmate: 1) the employee/staff is no longer with the ADOC; 2) the employee/staff is no longer employed at the institution; 3) the employee/staff has been indicted on a charge related to the sexual abuse; or 4) the employee/staff has been convicted on a charge related to the sexual abuse. This notification shall be documented.

D. The ADOC General Counsel shall be responsible for:

1. Ensuring that contracts for confinement of inmates include a provision indicating to the contracting entity its obligation to comply with the PREA standards and the ADOC's monitoring of such compliance.
2. Supervising the PREA Director.

E. The PREA Director shall be responsible for:

1. Implementing, managing, and monitoring ADOC's compliance with the PREA standards.
2. Consulting with the Associate Commissioner of Operations and/or Deputy Commissioner of Women's Services and the facility Warden to provide input on the institutional staffing plans and surveillance monitoring equipment additions or changes as it relates to PREA.
3. Assisting the Warden/Director in developing and updating each institutional Standard Operating Procedure(s) (SOPs), as necessary, for the implementation of AR 454, *Inmate Sexual Abuse and Harassment*.
4. Briefing the Warden/Director of allegations, investigations, findings, and the identity of potential victims and potential aggressors without violating confidentiality requirements of Federal PREA Standards.
5. Collaborating with the ADOC Legal Division to develop contracts with DOJ Certified Auditors;

6. Coordinating with and assisting the DOJ Certified Auditor who conducts the actual PREA audit.
7. Conducting annual internal audits of ADOC institutions scheduled for PREA Audits, to ensure compliance with AR 454 and Federal PREA Standards.
 - a. The PREA Director shall review the following at each institution being audited for compliance prior to any actual audit:
 - (1) Prevention Planning;
 - (2) Responsive Planning;
 - (3) Training and Education;
 - (4) Screening for Risk of Sexual Victimization and Abusiveness;
 - (5) Reporting Procedures;
 - (6) Response Following an Inmate Report;
 - (7) Staff first responder duties;
 - (8) Protection of inmates from contact with abusers;
 - (9) Investigations;
 - (10) Corrective action for staff;
 - (11) Corrective action for contractors and volunteers; and
 - (12) Disciplinary sanctions for inmates.
 - b. The PREA Director/designee shall review, at a minimum, a sampling of PREA related documents and other records for the most recent one- year period.
 - c. The PREA Director/designee shall interview a representative sample of inmates and employees/staff in a private setting.
8. Ensuring policy is in place such that inmates and employees/staff who report sexual abuse, sexual harassment, or cooperate with a sexual investigation are protected from retaliation by other inmates or employees/staff and monitoring for ninety (90) days after an incident.
9. Reporting statistical data for PREA related incidents.

10. Ensuring all aggregated sexual abuse data is posted on the ADOC website by way of annual reporting and ensuring all data is stored securely for at least 10 years after the date of initial collection

F. The Information Systems Director shall be responsible for developing:

1. A method of electronically documenting PREA risk assessments.
2. A method of controlling access to electronic PREA risk assessments.
3. A method of electronic identification within the Inmate Management System (IMS) that will assist in alerting the appropriate employee/staff members of inmates who are at a high risk of victimization or inmates who are potential aggressors.
4. Any additional Ad Hoc reports.

G. The Training Director shall be responsible for:

1. Training curricula for the Basic Training Academy, Regional In-Service Training Centers, and other specialized training as necessary for PREA compliance.
2. Reporting education and training statistical data to relevant parties.
3. Retaining records of employees who have completed training.

H. The Warden/ Director is responsible for:

1. Developing their institutional Standard Operating Procedure(s) (SOPs), as necessary, for the implementation of AR 454, *Inmate Sexual Abuse and Harassment*.
2. Ensuring that Intermediate or higher-level supervisors (defined as Correctional Sergeants through Wardens) shall conduct and document unannounced rounds, on each shift, to identify and deter employee/staff sexual abuse and sexual harassment.
3. Ensuring compliance with AR 302, *Incident Reporting*, as it applies to PREA.
4. Designating an Institutional PREA Compliance Manager (IPCM).
5. Ensuring any LGBTI inmate's health and safety are considered, on a case-by-case basis, in making housing and program assignments in regards to management and security.
6. Ensuring that inmates at high-risk for sexual victimization are not placed in involuntary segregation (e.g. Administrative Segregation, Protective Custody)

unless an assessment of all available alternative means have been made and there are no other available alternatives.

7. Ensuring that PREA educational information is continuously and readily available and visible to inmates through posters, handbooks, or other written formats.
 8. Ensuring that the inmate telephone system is checked daily to ensure PREA hotline is operational and status is recorded in the shift log; and, take appropriate action if maintenance is required.
 9. Ensuring that upon receipt of an allegation that an inmate was sexually abused while confined to another facility, he/she notifies the head of that facility of the allegation.
 10. Ensuring that an allegation received from a current inmate of any sexual abuse or harassment at the facility is appropriately handled, that I&I is notified, and that the inmate receives all necessary follow up care according to the requirements in this policy.
- I. The Director of Classification shall be responsible for ensuring inmate classification procedures address Federal PREA Standards.
- J. The ADOC Chief Psychologist shall be responsible for:
1. Designing, and/or implementing a diagnostic instrument (screening tool) to be utilized for assessing inmate sexual vulnerability or aggression.
 2. Ensuring inmate counseling and mental health treatment is provided to victims and aggressors by mental health professionals.
 3. Ensuring proper usage of the diagnostic instrument by ADOC Classification and Psychology Staff and Mental Health contractors.
- K. Institutional PREA Compliance Manager (IPCM) shall be responsible for:
1. Monitoring inmates identified as being sexual aggressors, potential sexual aggressors, victims of sexual abuse, and potential victims of sexual abuse.
 2. Reviewing, monitoring, and maintaining records of all PREA related incidents, forms and documents in order to ensure compliance with this regulation and the Federal PREA Standards. Records to include, but not be limited to: PREA incident reports, PREA hotline reports, I&I reporting envelope allegations, grievances, staffing information, screening forms, retaliation forms and staff logs (e.g., ADOC Form 454-G, *Log of Unannounced Rounds*).
 3. Recommending placement and/or transfer of inmates involved in all PREA related incidents with the approval of the Warden/designee and taking

immediate action when an inmate is subject to a substantial risk of imminent abuse.

4. Conducting inmate orientations at their assigned institutions.
 5. Assisting the Warden/Director in developing and updating the institutional SOPs and action plan related to PREA.
 6. Conducting unannounced, after-hours institutional visits.
 7. Ensuring inmates and employees in PREA related incidents receive all services required and submitting appropriate reports.
 8. Ensuring all volunteers and contractors at their facility have been trained.
- L. The Personnel Director shall ensure adherence to all ADOC policies and procedures relating to Federal PREA compliance, specifically as they relate to employment.
- M. Employees, contractors and volunteers are responsible for adherence to ADOC policies and procedures relating to inmate sexual abuse, sexual harassment, and custodial sexual misconduct. This includes a continuing affirmative duty to disclose any such misconduct.
- N. Inmates are responsible for adherence to ADOC rules related to inmate sexual abuse, sexual harassment, and sexual misconduct.

V. PROCEDURES

- A. Prevention of Sexual Abuse and Sexual Harassment
1. Employee Education and Training - Employees shall receive training to include, but not be limited to, the prevention, detection, response, and reporting of allegations of inmate sexual abuse, sexual harassment, and custodial sexual misconduct. Such training shall encompass all required areas employees need to know to ensure compliance with PREA standards requirements. Employee instruction shall be accomplished during initial training, annual in-service training, specialized training, and additional training, as needed. Employee training shall be documented to denote employee understanding of material and verified through employee signature and refresher training shall be accomplished at least every two years.
 2. Specialized Training - Investigations. Investigators and other ADOC employees with PREA related responsibilities shall receive additional training related to their roles to include, but not limited to: interviewing sexual abuse victims, proper use of Miranda and Garrity warnings, conducting sexual abuse investigations and the collection of evidence in a confinement setting, and the criteria and evidence required to substantiate a case for administrative action or prosecutorial referral. Training shall be documented and verified through employee signature and forwarded to the Training Director for retention.

3. Specialized Training – Medical and Mental Health Care. Medical and mental health employees, shall receive additional training to include, but not limited to:
 - a. How to detect and assess signs of sexual abuse and harassment;
 - b. How to preserve physical evidence of sexual abuse;
 - c. How to respond effectively and professionally to victims of sexual abuse and harassment;
 - d. How and to whom to report allegations or suspicions of sexual abuse and harassment
 - e. Recognizing the special medical and mental health needs of all inmates.
 - f. Factors to consider in an inmates’ risk of sexual victimization.
 - g. Training shall be documented to denote employee understanding of material and verified through employee signature.
4. ADOC Hiring and Promotion
 - a. Departmental policy prohibits the hiring or promotion of an employee or contractor who may have contact with inmates who:
 - (1) Has engaged in sexual abuse in a prison, jail, lockup, community confinement facility, juvenile facility, or other institution;
 - (2) Has been convicted of engaging or attempting to engage in sexual activity in the community, facilitated by force, overt or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse; or
 - (3) Has been civilly or administratively adjudicated to have engaged in the activity described in paragraph V.A.4.a.(2) above.
 - b. Before hiring a new employee or contractor, the ADOC Personnel Division or designee shall:
 - (1) Conduct a criminal background records check;
 - (2) Make its best efforts to contact all prior institutional employers in regards to substantiated allegations of sexual abuse or any resignation during a period of sexual abuse investigation;
 - (3) Ask potential employees and contractors about previous misconduct described in Paragraph V.A.4.a.above; (refer to AR 216, *Background Investigations* and ADOC Form 216-B, *PREA Compliance*; and

- (4) Apprise potential employees and contractors that false information or material omissions regarding such misconduct shall be grounds for termination and that they have a continuing duty to disclose such conduct.
- c. For all promotions and rehires, the I & I Director shall conduct a criminal background records check.
- d. If the employee has engaged in any conduct described in paragraph V.A.4.a. above, they shall be disqualified for promotion. Employees shall be subject to disciplinary sanctions up to and including termination for violating sexual abuse or sexual harassment policies, as detailed in AR 208, *Employee Standards of Conduct and Discipline*.
- e. The ADOC shall consider any incidents of sexual harassment in deciding whether to hire or promote any employee or contractor.
- f. The ADOC Personnel Director shall conduct a criminal background records check every five (5) years on all current employees and contractors.

B. Inmate Education:

- 1. All inmates shall:
 - a. Be given verbal and written, understandable information explaining the ADOC's zero tolerance PREA policy including how to report sexual abuse and harassment upon their initial intake into an ADOC institution;
 - b. Receive a comprehensive educational orientation by an IPCM on the ADOC's zero tolerance PREA policy and how to report sexual abuse and harassment within 30 days of their arrival into an ADOC institution;
 - c. Be provided, by the IPCM, accessible education formats if an inmate has special needs (language barriers, visually impaired, deaf, limited reading skills, or otherwise disabled), not relying on inmates for this service; and
 - d. Be given verbal, visual, and written information regarding PREA during orientation upon their transfer to any ADOC institution.
- 2. Inmate PREA educational information shall include:
 - a. Prevention of sexual abuse and harassment;
 - b. Self-protection;
 - c. Methods of reporting; and

- d. Treatment and counseling availability.
3. Upon completion of an inmate's PREA orientation, the inmate shall sign ADOC Form 454-A, *Inmate Awareness Acknowledgement*.
 - a. If the inmate refuses to sign, the witness shall indicate by writing "Refused to Sign" and affix his / her signature.
 - b. The completed ADOC Form 454-A shall be scanned into the inmate's records.
 - c. The original of the ADOC Form 454-A shall be forwarded to the IPCM for entry into the PREA module.
- C. Unannounced Rounds. Each facility shall implement a practice of having intermediate and higher-level staff conduct and document unannounced rounds to identify and deter sexual abuse and harassment. These shall be implemented on day shifts as well as night shifts. There must be a prohibition on alerting others of the rounds occurring and practices in place that disallow staff from alerting other staff of the rounds unless there is a legitimate operational need to do so.
- D. Staffing Plans
1. The Warden will assist in the development and documentation of the facility staffing plan and will make his/her best effort to comply with the staffing plan. The plan will provide for adequate levels of staffing and, where applicable, video monitoring to protect inmates against sexual abuse.
 2. The PREA Director shall meet with the Warden annually to assess and document if any adjustments are needed to the staffing plan, video monitoring systems and other monitoring technologies. Facilities will document the review utilizing ADOC Form 454-J, *Annual PREA Staffing Plan Review*.
- E. Cross-gender Searches
1. Employees/staff members shall not conduct cross-gender strip searches or cross-gender visual body cavity searches except in exigent circumstances or when performed by medical practitioners. The institution shall not conduct cross-gender pat-down searches of female inmates, except in exigent circumstances.
 2. Employees/staff members shall document on the shift log and ADOC Form 302-A, *Incident Report*, all cross-gender strip searches, cross-gender visual body cavity searches, and cross-gender pat-down searches of female inmates. The institution shall give justification on ADOC Form 302-A as to what exigent circumstance prompted the search.
 3. The ADOC's policy is that each facility shall implement procedures that enable inmates to shower, perform bodily functions, and change clothing without nonmedical staff of the opposite gender viewing their breasts, buttocks, or

genitals, except in exigent circumstances or when such viewing is incidental to routine cell and/or dorm checks. Such procedures shall require staff of the opposite gender to announce their presence when entering an inmate housing unit.

4. The facility staff shall not search or physically examine a transgender or intersex inmate for the sole purpose of determining the inmate's genital status. If the inmate's genital status is unknown, it may be determined during conversation with the inmate, by reviewing medical records, or, if necessary, by learning that information as part of the broader medical examination conducted in private by a medical practitioner.
5. The agency shall train security staff on how to conduct cross-gender pat-down searches, and searches of transgender and intersex inmates, in a professional and respectful manner, and in the least intrusive manner possible, consistent with security needs.

F. Intake Procedures. All ADOC facilities shall adhere to the following intake procedures when processing all inmates into all ADOC facilities:

1. All inmates, at initial intake, shall be screened within 72 hours utilizing ADOC Form 454-C, *PREA Risk Factors Checklist*, for potential risk of sexual vulnerability and potential risk of sexual aggression.
2. Upon transfer to another facility, all inmates shall be screened within 72 hours utilizing ADOC Form 454-C, *PREA Risk Factors Checklist*, for potential risk of sexual vulnerability and potential risk of sexual aggression.
3. A Classification Specialist shall complete the ADOC Form 454-C, *PREA Risk Factors Checklist*:
 - a. This will include an interview with the inmate and review of prior known information in order to determine the inmate's potential risk of sexual vulnerability and/or sexually aggressive behavior.
 - b. If the Checklist, interview or prior known information reflects that the inmate is at high risk to be victimized or screens as sexually aggressive, the Specialist will recommend further review by a Mental Health Professional prior to assigning permanent housing.
 - c. At those institutions without a Classification Specialist permanently assigned, the IPCM will be charged with completing ADOC Form 454-C, *PREA Risk Factors Checklist*.
4. The Mental Health Professional shall meet with the inmate and review their screening information. If the screening indicates that the inmate has prior sexual victimization or sexual aggression in their history, the Mental Health Professional shall offer a follow-up meeting with Mental Health within 14 days of the intake screening.

5. All inmates shall be reassessed for risk of sexual victimization and abusiveness within 30 days of intake. In addition, upon receipt of additional information that bears on an inmate's risk of sexual victimization or abusiveness, an additional screening will be conducted.
6. During the time of any of these assessments, the ADOC shall take no formal or informal disciplinary action should an inmate refuse to participate or answer any screening questions.
7. There will be appropriate controls on the dissemination of screening information so as to ensure each inmates' sensitive information is not exploited.
8. PREA Mental Health Assessment
 - a. Inmates that have been identified as being at risk for potential sexual vulnerability or sexually aggressive behavior shall be referred to mental health staff utilizing ADOC Form 454-C, PREA Risk Factors.
 - b. The mental health professional shall perform the mental health assessment and documented in the Mental Health section of the medical record. The assessment shall include, but not be limited to, a review of the inmate's PREA Risk Factors Checklist and history of sexual victimization or sexually aggressive behavior. Any updates of an inmate's history or risk of sexual aggression or victimization shall be noted by a mental health professional and notification shall be made to the IPCM, Classification Specialist, and Inmate Control Services (ICS).
 - c. Any employee may make a mental health referral, utilizing ADOC Form MH-008, based on his/her observation of the inmate's behavior or at the inmate's request. This referral may be based on the concerns that the inmate has been a victim or is at risk of being a victim or sexual aggressor.
 - d. Identification of sexual aggressors or victims information should be done discreetly.

109. Use of Screening Information

- a. All information obtained during the screening process and PREA Mental Health Assessment shall be used to assist in the initial classification and institutional assignment of the inmate as well as determine work, education, and programs, in accordance with the ADOC Classification Manual, AR 433, *Administrative Segregation and Housing for Close or Maximum Custody*, and AR 435, *Protective Custody*, with the goal of keeping separate those inmates at high-risk of being sexually victimized from those at high-risk of being sexually abusive.
- b. Youthful inmates shall not be placed in a housing unit in which the

youthful inmate will have sight, sound, or physical contact with any adult inmate through the use of a shared dayroom or other common space, shower area, or sleeping quarters. In areas outside the housing unit, if sight and sound separation cannot be maintained, direct staff supervision shall be provided.

- c. ADOC shall not place LGBTI inmates in a dedicated facility, unit, or dorm solely on the basis of such identification or status.
- d. Placement and programming assignments for each transgender or intersex inmate shall be reassessed at least twice each year by the IPCM to review any threats to safety experienced by the inmate.
- e. A transgender or intersex inmate's own views with respect to his or her own safety shall be given serious consideration.
- f. In deciding whether to assign a transgender or intersex inmate to a facility for male or female inmates, and in making other housing and programming assignments, ADOC shall consider on a case-by-case basis whether the placement would ensure the inmate's health and safety, and whether the placement would present management or security problems.
- g. Transgender and intersex inmates shall be given the opportunity to shower separately from other inmates.

G. Responding to Sexual Abuse and Harassment

- 1. First Responder Staff. Upon learning of an allegation of a PREA related incident, the first responder staff shall:
 - a. Ensure that the victim(s), aggressor(s), and witnesses are physically separated;
 - b. Protect and preserve the crime scene until appropriate steps can be taken to collect evidence;
 - c. Request that the victim not bathe, wash, brush his teeth, eat, drink, smoke, urinate or defecate;
 - d. Ensure that the alleged aggressor not bathe, wash, brush his teeth, eat, drink, smoke, urinate or defecate; and
 - e. If the first responder staff is not security staff, the responder should request that the alleged victim not take any actions that would destroy evidence and notify a security staff.
 - f. Do not show the alleged victim(s), aggressor(s), or witnesses any evidence, such as, but not limited to, pictures or video footage of the incident, and do not interview any of these parties on the specifics of the

incident.

- g. As soon as possible first responders shall notify the Shift Commander of the incident and draft an ADOC Form 302-A, *Incident Report*.

2. Shift Commander shall:

- a. Ensure first responder staff secure the crime scene.
- b. Ensure that the IPCM has been notified.
- b. Ensure I&I is contacted.
- c. Ensure that the collection of evidence is only accomplished by trained and qualified staff in accordance with AR 306, *Contraband and Evidence Management*.
- d. Take alleged victim to the medical unit for a medical evaluation. The Medical Staff shall determine whether a Sexual Assault Kit is needed. The Sexual Assault Kit will be conducted at an authorized SANE or SAFE center.
- e. Do not show the alleged victim(s), aggressor(s), or witnesses any evidence, such as, but not limited to, pictures or video footage of the incident, and do not interview any of these parties on the specifics of the incident.
- f. Ensure that the medical treatment sheet has been completed by medical staff and attached to the ADOC Form 302-A.
- g. Follow the instructions of the IPCM and I&I Investigator. Once the incident has been turned over to the I&I Investigator **do not conduct** any further questioning of the alleged victim(s), aggressor(s), or witnesses regarding the incident. ADOC Form 454-B, *I&I PREA Investigation Checklist*, shall be completed by I&I.
- h. Ensure that any and all photographs of alleged victim(s), aggressor(s), and witnesses are only taken when advised by IPCM and/or I&I investigator or when required by AR 302, *Incident Reporting*, and AR 327, *Use of Force*. **NOTE: Do not take pictures of the genital area or breast area.**

3. Medical and Mental Health Care

- a. Victims of sexual abuse at the facility shall be referred immediately to Medical. Victims shall receive timely, unimpeded access to emergency medical treatment and crisis intervention services. The IPCM shall also refer an inmate victim immediately to an ADOC mental health professional for further treatment and counseling. A referral shall be

made utilizing ADOC Form MH-008, *Referral to Mental Health*.

- b. If no qualified medical or mental health practitioners are on duty at the time a report of recent abuse is made, security staff first responders shall take preliminary steps to protect the victim and shall immediately notify the appropriate medical and mental health practitioners.
- c. Treatment services shall be provided to the victim without financial cost and regardless of whether the victim names the abuser or cooperates with an investigation arising out of the incident.
- d. Medical and mental health evaluations and treatment shall be offered to all inmates who have been victimized by sexual abuse.
- e. The evaluation and treatment of such victims shall include, as appropriate, follow-up services, treatment plans, and when necessary referrals for continued care following their transfer to, or placement in, other facilities, or upon their release from custody.
- f. Ongoing treatment services shall be provided to the victim without financial cost and regardless of whether the victim names the abuser or cooperates with any investigation arising out of the incident.
- g. An attempt shall be made to conduct a mental health evaluation of known inmate-on-inmate abusers within 60 days of learning of such abuse history and offer treatment.

H. Reporting and Investigating Sexual Abuse and Sexual Harassment

1. Employee/Staff Reporting

- a. ADOC employees /staff who receive any information, including verbal, written, third-party reports and anonymous complaints, concerning inmate sexual abuse, sexual harassment, and custodial sexual misconduct; retaliation against inmates or staff who report such an incident; or any staff neglect or violation of responsibilities that may have contributed to an incident or violation, shall immediately report the incident through their chain of command.
- b. Any knowledge, suspicion, or information regarding sexual abuse, sexual harassment, and custodial sexual misconduct shall be reported to the IPCM, PREA Director, and the I&I Investigator immediately, in accordance with AR 302, *Incident Reporting*.
- c. An employee/staff shall not reveal any information related to the incident to anyone other than to the extent necessary to make treatment, investigation, and management decisions. Initial interviews of potential sexual abuse victims should be limited to only that information necessary to protect the victim from immediate harm until an Investigator arrives

for a more detailed interview.

- d. The Warden, upon receiving an allegation that an inmate was sexually abused while confined in another facility, shall notify the head of the other facility of the alleged abuse as soon as possible, but no later than 72 hours from receiving the allegation. (See ADOC Form 454-F, *Reporting to Other Confinement Facilities*.)
- e. The Warden shall ensure that the designated ADOC Medical and Mental Staff are notified of the allegation in a timely manner.
- f. Medical and Mental Health Practitioners shall ensure all youthful inmates are informed prior to the initiation of services of the limits of their confidentiality and shall report information about sexual victimization to the departmental IPCM.
- g. Any allegations of sexual harassment or sexual abuse involving a youthful inmate shall in addition be reported to the Alabama Department of Human Resources (DHR).
- h. PREA related complaints may be deposited in the PREA drop box, a secured receptacle located at each facility, and employees and staff may make reports privately.
- i. In order to remain informed of the progress of every sexual abuse investigation, the IPCM shall contact I&I twice monthly and ask about progress and completion. I&I shall contact the facility Warden when an investigation is completed.
- j. Once the I&I Investigator completes the investigation, the outcome will be submitted to the Assistant I&I Director. The Assistant I&I Director will submit the case to the appropriate District Attorney's office, if applicable, for criminal prosecution.
- k. Within thirty (30) days of the conclusion of the I&I investigation, the Warden/ Director shall convene a sexual abuse incident review team to review all substantiated and unsubstantiated PREA allegations.
 - (1) This team shall be composed of the Warden/designee, medical or mental health representative, investigator, supervisor present at time of the allegation, and IPCM.
 - (2) The IPCM shall take detailed meeting minutes to include the agenda, participants, date, name and number of the investigation, type of investigation and findings, and all meeting content, utilizing ADOC Form 454-E, *Sexual Abuse Incident Review*.
 - (3) The team shall:

- (a) Consider whether the allegation or investigation indicates a need to change policy or practice to better prevent, detect, or respond to sexual abuse;
 - (b) Consider whether the incident or allegation was motivated by race, ethnicity, gender identity; LGBTI identification, status, or perceived status or gang affiliation; or was motivated or otherwise caused by other group dynamics;
 - (c) Examine the area in the facility where the incident allegedly occurred to assess whether physical barriers in the area may enable abuse;
 - (d) Assess the adequacy of the staffing levels in that area during different shifts;
 - (e) Assess whether monitoring technology would be deployed or augmented to supplement supervision by staff; and
 - (f) Prepare a report of its findings including, but not necessarily limited to, determinations made pursuant to the preceding paragraphs and any recommendations for improvement. Such report shall be submitted to the Warden, IPCM, and PREA Director in a timely manner.
- (4) The Warden/designee shall implement the recommendations for improvement, or shall document the reasons for not doing so.
 - (5) The Warden/Director, upon completion of the recommended improvement or upon providing the reason the improvement was not completed, shall submit ADOC Form 454-E, *Sexual Abuse Incident Review*, to the IPCM and PREA Director in a timely manner.

2. Inmate Reporting

- a. Inmates may report sexual abuse or harassment verbally, in writing, through a third party or anonymously. They may file a grievance, call the PREA hotline, deposit a complaint in the PREA drop box (a secured receptacle, located at each facility), tell the IPCM, contact I&I via use of a pre-addressed I&I envelope, or they may tell any staff, contractor or volunteer and expect the information to be reported immediately and thoroughly investigated as indicated in this policy.
- b. Disciplinary action may be taken when an investigation by the IPCM and/or I&I Investigator determines that an inmate made a false report of sexual abuse or sexual harassment.
- c. However, an inmate reporting sexual abuse or sexual harassment, shall

not be issued a disciplinary report for lying based solely on the fact that their allegations were unfounded or that the inmate later decides to withdraw his / her allegation.

- d. Allegations of sexual abuse or sexual harassment will be referred for investigation to an agency with the legal authority to conduct criminal investigations, unless the allegation does not involve potentially criminal behavior. The I&I Division shall refer all substantiated criminal cases to the local District Attorney's office and will be available, as requested, to work with those authorities to support criminal prosecution of those cases.
- e. Each case shall be carefully evaluated on its merit, considering all evidence and circumstances and whether there is any possibility that the alleged incident could have occurred.
- f. Following the I&I investigation into an inmate's allegation that he or she suffered sexual abuse, the I&I Division shall inform the inmate as to whether the allegation has been determined to be substantiated, unsubstantiated, or unfounded.

I. Sexual Abuse and Sexual Harassment Investigations: The standard of proof in all investigations of sexual abuse and harassment is a preponderance of the evidence.

1. Inmate-on-Inmate Sexual Abuse and Staff-on-Inmate Sexual Abuse and Harassment

- a. The IPCM and the I&I Investigator shall be notified of all alleged incidents involving sexual abuse against an inmate, by an inmate or staff, and of any sexual harassment by a staff toward an inmate. The I&I Investigator shall be notified of such incidents in accordance with AR 302, *Incident Reporting*.
- b. I&I is responsible for conducting a prompt, thorough and objective investigation, whether administrative or criminal, in all such cases.
- c. If applicable, the Associate Commissioner of Operations or the Deputy Commissioner of Women's Services shall determine the re-assignment of employees/staff allegedly involved in any such incidents.

2. Inmate-on-Inmate Sexual Harassment

- a. The IPCM and the I&I Investigator shall be notified of all incidents involving sexual harassment of an inmate by another inmate, in accordance with AR 302, *Incident Reporting*, and on receipt of ADOC Form 454-I, *ADOC Investigative Report Inmate on Inmate Sexual Harassment*.
- b. The Warden, in consultation with the IPCM, shall assign a supervisor

who has completed PREA investigations training to investigate the incident.

- c. The supervisor assigned is responsible for conducting a prompt, thorough and objective administrative investigation in all such cases.

J. Protective Custody

1. Inmates at high risk for sexual victimization or those who report sexual victimization shall not be placed in involuntary administrative or punitive segregation unless there has been an assessment of all other available alternatives and a determination made that there are no other alternatives available. (See ADOC Form 454-H, *PREA Post Allegation Protective Custody*)
2. In cases where segregated housing is the only means to protect such an inmate, the inmate shall have access to all programs, privileges, education and work opportunities, to the extent possible, and it shall only be until an alternative means of separation from likely abusers can be arranged, a time not ordinarily to exceed thirty (30) days. In these cases, the facility shall clearly document:
 - a. The basis for the facility's concern for the inmate's safety; and
 - b. The reason why no alternative means of separation can be arranged.
3. Every 30 days, the facility shall afford each such inmate a review to determine whether there is a continuing need for separation from the general population.

K. Retaliation

1. Retaliation in any form for the reporting of, or cooperation with, sexual abuse or harassment allegations is strictly prohibited.
2. The Warden and IPCM shall ensure inmates and staff who report sexual abuse, sexual harassment, or cooperate with a sexual abuse investigation are protected from retaliation by other inmates or staff.
 - a. The IPCM will be chiefly responsible for this by monitoring the conduct and treatment of the inmate(s) or staff for at least 90 days after an incident is reported. That time will be extended in 30 day increments if there is a continuing need.
 - b. The monitoring of inmates shall consider any disciplinary reports, housing or program changes and shall include periodic status checks.
 - c. The monitoring of staff shall include negative performance reviews or reassignments.
 - d. All appropriate measures shall be taken to protect any individual who cooperates with an investigation and expresses a fear of retaliation.

- e. The facility's obligation to monitor may terminate if the facility determines the allegation is unfounded. ADOC Form 454-D, *Sexual Abuse/Harassment Retaliation Monitoring*, shall be utilized for monitoring of staff and inmates.

L. Data Collection

1. Data Collection

- a. For the purpose of data collection tracking, the ADOC Form 302-A, alleging sexual abuse or sexual harassment, shall be forwarded to the I&I Division within seventy-two (72) hours of notification of a PREA related incident.
- b. The PREA Director shall compile the records and data from the previous calendar year necessary to fill out the requested data in the DOJ's Survey of Sexual Violence (SSV) should it be requested..
- c. The PREA Director shall review data collected to assess and improve the effectiveness of appropriate ADOC policies and procedures. The PREA Director shall prepare a report on each institution for the Commissioner identifying problem areas, suggesting corrective action, and providing comparison from the previous year's data and reports.
- d. The above referenced data shall be retained securely for ten (10) years.
- e. Criminal and administrative investigation records shall be retained for as long as the alleged abuser is incarcerated or employed by the agency, plus five (5) years.

M. Facility Audits

- 1. Each facility operated by the ADOC, or by a private organization on behalf of the agency, shall be audited at least once during each three-year PREA audit cycle.
- 2. One-third of each facility type operated by the ADOC, or by a private organization on behalf of the agency, shall be audited during each one-year period.
- 3. The audit shall be conducted by a DOJ Certified Auditor(s).
- 4. The auditor shall review all relevant agency-wide policies, procedures, reports, internal and external audits, and accreditations for each facility type.
- 5. The auditor shall review, at a minimum, a sampling of relevant documents and other records and information for the most recent one-year period.

6. The auditor shall have access to, and shall observe, all areas of the audited facilities.
7. The auditor shall interview a representative sample of inmates and employees/staff in a private setting.
8. Audit reports shall state whether ADOC policies and procedures comply with relevant Federal PREA Standards and be provided to the PREA Director, Warden, Institutional Coordinator, IPCM, and Deputy Commissioner for Women's Services (for women's facilities only).
9. A finding of "Does Not Meet Standards" triggers a 180-day corrective action period. The auditor, along with the IPCM, Warden, Institutional Coordinator, Deputy Commissioner of Women's Services (for women's facilities only), and the PREA Director, shall jointly develop a corrective action plan to achieve compliance.
10. Within 90 days of the auditor's final determination the ADOC may lodge an appeal with the DOJ regarding any specific audit finding that it believes to be incorrect.
11. The ADOC shall publish the auditor's final report on the agency website to ensure it is available to the public.

VI. DISPOSITION

Any forms used will be disposed of and retained according to the Departmental Records Disposition Authority (RDA).

VII. FORMS

- A. ADOC Form 454-A, *Inmate Awareness Acknowledgement*
- B. ADOC Form 454-B, *I&I PREA Investigation Checklist*
- C. ADOC Form 454-C, *PREA Risk Factors Checklist*
- D. ADOC Form 454-D, *Sexual Abuse/Harassment Retaliation Monitoring*
- E. ADOC Form 454-E, *Sexual Abuse Incident Review*
- F. ADOC Form 454-F, *Reporting to Other Confinement Facilities*
- G. ADOC Form 454-G, *Log of Unannounced Rounds*
- H. ADOC Form 454-H, *PREA Post Allegation Protective Custody*
- I. ADOC Form 454-I, *ADOC Investigative Report Inmate on Inmate Sexual Harassment*

J. ADOC Form 454-J, *PREA Annual Staffing Review Checklist*

VIII. SUPERCEDES

A. This Administrative Regulation supercedes AR 454, *Inmate Sexual Assault and Harassment Awareness*, dated February 27, 2014, and any changes thereto.

IX. PERFORMANCE

A. Public Law 108-79, Prison Rape Elimination Act of 2003.

B. Code of Federal Regulations, Title 28, Part 115, Prison Rape Elimination Act National Standards.

C. Alabama Code Sections 13A-6-60, 13A-6-61, 13A-6-63, 13A-6-65, 13A-6-65.1, 14-11-30, 14-11-31, and 14-11-32.

D. American Correctional Association (ACA), Standards For Adult Correctional Institutions, Fourth Edition, Sections 4-4281 through 4-4284.

E. American Correctional Association (ACA), Guidelines for the Development of a Security Program, Third Edition.

F. AR 216, *Background Investigations*.

G. AR 302, *Incident Reporting*.

H. AR 306, *Disposal of Contraband*.

I. AR 336, *Searches*.

J. AR 433, *Administrative Segregation*.

K. AR 435, *Protective Custody*.

L. ADOC Classification Manual.

ATTACHMENT(S)

A. ADOC Pamphlet – Inmate Awareness, English

B. ADOC Pamphlet – Inmate Awareness, Spanish


Jefferson S. Dunn
Commissioner

INMATE AWARENESS ACKNOWLEDGEMENT

I, _____, AIS # _____,
Inmate Name

acknowledge that I have received an orientation on the prohibition, prevention, detection, self-protection, reporting, treatment, and counseling and victims services available relating to inmate sexual abuse, sexual harassment, custodial sexual misconduct, and the Prison Rape Elimination Act (PREA).

on _____ at _____ .
Date Institution

Inmate’s Signature: _____ Date: _____

Witness Print Name: _____ Date: _____

Witness’s Signature: _____

- Distribution: Original – Central Records Division
 Copy – Inmate Database
 Copy – IPCM

Alabama Department of Corrections
PREA INVESTIGATION CHECKLIST

1. Time notified: _____

2. Initial information pertaining to incident: _____

3. Ask if any injuries. If there are, ensure they are treated and photos of injuries taken. If death, follow the Investigator's Death Checklist. If victim/suspect requires transport, name of location transported to:

4. Time investigator reported to Institution/location _____

5. Follow steps a, through d:
 - a. Determine if a sexual abuse occurred.
 - b. If a sexual abuse occurred, consult with Medical practitioners to determine if a sexual assault kit is warranted (physical evidence should be collected within the first 72 hours after the assault).
 - c. Ensure that the victim, suspect, and witness(es) are separated for safety and uniqueness of statements.
 - d. A polygraph examination given when applicable. (**Note: No inmate who alleges sexual abuse shall be required to submit to a polygraph examination or other truth-telling device as a condition for proceeding with the investigation of such as allegation.**)

6. Is crime scene secured: _____

7. Collected evidence: _____

8. Take photos: _____

9. Take measurements: _____

10. Complainant's/Victim's name: _____

11. Suspect's name: _____

12. Victim's interview: _____

Alabama Department of Corrections
PREA INVESTIGATION CHECKLIST

- 13. Witness's interview: _____

- 14. Name, address/phone number of possible witness(es):

- 15. Weather conditions: _____

- 16. Light conditions: _____
- 17. Suspect(s) interview (Garrity/Maranda warning):

- 18. Disposition of suspect(s): _____

- 19. Follow up interviews: _____

- 20. Gather any additional information:

- 21. Conduct surveillance if needed: _____

- 22. Process evidence and send/take to Forensics Lab: _____
- 23. Rape kit results, if applicable: _____
- 24. Lab results received: _____
- 25. Case completed: _____
- 26. Finding: (unfounded, unsubstantiated, substantiated): _____

Alabama Department of Corrections
PREA INVESTIGATION CHECKLIST

- 27. Case reviewed by Investigation and Intelligence Director or Asst. Director:

- 28. Case sent to District Attorney and ADOC Commissioner:

- 29. Grand Jury proceedings date: _____
- 30. Departmental hearing: _____
- 31. Contact DA's office to obtain final results of case: _____
- 32. Post final results in I&I case file: _____

Distribution: Director, Investigations & Intelligence
File

ADOC Classification PREA RISK FACTORS Part 1 of 2

Inmate Name: _____ **AIS#:** _____ **DOB:** _____

Date of Screening _____

Reason for Screening: ___ New Admission ___ 30 Day Review ___ Institutional Transfer
 ___ Regular Review ___ Special Referral

I. Possible Victimization Risk Factors: Part I of II Complete Both Sections

Mode		Modes of obtaining information	YES	NO	Refuse
		Q=Question, O=Visual Observation, FR=Transcript or File Review			
Q	1	Have you ever experienced sexual victimization?			
Q	2	Have you ever experienced domestic violence or abuse?			
Q	3	Have you ever been told you have a mental disorder, learning disability, physical or a developmental disability? Does the offender have difficulty verbalizing or do they require a medically assistive device such as a cane, wheelchair, walker or crutches? <i>Consider: Hearing impairment; Speech impediment ; Legally blind</i>			
Q/FR	4-a	Do you consider yourself to be? Lesbian (L)/Gay (G)/Bisexual (B)/ Transgender (T)/Intersex Orientation (I) / or Gender Nonconforming (GN)?			
	4-b	If <i>individual</i> response is yes to 4- identify by circling the corresponding letter L G B T I GN			
O	4-c	Does the <i>interviewer perceive</i> the inmate to be L G B T I GN (circle one)?			
Q	5	Do you feel unsafe or vulnerable in a prison setting?			
FR	6	Youthful age (24 or younger) – <i>Confirm date of Birth Above</i>			
FR	7	Elderly/Frail (55 or older) - <i>Confirm date of Birth Above</i>			
FR	8	Small physical size, slight build:			
		a. Male: Less than 5’6” and 140 pounds			
		b. Female: Less than 5’ and 100 pounds			
FR	9	First incarceration <i>Consider prior Juvenile History</i>			
FR	10	Current or prior conviction for sexual offenses against an adult or child			
FR	11	Non-violent criminal history			
FR	12	History of assignment to Protective Custody			
FR	13	Detained solely on civil immigration charges			
		Victim Designation			
		Victim: If “Yes” to question 1 in Section I			
		Potential Victim: If “Yes” to two or more questions in Section I			
		Non-Victim: If “No” to all questions in Section I			
		Victim Over-Ride Cannot over-ride known Victim; only Potential Victim or Non-Victim. Potential Victim: “Yes” or “No”			
		If “Yes”, indicate Change. ___ Potential Victim			
Basis For Change					

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 Form to be utilized in conjunction with ADOC-AR 454.

ADOC Classification PREA RISK FACTORS Part 2 of 2

Inmate Name: _____ **AIS#:** _____ **DOB:** _____

Reason for Screening: ___ New Admission ___ 30 Day Review ___ Institutional Transfer
 ___ Regular Review ___ Special Referral

II. Possible Sexual Predatory Risk Factors: Part II of II Complete Both Sections

Mode		Modes of obtaining information	YES	NO	Refuse
		FR=Transcript or File Review			
FR	1	Engages in sexual predator behavior: <i>History, Disciplinaries</i>			
FR	2	Current or prior convictions for sexual offenses			
FR	3	Criminal history of assaultive nature			
FR	4	History of institutional violence: <i>History, Disciplinaries</i>			
FR	5	History of engaging in domestic violence			
FR	6	Prior incarcerations <i>Consider prior Juvenile History</i>			
FR	7	Gang affiliation			
		Predator Designation			
		Predator: If "Yes" to question 1 in Section II			
		Potential Predator: If "Yes" to two or more questions in Section II			
		Non-Predator: If "No" to all questions in Section II			
		Predator Over-Ride: Cannot over-ride known Predator, only Potential Predator or Non-Predator. Potential Predator: 'Yes' or 'No'			
	If Yes, indicate Change	___ Potential Predator to Non-Predator ___ Non-Predator to Potential Predator			
Basis For Change					
If a Victim, Potential Victim, Predator or Potential Predator Designation has been assigned, inmate is to be referred to Mental Health Personnel for further evaluation.					
		Yes	No	N/A	
	Referral to Mental Health Specialist				
	Mental Health Referral Form MH008 Completed				
	Reviewed by ADOC Mental Health Professional				
	Notation of Review in Mental Health Section of Health Record				
	Referred to Vendor Psychologist or Psychiatrist				

Referring Classification Specialist Signature: _____

Reviewing ADOC Mental Health Professional Signature: _____

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 Form to be utilized in conjunction with ADOC-AR 454.

ALABAMA DEPARTMENT OF CORRECTIONS
PRISON RAPE ELIMINATION ACT (PREA)
SEXUAL ABUSE/HARASSMENT RETALIATION MONITORING

INSTRUCTIONS: To be completed upon receipt of a sexual abuse/harassment allegation for monitoring of staff and inmates who report sexual abuse/harassment or for monitoring of inmates who are an alleged victim of sexual abuse/harassment. Retaliation monitoring can cease if an investigation determines NO Evidence/Unfounded. Transfer of staff or an inmate does not discontinue retaliation monitoring.

BASIC INFORMATION

Date IPCM notified of Allegation	Facility
Type of Monitoring <input type="checkbox"/> New 90-day Monitoring <input type="checkbox"/> 30 day Continuation	Monitoring Expiration Date Continuation Expiration Date
Name of IPCM	
Staff/Inmate Being Monitored	AIS No.
Monitoring Reason <input type="checkbox"/> Reported Sexual Abuse/Harassment <input type="checkbox"/> Victim/Alleged Victim <input type="checkbox"/> Other _____ <input type="checkbox"/> Fear of Retaliation is Expressed for Cooperating with Sexual Abuse/Harassment Investigation	

MONITORING – WEEK 1

Date
Actions(s) Taken <input type="checkbox"/> Reviewed disciplinary reports <input type="checkbox"/> Reviewed housing changes <input type="checkbox"/> Face-to-face contact <input type="checkbox"/> Reviewed program changes <input type="checkbox"/> Reviewed performance evaluations <input type="checkbox"/> Reviewed staff reassignments
Comments

MONITORING-WEEK 2

Date
Actions(s) Taken <input type="checkbox"/> Reviewed disciplinary reports <input type="checkbox"/> Reviewed housing changes <input type="checkbox"/> Face-to-face contact <input type="checkbox"/> Reviewed program changes <input type="checkbox"/> Reviewed performance evaluations <input type="checkbox"/> Reviewed staff reassignments
Comments

MONITORING-WEEK 3

Date
Actions(s) Taken <input type="checkbox"/> Reviewed disciplinary reports <input type="checkbox"/> Reviewed housing changes <input type="checkbox"/> Face-to-face contact <input type="checkbox"/> Reviewed program changes <input type="checkbox"/> Reviewed performance evaluations <input type="checkbox"/> Reviewed staff reassignments
Comments

MONITORING – WEEK 4

Date
Actions(s) Taken <input type="checkbox"/> Reviewed disciplinary reports <input type="checkbox"/> Reviewed housing changes <input type="checkbox"/> Face-to-face contact <input type="checkbox"/> Reviewed program changes <input type="checkbox"/> Reviewed performance evaluations <input type="checkbox"/> Reviewed staff reassignments
Comments

MONITORING – WEEK 5

Date
Actions(s) Taken <input type="checkbox"/> Reviewed disciplinary reports <input type="checkbox"/> Reviewed housing changes <input type="checkbox"/> Face-to-face contact <input type="checkbox"/> Reviewed program changes <input type="checkbox"/> Reviewed performance evaluations <input type="checkbox"/> Reviewed staff reassignments
Comments

MONITORING – WEEK 6

Date
Actions(s) Taken <input type="checkbox"/> Reviewed disciplinary reports <input type="checkbox"/> Reviewed housing changes <input type="checkbox"/> Face-to-face contact <input type="checkbox"/> Reviewed program changes <input type="checkbox"/> Reviewed performance evaluations <input type="checkbox"/> Reviewed staff reassignments
Comments

MONITORING – WEEK 7

Date
Actions(s) Taken <input type="checkbox"/> Reviewed disciplinary reports <input type="checkbox"/> Reviewed housing changes <input type="checkbox"/> Face-to-face contact <input type="checkbox"/> Reviewed program changes <input type="checkbox"/> Reviewed performance evaluations <input type="checkbox"/> Reviewed staff reassignments
Comments

MONITORING – WEEK 8

Date
Actions(s) Taken <input type="checkbox"/> Reviewed disciplinary reports <input type="checkbox"/> Reviewed housing changes <input type="checkbox"/> Face-to-face contact <input type="checkbox"/> Reviewed program changes <input type="checkbox"/> Reviewed performance evaluations <input type="checkbox"/> Reviewed staff reassignments
Comments

MONITORING – WEEK 9

Date
Actions(s) Taken <input type="checkbox"/> Reviewed disciplinary reports <input type="checkbox"/> Reviewed housing changes <input type="checkbox"/> Face-to-face contact <input type="checkbox"/> Reviewed program changes <input type="checkbox"/> Reviewed performance evaluations <input type="checkbox"/> Reviewed staff reassignments
Comments

MONITORING – WEEK 10

Date
Actions(s) Taken <input type="checkbox"/> Reviewed disciplinary reports <input type="checkbox"/> Reviewed housing changes <input type="checkbox"/> Face-to-face contact <input type="checkbox"/> Reviewed program changes <input type="checkbox"/> Reviewed performance evaluations <input type="checkbox"/> Reviewed staff reassignments
Comments

MONITORING – WEEK 11

Date
Actions(s) Taken <input type="checkbox"/> Reviewed disciplinary reports <input type="checkbox"/> Reviewed housing changes <input type="checkbox"/> Face-to-face contact <input type="checkbox"/> Reviewed program changes <input type="checkbox"/> Reviewed performance evaluations <input type="checkbox"/> Reviewed staff reassignments
Comments

MONITORING – WEEK 12

Date
Actions(s) Taken <input type="checkbox"/> Reviewed disciplinary reports <input type="checkbox"/> Reviewed housing changes <input type="checkbox"/> Face-to-face contact <input type="checkbox"/> Reviewed program changes <input type="checkbox"/> Reviewed performance evaluations <input type="checkbox"/> Reviewed staff reassignments
Comments

MONITORING – WEEK 13

Date
Actions(s) Taken <input type="checkbox"/> Reviewed disciplinary reports <input type="checkbox"/> Reviewed housing changes <input type="checkbox"/> Face-to-face contact <input type="checkbox"/> Reviewed program changes <input type="checkbox"/> Reviewed performance evaluations <input type="checkbox"/> Reviewed staff reassignments
Comments

CONCLUSION

Finding <input type="checkbox"/> Monitoring Complete – No Retaliation Found <input type="checkbox"/> Monitoring Complete-Retaliation Addressed and Resolved <input type="checkbox"/> Continue Monitoring for 30 Days	
IPCM Signature	Date

Sexual Abuse Incident Review

The Facility Sexual Abuse Incident Review Team shall meet and conduct a sexual abuse incident review at the conclusion of every sexual abuse investigation, including where the allegation has not been substantiated, unless the allegation has been determined to be unfounded. The review shall normally occur within 30 days of the conclusion of the investigation (PREA 115.86)

Date of Review: _____ Facility: _____

Incident #: _____ Outcome: Unsubstantiated Substantiated

Type of Victimization:

Inmate on Inmate Staff on Inmate

Review Questions

1. Was the area in the facility where the incident allegedly occurred assessed to determine whether physical barriers or blind spots in the area may have enabled abuse?

Yes No N/A

If yes, what barriers or blind spots were identified?

2. Was the incident or allegation motivated by any of the following? *Check all that apply:*

Race Ethnicity Gender Non-conforming Lesbian Gay Bisexual Transgender
 Intersex Perceived Status Gang Affiliation
 Motivated or otherwise caused by other group dynamics at the facility (please explain).

3. Staffing levels in the area were assessed during different shifts and were found to be adequate?

Yes No N/A

If no, please explain:

4. Should monitoring technology be deployed or augmented to supplement supervision by staff?

Yes No N/A

If yes, please explain:

5. Does the team review of the allegations or investigation indicate a need to change policy or practice to better prevent, detect, or respond to sexual abuse?

Yes No N/A

If yes, please indicate recommended changes to policy or practice:

Review Team Members:

Name:

Title:

<hr/>	<hr/>
<hr/>	<hr/>
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6. Warden/Director Review:

I have reviewed the Sexual Abuse Incident review team’s recommendations and as a result the following changes or improvements will be implemented.

Please include timeframe for implementation:

7. The following recommendations of the Sexual Abuse Incident review team are not recommended for implementation or changes (please explain).

Signature of Warden/Director

Date

Reporting to Other Confinement Facilities

Upon receiving an allegation that an inmate was sexually abused while confined at another facility, the Warden/Facility Head of the facility where the inmate is currently located shall notify the Warden/Facility Head where the alleged abuse occurred and shall also notify the I&I Division. Such notification shall be provided as soon as possible, but no later than 72 hours after receiving the allegation.

Inmate Alleging Sexual Abuse

Inmate Name

AIS number

The name of the facility where the inmate is currently located

The name of the facility where the inmate states the alleged sexual abuse occurred

Date and time the inmate reported the allegation at current facility

Date

Time

Date and time notification was provided to the facility where the alleged sexual abuse occurred.

Date

Time

Warden/Facility Head who notified the facility where the allegation occurred:

Name

Title

Signature

Date

Warden/Facility Head who received the notification of allegation:

Name

Title

Signature

Date

Was I&I Notified? Yes No

Name of Investigator notified: _____ Time and Date: _____

Alabama Department of Corrections

Log of Unannounced Rounds

Date: _____

Shift: _____

1. The Warden, IPCM, or shift commander must conduct at least one unannounced facility round on each shift, with a minimum of three checks per week, in order to deter staff sexual abuse and harassment.
2. Each shift must conduct a PREA Hotline check on one phone (per facility) at least once per shift. These rounds should not be done at the same time every day.
3. These rounds must be noted in the shift log and on this form.
4. Any unusual information must be documented and reported immediately.

Unannounced facility round

Time round started: _____

Time round ended: _____

Anything unusual noted: _____

_____ Signature	_____ Title	_____ Date
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PREA Hotline check (91)

Time check made: _____

Housing Unit number: _____

Any discrepancies: _____

_____ Signature	_____ Title	_____ Date
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Video Monitor Check (Equipment operating properly, camera position, clarity, audio (if available) incidents)

Time check made: _____

Any Discrepancies (list submitted work orders): _____

_____ Signature	_____ Title	_____ Date
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**PRISON RAPE ELIMINATION ACT (PREA)
POST-ALLEGATION PROTECTIVE CUSTODY
(PREA §115.68 / 115.43)**

INSTRUCTIONS: To be completed following an allegation of sexual abuse by an inmate, or when an inmate is at high risk for sexual victimization, when the alleged inmate victim is placed involuntarily in protective custody or any segregated housing.

Date Allegation Received:	Incident Number:
Name/AIS of alleged inmate victim:	Name/AIS of alleged inmate abuser:
Shift Supervisor/IPCM:	Signature:
Reason alleged victim housed in protective custody: <input type="checkbox"/> Alleged Victim placed in involuntary protective custody housing pending 24 hour assessment of alternative housing. (If checked, complete below): Dormitory / Cell Assignment: _____ Date and time placed in segregation/PC: _____	
Date and time of Alternative Housing Assessment Review: _____ Results of review: _____ _____	
Alleged victim released to regular housing (CIRCLE ONE) Alleged victim stays in segregation/PC	
If continued segregation, will victim's access to programs / privileges / education / work opportunities (SAP, ABE, Trade School etc.) be limited during involuntary Protective custody? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, list programs / opportunities limited: Indicate the duration of limitations: Reason for Limitations:	

ADOC INVESTIGATIVE REPORT INMATE ON INMATE SEXUAL HARASSMENT

Incident No:

Facility:

Location:

Date and time of Incident:

Victim(s):	Suspect(s):
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Summary of Incident and Investigation: (include when it happened, where it occurred and on what shift, who was present, what each person's witness statement or interview indicated, what video or other technology was reviewed, any other physical evidence that was considered, and all facts and findings. Note whether staff actions or failures to act contributed to the incident and any corrective actions recommended. Include the reasoning behind all credibility assessments, such as why you believe a staff or an inmate in a certain circumstance. Use extra paper if needed and attach witness statements and evidence. The standard of proof is "preponderance of the evidence," meaning if the facts show just over a 50% likelihood that the incident occurred, the finding should be Substantiated.)

Case Disposition:	Status:	Date of Final Report: _____
Substantiated _____ Unsubstantiated _____ Unfounded _____	Open _____ Closed _____ Date Closed: _____	

Copies of Final Report Sent to:

Warden _____ I & I Director _____ PREA Director _____ Captain _____ IPCM _____	Investigator(s): _____ _____ Warden Signature: _____
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PREA ANNUAL STAFFING REVIEW CHECKLIST

PREA Standard 115.13 Supervision and Monitoring

Each facility shall develop, document, and make its best efforts to comply on a regular basis with a staffing plan that provides for adequate levels of staffing, and where applicable, video monitoring, to protect inmates against sexual abuse.

TITLE	NAME/SIGNATURE	DATE
WARDEN		
PREA DIRECTOR		
CAPTAIN		
IPCM		

Facilities shall take into consideration the following when developing a staffing plan.	YES If YES is checked on any response, give details in space provided or attach necessary documents to explain.	NO If NO is checked on any response, give details in space provided or attach necessary documents to explain.
Generally accepted detention and correctional practices		
Any judicial findings of inadequacy		
Any findings of inadequacy from Federal Investigative agencies		
Any findings of inadequacy from internal or external oversight bodies		
All components of the facilities physical plant (including blind spots or areas where staff or inmate may be isolated)		
The composition of the inmate population		
The number and placement of supervisory staff		
Institution programs occurring on a particular shift		
Any applicable State or local laws, regulations, or standards		
The prevalence of substantiated and unsubstantiated incidents of sexual abuse		
The deployment of video surveillance monitoring systems		
The resources the facility has available to commit to ensure adherence to the staffing plan		
Any other relevant factors		

Did You know?...

- Sexual abuse and sexual assault happens to people of all ages.
- Sexual abuse and sexual assault can happen to males or females.
- Sexual abuse and sexual assault is about power and violence. It is not about love.
- Sexual abuse and sexual assault has nothing to do with sexual orientation.
- Victims and offenders may be either heterosexual or homosexual.
- The fact that a victim of sexual abuse and sexual assault became sexually aroused does not mean they were not raped or that they gave consent. These are normal, involuntary reactions.
- Any sexual contact between staff and inmates is against the law.
- Any sexual contact between inmates is against the law.
- It is common for survivors of sexual abuse and sexual assault to have feelings of embarrassment, anger, guilt, panic, depression and fear even several months or years after an attack.

ADOC Pamphlet

If you sexually abuse another inmate you should know...

An investigation will take place. You will face consequences from ADOC and you will face additional criminal charges. If you are found guilty, your time at ADOC may be extended.

Consider that unprotected sex increases your risk of HIV infection, along with exposing you to other sexually transmitted diseases.

If you have trouble controlling your actions ask for help from your Case Manager or Advocacy Representative. Stay busy with positive activities like letter writing or physical exercise.



Write:

Alabama Department of Corrections
301 South Ripley Street
Montgomery, Alabama 36104

Call:

Alabama Department of Corrections
PREA Hotline: 91

What you should know about sexual abuse & sexual assault



ALABAMA DEPARTMENT OF CORRECTIONS

(Front) - Attachment A to AR 454

What is Sexual Assault?

Sexual assault is “any contact between the sex organ of one person and the sex organ, mouth or anus of another person, or any intrusion of any part of the body of one person, or of any object into the sex organ, mouth or anus of another person, by the use of force or threat of force.” The offender uses sex as a weapon to assault the body, the mind, psyche and spirit.

Sexual assault affects everyone, either directly or through the experiences of those we care about. It can affect any male or female of any age, race, ethnic group, socioeconomic status, sexual orientation or disability.

What is Sexual Abuse?

Sexual abuse is inappropriately exposing or subjecting a person to sexual contact, activity, or behavior. It may include oral, anal, genital, buttock, or breast contact. The sexual activity may be with a male or a female and is done for the benefit of the perpetrator.

No inmate or staff member ever has the right to ask you for a sexual favor or to have sex with you.

ADOC has zero tolerance for sexual abuse, sexual assault, or sexual harassment of any kind.

How to avoid rape...

The only way rape can be prevented is when a potential rapist chooses NOT to rape. However, you may avoid an attack by keeping the following safety guidelines in mind:

Be aware of situations that make you feel uncomfortable. Trust your instincts. If it feels wrong, TELL A STAFF MEMBER YOU TRUST.

Don't be afraid to say “NO” OR “STOP IT NOW.”

Walk and stand with confidence. Many rapists choose victims who look like they won't fight back or are emotionally weak.

Avoid talking idly about sex and do not expose your body to others, unnecessarily. These things may be considered a come on, or make another inmate believe that you have an interest in a sexual relationship.

Do not accept canteen items, contraband or other gifts from other inmates. Placing yourself in debt to another inmate can lead to the expectation of repaying the debt with sexual favors.

Avoid secluded areas. Position yourself in plain view of staff members. If you are being pressured for sex, report it to a staff person immediately.

What do you do if you are sexually abused or sexually assaulted...

Although an attacker may threaten to harm you, REPORT THE ATTACK TO A STAFF MEMBER IMMEDIATELY. The longer you wait to report the attack the more power you give to the perpetrator. If you wait it will be more difficult to obtain the evidence necessary for an investigation.

Request to see the nurse for immediate medical attention. You may have serious injuries that you are not aware of, and any sexual contact can expose you to sexually transmitted diseases.

Do not shower, brush your teeth, use the restroom or change your clothes. You may destroy important evidence.

If you have been assaulted or witness an assault, but you are unwilling to report it to your unit staff, then you may fill out a complaint request to talk to the PREA Compliance Manager, call 91, write to ADOC I&I, call the Advocacy hotline, or report it to a third party entity.

**Alabama Department of Corrections
301 South Riley Street
Montgomery, Alabama 36104
334-353-3883**

(Back) - Attachment A to AR 454

Sabe usted?...

- El abuso y asalto sexual le puede pasar a personas de cualquier edad.
- El abuso sexual y asalto sexual le puede pasar y hombres y mujeres.
- Los abuso y asalto sexuales son acerca de el poder y violencia. No tiene nada que ser con el amor.
- El abuso y asalto sexual no tiene nada que ser con orientación sexual.
- Las víctimas pueden ser heterosexuales y/o homosexuales.
- El hecho que la víctima de el abuso y/o asalto sexual fue exitado no significa que no fue violado y/o que dio su consentimiento.
- Estas reacciones son involuntarias y normales.
- Cualquier contact entre un empleado y un preso es en contra de la Ley.
- Cualquier contact sexual entre presos es en contra de la ley.
- Es muy común que una person que ha sobrevivido un abuso y/o asalto sexual, apesar que el asalto paso varios meses o años pasados, de sentirse avergonzado, enfadado, culpable, aterrizado, y deprimado.

ADOC Pamphlet

Si usted abusa sexualmente a otro preso , debe saber que....

Una investigación será iniciada. Usted tendrá que enfrentar las consecuencias de el Departamento De Correcciones del Estado de Alabama, y adicionalmente usted enfrentará cargos criminales.

Considere que tener sexo sin protección aumenta los riesgos de contractar VIH/SIDA, además de ser expuesto a otras enfermedades transmitidas sexualmente.

Si usted tiene problemas controlando sus acciones, debe pedir ayuda de su Gerente de Casos o Representante de Apoyo. Mantengase ocupado con ejercicios físicos y/o escribiendo cartas.



Escribanos:

Alabama Department of Corrección
301 South Ripley Street
Montgomery, Alabama 36104

Llame:

Departamento de Corrección del Estado
de Alabama
Line Telefonica de PREA : 91

Lo que usted debe saber acerca del abuso y el asalto sexual.



DEPARTAMENTO DE
CORRECCIÓN DEL ESTADO
DE ALABAMA

(Front) - Attachment B to AR 454

¿Que es el asalto sexual?

El asalto sexual es cualquier contacto entre un organo sexual de una persona y otra, o la intrusión de cualquier parte del cuerpo de una persona, o un objeto dentro de un organo sexual, boca o ano de otra persona, sin permiso y/o con amenazas. El transgresor usa el sexo como un arma para asaltar el cuerpo, psique, y el espíritu de su víctima.

El asalto sexual afecta a todos, directamente o a través de las experiencias de las personas que nos importan. Puede afectar hombres y mujeres de cualquier edad, raza, etnicidad, estatuto socio-económico, orientación sexual o incapacidad.

¿Que es el abuso sexual?

El abuso sexual es una exposición inapropiada o sujetar a una persona al contacto sexual, actividad, o conducta. Esto puede ser o incluir de manera oral, anal, genital, o tocando los pechos y/o las nalgas de otra persona. La actividad sexual puede involucrar hombres y/o mujeres y ser perpetrada por el beneficio y gratificación sexual del autor.

Ningún empleado y/o preso nunca tiene el derecho a pedir un favor sexual de tí, o tener sexo contigo.

El Departamento de Corrección de Alabama tiene cero tolerancia con el acoso, asalto y/o abuso sexual.

Como prevenir una violación sexual...

La única manera para prevenir una violación sexual, es cuando el violador decide a no ejecutar la violación. Sin embargo, usted puede prevenir un ataque considerando las siguientes sugerencias:

Este conciente de situaciones que le puedan sentir incómodo. Confíe en sus instintos. Si se siente incorrecto, **HABLE CON UN EMPLEADO INMEDIATAMENTE.**

No tema a decir "NO" o "PARE AHORA MISMO."

Camine y parese con confianza. Muchos violadores sexuales escogen sus víctimas por que aparecen débiles y sin confianza.

Evite conversaciones acerca del sexo y no exponga su cuerpo a otros innecesariamente. Estas medidas se pueden considerar como una invitación, y hacer pensar a otro preso que usted esta interesado en una relación sexual.

No acepte artículos de la comisaría, contrabando, y obsequios de otros presos. Ponerse en deuda puede hacer pensar a otro(s) presos de tener la expectativa de cobrar su deuda con favores sexuales.

Evite encontrarse en áreas aisladas. Mantengase en la vista de los empleados. Si usted esta siendo presionado a tener sexo con una persona, repórtelo a un empleado inmediatamente.

Que debe hacer si es abusado o asaltado sexualment...

Reporte el asalto inmediatamente, aunque el autor del asalto lo ha amenazado. El más tiempo que usted espere a reportarlo el autor ganará mas poder sobre usted. Si usted espera a reportar el asalto lo hará mas difícil para obtener evidencia para la investigación.

Demande a ver la enfermera para asistencia médica inmediatamente. Es posible que usted tenga heridas físicas que no está consciente de esas, y el asalto lo ha expuesto a enfermedades transmitidas sexualmente.

No tome una ducha, cepille sus dientes, use el baño o hinodoro, o se cambie sus ropas. Usted podría destruir evidencia en esa manera.

Si usted ha sido asaltado, pero no esta dispuesto a reportarlo a un empleado, usted puede llenar una forma de quejas y pedir para hablar con el Gerente de Confidencialidad de "PREA," llame la línea 91, escriba a la División de Investigación e Inteligencia (I&I), llame en la línea Telefónica de Apoyos, o reporte el asalto por medio de otra persona.

**Departamento de Corrección del Estado
de Alabama
301 South Riley Street
Montgomery, Alabama 36104**

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