



Florida Department of
JUVENILE JUSTICE
Our Children, Our Future

PREA

Prison Rape Elimination Act

A Course for FDJJ Volunteers

September 18, 2013



Important Note

This course is for volunteers of the Florida Department of Juvenile Justice or the department's contracted providers who do not have an account in the department's learning management system. The Acknowledgement Form at the end of the course must be signed and maintained by the program, facility, or unit where the volunteer serves.

FDJJ staff or its contracted providers must take this course on the department's learning management system so that the department can provide evidence of training that has occurred for the U.S. Department of Justice.



Introduction

In this course you will learn about the federal Prison Rape Elimination Act of 2003 (PREA) and how this Act affects youth in the custody of the Florida Department of Juvenile Justice.

Objectives

By the end of this course you will be able to complete the following objectives as outlined by FDJJ 1919P.

Lesson 1: What is PREA?

1. Describe the Prison Rape Elimination Act (PREA)
2. Explain how PREA applies to the Florida Department of Juvenile Justice
3. Describe the requirements of the Department of Justice
4. Describe the PREA audit schedule
 - a. Describe the role and responsibilities of the PREA Statewide Coordinator and the PREA Facility Compliance Manager
5. Describe the Department of Juvenile Justice's responsibilities for data collection.

Lesson 2: Required Training

6. Describe the required PREA training for staff, volunteers, youth, and medical and mental health care providers.

Lesson 3: Standards and Procedures

7. Explain the procedures for screening youth for sexual abuse and/or sexual victimization at admission to detention or residential facilities.
8. Explain the standards for supervision and monitoring.
9. Explain the process for cross-gender viewing and searches.
10. Describe the provisions for ongoing medical and mental health care for sexual abuse victims and abusers.
11. Describe the outside support services and legal representation access requirements for youth.
12. Describe the emergency medical and mental health services access requirements for youth victims of sexual abuse while at a facility.

Lesson 4: Reporting

13. Describe the requirements for reporting sexual misconduct.
14. Describe the requirements for youth with disabilities or language barriers.
15. Explain the actions that the staff should take if a youth is subject to substantial risk of imminent sexual misconduct.
16. Describe the requirements for youth reporting sexual misconduct.
 - a. Describe what it means to file a false report

17. Describe how to protect youth and staff from retaliation because of reporting sexual misconduct
 - a. Describe the 90-day Review

Lesson 5: Responding to Abuse Reports

18. Describe staff member responsibilities upon discovery of a sexual abuse incident.
19. Explain how to protect evidence.
20. Describe the actions that must be taken if a youth victim or someone else reports sexual abuse.
21. Describe the responsibilities for notification of sexual misconduct involving a youth.

Lesson 6: Investigations

22. Describe the role of the Department, law enforcement agencies, and the Department of Children and Families in the investigation of sexual misconduct.
23. Describe what takes place at the conclusion of investigations.
24. Describe the facility sexual misconduct incident review.
25. Describe the actions of the facility sexual misconduct incident review team.

Lesson 7: Hiring and Promotion Decisions

26. Describe the Department's policy on hiring, promoting, or contracting with anyone involved in sexual abuse.

Lesson 1: What is PREA?



The Prison Rape Elimination Act (PREA) was enacted by the United States Congress in 2003 to address the problem of sexual abuse of people in the custody of U.S. correctional agencies. The Act applies to all public and private institutions that house adult or juvenile offenders and is also relevant to community-based agencies. It addresses both inmate-on-inmate sexual abuse and staff sexual misconduct.

The Major Provisions of PREA include:

- Zero-tolerance for sexual assault and rape
- Development of standards for the detection, prevention, reduction, and punishment of prison rape
- Collection of data on the number of incidents of prison rape
- Award of federal money to help state and local governments implement the purpose of the Act

United States Department of Justice: National Institute of Corrections, NICIC.gov/prea, Accessed 6-10-2013

Florida Department of Juvenile Justice Policy 1919

FDJJ 1919 was created in response to the Prison Rape Elimination Act of 2003 (PREA). It establishes guidelines for the relationships between juvenile justice staff and youth in our care and outlines DJJ's approach to preventing, detecting, and responding to sexual abuse and sexual harassment.



The policy is designed to comply with applicable state and federal laws and rules and establishes DJJ's zero tolerance for any acts of sexual abuse, assault, misconduct, or harassment. Acts such as: sexual activity between staff and juveniles, volunteers or contract personnel and juveniles, and juvenile and juvenile, regardless of consensual status, are prohibited and subject to administrative and criminal disciplinary sanctions.

United States Department of Justice Survey

The U.S. Department of Justice is required to conduct an annual survey of the prevalence of sexual violence in correctional facilities, including juvenile facilities. All state-operated facilities and a sample of contracted facilities must submit information in the following areas:

- Nonconsensual sex acts
- Abusive sex acts
- Staff sexual misconduct
- Staff sexual harassment



Definition

Sexual Harassment – (1) Repeated or unwelcome sexual advances, requests for sexual favors, or verbal comments, gestures, or actions of a derogatory or offensive sexual nature by one youth directed toward another (2) Repeated or unwelcome verbal comments or gestures of a sexual nature to a youth 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.

Statewide Department PREA Coordinator

FDJJ Policy 1919 establishes a Statewide Department PREA Coordinator who:

- Is responsible for the statewide oversight of the Department’s implementation and compliance efforts as they relate to PREA standards.
- Will maintain the Department’s PREA related web site to ensure all related information, including audit reports of facilities, is current and readily available to the public.
- Will ensure facility audits are completed timely and by appropriately certified staff.
- Will review data collected and aggregated in order to assess and improve the effectiveness of the Department’s sexual misconduct prevention, detection, and response policies, practices, and training.
- Will provide all sexual misconduct data collected in the CCC to the U.S. Department of Justice no later than June 30 of each year, upon request.



Definition

Sexual Misconduct – Any act of sexual abuse and/or sexual harassment

PREA Facility Compliance Manager

FDJJ Policy 1919 also establishes a PREA Facility Compliance Manager who is responsible for:

- Oversight of a state-run or contracted facility's implementation and compliance of PREA standards.
- Coordinating and communicating with the Statewide Department PREA Coordinator.
- Hands-on involvement with auditors conducting reviews at the facility.
- Developing correct action plans required as a result of an audit report.
- Ensuring all PREA training is conducted and all staff are properly trained prior to their interaction with youth.
- Ensuring that youth have access to information about PREA, the Department's zero-tolerance policy on sexual misconduct, and that youth have information needed to report any incident.
- Ensuring confidentiality of reported information.
- Monitoring any retaliation that may happen as a result of a reported incident.



PREA Audits

Each year of a three year period, one-third of all facilities will be audited by an independent organization that falls into one of the three categories:

- A correctional monitoring body that is not part of the Department but that is part of, or authorized by the State of Florida.
- An auditing entity that is within the agency but separate from its normal chain of command, such as an inspector general or ombudsperson who reports directly to the Department's head or the Governor's Office.
- Other outside individuals with relevant experience.



Auditors

Except in the case of contracting with the auditor for multiple audits, the Department shall not employ, contract with, or otherwise financially compensate an auditor for three years before or after an auditor conducts an audit.

Auditors must:

- Be certified by the U.S. Department of Justice every three years.
- Have access to enter and tour all facilities, both state-run and contracted.
- Be able to review documents and interview staff and youth.



Data Collection

The Department shall collect uniform data in the CCC for every allegation of sexual misconduct at state-run and contracted facilities. Incident based sexual misconduct data shall be collected at least annually.

Each year the Department will prepare an annual report of sexual misconduct incidents, findings, and correction actions for all state-run and contracted facilities. The report will include:

- A comparison of the current year's data and corrective actions with those from prior years.
- An assessment of the Department's progress in addressing sexual misconduct.



After review and approval by the Secretary of FDJJ, the report will be posted on the Department's web site so that the public can access it. If there is information in the report that presents a threat to safety or security to a facility, it may be rewritten, ensuring that it reflects the nature of the original information.

All reports will be maintained according to the State of Florida Record Retention Schedule which states that all collected data must be kept for at least 10 years after the date of initial collection.

Quiz

Directions: Match each of the items below with the correct description.

- | | |
|---|---|
| ___ 1. Prison Rape Elimination Act (PREA) | A. Establishes guidelines for the relationships between juvenile justice staff and youth in custody and outlines DJJ's approach to preventing, detecting, and responding to sexual abuse and sexual harassment. |
| ___ 2. FDJJ Policy and Procedures 1919 | |
| ___ 3. Requirements of the U.S. Department of Justice | B. The CCC shall collect information on every allegation of sexual misconduct at state-run and contracted facilities. Each year the Department will prepare an annual report with a comparison of current year's information and corrective actions from prior years, and an assessment of the Department's progress in addressing sexual misconduct. |
| ___ 4. DJJ's responsibilities for data collection | C. Created to address the problem of sexual abuse of people in custody with major provisions of zero-tolerance for sexual assault and rape, standards for detection, prevention, reduction, and punishment, collection of data, and award of federal money for those who implement the Act. |
| | D. Conduct an annual survey of the prevalence of sexual violence in correctional facilities, including juvenile facilities. All state-operated facilities and a sample of contracted facilities must submit information. |

Answer: 1. C, 2. A, 3. D, 4. B

Directions: Select "T" if the statement is true and "F" if the statement is false.

1. T/F The statewide Department PREA coordinator is responsible for maintaining the Department's PREA website, statewide oversight of compliance, ensure completion of facility audits, review date to improve effectiveness, and provide data to the U.S. Department of Justice.
2. T/F PREA Facility Compliance Managers will have oversight for one of the Florida regions and will ensure the implementation and compliance of PREA standards for all state-run or contracted facilities in that region.
3. T/F Every three years all facilities will be audited by an independent organization.

Answer: 1.T, 2.F, 3.F

Lesson 2: Required Training

Staff Training



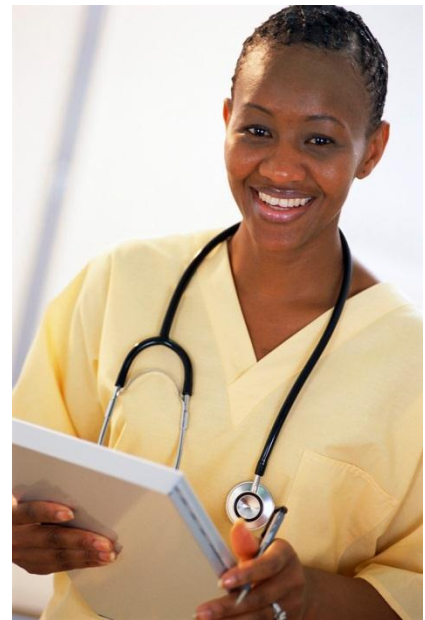
Detention and residential direct care staff (state employed) must complete training as outline in FDJJ 1520, Employee Training and Florida Administrative Code Rule 63H, Staff Training. This curriculum includes training on the zero-tolerance of sexual misconduct outlined in FDJJ Policy 1919. All current employees must be trained within six months of the effective date of this policy.

Each employee is required to take refresher training every two years. The Department will document, through employee signature that employees understand the training they have received. Information on current sexual misconduct policies will be available on the Department's PREA Webpage.

Medical and Mental Health Care Provider Training

All full and part-time medical and mental health care practitioners who work regularly in DJJ facilities, whether employed by DJJ, contracted by DJJ, or contracted by DJJ providers, must be trained in:

- How to detect and assess signs of sexual abuse
- How to preserve physical evidence of sexual abuse
- How to respond effectively and professionally to juvenile victims of sexual abuse
- How and to whom to report allegations or suspicions of sexual abuse



Medical and mental health care providers will be subject to sexual abuse training similar to DJJ employees. The Department shall maintain documentation that practitioners have received the training reference in this policy either from the agency or elsewhere.



Definitions

Sexual Abuse by a Youth – 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, that is unrelated to official duties or where the youth has the intent to abuse, arouse, or gratify sexual desire and excluding contact incidental to a physical altercation.

Sexual Abuse by a Staff Member, Contractor, or Volunteer – Includes any of the following acts, with or without consent of the youth: (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 definition; (7) Any display by a staff member, contractor, or volunteer of his or her uncovered genitalia, buttocks, or breast in the presence of a youth, and (8) Voyeurism by a staff member, contractor, or volunteer.

Volunteers and Contracted Providers

All volunteers and contracted providers must be trained on their responsibilities under the Department's sexual misconduct prevention, detection, and response policy and procedures, and Florida Administrative Code Rule 63-H, Staff Training.



The level and type of training provided to volunteers and contracted provider staff is based on the service they provide and level of contact they have with youth, but all volunteers and contractor staff who have contact with youth shall, at a minimum, be notified of the Department's zero-tolerance policy regarding sexual misconduct and be informed on how to report such incidents.

The Department shall maintain documentation confirming that volunteers and contracted provider staff understand the training they have received.



Definitions

Volunteer – An individual who donates time and effort on a recurring basis to enhance the activities and programs of the agency.

Contractor – A service provider who provides services on a recurring basis pursuant to the contractual agreement with the agency.

Youth Training

During intake, all youth will be provided with information on the agency's zero-tolerance policy regarding sexual misconduct, including how to report incidents or suspicions of sexual misconduct.

Special accommodations shall be made to ensure all written information about sexual misconduct policies, including how to report sexual misconduct, is conveyed verbally to youth with limited reading skills or who are visually impaired, deaf, or otherwise disabled.



Within 10 days of intake, the Department shall provide comprehensive education to youth (either in person or through video) regarding:

- Their right to be free from sexual misconduct
- Their right to be free from retaliation for reporting such misconduct
- The agency's sexual misconduct response policies and procedures.

Youth currently residing in a facility will be trained within six months of the effective date of FDJJ Policy 1919P: Prison Elimination Act Procedures. Refresher information will be readily available to all youth at all facilities. The Department will retain documentation of youth participation in said training classes.

Information regarding the Department's policy on zero-tolerance of sexual misconduct will be posted and visible to all youth at all facilities at a minimum via posters and brochures.



Definition

Youth – Any person under the supervision or care of the agency.

Quiz

1. Match the audience with the correct training requirements.

- | | |
|--|--|
| <p>___ 1. Detention and Residential Direct Care Staff</p> <p>___ 2. Full and Part-time Medical & Mental Health Providers who work regularly in DJJ facilities (DJJ staff or contracted)</p> <p>___ 3. Youth</p> <p>___ 4. Volunteers</p> | <p>A. Must be provided information, during intake, on the agency's zero-tolerance policy including how to report incidents or suspicions of sexual misconduct. Within 10 days of intake, they will be provided education about their right to be free from sexual misconduct and retaliation for reporting incidents, and the agency's policies and procedures.</p> <p>B. Must complete training on the zero-tolerance of sexual misconduct as outline in Policy 1919. Every two years, each employee is required to take a refresher training course.</p> <p>C. Must be trained on their responsibilities for prevention, detection, and response to sexual misconduct based on the service they provide and the level of contact with youth. At a minimum, they must be informed of the Department's zero-tolerance policy and how to report sexual misconduct incidents.</p> <p>D. Must be trained in how to detect and assess signs of sexual abuse, how to preserve evidence, how to respond effectively to victims, and how to report allegations or suspicions of sexual abuse.</p> |
|--|--|

Answer: 1. B, 2. D, 3. A, 4. C

Lesson 3: Standards & Procedures

Admission Screening

All youth who are admitted to secure detention or residential commitment programs go through a screening process in which various assessments are done and information is presented to and collected from the youth. Admission must now include screening for compliance of the PREA. The purpose of the screening is to collect information about the sexually aggressive behavior and the vulnerability of the youth to sexual abuse. All youth must be screened prior to room assignment so that staff can ensure a youth's potential for victimization or predatory risk has been reviewed.

Youth who refuse to answer any part of the screening cannot be disciplined for not providing information.

Minimum Admission Screening Requirements

At a minimum, staff conducting the screening shall attempt to gather information about:

- Prior sexual victimization or abuse
- Any nonconforming gender appearance, manner, or identification that may cause the youth to be vulnerable to sexual abuse (for example: lesbian, gay, bisexual, transgender, or intersex)
- Current charges and offense history
- Age
- Level of emotional and cognitive development
- Physical size and stature
- Mental illness or mental disabilities
- Intellectual or developmental disabilities
- Physical disabilities
- Youth's own perception of vulnerability
- Any other specific information about the youth that may indicate the need for heightened supervision, additional safety precautions, or separation from certain other youth

Documenting the Admission Information



Information gathered by the admission staff shall be entered in the youth's case file. If information is obtained during the screening that could affect the youth's status, such as an admission of a sexual assault on others, this information shall be given to the youth's JPO and facility case manager for further investigation. A youth's answers to screening questions will be shared only on a need-to-know basis. This

will ensure that sensitive information about the youth is not shared by staff or other youth and resulting in harm to the youth.

Past Victimization or Abuse Admitted

If a youth admits being a victim or an offender of sexual abuse, whether the incident occurred in the facility or in the community, staff must ensure the youth is referred for follow-up medical and mental health services within 14 days of the screening.

Medical and mental health practitioners shall obtain informed consent from youth who are 18 years of age or older before reporting information about prior sexual victimizations that did not occur at the facility.

If a youth admits a youth-on-youth abuse or victimization, the program shall make an immediate referral to mental health for a crisis assessment. The mental health



practitioner will attempt to conduct a mental health evaluation within 60 days of referral for the abuse history and offer treatment when deemed appropriate.

Information gathered from screenings related to sexual victimization or abusiveness shall be strictly limited to medical and mental health practitioners and other


staff, as required by Department policy and federal, state, or local law, to guide treatment plans and security and management decisions, including housing, bed, work, education, and program assignments.



Room Assignments

Each facility shall develop and implement a system that ensures staff working directly with the youth are advised of the status of a youth identified as a risk or as posing a risk to others. The program shall develop and implement an alert system that ensures staff working directly with the youth is advised of all status changes immediately.

The results of the youth vulnerability screening shall be used in making room assignment to ensure vulnerable youth are not assigned a roommate believed to pose a risk. Treatment teams in commitment programs and supervising staff in detention should continually review the youth's adjustment.



If applicable, placement and programming assignments for each transgender or intersex youth shall be reassessed every six months to review any threats to safety experienced by the youth.



Lesbian, gay, bisexual, transgender, or intersex youth shall not be placed in particular housing, bed, or other assignments solely on the basis of such identification or status. A transgender or intersex youth's own view with respect to his or her own safety shall be given serious consideration. Lesbian, gay bisexual, transgender or intersex identification or status is not an indicator of likelihood of being sexually abusive. Placement shall be considered on a case-by-case basis whether the placement will ensure the youth's health and safety, and whether the placement would present management or security problems.

When assigning a transgender or intersex youth to a male or female facility Department staff shall consider on a case-by-case basis whether a placement would:

1. Ensure the youth's health and safety
2. Present management or security problems



Definition

Transgender – A person whose gender identify is different from the person's assigned sex at birth (for example: internal sense of feeling male or female)

Intersex – A person who's sexual or reproductive anatomy or chromosomal pattern does not seem to fit typical definitions of male or female.

Quiz

Directions: Select “T” if the statement is true and “F” if the statement is false.

- T/F Youth must answer every part of the screening for sexual abuse or sexual victimization or face disciplinary action.
- T/F Staff must ensure the youth receives follow-up medical and mental health services within 14 days of screening if the youth admits to being a victim or an offender of sexual abuse while in a facility.
- T/F The results of the youth vulnerability screening shall be used in-making room assignment to ensure vulnerable youth are not assigned a roommate believed to pose a risk.

Answers: F, T, T

Supervising and Monitoring

Staffing plans are established by the Department for each residential and detention facility. These plans provide for adequate levels of staffing, and where applicable, video monitoring to protect youth against sexual misconduct. In developing adequate staffing levels and determining the need for video monitoring for the facility, the following must be taken into consideration:

- Generally accepted juvenile detention and correctional/secure residential practices
- Any findings of inadequacy from judicial, federal investigative agencies, or internal external oversight bodies
- All components of the facility's physical plant (including "blind spots" or areas where staff or youth may be isolated)
- The composition of the youth 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 misconduct
- Any other relevant factors



Staffing plans are to be adhered to, except during limited and urgent circumstances, and must be documented in the plan.



Definition

Substantiated Allegation – An allegation where the mass of evidence of the incident indicates that the incident subject violated existing statutes, rule, or other regulatory guidance

Unsubstantiated Allegation – An allegation where the mass of evidence of the incident does not indicate that the incident subject violated existing statutes, rules, or other regulatory guidance

Unfounded Allegation – An allegation where the mass of evidence of the incident cannot be determined based on a lack of facts or evidence that the incident subject violated existing statutes, rules, or other regulatory guidance

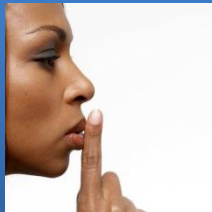
PREA Reviews

At a minimum of once a year the PREA Coordinator, in consultation with the Department program area staff, will assess, determine, and document whether adjustments are needed:

- To the staffing plan
- To the existing staffing pattern
- In the deployment of video monitoring systems and other monitoring technologies
- In the resources the facilities have available to commit to ensure adherence to the staffing plan



Intermediate or higher level supervisors shall conduct and document unannounced rounds to identify and deter staff sexual misconduct. These rounds shall also be conducted during day and night shift hours.



Staff is prohibited from telling other staff that supervisory rounds are occurring, unless it is related to the legitimate operational functions of the facility.

Cross-gender Issues

Staff shall not search or physically examine a transgender or intersex youth for the sole purpose of determining the youth's genital status. If the youth's genital status is unknown, it may be determined:

- During conversation with the youth
- By reviewing medical records
- Obtaining information from a medical examination conducted in private by a medical practitioner.



Staff shall not conduct cross-gender strip searches, cross-gender visual body cavity searches (meaning a search of the anal or genital opening), or cross-gender pat-down searches except in urgent circumstances or when such viewing is incidental to routine cell checks. All cross-gender strip searches, cross-gender visual

body cavity searches, and cross-gender pat down searches shall be documented.

The facility must enable youth to shower, perform bodily functions, and change clothing without nonmedical staff of the opposite gender viewing their breasts, buttocks, or genitalia, except in urgent circumstances.

Transgender and intersex youth shall be given the opportunity to shower separately from other youth.

Staff of the opposite sex shall announce their presence when entering a youth housing facility or an area where youth are likely to be showering, performing bodily functions, or changing clothing.



Definition

Strip Search – A search that requires staff to remove or arrange some or all clothing so as to permit a visual inspection of the youth's breast, buttocks, or genitalia.

Pat-down Search – A running of the hands over the clothed body of a youth by staff to determine whether the individual possesses contraband.

Quiz

Directions: Select “T” if the statement is true and “F” if the statement is false.

1. T/F Staffing plans provide for adequate levels of staffing, and where applicable, video monitoring, to protect youth against sexual misconduct.
2. T/F At a minimum of once a quarter the PREA Coordinator in consultation with the Department program area staff, will assess, determine, and document whether adjustments are needed:
3. T/F Staff shall not search or physically examine a transgender or intersex youth at any time.

Answers: 1.T, 2.F, 3.F

Medical & Mental Health Care

The facility shall offer medical and mental health evaluations, and as appropriate, treatment to all youth who have been victimized by sexual misconduct in any juvenile facility.

The facility shall offer medical and mental health services to a youth victim or youth sexual abuser, and as appropriate, treatment consistent with the community level of care.



Definition

Medical Practitioner – A health professional who, by virtue of education, credentials, and experience, is permitted by law to evaluate and care for patients within the scope of his or her professional practice. A “qualified medical practitioner” refers to such a professional who has also successfully completed specialized training for treating sexual abuse victims.

Access Requirements for Youth

Youth Access to Outside Support and Legal Representatives



Youth shall have access to outside victim advocates for emotional support services related to sexual misconduct. The facility shall post, provide, or otherwise make accessible mailing addresses and telephone numbers (including hotline numbers) of local, state, or national victim advocacy or rape crisis organizations. Such communications shall be available in as confidential a manner as possible.

Youth shall have free access and means, including written, to submit or report sexual allegations. Youth shall have reasonable and confidential access to their attorney or other legal representation, their parents, or legal guardians for reporting of sexual allegations.

The Department will attempt to maintain agreements with community service providers to provide youth with confidential, emotional support services related to sexual misconduct.

Access to Emergency Medical and Mental Health Services

Youth victims of sexual abuse while at a facility shall have access to:

- ***Medical Treatment***
Receive timely, free access to on-site and off-site emergency medical treatment and crisis intervention services. The nature and scope of these treatments are determined by medical and mental health practitioners.
- ***Timely Information***
Be offered timely information about and timely access to emergency contraception and sexually transmitted infections protection, according to professional accepted standards of care, where medically appropriate.
- ***Victim Advocate***
Have access to a victim advocate from a rape crisis center or a qualified staff member from a community-based organization or a qualified agency staff member. A qualified agency staff member or qualified staff member from a community-based organization is an individual who:
 - Has been screened to serve in this role.
 - Has received education in sexual assault and forensic examination issues.
- ***Pregnancy Tests***
Be offered pregnancy tests and extensive information about and timely access to all lawful pregnancy-related medical services.
- ***Tests for Sexually Transmitted Infections***
Be offered tests for sexually transmitted infections as medically appropriate. Evaluation and treatment of such victims shall include, as needed:
 - Follow-up services
 - Treatment plans
 - Referrals for continued care following transfers or placement in other facilities, or release from custody.



Definition

Mental Health Practitioner – A licensed mental health professional who, by virtue of education, credentials, and experience, is permitted by law to evaluate and care for patients within the scope of his or her practice. A “qualified mental health practitioner” refers to a licensed mental health professional who has also successfully completed specialized training for treating sexual abuse victims.

Quiz

Directions: Select “T” if the statement is true and “F” if the statement is false.

- T/F The facility shall offer medical and mental health services to a youth victim as appropriate, and treatment consistent with the community level of care.
Youth sexual abusers must be transferred to another facility.

Answer: F

Multiple Choice

Which of the following actions is the facility required to do to be compliant with PREA?

- A. Train direct care staff on the counseling techniques that are most effective when working with sexual abuse victims.
- B. Post, provide, or otherwise make accessible mailing address and telephone numbers of local, state, or national victim advocacy or rape crisis organizations.
- C. Post posters of the definitions related to PREA, including sexual misconduct, sexual abuse, transgender, intersex, and gender nonconforming throughout the youth living areas of the facility.
- D. Post the PREA Youth Bill of Rights in youth indoor recreational areas, dining areas, and in hallways throughout the facility.

Answer: B

Directions: Select “T” if the statement is true and “F” if the statement is false.

- T/F Youth must submit a written request to the facility superintendent to discuss sexual misconduct with an attorney.

Answer: F

Directions: Mark each of the statements as “True” if PREA requires a facility to provide the following for youth victims of sexual abuse.

1. T/F Timely, free access to on-site and off-site emergency medical treatment and crisis intervention services.
2. T/F Condoms to prevent sexually transmitted infections while the youth is in the facility.
3. T/F A law library for all youth who are committed to residential programs.
4. T/F Timely information about and timely access to emergency contraception and sexually transmitted infections protection, according to professional accepted standards of care, where medically appropriate
5. T/F Access to a victim advocate from a rape crisis center or a qualified staff member from a community-based organization or a qualified agency staff member.
6. T/F Pregnancy tests and extensive information about and timely access to all lawful pregnancy-related medical services.
7. T/F Tests for sexually transmitted infections as medically appropriate.

Answers: 1.T, 2.F, 3.F, 4.T, 5.T, 6.T, 7.T

Summary

All youth who are admitted to secure detention or residential commitment programs undergo a screening process. During this process, various assessments are conducted, and information is presented to, and collected from, the youth. There are minimum screening requirements that must be met and documented in the youth's case file. Information including past victimization or abuse should be documented, and room assignments should be based on the youth's vulnerability screening. Staffing plans should address supervision and monitoring processes to protect the youth against sexual misconduct. An annual PREA review is also conducted to determine if any adjustments should be made to these staffing plans. Cross gender issues require specific processes that must be followed by staff. The facility must offer medical and mental health evaluations and treatment to all youth victims of sexual misconduct in any juvenile facility. The youth shall also have access to outside victim advocates for emotional support services as well. There are a variety of emergency medical and mental health services that are provided to youth victims of sexual abuse while they are at our facilities.

Lesson 4: Reporting

Introduction

Procedures outlined in this section pertain to reporting allegation of sexual misconduct occurring during a youth's stay in a facility.

Reporting Allegations of Sexual Misconduct

Central Communications Center (CCC) Rule 63F-11 requires that any allegation of sexual misconduct or youth-on-youth sexual activity be reported to the CCC.

There is no time limit on when a youth may submit a grievance regarding an allegation of sexual misconduct. Youth shall be provided multiple internal ways to *privately* report:

- Sexual misconduct
- Retaliation by other youth or staff for reporting sexual misconduct
- Staff neglect or violation of responsibilities that may have contributed to such incidents



No Time Limit to Report a Grievance



Definition

CCC – The Department of Juvenile Justice Central Communications Center is a unit charged with receiving reports regarding incidents from all DJJ contracted and/or state-operated facilities, offices, and programs and reporting the information to the proper authorities.

Any staff, including medical and mental health practitioners, that receive a report of sexual misconduct or possible sexual misconduct are required to report it to:

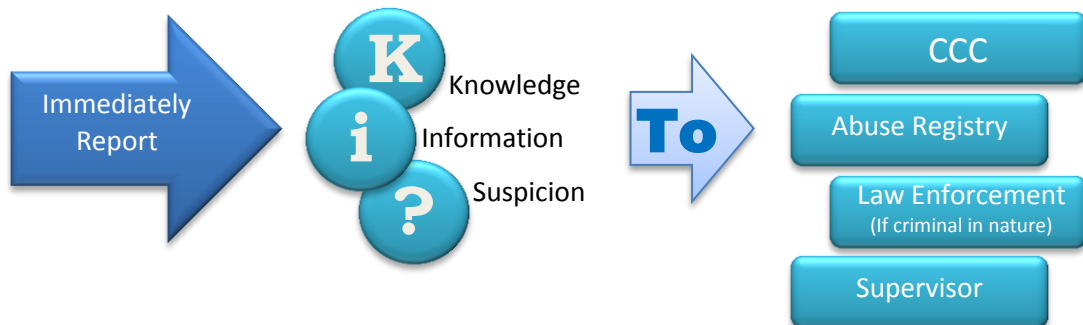
- Florida Central Abuse Hotline, the abuse registry operated by the Department of Children and Families,
- Local law enforcement, if it is criminal in nature
- The CCC

Medical and mental health practitioners must inform residents at the initiation of services of their duty to report and the limitations of confidentiality.

Reports can be received verbally, in writing, anonymously, and from third parties. All verbal reports shall be documented promptly and reported accordingly.

All staff are required to immediately report any knowledge, suspicion, or information received regarding:

- Any incident that has occurred in a facility
- Retaliation against youth or staff who report sexual misconduct
- Any staff neglect or violation of responsibilities that may have contributed to an incident of sexual misconduct or retaliation to the abuse registry, local law enforcement, and the CCC as required by mandatory reporting laws and Department policy.



Definition

Florida Central Abuse Hotline – The entity in the Department of Children and Families that receives allegations of child abuse and neglect.

Apart from reporting to designated supervisors or officials and designated state or local service agencies, staff are prohibited from revealing any information related to a sexual misconduct report to anyone other than to the extent necessary to make treatment, investigation, and other security and management decisions.

Confidentiality

Do not reveal any information related to a sexual misconduct report to anyone except to:

- Designated supervisor
- Designated state or local service agencies
- Those who are providing treatment
- Those who are investigating the report
- Those in charge of security and management decisions

Other than reporting to designated supervisors or officials, all staff should only reveal information to those individuals who have a need-to-know to make treatment, investigate, or other security and management decisions.

Youth and complainants may report anonymously. However, staff who follow up to those reports will have to give their names.

While victims and complainants may report anonymously, staff who follow up to report the allegations shall not be afforded anonymous status.

Quiz

Directions: Select “T” if the statement is true and “F” if the statement is false.

T/F Youth must report a grievance regarding an allegation of sexual misconduct within 60 days of the alleged incident.

Answer: F

Any staff, including medical and mental health practitioners, that receive a report of sexual misconduct or possible sexual misconduct are required to report it to (Select “T” for true if the item listed below is REQUIRED.)

1. T/F The Florida Central Abuse Hotline, the abuse registry operated by the Department of Children and Families.
2. T/F The local victim’s advocate
3. T/F Local law enforcement, if it is criminal in nature
4. T/F The Central Communications Center (CCC)
5. T/F The youth’s Guardian Ad Litem
6. T/F His or her supervisor

Answers: 1.T, 2.F, 3.T, 4.T, 5.F, 6.T

Directions: Mark “T” for true next to the item below if you can reveal any information related to asexual misconduct report to that person or persons.

1. T/F Designated supervisor
2. T/F Designated victim advocate
3. T/F Designated state or local service agencies
4. T/F Victim’s attorney
5. T/F Other DJJ staff
6. T/F Those who are providing treatment
7. T/F Those who are investigating the report
8. T/F Reporters from news, radio, or television
9. T/F Those in charge of security and management decisions

Answers: 1.T, 2.F, 3.T, 4.F, 5.F, 6.T, 7.T, 8.F, 9.T

Youth with Disabilities

Facilities must ensure that all youth with disabilities (including, for example youth who are deaf or hard of hearing, blind, have low vision, have intellectual, developmental, psychiatric, or speech disabilities), have an equal opportunity to participate in or benefit from all aspects of the Department's efforts to prevent, detect, and respond to sexual misconduct.



Provide interpreters,
readers, or other
assistance

The facility must also ensure meaningful access to its efforts to prevent, detect, and respond to sexual misconduct to youth who are limited English proficient. This includes steps to provide interpreters who can interpret effectively, accurately, and impartially, both receptively and expressively, using any necessary specialized vocabulary.

The facility may not use youth or staff as interpreters, readers, or other assistance to perform such functions except in limited circumstances where an extended delay in obtaining an effective interpreter/reader/assistant could compromise the:

- Youth's safety
- Performance of the first responder duties
- Investigation of the youth's allegations



Definition

Facility – A place used by the agency or a contractor for the confinement of youth.

Facility Head – The principal official of a facility

Agency – Florida Department of Juvenile Justice

Agency Head – The secretary of the agency



Risk of Sexual Misconduct

If staff learns that a youth may be a high risk of likely sexual misconduct, the staff shall take immediate action to protect the youth from further harm or threat. Also, if staff learn that a youth poses a substantial risk of sexually abusing other youth in the facility, then they shall take immediate action to protect other youth from further harm or threat.

Youth Reporting

Youth must be allowed free access to report any allegation of misconduct or neglect to the abuse registry operated by the Department of Children and Families. Youth 18 years of age and older would call the CCC to report an allegation of abuse or neglect.



Youth who are the victims of sexual abuse shall be provided prompt and appropriate medical and mental health treatment by medical and mental health practitioners after the first responder involvement by medical and law enforcement personnel.

Section 985.701, F.S., makes certain acts of sexual misconduct between a youth and staff person a felony. A youth's consent to sexual acts with a staff member is not defense under this subsection of the law.

Filing a False Misconduct Report

A report of sexual misconduct made in good faith based upon a reasonable belief that the alleged conduct occurred shall not constitute falsely reporting an incident, even if an investigation does not establish evidence sufficient to substantiate the allegation.

Youth or staff who have reported sexual misconduct shall be provided protection against retaliation. Accommodations will include housing changes and removal of alleged staff or youth from contact with victims. Emotional support services for youth or staff who fear retaliation for reporting or cooperating with investigations will be available.

Youth should be advised that any person who knowingly and willfully makes a false report or counsels another to make a false report is guilty of a third degree felony under Chapter 39.205, Florida Statutes.

90-Day Review Period

At each 90 day period following a report of sexual misconduct, the Department will monitor the conduct or treatment of youth or staff who reported the sexual misconduct to determine if retaliation is occurring. The Department will also monitor the treatment of the victim.



90-day Monitoring

Items to be monitored include, but are not limited to:

- Youth disciplinary reports
- Status checks
- Housing or program changes
- Negative performance reviews or reassignment of staff

The obligation to monitor ends if the allegation is determined to be unfounded.

Quiz

Directions: Select “T” if the statement is true and “F” if the statement is false.

1. T/F The facility must ensure meaningful access to its efforts to prevent, detect, and respond to sexual misconduct to youth who are limited English proficient. This includes steps to provide interpreters who can interpret effectively, accurately, and impartially, both receptively and expressively, using any necessary specialized vocabulary.
2. T/F Other youth, facility staff and representatives from outside of the facility can act as interpreters, readers, or provide other assistance to youth who need it.
3. T/F If staff learns that a youth may be a high risk of likely sexual misconduct, OR that a youth poses a substantial risk of sexually abusing other youth in the facility, then they should contact their supervisor by the end of their shift and schedule a face-to-face meeting to discuss the matter within five (5) working days of obtaining the information.
4. T/F At each 90 day period following a report of sexual misconduct, the Department will monitor the conduct or treatment of a youth to ensure that retaliation is not occurring.

Answers: 1.T, 2.F, 3.F, 4.T

Summary

Rule 63F-11 requires that any allegation of sexual misconduct or youth-on-youth sexual activity be reported to the CCC, and there is no time limit on when a youth may submit a grievance. Youths' information should remain confidential. Facilities must ensure that all youth with disabilities have an equal opportunity to participate in, or benefit from, all aspects of the Department's efforts to prevent, detect, and respond to sexual misconduct. If staff learns that a youth is at risk of sexual misconduct, actions must be taken immediately to protect the youth from further harm or threat. Youth must be allowed free access to report any allegation of misconduct or neglect, and youth victims of sexual abuse should be provided prompt and appropriate medical and mental health treatment. Filing a false report of misconduct constitutes a third degree felony under Chapter 39.205, F.S.; however, as long as the report is made in good faith based upon a reasonable belief that the alleged conduct occurred, it is not considered a false report even if an investigation does not establish evidence sufficient to substantiate the allegation. At each 90 day period following a report of sexual misconduct, the Department will monitor the conduct or treatment of youth or staff who reported the sexual misconduct to determine if retaliation is occurring.

Lesson 5: Responding to Abuse Reports

Introduction



Upon discovery of an incident defined as sexual abuse, staff members are responsible for taking immediate actions to ensure the safety of the victim, and notifying appropriate law enforcement and medical personnel.

These actions include, but are not limited to:

- Identifying victims(s)
- Identifying suspects
- Making every attempt to preserve evidence

Immediate reporting must be made to the CCC, providing as much facts and detail as possible about the incident(s) and victim(s), suspect(s) or witnesses. The CCC will make appropriate notification to senior DJJ management who will in turn notify management overseeing the facility where the alleged abuse occurred.

Other than making appropriate notification through Department channels, staff should take no further actions other than those directed by law enforcement or first responders.

Preserving Evidence

It is essential that all the clothing worn by the people involved be protected to ensure that evidence is not further contaminated. The scene(s) where the alleged act(s) occurred must also be secured. This means simply securing any evidence until the arrival of law enforcement.

Staff should *not*:

- Move, touch, or alter the evidence in any way
- Discuss any facts of the incidents with anyone (Except those directly involved in response or investigation of the incident.)

Securing is defined as doing the following until law enforcement takes over the scene:

- Keeping control over the evidence or scene
- Documenting any access to the evidence
- Not allowing access to that area by anyone, including staff

Staff Actions if Victims Reports Sexual Abuse

If a sexual abuse incident is reported by the victim, **Staff should:**

- Ensure the victim is safe
- Immediately notify law enforcement (911) and ask them to come to the facility
- Immediately prohibit the subject (staff or youth) from contact with any other youth
- Immediately contact the Florida Central Abuse Hotline
- Notify the CCC and management within two (2) hours of the incident or learning of the incident
- Take no further immediate action, except at the direction of law enforcement
- Secure the area where the incident allegedly occurred (If the incident occurred in a DJJ or provider facility)



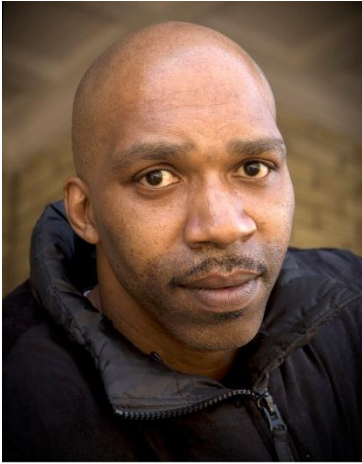
Staff Actions if Someone other than the Victim Reports Sexual Abuse

If a sexual abuse incident is reported by someone else and the victim is in your care or custody, staff should:

- Locate the victim.
- Ensure the victim is safe.
- Immediately notify law enforcement (911) and ask them to come to the facility.
- Immediately prohibit the subject (staff or youth) from contact with any other youth.
- NOT allow access to that area by anyone, including staff, until the arrival of, and at the direction of, law enforcement.
- Do not question the victim, other than to identify basic information about where the incident occurred and who may be involved.
- Provide as much detail as possible to the police and responding emergency services.
- If the subject (the person who allegedly committed the offense) is in your care, control, or custody, do not notify them of the victim's report, but take adequate steps to ensure the safety of other youth and report subject information to law enforcement when they arrive.
- Ensure that any clothing, bedding, or related materials are not disposed of or cleaned up by staff. Keep those materials secure or free from contamination by anyone else until instructed to do differently by law enforcement.
- Do not discuss any facts of the incidents with anyone except those directly involved in response or investigation of the incident.
- Cooperate fully with law enforcement.



Notifying the Victim's Parents or Guardians



The Department shall notify the alleged victim's parents or legal guardians; unless there is official documentation showing the parents or legal guardians should not be notified.

If the youth is under the custody of DCF, the caseworker shall be notified.

If applicable, the youth's attorney or other legal representative of record shall be notified of the allegation within 14 days of receiving the allegation.

Quiz

Directions: Select “T” if the statement is true and “F” if the statement is false.

1. T/F Upon discovery of an incident defined as sexual abuse, staff members should immediately begin a criminal investigation.
2. T/F Any evidence at the scene(s) where the alleged act(s) occurred must be secured until the arrival of law enforcement.
3. T/F If a sexual abuse incident is reported by someone else and the victim is in your care or custody, staff should only allow access by the facility supervisor or other staff.
4. T/F The Department shall notify the alleged victim’s parents or legal guardians; unless there is official documentation showing the parents or legal guardians should not be notified.

Answers: 1.F, 2.T, 3.F, 4.T

Lesson 6: Investigations

Introduction

The Department does not conduct criminal investigations for youth-related sexual misconduct reports. Local law enforcement agencies and the Department of Children and Families handle such investigations involving youth in Florida. The Office of the Inspector General (OIG) conducts administrative investigations, separate and apart from any criminal investigations, to identify staff misconduct. Staff are expected to cooperate with OIG investigations.

Staff will fully cooperate with any law enforcement investigation of sexual abuse.

Staff in the OIG will be trained on the policies and procedures for the Department related to the handling of sexual misconduct incidents and reports.

The Department will ensure that administrative investigations and reviews are completed for all allegations of sexual misconduct.



The Conclusion of Investigations

At the conclusion of any law enforcement investigation where a sexual abuse incident has been reported, the victim or the victim's parent(s) or guardian(s) should be notified that the investigation is concluded. The notification should come from the investigating law enforcement agency or through a Victim Services Officer or representative. At the conclusion of any administrative investigation conducted by the OIG, the victim's parent(s) or guardian(s) will be notified by receipt of a final administrative investigative report which will be distributed according to Sections 20.055 and 119 of the Florida Statutes.



Facility Sexual Misconduct Incident Review



The facility will conduct a sexual misconduct incident review at the conclusion of every sexual misconduct investigation or administrative review. This includes those where the allegation has not been substantiated, unless the allegation has been determined to be unfounded. The review shall be conducted within 30 days of the conclusion of the investigation. The review team shall include the facility PREA compliance manager, Department program area staff, and upper-level management, with input from line supervisors, including medical and mental health officials. The OIG may also participate when the incident was investigated by their office.

The review team shall:

- *Change of Policy or Practice?*
Consider whether the allegation or investigation indicates a need to change policy or practice to better prevent, detect, or respond to sexual misconduct
- *Motivation for Incident?*
Consider whether the incident or allegation was motivated by race, ethnicity, gender identity, lesbian, gay bisexual, transgender, intersex identification, status, or perceived status, gang affiliation, or was motivated or otherwise caused by other group dynamics at the facility
- *Physical Barriers?*
Examine the area in the facility where the incident allegedly occurred to assess whether physical barriers in the area may enable abuse
- *Staffing Levels?*
Assess the adequacy of staffing levels in that area during different shifts.
- *Monitoring Technology Needed?*
Assess whether monitoring technology should be deployed or augmented to supplement supervision by staff
- *Prepare Report*
Prepare a report of its findings, including but not necessarily limited to items listed above, and any recommendations for improvement
- *Submit Report*
Submit findings report to the facility head, the PREA coordinator, and the PREA compliance manager.

Recommendations for improvement from the report shall be implemented, or justification provided for not implementing the recommendations.

Quiz

Matching

- | | | | |
|--------|---|----|--|
| ___ 1. | Law Enforcement | A. | Conducts criminal investigations for youth-related sexual misconduct reports. |
| ___ 2. | Victim Services Officer or representative | B. | Conducts administrative investigations, separate and apart from any criminal investigations, to identify staff misconduct. |
| ___ 3. | Facility Staff | C. | Notifies the victim or the victim's parent(s) or guardian(s) that the investigation is concluded. |
| ___ 4. | The Office of the Inspector General | D. | Expected to fully cooperate with law enforcement and OIG investigations. |

Answers: 1.C, 2.A, 3.D, 4.B

Summary

The Department does not conduct criminal investigations for youth-related sexual misconduct reports. These are handled by local law enforcement agencies and the Department of Children and Families. The Office of the Inspector General (OIG) conducts administrative investigations, separate and apart from any criminal investigations, to identify staff misconduct. At the conclusion of any law enforcement investigation where a sexual abuse incident has been reported, the victim or the victim's parent(s) or guardian(s) should be notified by the investigating law enforcement agency, or a Victim Services Officer or representative, that the investigation is concluded. The facility will conduct a sexual misconduct incident review at the conclusion of every sexual misconduct investigation or administrative review. This is done for all allegations except for those that are unfounded. The incident review team shall consider policy, practices, motivation for the incident, physical barriers, staffing levels, and monitoring technology. They will prepare a report and submit it to the facility head, the PREA coordinator, and the PREA compliance manager.

Lesson 7: Hiring & Promotion Decisions

Introduction

The Department performs a background check prior to hiring any new staff. The Department will make best efforts to contact all prior PREA regulated employers for information on substantiated allegations of sexual abuse or any resignation during a pending investigation of an allegation of sexual abuse. Background checks shall be conducted every five years for staff.



The Department does not hire, promote or contract with anyone who:

- Has engaged in sexual abuse in a prison, jail, lockup, community confinement facility, juvenile facility, or other institution (as defined in 42 U.S.C 1997)
- 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
- Has been civilly or administratively adjudicated to have engaged in the activity described in bullet above

The Department shall consider any substantiated incidents of sexual harassment in determining whether to hire, promote, or contract with anyone.



The Department shall ask all applicants and staff who may have contact with youth directly about previous misconduct in written applications or interviews for hiring or promotion and in any interviews or written self-evaluations conducted as part of the review of current staff.

Staff being considered for promotion shall disclose any sexual misconduct and material omission regarding such misconduct, or the provision of materially false information shall be grounds for termination.

Unless prohibited by law the Department shall provide information on substantiated allegations of sexual misconduct involving former staff who have applied to work for any PREA regulated employer requesting it.

Neither the Department nor any other governmental entity responsible for collective bargaining on the Department's behalf shall enter into or renew any agreement that limits the Department's ability to remove alleged staff sexual abusers from contact with youth pending the outcome of an investigation. This includes the determination of whether, and to what extent, discipline is warranted.



DJJ Policy 1919 shall not restrict the entering into or renewal of agreements that govern:

- The conduct of the disciplinary process, as long as such agreements are not inconsistent with PREA standards
- Whether a no-contact assignment that is imposed pending the outcome of an investigation shall be expunged from or retained in the staff member's personnel file following a determination that the allegation of sexual abuse is not substantiated

Quiz

Directions: Select "T" if the statement is true and "F" if the statement is false.

1. T/F The Department shall ask all applicants and staff who may have contact with youth directly about previous misconduct in written applications or interviews

2. T/F Staff being considered for promotion are not required to disclose any sexual misconduct.

3. T/F The Department does not consider any substantiated incidents of sexual harassment in determining whether to hire, promote, or contract with anyone.

Answers: 1.T, 2.F, 3.F

Summary

In this course, you have learned about the federal Prison Rape Elimination Act of 2003 (PREA) and how this Act applies to the Florida Department of Juvenile Justice. You have learned about the roles and responsibilities of the PREA Statewide Coordinator, the PREA Facility Compliance Manager, and others including facility staff, medical and mental health practitioners, volunteers, and youth. There are very specific standards and procedures outlined by PREA that staff must adhere to in order to protect youth from sexual misconduct and victimization while in facilities. Youth and staff should be made aware of reporting requirements, and staff should know what actions are necessary to take if youth are at risk of sexual misconduct. Staff members should respond to abuse reports according to standards and be careful to protect any evidence involved. Local law enforcement and the Department of Children and Families will conduct any sexual misconduct investigations, and facility staff should cooperate fully during this process. The Office of the Inspector General (OIG) will conduct an administrative investigation separate from the criminal investigation, to identify any possible staff misconduct. The Department will perform background checks prior to hiring any new staff and will make every effort to contact all prior PREA regulated employers for information on substantiated allegations of sexual abuse –or any resignation during a pending investigation of a sexual abuse allegation. All of these standardized processes and actions have been established to conform to the Prison Rape Elimination Act (PREA), Florida DJJ's Policy (FDJJ 1919) and the Department's stance on zero-tolerance of sexual misconduct in order to protect youth in our custody.

PREA Acknowledgement Form

To be in compliance with the United States Department of Justice, every Department and contracted staff member, volunteer, and medical or mental health provider must print and sign this form, obtain supervisor signature, and retain the original form in their personnel file. During PREA audits, files may be reviewed to ensure that staff have completed and understand this training and FDJJ 1919 Policy and Procedures and have acknowledged their understanding by signing the PREA Acknowledgement Form.



Florida Department of JUVENILE JUSTICE

Acknowledgement Form

FDJJ1919 and FDJJ1919P

Prison Rape Elimination Act (PREA) Standards Compliance

I, _____ acknowledge that I have completed the
Print Staff Member's Name

FDJJ PREA course and understand the FDJJ 1919 policy and the procedures.

Staff Member's Signature

Date

Posttest Score

Print Supervisor's Name

Supervisor's Signature

Date

This form must be signed by your supervisor and the original sent to the Bureau of Personnel for filing. The supervisor and staff member should also maintain a copy for their records.