

Department of Public Safety & Corrections  
State of Louisiana

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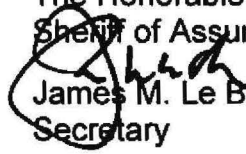
JOHN BEL EDWARDS  
GOVERNOR



JAMES M. LE BLANC  
SECRETARY

**MEMORANDUM**

**TO:** The Honorable Leland Falcon  
Sheriff of Assumption Parish

**FROM:**   
James M. Le Blanc  
Secretary

**DATE:** November 22, 2021

**RE:** "Basic Jail Guidelines" Monitoring Report

I am happy to advise that pursuant to the attached monitoring report concerning the Assumption Parish Detention Center, I am recertifying this facility in compliance with the "Basic Jail Guidelines" with annual monitoring. We'd also like to encourage full compliance with BJJ III-A-001 "Rules and Discipline".

Congratulations to you and your staff for this accomplishment and thank you for the hard work and dedication that are necessary to achieve this goal.

JML/mls

Attachment

c: Mike Ranatza, Executive Director, Louisiana Sheriffs' Association  
Roland Rodrigue, Warden, Assumption Parish Detention Center  
Seth Smith, Chief of Operations  
Kirt Guerin, Warden  
Aaron Hooper, BJJ Team Leader



State of  Louisiana

Office of the Secretary  
Department of Public Safety and Corrections

By the authority vested in me, under Chapter 9, Title 36 of the Louisiana Revised Statutes,  
I, James M. Le Blanc, Secretary, do hereby recognize

**Assumption Parish Detention Center**  
in acknowledgement of

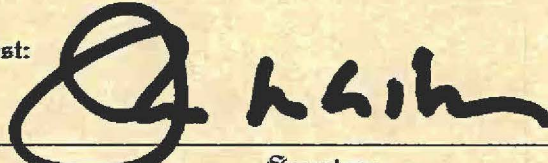
**Continued Compliance with the Basic Jail Guidelines Process**

Therefore, I have hereunto set my hand and caused to be affixed the seal of the  
Department of Public Safety and Corrections, at the City of Baton Rouge,

this 22<sup>th</sup> day of November  
in the year of our Lord 2021



Attest:

  
Secretary





**BJG RECERTIFICATION REPORT**

**FACILITY NAME:** Assumption Parish Detention Center

**BJG MONITORS:** Aaron Hooper , BJB Team Leader  
Aleia Burns, BJB Team Member

**FACILITY STAFF:** Roland Rodrigue, Warden  
Conrad Lewis, Asst. Warden  
Frannie Mabile, Nurse

**BJG INSPECTION DATE:** April 27, 2021

**PREVIOUS BJB INSPECTION DATE:** December 5, 2019

**OPERATIONAL CAPACITY:** 125

**COUNT ON DAY OF VISIT:** 90

Please see attached Excel Spreadsheet for each area reviewed for BJB compliance.

**CONCERNS OR ISSUES FROM THE PREVIOUS BJB MONITORING INSPECTION:**

None

	<b># MALE</b>	<b># FEMALE</b>	<b>TOTAL</b>
Number of DOC Offenders	<b>27</b>	<b>0</b>	<b>27</b>
Number of Local Offenders	<b>63</b>	<b>0</b>	<b>63</b>
Number of Out of State Offenders	<b>0</b>	<b>0</b>	<b>0</b>
Number of Federal Offenders	<b>0</b>	<b>0</b>	<b>0</b>
Number of ICE Detainees	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL</b>	<b>90</b>	<b>0</b>	<b>90</b>

**Number of DOC Offenders that are:**

Single Bunked \_\_\_\_\_ **0**

Double Bunked \_\_\_\_\_ **27**

Triple Bunked \_\_\_\_\_ **0**

Total \_\_\_\_\_ **27**

**Number of DOC Offenders that are in restricted housing:**

Single Bunked \_\_\_\_\_ **0**

Double Bunked \_\_\_\_\_ **0**

Triple Bunked \_\_\_\_\_ **0**

Total \_\_\_\_\_ **0**

**Assaults** (Please list monthly since the previous BJG monitoring visit.)

Month/Year	Off/Off	Off/Off w/sig inj	Offender/Staff	Off/Staff w/sig inj
December 2019	1	0	0	0
January 2020	2	0	1	0
February 2020	1	0	0	0
March 2020	0	0	0	0
April 2020	1	0	1	0
May 2020	1	0	1	0
June 2020	1	0	0	0
July 2020	0	0	0	0
August 2020	0	0	0	0
September 2020	0	0	0	0
October 2020	1	0	0	0
November 2020	1	0	1	0
December 2020	1	0	0	0
January 2021	1	0	0	0
February 2021	0	0	0	0
March 2021	0	0	0	0

**Seizure Findings** (Please list monthly since the previous BJG monitoring visit.)

Month/Year	Illicit Substance	Alcohol	Weapon	Cell Phone	Other
December 2019	2	0	2	0	4
January 2020	2	0	2	0	5
February 2020	3	0	2	0	4
March 2020	2	0	3	0	4
April 2020	2	0	2	0	4
May 2020	2	0	3	0	4
June 2020	0	0	2	0	4
July 2020	3	0	2	0	4
August 2020	2	0	2	0	4
September 2020	4	0	4	0	6
October 2020	2	0	2	0	5
November 2020	3	0	4	0	6
December 2020	2	0	2	0	4
January 2021	2	0	2	0	4
February 2021	3	0	2	0	5
March 2021	4	0	1	0	5

**GENERAL APPEARANCE/CLEANLINESS/COMMENTS OF THE FACILITY:****Living Area:**

Overall the living areas were found to be clean, organized and odor free.

- **Dorms** - Dorm areas were in order and found to be clean. Offenders' property was stored in living area
- **Cell Block** - Cell block areas were clean and odor free

**Culinary/Dining:**

The tools and sharp objects were controlled on an inventoried locked shadow board in a locked room. Cabling is used when knives are checked out. Dry storage had all items labeled and stored 6" off the ground. Sample meal trays were labeled and stored for at least the last three meals served. Cooler and freezer areas were found in good order with temperature log checks documented.



**Bathrooms:**

Bathrooms are clean and in order and contained soap and paper towels.

**Yard Areas:**

Yard and recreation areas were adequate. Documentation provided reflects that recreation was occurring on a regular three time per week, weather permitting.

**Maintenance:**

Facility has on staff maintenance personal daily. Tool inventory kept up daily. MSDS forms are well maintained and correct

**COUNTS:**

- How many formal counts are conducted each shift? **Four**
- How many counts are conducted each day? **Four**

**Stick outs are counts that are conducted in areas other than housing units, such as food services and other areas of normally authorized locations. When conducting and submitting the counts, employees are to actually see the offender before turning in these counts.**

- How does the facility accomplish this? **Stick out counts are called in to the main control on the offenders that or working on outside work crews every 4 hours.**
- Does this process insure accountability and safe/secure operation of the facility? **Yes**

**CLASSIFICATION SYSTEM:**

**Does the facility have any trustees that work outside the secure perimeter? Yes**

*If yes,*

- What is their classification process to determine who is eligible for trustee status? **Offender's records are reviewed for criminal history. The Warden approves or denies the offender for trustee status.**
- Does their classification process meet DPS&C, Corrections Services' criteria? **Yes**

**OFFENDER DRUG TESTING: (Please list monthly since the previous BJC monitoring visit.)**

Month/Year	# DOC Tested	Total DOC Pop	% Tested	# Positive
December 2019	17	17	100%	2
January 2020	11	19	58%	1
February 2020	2	21	9%	0
March 2020	5	18	28%	0
April 2020	18	18	100%	0
May 2020	4	19	21%	0
June 2020	8	20	40%	0
July 2020	5	21	24%	0
August 2020	9	17	53%	0
September 2020	3	17	18%	0
October 2020	7	17	41%	0
November 2020	7	22	32%	0
December 2020	8	23	35%	0
January 2021	8	23	35%	0
February 2021	12	26	46%	0
March 2021	1	24	4%	0

**Rules and Discipline**

**Does the facility's offender orientation include the application process for applying for restoration of good time? *no***

If yes,

- *What is their restoration of good time application process for the offender population? N/A*
- *Does their restoration of good time application process meet DPS&C, Corrections Services' criteria? N/A*

**BJG AUTOMATED MONTHLY REPORTING REVIEW:**

**Has the facility been inputting the correct info timely? Yes**

**Does the reported info suggest any issues of concern or improvement? No**

**OFFENDER PROGRAMS:**

**GED Program**

Number of GED Slots \_\_\_\_\_ **7**

Number of Participants \_\_\_\_\_ **0**

YTD Number of Completions \_\_\_\_\_ **0**

**LIST ALL CERTIFIED TREATMENT PROGRAMS: (Attach Form B-04-003-B)**

GED  
Partners in Parenting  
FDIC Money Smart for Young Adults  
Thinking for a Change  
Understanding and Reducing Angry Feelings  
Louisiana Risk Management Phase 1 and Phase 2

**LIST ALL OTHER OFFENDER PROGRAMS:**

AA/NA  
Faith Based Programs

**GRIEVANCE PROCESS:**

- *Does grievance process include two levels of review? Yes*
- *Who are the designees at each level?*  
**1<sup>st</sup> level- Adm. Staff, and Shift Supervisors**  
**2<sup>nd</sup> level- Assistant Warden & Nurse**  
**3<sup>rd</sup> level -Warden and /or Sheriff**
- *What is the specified time period for response at each level?*  
**1<sup>st</sup> level – 15 days from the time the grievance was received**  
**2<sup>nd</sup> level – 25 days**  
**3<sup>rd</sup> level- 40 days**

**PREA COMPLIANCE:**

- *Is this facility required to be PREA compliant due to contract language? no*
- *Is this facility PREA compliant? N/A*  
*If yes, date compliance received:*  
*If this facility is required to be PREA compliant due to contract language, and has not done so, what is their plan of action for compliance?*



**STAFF COMMENTS/MORALE/GENERAL OBSERVATIONS:**

Staff overall morale was good and seem to be working together towards common goals. All employees conducted themselves professionally and respectfully

**OFFENDER COMMENTS/MORALE/QUALITY OF LIFE:**

No complaints made by any offender during the walk through. I talked to the offenders working in the kitchen and there were no complaints about working in the kitchen or being at the facility.

**RECOMMENDATION:**

At this time, continued annual monitoring visits is recommended



12/22/2020

<b>Facility:</b> Assumption Parish Detention Center	<b>Date Conducted:</b> 04/27/2021
<b>Monitors:</b> Aaron Hooper, BJG Team Leader, Aleia Burns, BJG Team member	

**BASIC JAIL GUIDELINES (BJG)**

<b>PART I - SAFETY</b>		
<b>A. PROTECTION FROM INJURY AND ILLNESS</b>		
References: ACA CJS 1-1A-01, 1-1A-02, 1-1A-03, 1-1A-04, 1-1A-05, 1-1C-05, 1-4A-03, 1-4A-04		
	<b>Findings</b>	<b>Response</b>
<b>I-A-001 Safety/Sanitation/Inspections</b> The facility complies with all applicable laws and regulations of the State Sanitation Officer and the State Fire Marshal. The following inspections are implemented: •Weekly sanitation inspections of all facility areas by a qualified departmental staff member. •Weekly inspections of all food service areas, including dining and food preparation areas and equipment. •Water temperature in housing areas is checked and recorded daily. •Comprehensive and thorough monthly inspections by a safety/sanitation specialist for compliance with sanitation, safety and fire prevention standards. •At least annual inspections by the State Sanitation Officer and the State Fire Marshal. Visual Inspections: completed inspection checklists and reports, documentation of corrective action, inspection reports	Compliant- Annual State Fire Marshal Reports or done . Water temperature in housing unites are checked and logged. Weekly logs on kitchen inspections .	
<b>I-A-002 Disposal of Materials</b> Disposal of liquid, solid, and hazardous material complies with applicable government regulations. Visual Inspections: trash disposal contract, completed inspection reports, include documentation that deficiencies were corrected	Compliant- The facility has trash disposal contracts in place	
<b>I-A-003 Vermin and Pests</b> Vermin and pests are controlled. There is a written and implemented plan for the control of vermin and pests. Visual Inspection: pest control contracts, trash disposal contracts, inspection reports	Compliant -The facility has pest control contracts in place	
<b>I-A-004 Housekeeping</b> The facility is clean and in good repair. There is a written housekeeping plan that provides for the ongoing cleanliness and sanitation of the facility. Visual Inspection: inspection reports, completed forms, documentation of correction of identified deficiencies	Compliant	
<b>I-A-005 Water Supply</b> The facility's potable water source and supply is certified at least annually by an independent, outside source to be in compliance with the State Sanitary Code. The facility complies with the requirements of the state health officer. There is a specific plan for addressing deficiencies, if any, that is approved by the state health officer. Visual Inspections: documentation of approval by DNH or local authority, plan for addressing deficiencies	Compliant - there is a plan in place for addressing deficiencies	
<b>B. VEHICLE SAFETY</b>		
References: Dept. Reg. C-03-003/OP-A-3		
	<b>Findings</b>	<b>Response</b>
<b>I-B-001 Offender Transport</b> Escorted and unescorted absences of state offenders are governed by R.S. 15:811 and 833 and DPS&C Department Regulation No. C-03-003 "Escorted Absences." Visual Inspections: documentation of staff training, documentation of medical, funeral, etc. (outside trips)	Compliant	
<b>C. EMERGENCY PREPAREDNESS/RESPONSE</b>		
References: ACA CJS 1-1C-01, 1-1C-02, 1-1C-03, 1-1C-04, 1-1C-06, 1-1C-07, 1-7E-01, Dept. Regs. A-04-002/PS-D-3, C-02-001/OP-A-5, C-02-010/OP-B-3, C-03-001/AM-I-4		
	<b>Findings</b>	<b>Response</b>
<b>I-C-001 Emergency Plan</b> There is a written plan, submitted to the Secretary of DPS&C, that specify the procedures to be followed in situations that threaten facility security. Such situations include but are not limited to riots, hunger strikes, disturbances, taking of hostages, and natural or man-made disasters. These plans are made available to all applicable personnel and are reviewed annually and updated as needed. All facility personnel are trained annually in the implementation of the emergency plan. An evacuation plan is used in the event of fire or major emergency. The plan is approved by the state fire marshal, reviewed annually, and updated, if necessary. There are written procedures for significant unusual occurrences or facility emergencies including but not limited to natural or man-made disasters; major disturbances such as riots, hostage situations, escapes, fires, deaths, serious illness or injury and assaults or other acts of violence. Such procedures include the reporting of these incidents to the DPS&C, OAS, telephone 800-803-6748 during normal business hours or the control center at EHCC, telephone 800-842-4399 after hours, when they involve DPS&C offenders. In addition, the facility shall follow the incident reporting procedures as outlined in Dept. Reg. C-05-001/AM-I-4, "Activity Reports, UORs," Category A, B and C. Visual Inspection: training records, facility logs, documentation of approval of plan, documentation of annual review, documentation of staff receipt, training on the plan	Compliant -An emergency plan is in place, drills are being conducted and logged to reflect that training is taking place. Evacuation plans are posted throughout the detention center in the event of fire or a major emergency.	





	Findings	Response
<p><b>I-C-002 Immediate Release of Offenders</b> There is a means for the immediate release of inmates from locked areas in case of emergency and there are provisions for a backup system. The facility has exits that are properly positioned, are clear from obstruction, and are distinctly and permanently marked to ensure the timely evacuation of offenders and staff in the event of fire or other emergency.</p> <p><i>Visual Inspection: facility records/logs</i></p>	Compliant	
<p><b>I-C-003 Fire Safety/Code Conformance</b> The facility complies with the requirements of the state fire marshal. There is a specific plan for addressing deficiencies, if any, that is approved by the State Fire Marshal. The State Fire Marshal approves any variances, exceptions, or equivalencies.</p> <p><i>Visual Inspection: documentation of fire alarm and detection system maintenance and testing, plans for addressing deficiencies</i></p>	Compliant- All exits are clearly marked and free from obstruction. Evacuation routes are clearly posted and easily understood throughout the facility. Policy is in place for the immediate release of offenders from all areas.	
<p><b>I-C-004 Facility Furnishings</b> Facility furnishings meet fire-safety-performance requirements.</p> <p><i>Visual Inspection: Specifications for all furnishings.</i></p>	Compliant	
<p><b>I-C-005 Flammable, Caustic and Toxic Materials</b> Written policy, procedure and practice govern the control and use of all flammable, toxic and caustic materials.</p> <p><i>Visual Inspection: Staff training records, offender training records, internal inspection reports, documentation of incidents that involved FTC materials, inventories.</i></p>	Compliant - logs are kept on flammable and toxic materials	
<p><b>I-C-006 Operational Capacity</b> The number of offenders present does not exceed the operational capacity as determined by the state fire marshal and state health officer. The state fire marshal will determine a capacity primarily based upon existing capabilities. The state health officer will determine a capacity based upon the ratio of plumbing fixtures to offenders and square footage. The operational capacity will be the lower of these two figures.</p> <p><i>Visual Inspection: facility count sheets</i></p>	Compliant	

**PART II - SECURITY**

<b>A. PROTECTION FROM HARM</b>		
	Findings	Response
<p>References: ACA CJS 1-2A-01, 1-2A-04, 1-2A-05, 1-2A-06, 1-2A-08, 1-2A-11, 1-2A-13, 1-2A-14, 1-2A-16, 1-2A-17, 1-2A-19, 1-2A-20, Dept. Regs. A-02-008/AM-F-47, B-02-001/IS-B-1, C-02-007/OP-C-3</p> <p><b>II-A-001 Control</b> There is 24-hour monitoring and coordinating of the facility's security, life safety, and communications systems.</p> <p><i>Visual Inspection: facility records/logs, maintenance records, records of staff deployment</i></p>	Compliant	
<p><b>II-A-002 Secure Perimeter</b> The facility's perimeter is controlled by appropriate means to ensure that offenders are secured remain within the perimeter and that access by the general public is denied without proper authorization.</p> <p><i>Visual Inspection: documentation of receipt of job description by staff, documentation of annual review and updating, photos of perimeter controls</i></p>	Compliant	
<p><b>II-A-003 Sufficient Staff</b> There is a written document describing the facility's organization and staffing plan. This should include an organizational chart that groups similar functions, services and activities. Each facility meets minimum security staffing requirements which reflect good correctional practice. Sufficient staff, including a designated supervisor, are provided at all times to perform functions relating to the security, custody, and supervision of offenders and, as needed to operate the facility in conformance with the BJO.</p> <p><i>Visual Inspection: records of staff deployment, facility logs, documentation of annual review of staffing analysis and plan</i></p>	Compliant	
<p><b>II-A-004 Female Offenders and Female Staff</b> When a female offender is housed in a facility, at least one female staff member is on duty at all times.</p> <p><i>Visual Inspection: records of staff deployment, facility logs</i></p>	Compliant - Female staff work in female offender dorms. When male staff make rounds in the female dorms, they must have a female staff member with	
<p><b>II-A-005 No Offender Control Over Others</b> No offender or group of offenders is given control, or allowed to exert authority over other offenders.</p> <p><i>Visual Inspection: written policy and procedure</i></p>	Compliant	
<p><b>II-A-006 Staff Log</b> Correctional staff maintain a permanent log and prepares shift reports that record routine information, emergency situations and unusual incidents. The facility shall maintain written records or logs which continuously document the following information:</p> <ol style="list-style-type: none"> <li>1. Personnel on duty;</li> <li>2. Offender population;</li> <li>3. Admission and release of offenders;</li> <li>4. Shift activities;</li> <li>5. Entry/exit of all visitors including legal/medical;</li> <li>6. Unusual occurrences or facility emergencies (including but not limited to major and minor disturbances such as riots, hostage situations, fires, escapes, deaths, serious illness or injury and assaults or other acts of violence.) Refer to BJO I-C-001 for retention requirements to DISAC.</li> </ol> <p><i>Visual Inspection: copies of log book, records of staff deployment</i></p>	Compliant	



	Findings	Response
<p><b>II-A-007 Counts</b> The facility has a system for physically counting offenders. At least one formal count is conducted for each shift, with no less than 3 counts daily. The system includes strict accountability for offenders assigned to work and other approved reentry/absences. <u>Visual Inspections: completed forms, facility records/logs.</u></p>	<p><b>Compliant - four formal counts each shift, four counts daily</b></p>	
<p><b>II-A-008 Offender Population Management System</b> There is an offender population management process that includes records on the admission, processing, and release of offenders. Written policy, procedure, and practice provide for offender case record management that includes at a minimum, maintenance of the following documents and information. This offender record and any reentry transition envelopes shall be transferred with the offender at such time the offender is transferred to another local or DPS&amp;C facility. 1. Master prison form; 2. Bill of Information and Court Minutes OR Uniform Commitment Order; 3. One photograph; 4. Reports of disciplinary actions, grievances, incidents, or crimes committed while in custody; 5. Records of program participation, work assignments, classification actions; 6. Any government issued identification card (i.e., driver's license, social security card or birth certificate/birth card or any other valid identification); 7. Offender health record (see BJJ IV-D-004). In addition to the maintenance of the above information, the following shall be collected and forwarded to the DPS&amp;C Pre-Class Coordinator either by fax to 225-342-3759 or email to DOC-HQ_Supplemental@la.gov. 1. Master prison form; 2. Fingerprints: one FBI print card from AFIS; 3. One photograph; 4. Bill of Information and Court Minutes or Uniform Commitment Order for each conviction (for probation violators both the original sentencing minutes and the revocation minutes are required); 5. Jail credit letter; 6. One Inventory Acknowledgment Form (cash and non-cash reentry). <u>Visual Inspections: completed forms, records, offender cases.</u></p>	<p><b>Compliant- All information is documented and maintained on each offender and is transferred with the offender if transferred out of the facility.</b></p>	
<p><b>II-A-009 Reception - Legal Commitment and Medical Service</b> Prior to accepting custody of an offender, staff determine that the offender is legally committed to the facility, and that the offender is not in need of immediate medical attention. <u>Visual Inspections: Completed Admission forms, facility logs.</u></p>	<p><b>Compliant</b></p>	
<p><b>II-A-010 Admissions</b> Admission processes for a newly admitted offender include, but are not limited to: •Searching of the offender and personal property; •Inventorying and providing secure storage of personal property; •Providing an itemized receipt for personal property; •Recording of basic personal data; •Performing a criminal history check; •Photographing and fingerprinting; •Separating from the general public; •Providing a health screening to assess and identify any health and safety needs; •Providing information about access to health services, copy requirements and submitting grievances. <u>Visual Inspections: Intake and admission forms, screening forms, inventory forms, receipt form.</u></p>	<p><b>Compliant- Policy and procedure are in place and all admission forms are thorough and completed</b></p>	
<p><b>II-A-011 Out of State Offenders</b> The names of any out of state offender (federal or state) to be housed at a local jail or privately managed facility shall be submitted to the Chief of Operations prior to the offender(s) entering the State of LA. No such offender shall be housed if the offender would be classified as maximum custody under the LA DPS&amp;C classification procedures. Any offender convicted and sentenced to incarceration by a court in another state (federal or state) shall not be released in the State of LA. Any out of state offender (federal or state) housed in a local jail or privately managed facility shall be returned to an appropriate correctional facility located within the state where the offender was convicted and sentenced for release in that state, prior to the offender's release date. <u>Visual Inspections: offender record, submittal to chief of operations of out-of-state offenders to be housed at the facility, release/transfer documentation</u></p>	<p><b>Compliant</b></p>	





	Findings	Response
<p><b>II-A-012 Classification System</b> Written policy, procedure, and practice provide for a written offender classification plan that includes custody required and assignment to appropriate housing. Offender management and housing assignment considers age, gender, legal status, custody needs, special problems and needs, and behavior. All offenders are classified using an objective classification process that at a minimum:</p> <ul style="list-style-type: none"> <li>• Identifies the appropriate level of custody for each offender</li> <li>• Identifies appropriate housing assignment</li> <li>• Identifies the offender's interest and eligibility to participate in available programs</li> </ul> <p>Visual Inspection: offender housing records, offender classification records</p>	Compliant	
<p><b>II-A-013 Prohibition on Youthful Offenders</b> Offenders subject to juvenile jurisdiction are housed in adult facilities only under the conditions established by law. If juveniles are committed to the facility, a plan is in place to provide for the following:</p> <ul style="list-style-type: none"> <li>• Supervision and programming needs of the juveniles to ensure their safety, security, and education;</li> <li>• Classification and housing plans;</li> <li>• Appropriately trained staff.</li> </ul> <p>OAS shall be notified of offenders who are under the age of 18 that are sentenced to the DPS&amp;C as an adult for transfer to the appropriate institution.</p> <p>Visual Inspection: admission and housing, offender records, classification records</p>	Compliant	
<p><b>II-A-014 Separation in Classification</b> Male and female offenders must be housed in separate rooms/cells with reasonable sight and sound separation.</p> <p>Visual Inspection: offender housing records, offender classification records, diagram of facility showing male/female housing areas</p>	Compliant	
<p><b>II-A-016 Photo Identification</b> The facility shall provide each DPS&amp;C offender with photo identification, which the offender shall carry/wear on their person at all times.</p> <p>Visual Inspection: Offender identification card/wristband.</p>	Compliant- offenders have id cards	
<p><b>II-A-017 Drug Free Workplace</b> Written policy, procedure, and practice provide for a drug-free workplace, which includes at a minimum pre-employment testing, post-accident testing, reasonable suspicion/probable cause testing, and quarterly random testing of all employees.</p> <p>Visual Inspection: drug testing lab fee bills for drug testing of facility employees (including pre-employment, post-accident, reasonable suspicion/probable cause, random).</p>	Compliant	
<p><b>II-A-018 Offender Drug Testing</b> Written policy, procedure, and practice provide for alcohol/drug testing, both randomly and for probable cause. Facility policy will require that a minimum of 5% of the DPS&amp;C offender population shall be drug tested on a monthly basis.</p> <p>Visual Inspection: Facility log, documentation of alcohol/drug testing of offenders.</p>	Compliant- only had one month March 2021 that was n	
<p><b>II-A-019 Offender Transfers</b> All transfers of DPS&amp;C offenders to other than DPS&amp;C facilities shall be reported to the OAS, at least one day prior to all scheduled transfers and within one business day for all non-scheduled transfers. The DOC offender transfer form shall be submitted by the transferring facility to OAS at least one day prior to the transfer occurring by fax to 225-342-2439 or by email to LocalOffTransfers@la.gov. Offenders should not be transferred to other than DPS&amp;C facilities within 60 days of release, unless for disciplinary reasons.</p> <p>An offender scheduled for an appearance before the Committee on Parole shall not be transferred prior to the scheduled hearing date. However, if the transfer is deemed unavoidable by the Warden due to security concerns, the Warden shall obtain prior approval for an exception from the DPS&amp;C Chief of Operations or designee. Staff from the sending facility shall notify the Committee on Parole as soon as it is known that the offender must be transferred.</p> <p>Visual Inspection: facility logs, documentation of transfers of DPS&amp;C offenders to other than DPS&amp;C facilities</p>	Compliant	
<p><b>II-A-020 Frequency of Cell Checks</b> Written policy, procedure, and practice provide secure, safe housing by establishing the frequency of cell checks in all cellblock areas not to exceed four (4) hours. Staff will document these checks in their staff logs.</p> <p>Visual Inspection: Facility logs, documentation of frequency of cell checks.</p>	Compliant	
<p><b>B. USE OF PHYSICAL FORCE</b> References: ACA CJS 1-2B-01, 1-2B-02, 1-2B-03, 1-2B-05, 1-2B-06, 1-4D-12, Dept. Regs. B-06-001 HC-08/IS-D-HCP33, HC-29/IS-D-HCP40, C-01-008/OP-A-19, C-02-006/OP-A-16, C-03-003/OP-A-3</p>		
<p><b>II-B-001 Use of Force</b> The use of force is restricted to instances of justifiable self-defense, protection of others, protection of property, and prevention of escapes, and then only as a last resort and in accordance with appropriate statutory authority. Written policy, procedure, and practice govern the use of force and provide that force shall never be used as punishment. When an incident involving use of force with a DPS&amp;C offender results in the termination and/or arrest of an employee, the facility shall immediately report the incident to the DPS&amp;C, Office of Adult Services, telephone number 800-803-8748 during normal business hours or the control center at Elayn Hunt Correctional Center, telephone number 800-842-4399 after hours. In addition, the facility shall provide a written report of the incident to the DPS&amp;C, Chief of Operations within three business days.</p> <p>Visual Inspection: facility records, logs, incident reports, training records</p>	Compliant-Training is conducted on an annual basis and reports are clear and concise.	
<p><b>II-B-002 Use of Restraints</b> Written policy, procedure, and practice provide that mechanical restraints, such as handcuffs and leg irons, are never applied as punishment. There are defined circumstances under which supervisory approval is needed prior to application. Restraints on offenders for medical and psychiatric purposes are only applied in accordance with policies and procedures approved by the health authority, including:</p> <ul style="list-style-type: none"> <li>• Conditions under which restraints may be applied;</li> <li>• Types of restraints to be applied;</li> <li>• Identification of a qualified medical or behavioral health professional who may authorize the use of restraints after reaching the conclusion that less intrusive measures are not a viable alternative;</li> <li>• Monitoring procedures;</li> <li>• Length of time restraints are to be applied;</li> <li>• Documentation of efforts for less restrictive treatment alternatives;</li> <li>• An after-incident review.</li> </ul> <p>Visual Inspection: facility records, logs</p>	Compliant-Policy and Procedure are in place to indicate when and where restraints are to be utilized.	



	Findings	Response
<p><b>II-B-002-1 Use of Restraints for Pregnant Offenders</b> Written policy, procedure, and practice complies with the following requirements: Restraints During Pregnancy-Related Transportation •Restraints shall not be used on a pregnant offender (1) during any pregnancy related medical distress, (2) while she is being transported to a medical facility or LCTW unless there are compelling grounds to believe that the offender presents either of the following: a) An immediate and serious threat of physical harm to herself, staff, or others; b) A substantial flight risk and the offender cannot be reasonable contained by other means. •If restraints are utilized during transportation, the offender shall not be cuffed behind the back or restrained using waist restraints.</p> <p>Visual Inspection: facility records, logs</p>	Compliant	
<p><b>II-B-003 Use of Firearms</b> The use of firearms complies with the following requirements. •Weapons are subject to stringent safety regulations and inspections. •A secure weapons locker is located outside the secure perimeter of the facility. •Except in emergency situations, firearms and authorized weapons are permitted only in designated areas to which offenders have no access. •Employees supervising offenders outside the facility perimeter follow procedures for the security of weapons. •Employees are instructed to use deadly force only after other actions have been tried and found ineffective, unless the employee believes that a person's life is immediately threatened. •Employees on duty use only firearms or other security equipment that have been approved by the facility administrator. •Appropriate equipment is provided to facilitate safe unloading and loading of firearms.</p> <p>Visual Inspections: training records, safety regulation and inspection reports, photos of equipment used for unloading and reloading</p>	Compliant	
<p><b>II-B-004 Written Reports</b> Written reports are submitted to the facility administrator or designee no later than the conclusion of the tour of duty when any of the following occur: •Discharge of a firearm or other weapon •Use of less lethal devices to control offenders •Use of force to control offenders •Offender(s) remaining in restraints at the end of the shift •Emergency distribution of security equipment</p> <p>Visual Inspections: completed reports, facility records and logs</p>	Compliant	
<p><b>C. CONTRABAND/SEARCHES</b> References: ACA CJS 1-2C-01, 1-2C-04, Dept. Reg. C-02-003/OP-A-8</p>		
<p><b>II-C-001 Procedures for Searches</b> Written policy, procedure and practice guide searches of facilities and offenders to control contraband. Manual or instrument inspection of body cavities is conducted only when there is reasonable belief that the offender is concealing contraband and when authorized by the facility administrator or designee. Health care personnel will conduct manual or instrument inspections in private.</p> <p>Visual Inspections: observation, facility records and logs, offender and staff interviews</p>	Compliant-The facility conducts visual body searched on all offenders upon intake and when offenders return to the facility. The facility keeps detailed shakedown and daily search logs on file. Procedures are in place and logs are maintained on all searches. Facility is looking into getting Body scanners	
<p><b>D. ACCESS TO KEYS, TOOLS, UTENSILS</b> References: ACA CJS 1-2D-01</p>		
<p><b>II-D-001 Key, Tool, and Utensil Control</b> Keys, tools, culinary equipment and medical/dental instruments and supplies (syringes, needles and other sharps) are inventoried and use is controlled. Written policy, procedure and practice govern the control and use of keys, tools, culinary equipment, and medical/dental instruments and supplies.</p> <p>Visual Inspections: documentation of perpetual inventories</p>	Compliant-The facility's tools, key and utensil control were found to be in good order. Inventories and documentation are kept up daily. A shadow board with a lock in key for the culinary utensil is being used	
<p><b>PART III - ORDER</b></p>		
<p><b>A. OFFENDER DISCIPLINE</b> References: ACA CJS 1-2A-15, 1-3A-01, 1-6C-02, 1-6C-03, 1-6C-04, Dept. Reg. B-05-001/OP-C-1</p>		
<p><b>III-A-001 Rules and Discipline</b> Prior to being placed in the general population, each offender is provided with an orientation that includes facility rules and regulations, including access to medical care and the process for applying for restoration of good time. The facility shall follow and provide the DPS&amp;C "Disciplinary Rules and Procedures for Adult Offenders", to the offender population. •If the Sheriff or local jail administrator believes that a loss of good time is appropriate, then the incident shall be fully documented and the offender transferred to the DPS&amp;C for a disciplinary hearing to ensure due process in accordance with La. R.S. 15:571.4. The offender must sign and date a statement acknowledging receipt of this information.</p> <p>Visual Inspections: offender records, disciplinary records, receipt of disciplinary rules, documentation of orientation.</p>	Compliant	





<b>PART IV - CARE</b>		
<b>A. FOOD SERVICES</b>		
References: ACA CJA 1-4A-01, 1-4A-02, 1-4A-04, 1-4A-06, Dept. Reg. C-06-001/JS-C-1	<b>Findings</b>	<b>Response</b>
<p><b>IV-A-001 Food Storage Facilities</b> There are sanitary facilities for the storage of all foods that comply with applicable state and/or federal guidelines. <i>Visual Inspections: DHH inspection reports, internal inspection reports</i></p>	Compliant	
<p><b>IV-A-002 Food Service Facilities</b> Toilet and hand basin facilities are available to food service personnel in the food preparation areas. <i>Visual Inspections: DHH inspection reports, photos</i></p>	Compliant	
<p><b>IV-A-003 Food/Dietary Allowances</b> The facility's dietary allowances are reviewed at least annually by a qualified nutritionist or dietician to ensure they meet the national recommended dietary allowances for basic nutrition for appropriate age groups. Menu evaluations are conducted at least quarterly by food service supervisory staff to verify adherence to the established basic daily servings. Written policy, procedure, and practice require that food service staff plan menus and substantially follow the plan. The planning and preparation of all meals shall take into consideration nutritional characteristics and caloric adequacy. The facility shall provide a tray/plate and utensil(s) for each hot meal. <i>Visual Inspections: annual reviews, nutritionist or dietician qualifications, documentation of at least annual review and quarterly menu evaluations</i></p>	Compliant	
<p><b>IV-A-004 Records of Meals Served</b> Written policy, procedure, and practice require that accurate records are maintained of all meals served. <i>Visual Inspections: facility logs</i></p>	Compliant	
<p><b>IV-A-005 Denial of Food as Discipline Prohibited</b> Written policy, procedure, and practice preclude the denial of food as a disciplinary measure. <i>Visual Inspections: facility logs</i></p>	Compliant	
<p><b>IV-A-006 Food Service Management</b> Written policy, procedure, and practice require that three meals (including two hot meals) are provided under staff supervision at regular meal times during each 24-hour period, with no more than 14 hours between the evening meal and breakfast. Variations may be allowed based on weekend and holiday food service demands provided basic nutritional goals are met. Offenders shall be provided an ample opportunity to eat for each meal. <i>Visual Inspections: records of meals served and times served, facility logs</i></p>	Compliant	
<p><b>IV-A-007 Therapeutic/Special Diets</b> Therapeutic and/or special diets are provided as prescribed by appropriate clinicians or when religious beliefs require adherence to religious dietary laws. Written policy, procedure, and practice provide for special diets as prescribed by appropriate medical or dental personnel. <i>Visual Inspections: health records, diet records or forms, documentation of warden's approval of religious diet</i></p>	Compliant	
<p><b>IV-A-008 Health Protection for Food Service</b> There is adequate protection for all offenders and staff in the facility and for offenders and other persons working in food service. All persons involved in the preparation of the food receive a pre-assignment inspection by appropriate kitchen staff, to ensure freedom from diarrhea, skin infections, and other illnesses transmissible by food or utensils. Offenders working in food services are monitored each day for health and cleanliness by appropriate kitchen staff. All food handlers are instructed to wash their hands upon reporting to duty and after using toilet facilities. <i>Visual Inspections: inspection reports, completed forms, documentation of daily monitoring for health and cleanliness</i></p>	Compliant	



<b>B. HYGIENE</b>		
References: ACA CJS 1-48-01, 1-48-02, 1-48-03, 1-48-04, Dept. Reg. B-06-001/HC-34/IS-C-3		
	Findings	Response
<p><b>IV-B-001 Plumbing Fixtures - Toilets and Washbasins</b> Offenders have access to toilets and washbasins with temperature-controlled hot and cold running water 24 hours per day. Offenders are able to use toilet facilities without staff assistance when they are confined in their cells/sleeping areas.</p> <p>Visual Inspections: maintenance records or reports, inspections, documentation of periodic measurement of water temperature, offender preferences</p>	Compliant-There are operable toilets and washbasins in all areas of the facility. Both hot and cold water worked in all washbasins.	
<p><b>IV-B-002 Plumbing Fixtures - Showers</b> Offenders, including those in medical housing units or infirmaries, have access to operable showers with temperature-controlled hot and cold running water 24 hours per day, on a reasonable schedule, (a minimum of three times per week). Water for showers is thermostatically controlled to temperatures ranging from 100 degrees to 120 degrees Fahrenheit.</p> <p>Visual Inspections: maintenance records or reports, inspections</p>	Compliant-There are operable showers in all areas of the facility	
<p><b>IV-B-003 Clothing</b> The facility has an obligation to provide adequate institutional clothing appropriate to the season and the offender's work status, including adequate changes of clothing to allow for regular laundering. The facility may fulfill this obligation by furnishing clothing or permitting the offender to secure and wear his own clothing, except that when the offender does not provide adequate clothing for himself, the facility shall furnish same.</p> <p>Visual Inspections: documentation of clothing issues, documentation of cleaning and storage</p>	Compliant	
<p><b>IV-B-004 Hygiene/Bedding Issue</b> The facility shall provide adequate bedding and linen, including a clean mattress, sheets, pillow and blanket, not to exclude a mattress with integrated pillow. There are provisions for linen and towel exchange at least weekly. There are provisions for blanket exchange at least monthly.</p> <p>Visual Inspections: documentation of issue and exchange</p>	Compliant	
<p><b>IV-B-005 Personal Hygiene</b> Articles and services necessary for maintaining personal hygiene shall be available to all offenders including items specifically needed for females. Such items shall be provided to any offender (male or female) who is indigent. Each offender shall be provided soap, toilet paper, toothbrush, toothpaste and shaving equipment.</p> <p>Visual Inspections: documentation that items are provided, list of items available</p>	Compliant-Clear and concise policy. Documentation was provided showing the issuing of hygiene items.	

<b>C. CONTINUUM OF HEALTH CARE SERVICES</b>		
References: ACA CJS 1-2A-14, 1-4C-01, 1-4C-03, 1-4C-04, 1-4C-06, 1-4C-07, 1-4C-08, 1-4C-09, 1-4C-10, 1-4C-13, 1-4C-15, 1-4D-01, 1-4D-03, 1-4D-04, 1-4D-06, Dept. Regs. B-06-001/IS-D-2, HC-01/IS-D-NP13, HC-02/IS-D-HCP14, HC-05/IS-D-HCP20, HC-06A/IS-D-HCP41, HC-06B/IS-D-HCP42, HC-06C/IS-D-HCP46, HC-06/IS-D-HCP33, HC-09A/IS-D-HCP22, HC-11/IS-D-HCP34, HC-13/IS-D-HCP16, HC-17/IS-D-HCP7, HC-38/IS-D-HCP30, B-06-003/AM-C-4, C-02-008/OP-C-9, C-05-001/AM-1-4		
	Findings	Response
<p><b>IV-C-001 Access to Care/Clinical Services</b> At the time of admission/intake, all offenders are informed about procedures to access health services, including any copay requirements, as well as procedures for submitting grievances. Medical care is not denied based on an offender's ability to pay. The facility has a designated health authority with responsibility for health care services. When the health authority is other than a physician, final clinical judgments rest with a single, designated, responsible physician.</p> <p>•Written policy, procedure, and practice provide for the delivery of health care services, including medical, dental and behavioral health services under the control of a designated health care authority who shall be a physician or a licensed or registered health care provider or health agency. Access to these services shall be unimpeded in the sense that correctional staff should not approve or disapprove offender requests for services in accordance with the facility's health care plan. Oral health services include access to diagnostic x-rays, treatment of dental pain, development of individual treatment plans, extractions of non-restorable teeth, and referral to a dental specialist, including an oral surgeon. Specialty non primary dental services are covered by DPS&amp;C. The requests shall be submitted to the facility in accordance with R.S. 15:831. DPS&amp;C offenders may be assessed a co-payment for receiving medical or dental treatment, including prescription or nonprescription drugs. The co-payment fee schedule shall be approved by the DPS&amp;C. Such fee schedule for DPS&amp;C offenders housed in local jail facilities shall not exceed the DPS&amp;C approved rate in accordance with Dept. Reg. B-06-001 HC-02/IS-D-HCP14, unless prior approval has been granted by the Secretary of the DPS&amp;C.</p> <p>•DPS&amp;C offenders may be required to file a claim with his/her private medical or health care insurer, or any public medical assistance program, under which he/she is covered and from which the offender may make a claim for payment or reimbursement of the cost of any such medical treatment.</p> <p>Visual Inspections: Documentation that offenders are informed about health care and the grievance system, a health record, medical copayment fee schedule.</p>	Compliant-Offenders receive a facility handbook upon admissions that contains all necessary information on assessing health care and the co-pay requirements. There is a \$5 co-pay. The co-pays are approved by DPS&C.	
<p><b>IV-C-002 Adequate Equipment and Supplies</b> Adequate equipment and supplies for medical services are provided as determined by the health care authority and are in working order.</p> <p>Visual Inspections: Photos</p>	Compliant	



	Findings	Response
<p><b>IV-C-003 Provision of Treatment</b> The facility has a designated health authority responsible for health care services. Requests for health services are triaged by health trained persons to ensure that needs are addressed in a timely manner in accordance with the severity of the illness. Written policy, procedure and practice provide that anyone who provides health care services to offenders be licensed, registered or certified as appropriate to their respective professional disciplines. Such personnel shall only practice as authorized by their license, registration or certification. Standing orders are used in the treatment of offenders only when authorized in writing by a physician or dentist. (Standing orders are used in the treatment of identified conditions and for the on-sight emergency treatment of an offender.)</p> <p><b>Visual Inspections:</b> documentation of health authority designation, contract, billing records, sick call request form, a health record, clinical provider schedules, current credentials/licenses</p>	Compliant	
<p><b>IV-C-004 Personnel Qualifications/Credentials</b> Correctional or other personnel who do not have health care licenses may only provide limited health care services as authorized by the responsible health care authority and in accordance with appropriate training. This would typically involve the administration of medication, the following of standing orders as authorized by the responsible health care authority and the administration of first aid/CPR in accordance with POST training. Written policy, procedure and practice approved by the health authority require dispensing and administering prescribed medications by qualified personnel.</p> <p><b>Visual Inspections:</b> health records, completed medication administration forms, personnel records, copies of current credentials or licensure, documentation of compliance with standing orders, health record entries, staff training records</p>	Compliant	
<p><b>IV-C-005 24 Hour Care</b> Written policy, procedure, and practice ensure that offenders have access to 24-hour emergency medical, dental, and mental health services, including on-site first aid, basic life support, and transfer to community based services. This requirement may be met by agreement with a local state hospital, a local private hospital, on-call qualified health care personnel (see IV-C-003), or on-duty qualified health care personnel. Decisions regarding access to emergency medical services shall not be the sole province of correctional or other non-health personnel except in accordance with IV-C-004.</p> <p><b>Visual Inspections:</b> designated facility, provider lists, transportation logs</p>	Compliant	
<p><b>IV-C-006 Health Screens</b> Written policy, procedure and practice require that all DPS&amp;C offenders receive a health screening by health trained or qualified health care personnel upon intake into the facility unless there is documentation of a health screening within the previous 90 days. Screening is conducted in accordance with protocols established by the health authority. If completed by health trained personnel, all intake health screens are to be reviewed by health care personnel as soon as possible. If a facility uses a different screening form, it shall be required to have at a minimum the questions in the Intake Health Care Screening form (IV-C-006-A) provided by DPS&amp;C. The purpose of the health screening is to protect newly admitted offenders who pose a health safety threat to themselves or others from not receiving adequate medical attention. This should include inquiry into:</p> <ol style="list-style-type: none"> <li>1. Current medical, dental or behavioral health problems and communicable diseases;</li> <li>2. Current treatment plan;</li> <li>3. Current medications, including psychotropic;</li> <li>4. History of hospitalization;</li> <li>5. Suicidal risk assessment;</li> <li>6. Use of alcohol or other drugs including need for possible detoxification;</li> <li>7. Possibility of pregnancy;</li> <li>8. Observation of the following:             <ol style="list-style-type: none"> <li>a. Appearance and behavior;</li> <li>b. Body deformities and other physical abnormalities;</li> <li>c. Ease of movement;</li> <li>d. Current physical traumas or characteristics and a determination of whether or not the offender should be recommended for immediate transfer to the DS&amp;C for appropriate care;</li> <li>e. Any physical impairment (hearing, vision, mobility) or other disability which would impede the offender's access to programs or services. Offenders identified with such an impairment or disability shall be transferred to the DPS&amp;C for further evaluation and determination of appropriate housing placement. [Reference 2008 Resolution Agreement: US DOJ and LA DPS&amp;C.]</li> </ol> </li> <li>9. Current health insurance.</li> </ol> <p><b>Visual Inspections:</b> health records, completed screening form, transfer logs</p>	Compliant	
<p><b>IV-C-006-1 Pregnancy Management</b> Written policy, procedure and practice require that all pregnant offenders have access to obstetrical services by a qualified provider. The local jail facility shall notify the Department's Medical Director, when a DPS&amp;C offender is pregnant to ensure proper placement or if transfer to a DPS&amp;C facility is necessary.</p> <p><b>Visual Inspections:</b> written policy and procedure, health record where pregnant offender received obstetrical services by a qualified provider, notification to DPS&amp;C when DPS&amp;C offender is pregnant, transfer logs</p>	Compliant	





	Findings	Response
<p><b>IV-C-007 Communicable Disease and Infection Control Program</b> Communicable diseases are managed in accordance with a written plan approved by the health authority in consultation with local public health officials. The plan includes for the screening, surveillance, treatment, containment, and reporting of infectious diseases. The plan shall comprise of testing to detect communicable diseases, including TB testing within 14 days of arrival at the facility. If there is documented evidence of TB testing within the last 12 months, new testing is not required. Qualified health care staff will evaluate for signs and symptoms of TB. Infection control measures include the availability of personal protective equipment for staff and hand hygiene promotion throughout the facility. Procedures for handling biohazardous waste and decontaminating medical and dental equipment must comply with applicable local, state and federal regulations.</p> <p>Visual Inspections: health records, clinic visit logs, documentation of waste pick up and/or cleaning logs</p>	Compliant	
<p><b>IV-C-008 Annual TB Testing</b> Written policy, procedure and practice require annual testing or medical evaluation for signs and/or symptoms of tuberculosis on all offenders. Annual TB testing will be provided at no cost to the offender. The facility's designated health care authority shall contact the DPS&amp;C Medical Director, telephone number 225-342-1320, when an offender's test for medical signs and/or symptoms of tuberculosis is reported positive. The DPS&amp;C Medical Director will determine if the offender requires physician or mid-level evaluation, based on the reported positive signs or symptoms.</p> <p>Visual Inspections: health records</p>	Compliant-The facility conducted TB testing on all offenders at no cost to the offender. This is done upon intake and annually	
<p><b>IV-C-009 Chronic Care Program</b> Offenders with chronic conditions, such as diabetes, hypertension and mental illness receive periodic care by a qualified health care provider in accordance with individual treatment plans, inclusive as deemed appropriate by the respective health care provider. For offenders whose chronic disease cannot be reasonably managed by the local jail facility, a Medical Transfer Request for DOC Offenders at Local Facilities Form C-05-004-B may be submitted to the ARDC.</p> <p>Visual Inspections: health records</p>	Compliant	
<p><b>IV-C-010 Pharmaceuticals</b> Written policy, procedure, and practice approved by the health authority provide for the proper management of pharmaceuticals. Offenders are provided medication as prescribed.</p> <p>Visual Inspections: health records, completed medication administration forms, inventories</p>	Compliant	
<p><b>IV-C-011 First Aid Kits</b> First aid kits are available in areas of the facility as designated by the responsible health care authority and shall be immediately accessible to housing units.</p> <p>Visual Inspections: location of first aid kits within the facility</p>	Compliant	
<p><b>IV-C-012 Access to Sick Call</b> There is a process for all offenders to initiate requests for health services on a daily basis. Written policy, procedure and practice require that sick call is conducted by a physician and/or other qualified health care personnel who are licensed, registered or certified as appropriate to their respective professional discipline and who practice only as authorized by their license, registration or certification. Sick call shall be available to all offenders as follows:  <ul style="list-style-type: none"> <li>•Facilities with fewer than 100 offenders - 1 time per week;</li> <li>•Facilities with 100 to 300 offenders - 3 times per week;</li> <li>•Facilities with more than 300 offenders - 4 times per week.</li> </ul>                     If an offender's custody status precludes attendance at sick call, then arrangements shall be made to provide such services in the place of the offender's detention.</p> <p>Visual Inspections: written policy and procedure</p>	Compliant-Sick call forms are available on all kiosk machines in all dorms. Once completed they are emailed straight to the medical department. Health care staff is the only ones who retrieve them. The requests are triaged and scheduled for visits.	
<p><b>IV-C-013 Infirmary Care</b> If infirmary care is provided onsite, it complies with applicable state regulations and local licensing requirements. Provision include 24 hour emergency on-call consultation with a physician, dentist and mental health professional. Written policy, procedure and practice provide that any offender who is identified as requiring a medical, dental or mental health need for which care is not readily available from the local facility, shall be immediately transferred to DPS&amp;C. It is particularly important that smaller facilities recognize the commitment of the DPS&amp;C to accept into their custody any state offender whose condition is problematic.</p> <p>Visual Inspections: admission or inpatient records, staffing schedule, completed form C-05-004-B</p>	Compliant-The facility has a nurse at the facility 24/7. If medical staff determines the health issues to be an emergency, offenders are transported to the local hospital.	
<p><b>IV-C-013-1 Medical Releases (Medical Parole, Medical Treatment Furlough, Compassionate Release)</b> Any offender sentenced to DPS&amp;C custody that meets the medical criteria to be released on Medical Parole, Medical Treatment Furlough or Compassionate Release may be considered after submission of the required documentation in accordance with the corresponding Dept. Reg. to the DPS&amp;C's Chief Nursing Officer via email to MedicalDirector@corrections.state.la.us or by fax to 225-342-7240.</p> <p>Visual Inspections: health records, documentation of approval of DPS&amp;C's Chief Nursing Officer</p>	Compliant	
<p><b>IV-C-014 Suicide Prevention and Intervention</b> There is a written suicide prevention and intervention program that is approved by a behavioral health professional who meets the educational and license/certification criteria specified by his/her respective professional discipline. The program must include specific procedures for handling intake, screening, identifying and continually supervising the suicide-prone offender. Observation of the suicide-prone offender will vary from continual observation to intervals no greater than fifteen (15) minutes. All staff with responsibility for offender supervision are trained and available in the implementation of the program.</p> <p>Visual Inspections: health records, documentation of staff training, documentation of observation of suicide watches.</p>	Compliant-Mental health staff evaluates each offender and determines the treatment. The staff receives annual suicide prevention training.	



	Findings	Response
<p><b>IV-C-015 Offender Deaths</b> Written policy, procedure and practice specify and govern the actions to be taken in the event of an offender's death, which includes notification of the coroner of all offender deaths. All attempts to contact the coroner regarding any death shall be thoroughly documented. Such procedures shall also include the reporting requirements as outlined in BJJ I-C-001. In addition, a written report of all offender deaths shall be submitted to DPS&amp;C on Form C-05-001-X (via email to <a href="mailto:catanotify@corrections.state.la.us">catanotify@corrections.state.la.us</a> or via fax to 225-342-3349).</p> <p><b>Visual Inspection:</b> notification, reporting requirements, report to DPS&amp;C</p>	Compliant	
<p><b>IV-C-016 Notification</b> A visit with an immediate family member when the offender is admitted to an ICU or trauma center due to a serious bodily injury or due to being a terminally ill offender for the duration of the offender's admission to the ICU or trauma center, unless the Warden or designee provides written notice within 6 hours of the offender's admission to the ICU or trauma center to any immediate family member seeking visitation why such visitation cannot be granted, pursuant to La. R.S. 15:833(A) and Dept. Reg. C-02-008;</p> <ul style="list-style-type: none"> <li>•If the offender's admission to the ICU or trauma center occurs between 8:00 pm and 4:00 am, the Warden or designee shall provide the required written notification within 24 hours of the time the serious bodily injury occurred.</li> <li>•Pursuant to La. R.S. 15:833(A), the Warden or designee shall attempt to notify the offender's immediate family within 8 hours of the medical decision to transport the offender to the ICU or trauma center.</li> <li>•Based on extenuating circumstances the Warden or designee may extend the definition of an offender's immediate family member</li> </ul> <p><b>Visual Inspection:</b> notification records</p>	Compliant-Policies in place to notify family members if the offender is on ICU.	
<p><b>D. HEALTH SERVICES STAFF</b> References: ACA CJS 1-4D-02, 1-4D-04, 1-4D-05, 1-4D-07, 1-4D-08, 1-4D-09, 1-4D-10, 1-4D-17, 1-4D-18, Dept. Regs. B-06-001/HC-24/ISD-HCP44, HC-25/15-D-NCPB, HC-26/16-D-HCP10, HC-33/AM-D-5</p>		
<p><b>IV-D-001 Health Care Quarterly Meetings</b> The health authority meets with the facility administrator at least quarterly.</p> <p><b>Visual Inspection:</b> documentation of meetings</p>	Compliant	
<p><b>IV-D-002 Research</b> Written policy, procedure, and practice prohibit offender participation in pharmaceutical, medical, or cosmetic experiments. This policy does not preclude individual treatment of an offender based on his/her needs using a specific medical procedure that is not generally available.</p> <p><b>Visual Inspection:</b> written policy and procedure</p>	Compliant	
<p><b>IV-D-003 Health Care Personnel/Job Descriptions</b> Health care staff work in accordance with professional specific job descriptions approved by the health authority.</p> <p><b>Visual Inspection:</b> job descriptions</p>	Compliant	
<p><b>IV-D-004 Confidentiality of Health Information</b> Information about an offender's health status is confidential. Nonmedical staff only have access to specific medical information on a "need to know" basis in order to preserve the health and safety of the specific offender, other offenders, volunteers, visitors, or correctional staff. An individual health record is maintained for all offenders in accordance with policies and procedures established by the health authority. The health record is made available to, and is used for documentation for all health care personnel. The active health record is maintained separately from the confinement case record and access is controlled. When an offender is transferred to DPS&amp;C or another local facility, the offender's medical record is transferred as well.</p> <p><b>Visual Inspection:</b> health records, completed consent forms, completed refusal forms</p>	Compliant-Access to offender medical information/files are controlled and restricted to those who have legal authority. Medical records are stored in a secured restricted area and are transported with the offender upon transfer to another local facility or to DPS&C.	
<p><b>IV-D-005 Informed Consent</b> Informed consent standards of the jurisdiction are observed and documented for offender care in a language understood by the offender. In the case of minors, the information consent of a parent, guardian or legal guardian applies when required by law. Offenders routinely have the right to refuse medical interventions. When health care is rendered against an offender's will, it is in accordance with state laws and regulations. Involuntary administration of psychotropic medications to offenders may only be accomplished by DPS&amp;C.</p> <p><b>Visual Inspection:</b> health records, completed consent forms, completed refusal forms</p>	Compliant	
<p><b>IV-D-006 Emergency Response</b> Emergency medical care, including first aid and basic life support, is provided by all health care professionals and those health-trained correctional staff specifically designated by the facility administrator. All staff responding to health emergencies are trained in CPR. The health authority approves policies and procedures that ensure that emergency supplies and equipment, including automatic external defibrillators (AEDs) are readily available and in working order.</p> <p><b>Visual Inspection:</b> verification of training, records and certificates</p>	Compliant	
<p><b>IV-D-007 Internal Review/Quality Assurance</b> The health authority approves policies and procedures for identifying and evaluating major risk management events related to offender health care, including offender deaths, preventable adverse outcomes and serious medication errors.</p> <p><b>Visual Inspection:</b> evaluation of major risk management events</p>	Compliant	



E. SEXUAL ASSAULT		
Reference: ACA CIS 1-4D-13, 1-4D-15, 1-4D-16, Dept. Regs. A-04-002/PS-D-3, C-01-023/OP-A-15	Findings	Response
<p><b>EV-E-001 Alleged and Substantiated Sexual Assaults</b> Written policy, procedure and practice provide for the prevention, detection, response, reporting and investigation of alleged and substantiated sexual assaults. (PREA) Information provided to offenders about sexual abuse/assault includes:</p> <ul style="list-style-type: none"> <li>•Prevention/intervention;</li> <li>•Self-protection;</li> <li>•Reporting sexual abuse/assault;</li> <li>•Treatment and counseling.</li> </ul> <p>When the occurrence/allegation of sexual assault or threat involves a DPS&amp;C offender, the facility shall report the incident to DPS&amp;C immediately, as outlined in BJG I-C-001.</p> <p>An investigation is conducted and documented whenever a sexual assault or threat is reported. Investigative reports, that include DPS&amp;C offenders, shall be submitted to appropriate DPS&amp;C Regional Team Leader on Form C-01-022-E.</p> <p>Victims of sexual assault are referred under appropriate security provisions to a community facility for treatment and gathering of evidence.</p> <p><u>Visual Inspection:</u> documentation of reports to DPS&amp;C, investigative reports</p>	Compliant	

PART V - OFFENDER PROGRAMS AND ACTIVITY		
A. OFFENDER OPPORTUNITIES FOR IMPROVEMENT		
Reference: ACA CIS 1-2A-01, Dept. Regs. E-19-001/PE-1-1	Findings	Response
<p><b>V-A-001 Volunteers/Registration</b> There is an official registration and identification system for volunteers.</p> <p><u>Visual Inspection:</u> activity schedules, facility logs</p>	Compliant	
<p><b>V-A-002 Volunteer Services</b> A current schedule of volunteer services is available to all offenders and is posted in appropriate areas of the facility.</p> <p><u>Visual Inspection:</u> activity schedules, facility logs</p>	Compliant	
<p><b>V-A-003 Programs and Services</b> Written policy, procedure and practice provide for the availability of offender programs, services and counseling. Such programming may be obtained from acceptable internal or external sources which should include, at a minimum, assistance in obtaining individualized educational program instruction at a variety of levels.</p> <p>The local jail facility shall maintain class files on all DPS&amp;C approved programming, whether the program is administered by DPS&amp;C or other staff. The class files should include at a minimum:</p> <ol style="list-style-type: none"> <li>1. Screening of offender(s) for program placement;</li> <li>2. Offender application to program;</li> <li>3. Program sign-in sheets and/or attendance rosters;</li> <li>4. Signed copy of CTRP credit forms;</li> <li>5. Documentation for staff oversight if program is not administered and/or overseen by DPS&amp;C staff.</li> </ol> <p><u>Visual Inspection:</u> activity schedules, facility logs</p>	Compliant	
<p><b>V-A-003-1 Educational Programming</b> The DPS&amp;C and the facility encourage educational programming which includes:</p> <ol style="list-style-type: none"> <li>1. Adult Basic Education and/or Literacy</li> <li>2. Industry Based Certification Training</li> <li>3. Pell-eligible Post-Secondary Training</li> </ol> <p>Any planned or proposed programs for education in local jail facilities that house DPS&amp;C offenders shall be submitted to the DPS&amp;C Education Director.</p> <p><u>Visual Inspection:</u> activity schedules, facility logs</p>	Compliant- GED program	





<p><b>II. PROGRAMS</b>                      References: ACA Ch. 1:45-02, 1:28-01, 1:28-02, 1:58-01, 1:58-01.3, 1:58-01.4, 1:58-02, 1:58-02.1, 1:58-02.2, 1:58-04, 1:58-05, 1:58-06, 1:58-06.1, 1:58-06.2, Dept. Regs. 4-04-002/PS-5-3, 8-02-001/PS-8-1, 8-04-001/NC-17/IS-D-NC/P, 8-08-000/PS-8-1, 8-08-013/PS-C-1, 8-08-003/AM-C-3, C-01-011/PS-3-1, C-02-000/OP-C-9, C-02-000/DF-C-7</p>	Findings	Response
<p><b>V-B-001 Releasing Offenders</b>                      Procedures for releasing offenders from the facility include, but are not limited to, the following:                      •Return of personal property, to include any govt. issued ID (i.e., driver's license) that may have been collected from the offender during the intake process.                      •Provide offender with/and have him/her sign for any reentry transition document envelopes and all its contents.                      •Provision of a listing of available community resources.                      •Consideration by the prescribing health care practitioner for a provision of a 5-day supply of current maintenance medication (medication prescribed to stabilize a chronic medical or behavioral health illness), along with a prescription for a thirty (30) day of medication upon transfer or discharge.                      •Prior to release, offenders with serious medical and behavioral health conditions are referred to available community services. Appropriate health information is shared with the new providers in accordance with consent requirements.                      •Provision of adequate street clothing for indigent offenders. Offender shall not release in any prison issued attire, including but not limited to jumpsuits, striped scrubs, or stenciled clothing.                      Visual Inspection: completed release forms and documents, facility records and logs, offender records</p>	<p>Compliant-Offenders are released with property and identification that was collected upon intake. Offenders are also released with prescribed medications</p>	
<p><b>V-B-002 Visiting</b>                      Written policy, procedure and practice govern visiting. The number of visitors an offender may receive and the length of the visits may be limited only by the facility's schedule, space and personnel constraints or when the facility administrator can present clear and convincing evidence that such visitation jeopardizes the safety and security of the facility. Conditions under which visits may be denied and visitors may be searched are defined in writing. Provisions are made for special visits in accordance with Dept. Reg. C-02-008.                      Visual Inspection: activity schedule, facility logs</p>	<p>Compliant</p>	
<p><b>V-B-003 Library Services</b>                      Written Reading materials shall be available to offenders on a reasonable basis.                      Visual Inspection: activity schedule, facility logs</p>	<p>Compliant</p>	
<p><b>V-B-004 Religious Programs</b>                      Written policy, procedure and practice define and provide reasonable offender opportunity for religious practice.                      Visual Inspection: documentation of offender religious activities, activity schedule</p>	<p>Compliant</p>	
<p><b>V-B-005 Exercise and Recreation Access</b>                      Offenders have access to exercise and recreation opportunities. Written policy, procedure, and practice provide for exercise opportunities adequate to ensure major muscle activity. Outdoor exercise shall be available on a regular basis (at least three times per week-weather permitting) for state inmates. If a state offender requires special management or has security supervision needs which preclude the opportunity for outdoor exercise at a facility, then he shall be transferred to the DPS&amp;C. If a facility based on location, or other legitimate concern, does not make provision for outdoor exercise, then compensating, dedicated exercise facilities of adequate size to provide three exercise opportunities per week shall be available.                      Visual Inspection: activity schedule, facility logs</p>	<p>Compliant</p>	
<p><b>V-B-006 Transitional Work Program/Standard Operating Procedures</b>                      Transitional Work programs shall be operated in accordance with the Standard Operating Procedures for Offender Work Release Programs established by the DPS&amp;C.                      Visual Inspection: DPS&amp;C monitoring report</p>	<p>N/A</p>	
<p><b>V-B-007 Participation in Transitional Work Programs</b>                      Participation in transitional work programs by state offenders shall comply with R.S. 15:711 and DPS&amp;C Department Regulation No. B-02-001 "Assignment and Transfer of Offenders." Specific approval by the Secretary of DPS&amp;C is required prior to program assignment of state offenders. Refer to Standard Operating Procedures for Offender Transitional Work Programs.                      Visual Inspection: approval for participation by the Secretary of DPS&amp;C</p>	<p>N/A</p>	
<p><b>V-B-008 Offender Work Program</b>                      Participation in offender work programs by state offenders shall comply with the provision of R.S. 15:708 (parish jails) or R.S. 15:832 (police maintenance).                      Visual Inspection: offender voluntary participation, sheriff's approval of work program request, facility logs</p>	<p>N/A</p>	



	Findings	Response
<p><b>V-B-009 Approval for Transitional Work Programs</b> Any Sheriff interested in operation of a TWP facility shall obtain prior approval from the Chief of Operations. Refer to Standard Operating Procedures for Offender Transitional Work Programs.</p> <p>Visual Inspection: approval of Chief of Operations</p>	N/A	
<p><b>V-B-010 Proposed Expansions</b> Any planned or proposed expansions for transitional work program or jail facilities that house DPS&amp;C offenders shall be submitted to the Secretary of the DPS&amp;C and the Executive Director of the LSA for consideration and approval.</p> <p>Visual Inspection:</p>	N/A	
<p><b>V-B-011 Mail and Correspondence</b> Any Offenders may send and receive mail. Indigent offenders receive a specified postage allowance. Offenders are notified in writing when incoming or outgoing letters are withheld in part or in full. Written policy, procedure, and practice govern offender correspondence.</p> <p>Visual Inspection: documentation that offenders are notified when mail is withheld, documentation of justification for reading or rejecting mail</p>	Compliant	
<p><b>V-B-012 Packages and Publications</b> Written policy, procedure and practice govern offender access to publications and packages from outside sources.</p> <p>Visual Inspection: documentation that offenders are notified when mail is withheld, documentation of justification for reading or rejecting mail</p>	Compliant	

	Findings	Response
<p><b>C- REENTRY</b> References: Dept. Regs. 8-01-001/19-B-6, 8-01-002/ROP3, 8-01-004/19-B-7, 8-01-001/HO-40/19-B-10CP31</p>		
<p><b>V-C-001 Substance Abuse Programs</b> The facility encourages offender participation in substance abuse programs when available.</p> <p>Visual Inspection: facility log, activity schedule</p>	Compliant-AA programs are offered to the offenders	
<p><b>V-C-002 Reentry Programs</b> The DPS&amp;C and the facility encourages reentry programming which includes: 1. Employment opportunities through work release; 2. At least two forms of valid identification upon release; 3. The development of a residential plan prior to release; 4. Referral to community based service providers upon release; 5. Where feasible, recommend DPS&amp;C offenders receive 100 hours of pre-release training at a regional reentry center prior to transfer to a TWP, or release from custody. The local jail facility shall maintain reentry transition document envelopes for all DPS&amp;C offenders, which include at a minimum, if applicable: 1. Any valid forms of identification; 2. Prescriptions and Medicaid card; 3. Community service referrals.</p> <p>Visual Inspection: documentation of employment opportunity, documentation of two forms of identification, residential plan</p>	Compliant-Offenders are releasing with two valid forms of identification.	
<p><b>V-C-003 Pre-Parole Preparation</b> The facility shall complete Form 8-01-004-C, Pre-Parole LARNA II Questionnaire for Local Jail Facilities, and submit via e-mail to DPS&amp;C HQ at LOCALarnc@corrections.state.la.us or by fax to 225-342-0929 within the first two weeks of the month preceding the scheduled hearing.</p> <p>Visual Inspection: offender record, completed questionnaires</p>	Compliant	
<p><b>V-C-004 Parole Board Procedures</b> The facility Warden or his/her designee, of the local level facility in which the offender is housed, shall be present to provide information to members of the Parole Board regarding the offender's progress and disciplinary infractions during incarceration.</p> <p>Visual Inspection: offender record, trip log, documentation showing facility Warden or designee presence at parole board</p>	Compliant	

PART VI - JUSTICE		
A. OFFENDER'S RIGHTS		
	Findings	Response
<p><b>VI-A-001 Access to Courts/Access to Legal Materials</b> Written policy, procedure, and practice ensure the right of offenders to have access to courts. This includes reasonable access to legal reference materials or access to legal or paralegal assistance. Illiterate offenders shall be provided the assistance of a fellow offender or be furnished adequate assistance from the facility staff or other persons who have a legitimate connection with the legal issues being pursued. If an offender's requirements in this area are significant and complex, exceeding the capability of the local facility to meaningfully provide assistance, then the inmate shall be transferred to the DPS&amp;C.</p> <p>Visual Inspection: facility log</p>	Compliant	
<p><b>VI-A-002 Access to Counsel</b> Written policy, procedure, and practice ensure offenders' confidential access to counsel. Such contact includes, but is not limited to telephone communications, uncensored correspondence and visits.</p> <p>Visual Inspection: facility log, record of attorney interviews</p>	Compliant	
<p><b>VI-A-003 Protection from Abuse</b> Written policy, procedure, and practice protect offenders from personal abuse, corporal punishment, personal injury, disease, property damage, or harassment.</p> <p>Visual Inspection: facility log, incident reports, staff training records</p>	Compliant	



<b>II. FAIR TREATMENT OF OFFENDERS</b>		
References: ACA-CJS 1-1A-18, 1-4C-01, 1-6B-01, 1-6B-02, Dept. Reg. B-05-003/OP-C-13	Findings	Response
<b>VI-B-001 Discrimination</b> Written policy, procedure, and practice provide that program access and administrative decisions are made without regard to offenders' race, religion, national origin, gender, sexual orientation, or disability. Visual Inspection: facility records, grievances, activity logs	Compliant	
<b>VI-B-002 Grievance Process</b> Offenders have reasonable access to a grievance remedy procedure that includes at least two levels of review if necessary. The grievance remedy procedure shall be an administrative means through which an offender may seek formal review of a complaint which relates to any aspect of his imprisonment if less formal procedures have not resolved the matter. Such complaints and grievances include, but are not limited to, actions pertaining to conditions of confinement, personal injuries, medical complaints, time computations, the classification process, or challenges to rules, regulations, or policies. Through this procedure, offenders shall receive reasonable responses within a specified time period and where appropriate, meaningful remedies. Visual Inspection: interviews	Compliant	
<b>PART VII - ADMINISTRATION AND MANAGEMENT</b>		
<b>A. RECRUITMENT, RETENTION AND PROMOTION</b>		
References: ACA-CJS 1-1A-01, 1-1B-01, 1-1C-01, 1-1C-07, 1-4C-13, 1-4D-05, 1-4D-14, 1-7B-02, 1-7B-04, 1-7B-06, Dept. Regs. A-02-02B/AM-F-22, C-01-008/OP-A-19	Findings	Response
<b>VII-A-001 Training and Staff Development</b> The facility conducts or participates in a training program which includes orientation for all new employees (appropriate to their job) prior to assuming a position or post. Such training must include: 1. Security procedures; 2. Hostage procedures – including staff roles and safety; 3. Fire and emergency plan/ procedures; 4. Suicide precaution and signs of suicide risks; 5. Use of force policies; 6. Inmate rules and regulations; 7. CPR and first aid; 8. Requirements of the Prison Rape Elimination Act (PREA); 9. Employees whose duties are the care, custody and control of offenders must complete the Peace Officers Standards and Training (POST) Level 3 certification training program, which consists of the ACA core curriculum, within one year of employment. Visual Inspection: lesson plans, staff training records	Compliant	
<b>VII-A-002 Weapons Training</b> All personnel authorized to use firearms and less-than-lethal weapons must demonstrate competency at least annually. Training includes decontamination procedures for individuals exposed to chemical agents. Visual Inspection: personnel records, training records	Compliant-Deputies are POST certified and receive appropriate training regarding the use of handling and retention of weapons	





<b>B. FACILITY ADMINISTRATION</b>		
Reference: ACA C1S 1-40-02, 1-70-01, 1-70-03, Dept. Reg. C-05-001/AM-1-4	Findings	Response
<b>VII-B-001 Authority</b> There is a statute or constitutional provision authorizing the establishment of the local jail facility or its parent agency. Visual Inspections:	Compliant	
<b>VII-B-002 Legal Assistance for Staff</b> Written policy, procedure and practice specify the circumstances and methods for the facility administrator and other staff to obtain legal assistance as needed in the performance of their duties. Visual Inspections: personnel or training records	Compliant	
<b>VII-B-003 Independent Financial Audit</b> Written policy, procedure and practice provide for an independent financial audit of the facility. This audit is conducted annually or as stipulated by statute or regulation. Visual Inspections: annual audit	Compliant	
<b>VII-B-004 Facility Insurance</b> Written policy, procedure and practice provide for comprehensive facility insurance coverage. Visual Inspections: Insurance policy	Compliant	
<b>VII-B-005 Offender Funds</b> Offenders' personal funds held by the facility are controlled by generally accepted accounting principals (GAAP). Any interest earned, other than operating funds, accrues to the benefit of the offenders. Visual Inspections: offender records	Compliant	
<b>VII-B-006 Organization</b> Written policies and procedures describe all facets of facility operation, maintenance and administration are reviewed annually and updated as needed. New or revised policies and procedures are disseminated to staff. A file for each guideline shall be maintained with documentation (primarily written) to support compliance. Visual Inspections: annual reviews, dissemination to staff	Compliant	
<b>VII-B-007 Annual Compliance Statement</b> Written policy, procedure and practice demonstrate that the facility shall submit an annual statement confirming continued compliance with the RJG to the appropriate DPS&C Regional Team Leader. This statement, submitted by January 31st each year, is in writing and shall include: 1. A copy of the current Fire Marshal Report; 2. A copy of the current Health Inspection Report; 3. Any proposed or projected expansions; 4. Any rehabilitative programs that are available; 5. Summary of any re-entry initiatives/programs implemented by the facility. Visual Inspections: annual statement	Compliant	
<b>VII-B-008 Monthly Reporting</b> Written policy, procedure and practice ensure that any facility with DPS&C offenders report activities to the Chief of Operations on a monthly basis in accordance with Dept. Reg. C-05-001/AM-1-4. These reports shall be submitted on automated reporting forms provided by the DPS&C, no later than the 15th day of the month for the previous month's activities. Automated reporting shall be completed, by the appropriate DPS&C Regional Team Leader, no later than the 20th day of the month for the previous month's activities. Visual Inspections: monthly report	Compliant	
<b>VII-B-009 Staff Meetings</b> Written policy, procedure and practice provide for regular meetings between the Sheriff, facility administrator, or designee and all department heads. There is formal documentation that such meetings are conducted at least monthly. Visual Inspections: staff meeting minutes/notes	Compliant	
<b>C. REASONABLE ACCOMMODATION</b>		
Reference: ACA C1S 1-7E-01	Findings	Response
<b>VII-C-001 Facility Equipment/Reasonable Accommodation</b> Reasonable accommodations is made to ensure that all parts of the facility are accessible to the public are accessible and usable by staff and visitors with disabilities. Visual Inspections:	Compliant	



INSPECTION REPORTS		
DEPARTMENT	Deficiencies	Corrective Action Taken
<b>Fire Marshall</b> Date of Current Report: 2/11/2021 Maximum Capacity: 125 main 80 over flow	No apparent deficiencies	
<b>DHH - Health</b> Date of Current Report: 9/26/2019	Due to Covid DHH inspectors have not been out to do an inspection since 2019 . All Deficiencies from the 2019 report were fixed on the date of inspection	
<b>DHH - Retail Food</b> Date of Current Report: 9/26/2019	Due to Covid DHH inspectors have not been out to do an inspection since 2019	

Louisiana Department of Health / Office of Public Health

628 N. 4TH STREET • 3RD FLOOR • BATON ROUGE, LOUISIANA 70802

ANNUAL

Print Date 05/03/2021

Expires on 06/30/2022

2021 PERMIT TO OPERATE 2022

PERMIT NUMBER:

04-0001012-1

Description:

Retail Food

Permanent Food Service Establishment

This is to certify that the below named owner and establishment name and location has duly registered with the Louisiana Department of Health in accordance with the Sanitary Code of Louisiana, and is hereby given permission to operate.

Permit to Operate is not transferable: New Owner and/or New Location requires a new permit.

Permit to Operate remains the property of the Louisiana Department of Health, Office of Public Health, and may be revoked or suspended for failure to comply with provisions of the State Sanitary Code or other applicable laws and/or regulations.

ISSUED TO/NOT TRANSFERABLE

ASSUMPTION PARISH SHERIFF'S OFFICE
PO BOX 69
NAPOLEONVILLE LA 70390

ASSUMPTION PARISH DETENTION CTR Jail Cafeteria
233 HIGHWAY 1008
NAPOLEONVILLE LA 70390

JOSEPH KANTER, M.D.
STATE HEALTH OFFICER

Louisiana Department of Health / Office of Public Health

628 N. 4TH STREET • 3RD FLOOR • BATON ROUGE, LOUISIANA 70802

ANNUAL

Print Date 05/03/2021

Expires on 06/30/2022

2021 PERMIT TO OPERATE 2022

PERMIT NUMBER:

04-0001012-1

Retail Food

Permanent Food Service Establishment

Type of Operation:

Description:

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ISSUED TO/NOT TRANSFERABLE

ASSUMPTION PARISH SHERIFF'S OFFICE
PO BOX 69
NAPOLEONVILLE LA 70390

ASSUMPTION PARISH DETENTION CTR Jail Cafeteria
233 HIGHWAY 1008
NAPOLEONVILLE LA 70390

JOSEPH KANTER, M.D.
STATE HEALTH OFFICER

DUPLICATE

FOR YOUR INFORMATION Please post in a conspicuous place.

It is the responsibility of the permit holder to notify the appropriate Parish/Parish Manager of any changes regarding the above permitted establishment.

Please include the permit number of the establishment with any and all correspondence.





**STATE OF LOUISIANA  
DEPARTMENT OF HEALTH  
OFFICE OF PUBLIC HEALTH**

**Detention or Incarceration  
Notice of Violations**

Follow-up

Permit Number 04-01-224	Permit Name Assumption Parish Detention Center-224		
Name of Establishment Assumption Parish Detention Center-224		Owner Name	
Address 233 Highway 1008 Napoleonville, LA 70390	Date 06/29/2021	Time 01:45 PM	

**LAC TITLE 51 PART XVIII**

**Comments:**

Verbal acknowledgment of report provided by Conrad Lewis. Copy of inspection report emailed to rodrigue@assumptionsheriff.com.

Number Licensed For 123	Number in Attendance 102	License Anniversary 04/30/2021	
Sanitarian Name/Print Lansley Toloudis	Phone # (985)447-0954	Sanitarian Signature <i>Lansley Toloudis</i>	R.S. # 3055

The above mentioned violations were called to my attention and were explained to me in detail. I hereby agree to

Correct Critical Violations by

Correct Non-Critical Violations by

Signature of Recipient

Name/Title  
Conrad Lewis - Assistant Warden



STATE OF LOUISIANA  
DEPARTMENT OF HEALTH  
OFFICE OF PUBLIC HEALTH

Detention or Incarceration  
Notice of Violations

Routine/Renewal

Permit Number 52-04-224	Permit Name St. Tammany Parish Jail-224	
Name of Establishment St. Tammany Parish Jail-224	Owner Name	
Address 1200 Champagne ST Covington, LA 70433	Date 06/28/2021	Time 11:20 AM

LAC TITLE 51 PART XVIII

**Comments:**

VENTS THROUGHOUT FACILITY ARE DUSTY AND UNCLEAN.

VERBAL ACKNOWLEDGMENT OF REPORT PROVIDED BY CAPTAIN SCOTTY PAYNE - MAINTENANCE DIRECTOR  
REPORT SENT TO SCOTTPAYNE@STPSO.COM

Number Licensed For  
1180

Number in Attendance

License Anniversary  
02/28/2021

Sanitarian Name/Print  
Danielle Hernandez

Phone #  
985-893-6296

Sanitarian Signature

R.S. #  
3085

The above mentioned violations were called to my attention and were explained to me in detail. I hereby agree to

Correct Critical Violations by

Correct Non-Critical Violations by

Name/Title  
CAPTAIN SCOTTY PAYNE - MAINTENANCE DIRECTOR

Signature of Recipient



John Bel Edwards  
GOVERNOR

**Office of State Fire Marshal**  
8181 Independence Blvd. Baton Rouge, LA 70806  
(225) 925-4911 (800) 256-5452 Fax (225) 925-4241



H. "Butch" Browning  
FIRE MARSHAL

**Inspection Report**

Report # CB-20-032188-1

**No Deficient/Cautionary Codes cited.**

Location Information			
Inspection Type	Compliance Building Inspection	Inspection Date	4/13/2021 10:03:18 AM
Structure ID	J000270	No. of Buildings	4
Capacity	1300	Year Built	1984
Building/Trade Name		Address	
ST TAMMANY PARISH JAIL		1200 CHAMPAGNE ST, COVINGTON, LA 70433	
Owner Information			
Owner Type	Name	Contact Phone	Contact Email
Municipal Project	ST. TAMMANY PARISH JAIL	(985) 276-1080	ANDREWSHARP@STPSO.COM
Address			
1200 CHAMPAGNE ST, COVINGTON, LA 70433			
Tenant Information			
Name	Suite Number	Floor Number	Square Footage
ST. TAMMANY PARISH JAIL			30000
Occupancy Details			
Occupancy Type	Details		
Institutional	INSTITUTIONAL BUILDING TYPE: GROUP I-3 (DETENTION/CORRECTION); DETENTION/CORRECTION FACILITY TYPE: CONDITION 4		
Comments			
NO APPARENT DEFICIENCIES AT TIME OF INSPECTION. IN COMPLIANCE.			
MALE HOLDING 1: CAPACITY 20 CURRENTLY 12 MALE HOLDING 2: CAPACITY 20 CURRENTLY 9 MALE HOLDING 3: CAPACITY 20 CURRENTLY 18 MALE HOLDING 4: CAPACITY 20 CURRENTLY 2 FEMALE HOLDING 1: CAPACITY 13 CURRENTLY 7 FEMALE HOLDING 2: CAPACITY 13 CURRENTLY 4			
INMATES ON HAND NOT IN HOLDING: 983 TOTAL ON HAND: 1067			
Inspector Information			
Name: Chad E Berry	Badge Number: 636	Inspector Signature: <i>C E Berry</i>	
Person to whom requirements were explained			
Name: B Frosch	Title: Capt	Signature: <i>William Frosch</i>	

For questions regarding the contents of this report, please call:

(504) 568 8506