

## **NYC Department of Correction: Development and Implementation of Electronic Screening Tool Progress Report**

This report is pursuant to the New York City Board of Correction Resolution regarding “Elimination of Sexual Abuse and Sexual Harassment in Correctional Facilities” §5-17 and §5-18 “Screening for Risk of Victimization and Abusiveness” & “Use of Screening Information” which requires, among other things, that the Department (1) assess all persons in custody during an intake screening and upon transfer to another facility for their risk of being sexually abused by other persons in custody or sexually abusive toward other incarcerated persons; (2) within a set time period, not to exceed 30 days from the incarcerated person's arrival at the facility, reassessing the person's risk of victimization or abusiveness based upon any additional, relevant information received by the Department since the intake screening; and (3) using information from such risk screening to inform housing, bed, work, education, and program assignments with the goal of keeping separate from persons at high risk of being sexually victimized those at high risk of being sexually abusive.

The Resolution requires that the Department provide a written report to the Board stating, in detail, what progress has been made toward development and implementation of an electronic screening tool including, but not limited to, (a) an updated timeline for implementation; (b) the number of staff trained and the number of staff remaining to be trained on utilizing the tool; and (c) other information the Board determines should be included in the report.

### Electronic Database Enhancement

The Department is currently enhancing our electronic database to incorporate key screening indicators. Once integrated, the screening tool will be electronically available for intake, classification and movement staff to complete.

### Comprehensive Training

Upon completion of the database enhancements, the Department will train all necessary staff, estimated at 500, assigned to intake, classification, movement, general office, security, and all staff that work in these areas regularly. Staff trainings are critical to ensure that all staff involved in the day-to-day operations of intake, classification and movement of our inmate population are knowledgeable in effectively utilizing the new tool. The training consist of four (4) hours of Screening Tool data entry in IIS and a review of the PREA interview process.

Projected Training Timeline

- Two sessions per tour = two (2) classes a day
- 18 Students per tour x2 = 36 per Day
- 2 days a week
- 288 per month x2 = 576

Enhancements to the electronic system will be instituted with the necessary screening criteria by approximately October 31, 2017. At that juncture, staff training will commence in two (2) cycles. The first cycle will be administered to officers and supervisors that conduct the day-to-day operations as it pertains to intake, classification and movement of the inmate population. The second cycle will include staff at the Assistant Deputy Warden level and above. George Motchan Detention Center (GMDC), Rose M. Singer Center (RMSC), and Anna M. Kross Center (AMKC) will be the first facilities to pilot the new screening process. It is anticipated that by January 2018 we will introduce and implement the new electronic database at these three (3) facilities, and Department-wide implementation of the electronic Screening Tool by April 2018. During the initial roll out the Department will monitor and make any necessary adjustments to ensure performance and consistency.