

STATE OF ARKANSAS

Department of Finance and Administration

Criminal Detention Facilities Review Committees

COORDINATOR'S OFFICE
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http://www.arkansas.gov/dfa

Facility Name: Washington County Juvenile Detention Center		Judicial District: 4th			
Date of Inspection: 9/1/2017					
Mailing Address: 885 W. Clydesdale Drive Fayetteville, AR 72701					
Physical Address (if different):		×			
Facility Phone Number: 479-444-1670		Facility Fax Number: 479-445-6903			
Sheriff/ Chief of Police: Tim Helder		Sheriff/ Chief of Police thelder@co.washing			
Facility Supervisor: Jean E. Mack		Facility Supervisor's imack@co.washingto	Email: on.ar.us		
County Judge/Mayor: Joseph Wood		County Judge/Mayor's Email: Joseph.wood@co.washington.ar.us			
County/City Clerk: Becky Lewallen		County/City Clerk's Email: blallen@co.washington.ar.us			
Facility Construction Date: 2000 Latest Remodel Date:					
□Sh	ook In Facility oort-term Facility	□ 24 Hour Facili y ⊠ Long-term Fa	15. Company of the co		
☐ Juvenile Status:			Notes and the reserve		
AVERAGE DAILY POPULATION AND STAFFIN	IG INFORMAT		I.		
Detainee Population Information	Male	Female	Total		
Facility Capacity	1		36		
Average Daily Population	18	3	21		
Today's Population	18	3	21		
Facility Staffing Information	Male	Female	Total		
Administrator	1	1	2		
Detention Officer	10	8	18		
Medical Personnel	10	U	1 RN		
Jailer/Dispatch					
Other			2 Social Workers / 3 Teachers		

INSPECTION CHECKLIST	Status
Health Department Inspection	Current
Fire Department Inspection	Current
Written Policies	Current
Training Booklet	Current
Menu Approved by Licensed Dietician	Current
Annual Budget	Current

Overview:

The facility is an Annie E. Casey Foundation model site, effective 2012.

All new staffers receive 40 hours of training. In successive years, staffers typically secure 24 hours of continuing education. For the year 2016, the facility provided 2,150 training hours.

The facility has an array of juvenile programs/courses. Topics include CPR, basic living skills, pet therapy, painting with a purpose, career focus/job readiness, cooking courses, environmental awareness, as well as other courses.

The facility administration and staffers work with a number of community partners, with regard to diversion programs and youth success projects.

The Review Committee applauds Ms. Mack and her team as they work to promote youth wellness and positive outcomes within the facility and community.

The knowledgeable staff oversees a professional facility.

State of Arkansas Juvenile Detention Facilities

Name of Facility:	Date of Inspection:
Washington County Juvenile Detention Center	9/1/2017

All Juvenile Detention facilities in Arkansas must comply with all applicable mandatory requirements. Failure to meet applicable requirements will cause the facility to be considered in non-compliance and subject to future action by this Agency in compliance with 515 of 1989.

MINIMUM MANDATORY REQUIREMENTS IN COMPLINANCE

MANUAL MA	In Compliance	Out of Compliance	See Overview
II. ADMINISTRATION: Do the Facility's operations comply with requirements as stated chapter III relative to the following?			
Section 2-1001: Has the governing body authority held semi-annual meetings with the facility administrator?			
Section 2-1002: Does the facility hold juveniles who have not be charged with a status crime?	een 🗵		
Section 2-1003: Are maintenance workers supervised by staff when performing work in the facility?	\boxtimes		
Section 2-1004: Does the facility have a proper policies and procedures manual and is the staff familiar with it?	\boxtimes		
Section 2-1005: Is there an organizational chart for the facility staff that accurately reflects the structure of authority, responsibility and accountability within the facility?			
Section 2-1006: Is the facility privately operated?	\boxtimes		
Section 2-1006: If so, do they meet the requirements in Section 2-1006?	\boxtimes		
III. MANAGEMENT INFORMATION SYSTEM Section 3-1001-1004: Does the facility have a system to keep u with the number and type of juveniles held?	p 🗵		
IV. FISCAL MANAGEMENT Section 4-1001-1002: Does the facility have a proper budget?			
Section 4-1003-1004: Does the facility have a proper accounting procedure?	\boxtimes		

	In Compliance	Out of Compliance	See Overview
V. SECURITY & CONTROL Section 5-1001: Is sufficient personnel on duty at all times?			
Section 5-1002: Is there written policies and procedures governing the availability, control and use of chemical agents and related security devices?			
Section 5-1003: Is there written policies and procedures concerning the locking of perimeter entrances, exterior doors and other doors determined by the administrator?			
Section 5-1004: Is a proper detention log being kept as required?	\boxtimes		
Section 5-1006: Does facility have weekly inspection and maintenance of security devices?			
Section 5-1007: Are officers allowed in secure area armed?	\boxtimes		
Section 5-1008: Does facility have a policy for key and equipment control?			
Section 5-1009: Are there written operation shift assignments?	\boxtimes		
Section 5-1010: Are there written policies and procedures for handling escapees, runaways and unauthorized absences?			
Section 5-1011: Are there written plans that specify procedures, including evacuation routes, from or within facility, staff in charge and areas of responsibility, which must be followed in emergence situations?	е		
Section 5-1012: Are there written policies and procedures concerning the use of restraints?	\boxtimes		
Section 5-1012: Are there written policies and procedures concerning the use of force?	\boxtimes		
Section 5-1014: Are there written policies and procedures concerning safety and security of facility and staff vehicles?	\boxtimes		
Section 5-1014: Are there policies and procedures governing emergency and non-emergency transportation of juveniles outsifacility from one jurisdiction to another?	⊠ de		
Section 5-1015: Are proper checks being made on juveniles with known mental or behavioral problems?	\boxtimes		
Section 5-1017: Are there policies and procedures governing searches?	\boxtimes		

	In Compliance	Out of Compliance	See Overview
VI. PERSONNEL Section 6-1001: Does the facility have written policies and procedures for hiring as described in Section 6-1001 A through Management of the section 6-1001 A through Management of th	№		
Section 6-1002: Is each employee provided a copy of personnel policies and procedures manual?	\boxtimes		
Section 6-1003: Has personnel policies manual been reviewed in the past year?	\boxtimes		
VII. TRAINING AND STAFF DEVELOPMENT Section 7-1001: Does facility have written policies and procedure providing that all training programs are presented by persons whare qualified in the areas in which they are conducting training?			
Section 7-1002: Is there training curriculum developed, evaluated and updated based on an annual assessment that identifies currijob-related training needs?			
Section 7-1003: Does the facility have written policies and procedures that allow all new full-time employees to receive juvenile orientation/training before being independently assigned to a particular job?			
Section 7-1003-A-D: Does this orientation/training include areas A through D?	\boxtimes		
Section 7-1003-E: Does training follow the specific requirement for staff who supervise juveniles as set forth in Section E 1 through 18?			
Section 7-1004: Does facility have policy and procedures that will provide a method for acknowledging and giving credit for prior training received?	I 🗵		
Section 7-1005: Does facility have written policies and procedures for all clerical/support employees who have minimal contact with juveniles?	\boxtimes		
Section 7-1006: Does facility have proper training for part-time employees and volunteers?	\boxtimes		
Section 7-1007: Does the facility have written policies and procedures to provide compensation for eligible staff for additionatime spent in training or for replacement personnel when training occurs on the job?			

	In Compliance	Out of Compliance	See Overview
VIII. ADMISSION, PROCEDURE AND CRITERIA Section 8-1001: Does the facility have written procedures for admitting new juveniles as stated in Section 8 – 1001 A-O?	\boxtimes		
Section 8-1002: Does the facility have written policies and procedures that provide orientation in a manner and method which is understandable to the juvenile?			
Section 8-1003: Are proper phone calls allowed and recorded where necessary?	\boxtimes		
IX. INTAKE Section 9-1001: Does the facility have a written policy governing detention of runaways?			
Section 9-1002: Are all juveniles, placed in detention under the jurisdiction of juvenile courts, brought for a hearing no later than 72 hours after being taken into custody?	\boxtimes		
X. RELEASE PREPARATION AND TRANSFER PROGRAMS Section 10-1001: Does the facility have written policies and procedures for releasing juveniles as provided in A through H?	\boxtimes		
XI. JUVENILE RIGHTS Section 11-1001: While being detained are the rights of the juveniles being preserved as provided in this section A through S	S?		
XII. RULES AND DISCIPLINE Section 12-1001: Does the facility have written rules of conduct that specify acts that are prohibited and penalties that may be imposed for various degrees of violations? Are these rules review annually and update if necessary?	⊠ wed		
Section 12-1002: Is a copy of the detention rules posted and are juveniles given a copy?	all 🗵		
Section 12-1003: Are there written guidelines for informally resolving minor juvenile misbehavior?			
Section 12-1004: Does the facility have a written policy describin "room restriction"?	g 🗵		
Section 12-1005: Are disciplinary actions recorded in writing, including the information provided in A through G?			
Section 12-1006: Does the facility have written policies and procedures for solitary confinement?	\boxtimes		
Section 12-1007: Whenever juveniles are removed from the, reg program are they seen by the supervisor, counselor or probation assigned?	ular ⊠ office		
Section 12-1008: Are all disciplinary actions reviewed by the faci			

	In Compliance	Out of Compliance	See Overview
Section 12-1009: Does the facility have written policies and procedures to insure that before room restriction or privilege suspension the juvenile has had the reasons explained to them understand?			
Section 12-1010: Does the facility have written policies and procedures that provide that if a juvenile is alleged to have committed a crime, the case is referred to appropriate law enforce officials for possible prosecution?	⊠ cement		
XIII. MEDICAL AND HEALTH CARE SERVICES Section 13-1001: Does the facility have written policies and procedures that provide for the delivery of health care service including medical, dental and mental health care services?	ces		
Section 13-1002: Does the medical staff understand that they have responsibility in all medical matters; but where applicable, they fathe same security regulations as other facility staff?			
Section 13-1003: Are all health care policies procedures approve the responsible physician and/or medical administrator?	ed by		
Section 13-1004: Does the facility have a written policy that auth health care treatment by personnel other than a physician, denti psychologist, optometrist or podiatrist?			
Section 13-1005: Does the facility have appropriate state and fer certificates of registration and restrictions that apply to personne provide health care services to juveniles?			
Section 13-1006: Are the results of all juvenile medical screening recorded on a printed screening form approved by the health au			
Section 13-1007: Does the facility have a 24 hour written emergemedical and dental plan as provided in this section, which include provisions A though D?			
Section 13-1008: Are medications stored properly?	\boxtimes		
Section 13-1009: Does the facility have proper staff training procedures for health-related situations?			

Markey Control Control Control Control	In Compliance	Out of Compliance	See Overview
XIV. SANITATION AND HYGIENE Section 14-1001: Does the facility comply with applicable federal, state and local sanitation and health codes?	\boxtimes		
Section 14-1002: Does the facility have weekly sanitation inspections of all the facility areas?			
Section 14 – 1003 Is there a written housekeeping plan for the facility's physical plant?			
Section 14-1004: Is there a plan to provide for the control of vermin and pests?	\boxtimes		
Section 14-1005: Does the facility provide for proper waste dispo	osal? ⊠		
Section 14-1006: Are there hair care services available to juvenil	es?		
Section 14-1007: Are proper articles for personal hygiene availat all juveniles?	ble for 🗵		
Section 14-1008: Does the facility provide proper clothing and lin and is there proper storage for these items?	ens 🗵		
Section 14-1009: Does the facility provide daily showers and showers after strenuous exercise?			
XV. COMMUNICATIONS, MAIL, VISITATION AND TELEPHON Section 15-1001: Does facility have written policies governing correspondence? Is it available to all staff and juveniles and is it reviewed annually?			
Section 15-1002: Are stamps provided to all juveniles as applied section?	in this		
Section 15-1003: Does the facility have written policies concerning all correspondence and incoming and outgoing mail?	ng 🗵		
Section 15-1004: Does the facility have written policies for contro contraband?	l of		
Section 15-1005: Does the facility have written policies governing incoming and outgoing packages as described in this section?			
Section 15-1006: Does the facility have written policies covering uncensored mail as described in this section?			
Section 15-1007: Does the facility have a proper visitation area?			
Section 15-1008: Is a visitors' log kept where necessary?			
Section 15-1009: Does the facility have written policies covering special visits?	\boxtimes		

	In Compliance	Out of Compliance	See Overview
Section 15-1010: Do juveniles have proper access to incoming/outgoing telephone calls?	\boxtimes		
Section 15-1011: Is there a written policy governing the forward First-class letters and packages after transfer or release?	ing of $oxtimes$		
Section 15-1012: Does the juvenile have proper access to publi	cations?		
XVI. FOOD SERVICES Section 16 – 1001: Are menus approved by dietician?			
Section 16 – 1002: Are quarterly evaluations conducted to verify adherence to the nationally recommended basic daily servings a defined by the United States Department of Agriculture?			
Section 16 – 1003: Are menus planned in advance according to this section?	\boxtimes		
Section 16 – 1004: Does the food service plan provide for a single menu for staff and juveniles?	\boxtimes		
Section 16 – 1005: Does the facility have a written policy for spediets when properly prescribed?	ecial 🗵		
Section 16 – 1006: Is there a record of food actually served?	\boxtimes		
Section 16 – 1007: Has the facility been inspected by the Health Department in the past year?	n 🗵		
XVII. SAFETY Section 17 – 1001: Has the chief executive established rules, regulations and inspection procedures for the facility to insure, to greatest degree possible, the health, safety and well-being of the			
Section 17 – 1002: Has the facility been inspected by the department at least once annually?	\boxtimes		
Section $17 - 1003$: Does the facility have a proper fire plan and are staff members familiar it?	\boxtimes		
Section 17 – 1004: Does the facility have proper fire-fighting equipment and access to an emergency compressed air breathing apparatus?	\boxtimes		
Section 17 – 1005: Does the facility have a written plan which covers all emergencies other than fire and are all personnel fam with it?	⊠ iliar		
Section 17 – 1006: Are all emergency exits plainly marked?	\boxtimes		
Section 17 – 1007: Is there proper storage for all flammable,			

	In Compliance	Out of Compliance	See Overview
XVIII. PROGRAMS Section 18 – 1001: Does the facility provide the minimum service and programs as outlined in A through I?	es 🗵		
Section 18 – 1002: Are the programs initiated for all juveniles as soon as they have completed the admission process?			
Section 18 – 1003: Are all educational programs made available to all juveniles except where the juvenile is disruptive out-of-control?	or		
Section 18 – 1004: Are all educational programs designed to enable the juvenile to be able to keep up with their studies are they available a minimum of six hours per day, but not limited to normal school year?			
Section 18 – 1005: Are all instructors licensed or accredited by	the state?		
Section 18 – 1006: Does the facility provide proper recreation a leisure time?	nd 🗵		
Section 18 – 1007: Are detainees afforded access to religious, rehealth counseling and crisis intervention services in accordance needs?			
Section 18 – 1008*: Do work assignments conflict with education programs?	nal 🗵		
Section 18 – 1009: Are juveniles permitted to perform any work by state and federal regulations and statutes pertaining to child labor?	prohibited 🗵		
Section 18 – 1010: Do pre-adjudicated juveniles perform house chores in their living areas only?	keeping 🗵		
XIX. CITIZEN AND VOLUNTEER INVOLVEMENT Section 19 – 1001: Does the facility have written policies and procedures for securing citizen involvement in programs?	\boxtimes		
Section 19 – 1002 Does the written policies and procedures specify the lines of authority, responsibility and accountability for the volunteer program?	\boxtimes		
Section 19 – 1003: Does the written policies and procedures provide the screening and selection of volunteers, allowing for recruitment from all cultural and socio-economic segments of the community?			
Section 19 – 1004: Do all volunteers agree, in writing, to abide facility policies, particularly those relating to security and confidentiality of information?	oy all ⊠		
Section 19 – 1005: Is there a written policy providing the adminithe authority to postpone or discontinue volunteer services whe there are substantial reasons for doing so?			

	In Compliance	Out of Compliance	See Overview
XX. EXISTING FACILITIES Section 20 – 1004: Is lighting adequate?	\boxtimes		
Section 20 – 1004: Is temperature maintained at a proper level?			
Section 20 – 1004: Is an automatic cut-in generator for emerger lighting and equipment provided?	ncy 🗵		
Section 20 – 1005: Are smoke and fire alarms present?	\boxtimes		
Section 20 – 1006: Is there a cell that can be used to house the handicapped?	\boxtimes	*	
Section 20 – 1007: Are there at least two exits from each housing	ng area? ⊠		
Section 20 – 1009: Is there a proper booking area located inside secure area?	e the 🖂		
Section 20 – 1010: Do cells meet general housing requirements	?		
Section 20 – 1011-1012: Do cells meet the footage requirement	? ⊠		
Section 20 – 1012*: Is there an observation cell?	\boxtimes		
Section 20 – 1013*: Will activity rooms meet requirements?	\boxtimes		
Section 20 – 1014: Is there proper storage space for bedding and clothing?	\boxtimes		
Section 20 – 1015*: Are indoor and outdoor exercise areas prov	ided? ⊠		
Section 20 – 1016: Is there adequate storage space for security equipment and cleaning supplies?	\boxtimes		
Section 20 – 1017: Is adequate space for administrative and sta provided?	ff functions 🗵		
Section 20 – 1018: Is there adequate space provided for food prand handling?	reparation 🗵		
Section 20 – 1019: Is there a proper visiting area?	\boxtimes		

In Compliance		Out of Compliance	See Overview
XXII. JUVENILE DETENTION FACILITIES OR JUVENILE HOLDOVER FACILITIES WITHIN ADULT JAILS Section 22 – 1002: Does the facility provide for separate spatial entrance, intake/processing, dining, indoor recreation, outdoor education, counseling, other programs, living units, visitation and	recreation,		
Section 22 – 1003: Does the facility have total separation between and adult programs including recreation, education, counseling dining, sleeping and general living activities?	[기타] : 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1		
Section 22 – 1005: Does the facility have a separate staff?	\boxtimes		
Section 22 – 1007: Does the facility rotate staff between the juvadult facility?	venile and		
Section 22 – 1009: Are adult detainees ever allowed contact w	ith juveniles? ⊠		

Inspection Date Signature: Committee Member Signature: _____ Committee Member Signature: _________
Committee Member Signature: Committee Member Signature: X
Committee Member Signature: Committee Member Signature:

Criminal Detention Facilities Review Coordinator