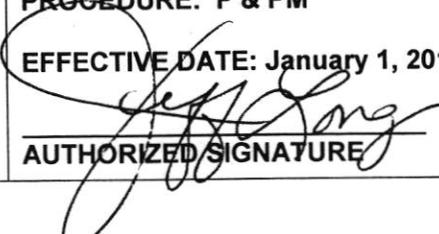


# WILLIAMSON COUNTY SHERIFF'S OFFICE GENERAL ORDER

	SUBJECT: Prison Rape Elimination Act (PREA) policy	
	GENERAL ORDER: 10.6.002	
	PAGES: 20	
	PROGEDURE: P & PM	
	EFFECTIVE DATE: January 1, 2015	
	 AUTHORIZED SIGNATURE	XX NEW AMENDED

## POLICY

The Williamson County Sheriff's Office (WCSO) provides the necessary level of supervision and control to ensure inmate safety at all times and to meet the demands of Federal law established to address the elimination and prevention of sexual assault and rape in correctional systems (PREA).

## PURPOSE

To prevent the sexual assault of inmates within the Williamson County Detention Center; by any person while inmates are in the care and custody of the Williamson County Sheriff's Office; or, by any person authorized by the Williamson County Sheriff's Office to oversee and supervise the activities of inmates in the care and custody of the Williamson County Sheriff's Office.

## SCOPE

All Williamson County Sheriff's Office members and staff of other agencies authorized by the Williamson County Sheriff's Office to oversee and supervise the inmates in the care and custody of the Williamson County Sheriff's Office.

## AUTHORITY

TCA 4-3-603; TCA 4-3-606; TCA 39-13-501; TCA 39-13-503; 2003 Prison Rape Elimination Act (PREA), 42 U.S.C. 15601, *et seq.*

## DEFINITIONS

- A. Contractor: A person who provides services on a recurring basis pursuant to a contractual agreement with WCSO.
- B. Employee: A person who works directly for WCSO.
- C. Exigent circumstances: Any set of temporary and unforeseen circumstances that requires immediate action in order to combat a threat to the security or institutional order of the jail.
- D. Gender nonconforming: A person whose appearance or manner does not conform to traditional societal gender expectations.
- E. Intersex: A person whose sexual or reproductive anatomy or chromosomal pattern does not seem to fit typical definitions of male or female.
- F. Sexual abuse of an inmate by another inmate includes any of the following if the victim does not consent, is coerced into such act by overt or implied threats of violence, or is unable to consent or refuse:
1. Contact between the penis and the vulva or the penis and the anus, including penetration, however slight;
  2. Contact between the mouth and the penis, vulva, or anus;
  3. Penetration of the anal or genital opening of another person, however slight, by a hand, finger, object, or other instrument; and
  4. Any other intentional touching, either directly or through the clothing, of the genitalia, anus, groin, breast, inner thigh, or the buttocks of another person, excluding contact incidental to a physical altercation.
- G. Sexual abuse of an inmate by a staff member, contractor, or volunteer includes any of the following acts, with or without consent of the inmate:
1. Contact between the penis and the vulva or the penis and the anus, including penetration, however slight;
  2. Contact between the mouth and the penis, vulva, or anus;
  3. Contact between the mouth and any body part where the staff member, contractor, or volunteer has the intent to abuse, arouse, or gratify sexual desire;

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

H. Sexual harassment includes:

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

I. Transgender: A person whose gender identity is different from the person's assigned sex at birth.

J. Volunteer: An individual who donates time and effort on a recurring basis to enhance the activities and programs of WCSO.

K. Voyeurism by a staff member, contractor, or volunteer means an invasion of privacy of an inmate by staff for reasons unrelated to official duties, such as peering at an inmate who is using a toilet in his or her cell to perform bodily functions; requiring an inmate to expose his or her

buttocks, genitals, or breasts; or taking images of all or part of an inmate's naked body or of an inmate performing bodily functions.

## **PROCEDURES**

### **A. Zero tolerance of sexual abuse and sexual harassment; PREA Coordinator**

1. WCSO has a zero tolerance policy toward all forms of sexual abuse and sexual harassment. WCSO will immediately respond to allegations, fully investigate reported incidents, pursue disciplinary action, and refer for investigation and prosecution those who perpetrate such conduct.
2. A supervisor of the Detention Division shall serve as the PREA Coordinator and develop, implement, and oversee agency compliance with PREA standards.
3. When WCSO learns that an inmate is subject to a substantial risk of imminent sexual abuse, it shall take immediate action to protect the inmate.
4. The WCSO maintains a written plan to coordinate the response to an incident of sexual abuse entitled: Plan for Coordinated Response to Allegations of Sexual Abuse and Sexual Harassment

### **B. Staffing Plan**

1. The WCSO shall provide for adequate levels of staffing and video monitoring to protect inmates against sexual abuse. In calculating adequate staffing levels, the WCSO will consider:
  - a. Generally accepted detention and correctional practices;
  - b. Any judicial findings of inadequacy;
  - c. Any findings of inadequacy from Federal investigative agencies;
  - d. Any findings of inadequacy from internal or external oversight bodies;
  - e. All components of the jail's physical plant;
  - f. The composition of the inmate population;

- g. The number and placement of supervisory staff;
  - h. Institution programs occurring on a particular shift;
  - i. Any applicable state or local laws, regulations, or standards;
  - j. The prevalence of substantiated and unsubstantiated incidents of sexual abuse; and
  - k. Any other relevant factors.
2. If the staffing plan is not complied with, the WCSO shall document and justify deviations from the plan.
  3. At least once a year, the WCSO, with the PREA Coordinator, shall assess and document whether adjustments are needed to the staffing plan, the video monitoring systems and the resources deployed by WCSO to comply with the staffing plan.
  4. Intermediate and higher level supervisors shall conduct and document unannounced rounds during day and night shifts to identify and deter staff sexual abuse and sexual harassment.
    - a. Staff are prohibited from alerting other staff members that supervisory rounds are occurring, unless such an announcement is related to the legitimate operational functions of the facility.

#### C. Hiring and Promotion Decisions

1. WCSO shall not hire or promote anyone who may have contact with inmates, and shall not enlist the services of any contractor who may have contact with inmates, who
  - a. Has engaged in sexual abuse in a prison, jail, juvenile facility or other institution; or
  - b. Has been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, overt or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse; or
  - c. Has been civilly or administratively adjudicated to have engaged in the activity described in paragraph b.

2. WCSO shall consider any incidents of sexual harassment in determining whether to hire or promote anyone, or enlist the services of any contractor, who may have contact with inmates
3. Before hiring new employees who may have contact with inmates, the WCSO shall
  - a. Perform a criminal background records check; and
  - b. Consistent with Federal, State, and local law, make its best efforts to contact all prior institutional employers for information on substantiated allegations of sexual abuse or any resignation during a pending investigation of any alleged sexual abuse.
4. WCSO shall perform a criminal background check before enlisting the services of any contractor who may have contact with inmates.
5. WCSO shall conduct criminal background records checks at least every five years of current employees and contractors who may have contact with inmates.
6. WCSO shall ask all applicants who may have contact with inmates directly about previous misconduct described in section 1 in written applications or interviews for hiring or promotion.
7. Employees have a continual duty to disclose any misconduct described in section 1. Material omissions regarding such misconduct, or the provision of materially false information, shall be grounds for termination.
8. Unless prohibited by law, WCSO shall provide information on substantiated allegations of sexual abuse or sexual harassment involving a former employee upon receiving a request from any institutional employer for whom such employee has applied to work.

#### D. Searches and Monitoring

##### 1. Searches

- a. Staff shall not conduct cross-gender unclothed searches or visual body cavity searches except in exigent circumstances or when performed by medical practitioners.
- b. Staff shall not conduct cross-gender pat down searches of females, except in exigent circumstances. Female

inmates' access to programs cannot be restricted to comply with this policy.

- c. WCSO shall document all cross-gender unclothed searches, cross-gender visual body cavity searches and cross-gender pat down searches of female inmates should any such searches be necessary due to exigent circumstances.

## 2. Monitoring

- a. Inmates shall be allowed to shower, perform bodily functions, and change clothing without nonmedical staff of the opposite gender viewing their genitalia except in exigent circumstances or when such viewing is incidental to routine cell checks.
- b. Staff of the opposite gender shall announce their presence when entering an inmate housing unit.

## 3. Searches of transgender or intersex inmates

- a. Staff shall not search or physically examine a transgender or intersex inmate for the sole purpose of determining the individual's genital status.
- b. If an inmate's genital status is unknown, it may be determined through conversations with the inmate, review of medical records or, if necessary, as part of a broader medical examination conducted in private by a medical practitioner.
- c. Searches of transgender and intersex inmates shall be conducted in a professional and respectful manner and in the least intrusive manner possible, consistent with security needs. Staff will ask transgender and intersex inmates to identify the gender of staff with whom they would feel most comfortable conducting the search and will accommodate the inmate's preference if possible.

## E. Employee Training

1. All WCSO employees who may have contact with inmates shall receive instruction related to WCSO policies for the prevention, detection, response, reporting, and investigation of inmate sexual assault.

2. All WCSO employees who may have contact with inmates shall receive refresher training related to WCSO's PREA policies every two years. In years in which an employee does not receive refresher training, WCSO shall provide written information related to WCSO's PREA policies.
3. WCSO shall document, through employee signature or electronic verification, that employees understand the training provided.
4. All volunteers and contractors, including medical staff, who have contact with inmates shall be notified of WCSO's zero-tolerance policy regarding sexual abuse and sexual harassment and informed of how to report such incidents. WCSO shall maintain documentation confirming that volunteers and contractors understand the information they received.
5. Investigations will be conducted by the Criminal Investigations Division of the WCSO.
  - a. Investigators shall receive training in conducting sexual abuse investigations in confinement settings, including:
    1. Techniques for interviewing sexual abuse victims;
    2. Proper use of *Miranda* and *Garrity* warnings;
    3. Sexual abuse evidence collection in confinement settings; and
    4. Criteria and evidence required to substantiate a case for administrative action or prosecution referral.
  - b. WCSO shall maintain documentation that investigators have completed the specialized training.

F. Inmate Orientation and Education

1. During intake, all inmates shall receive information explaining the zero tolerance policy regarding sexual abuse and sexual harassment and how to report incidents or suspicions of sexual abuse or sexual harassment.
2. Within 30 days of intake, all inmates shall receive comprehensive education in person or by video regarding the following:

- a. Their rights to be free from sexual abuse and harassment;
  - b. Their rights to be free from retaliation for reporting such incidents; and
  - c. WCSO policies and procedures for responding to such incidents.
3. WCSO shall maintain documentation of the provision of such training to inmates.
4. Key information regarding sexual abuse and harassment shall be displayed on posters inside the facility.
5. Appropriate provisions shall be made as necessary for inmates not fluent in English or Spanish, persons with disabilities and those with low literacy levels.
6. Inmates shall be given access to outside victim advocates for emotional support services related to sexual abuse by giving inmates mailing addresses and phone numbers for victim advocacy or rape crisis organizations, and, for persons detained solely for civil immigration purposes, immigrant services agencies. WCSO shall enable reasonable communication between inmates and these organizations in as confidential a manner as possible.
  - a. WCSO shall inform inmates, prior to giving them access, of the extent to which such communications will be monitored and reports forwarded to authorities.

G. Screening/Assessing Inmates During Intake

1. Within 72 hours of arrival, all new inmates shall be screened using the Sexual Victimization Predictor Scale and the Sexual Predator Predictor Scale by booking.
2. Within 30 days of arrival, the medical staff will reassess the inmate's risk of victimization or abusiveness, taking into account any additional, relevant information received since the intake screening.
3. An inmate's risk level shall be reassessed when warranted due to referral, request, incident of sexual abuse, or receipt of

additional information that bears on the inmate's risk of sexual victimization or abusiveness.

4. Inmates may not be disciplined for refusing to answer or for not disclosing complete information in response to questions about whether the inmate has a mental physical or developmental disability; whether the inmate is or is perceived to be gay, lesbian, bisexual, transgender, intersex or gender nonconforming; whether the inmate has previously experienced sexual victimization; or whether the inmate perceives that he or she is vulnerable to sexual abuse. Refusal to answer will be documented.
5. The dissemination of information obtained through the screening process will be controlled such that sensitive information is not exploited to the inmate's detriment by staff or other inmates.
6. Any information related to sexual victimization or abusiveness that occurred in an institutional setting shall be strictly limited to medical and mental health practitioners and other staff, as necessary, to inform treatment plans and security and management decisions, including housing, bed, work, education, and program assignments, or as otherwise required by law.
7. Medical and mental health practitioners shall obtain informed consent from inmates before reporting information about prior sexual victimization that did not occur in an institutional setting, unless the inmate is under the age of 18.
8. If the screening indicates that an inmate has previously experienced prior sexual victimization, whether it occurred in an institutional setting or in the community, staff shall ensure that the inmate is offered a follow-up meeting with a medical or mental health practitioner within 14 days of the intake screening.

#### H. Use of Screening Information

1. Information obtained through screening shall be used in housing, work and program assignments to keep those at high risk of sexual victimization away from those with high risk of being sexually abusive. Decisions concerning housing assignments and activities for these inmates will be the responsibility of the booking/classifications unit. Staff will make individualized determinations about how to ensure the safety of each inmate.

2. In deciding whether to house a transgender or intersex inmate in a male or female unit, and in making other programming decisions, WCSO staff shall consider on a case-by-case basis whether a placement would ensure the inmate's health and safety, and whether a placement would present management or security problems.
3. Placement and programming assignments for each transgender and intersex inmate shall be reassessed at least twice a year.
4. A transgender or intersex inmate's own views with respect to his or her own safety shall be given serious consideration.
5. Transgender and intersex inmates shall be given the opportunity to shower separately from other inmates.
6. Lesbian, gay, bisexual, transgender, and intersex inmates shall not be placed in dedicated units based solely on such identification or status, unless placement in a dedicated unit is required by consent decree, legal settlement or legal judgment for the purpose of protecting such inmates.
7. New inmates entering through intake who are identified or are confirmed as victims of sexual assault shall be considered for protective custody placement.
  - a. Inmates at high risk for sexual victimization shall not be placed in involuntary segregated housing unless, after assessment of all alternatives, it is determined that there is no alternative method of segregation from likely abusers. An inmate may be held in involuntary segregated housing for up to 24 hours to allow for such an assessment.
  - b. If an involuntary segregated housing assignment is made, WCSO shall document the basis for concern regarding the inmate's safety and why no alternative means of separation can be arranged.
  - c. Inmates placed in segregated housing shall have access to programs, privileges and work opportunities to the extent possible. If such access is limited, WCSO shall document the limitation, its duration and the reason for it.
  - d. An inmate may only be assigned to involuntary segregation until an alternative can be arranged.

- e. Every 30 days, the inmate shall be afforded a review to determine whether continued separation is necessary.

I. Inmate reporting

1. WCSO staff shall accept reports of sexual abuse or sexual harassment, reports of retaliation for such reports, and reports of staff neglect of duty that contributed to such incidents made verbally, in writing, anonymously and from third parties. Verbal reports shall be promptly documented.
2. Inmates may report sexual abuse or sexual harassment, retaliation by inmates or staff for such reports and staff neglect or violation of responsibilities that may have contributed to such incidents:
  - a. Verbally or in writing to any WCSO staff;
  - b. Through the grievance process; or
  - c. By calling 615-721-3050.
3. Inmates detained solely for civil immigration purposes shall be provided information on how to contact relevant consular officials and relevant officials at the Department of Homeland Security.
4. Reporting by Third Parties
  - a. WCSO shall accept third-party reports of sexual abuse and sexual harassment
  - b. Such reports should be directed to the PREA Coordinator and may be submitted in writing, by telephone or in person.
5. Grievance Procedure
  - a. Inmates may report sexual abuse or sexual harassment through the grievance process. However, inmates are not required to use any informal grievance process, or to otherwise attempt to resolve with staff, an alleged incident of sexual abuse.
  - b. There is no time limit within which an inmate must submit a grievance regarding allegations of sexual abuse or sexual harassment. However, timely submission of grievances enhances the ability to investigate.

- c. Inmates shall submit grievances regarding sexual abuse to the PREA Coordinator, unless the PREA Coordinator is the subject of the complaint, in which case the grievance shall be submitted to the Division Lieutenant.
  - 1. An inmate will not be required to submit a grievance to the staff member who is the subject of the complaint and the grievance will not be referred to the staff member who is the subject of the complaint.
- d. The PREA Coordinator (or Division Lieutenant) shall issue a final decision on the merits of the grievance within 90 days.
- e. Third parties shall, with the inmate's permission, be permitted to file a grievance on behalf of the inmate or assist the inmate in filing a grievance related to sexual abuse.
  - 1. If a third party files a request on behalf of an inmate, WCSO will require, as a condition of processing the request, (1) that the alleged victim agree to have the request filed on his or her behalf; and (2) that the alleged victim personally pursue subsequent steps in the administrative remedy process.
  - 2. If the inmate declines to have the request processed on his or her behalf, WCSO shall document the inmate's decision.
- f. An inmate may be disciplined for filing a grievance related to alleged sexual abuse only where the inmate filed the grievance in bad faith.
- g. An inmate may file an Emergency Grievance alleging that the inmate is subject to a substantial risk of imminent sexual abuse.
  - 1. An emergency grievance shall be immediately forwarded to the PREA Coordinator.
  - 2. The PREA Coordinator or in his absence, designated staff, shall issue an initial response within 48 hours and a final agency decision within 5 calendar days.

3. The initial response and the final decision shall document the determination as to whether the inmate is at substantial risk of imminent sexual abuse and the action taken by WCSO.

#### J. Staff Reporting

1. Staff shall immediately report any knowledge, suspicion or information regarding (1) an incident of sexual abuse or harassment that occurred in any facility (whether operated by WCSO or not); (2) retaliation against inmates or staff who reported such an incident; and (3) any staff neglect or violation of responsibilities that may have contributed to an incident or retaliation to the PREA Coordinator, unless the PREA Coordinator is the alleged perpetrator, in which case staff may privately report such an incident to the Division Lieutenant.
2. Medical and mental health practitioners shall immediately report as required by subsection 1 and shall inform inmates of the practitioner's duty to report, and the limitations of confidentiality, at the initiation of services, unless otherwise precluded by law.
3. Other than reporting to the PREA Coordinator or other designated official, staff shall not reveal any information related to the report other than to the extent necessary to make treatment, investigation, and other security and management decisions.
4. All allegations of sexual abuse and harassment, including third party and anonymous reports, must be reported to the Criminal Investigations Division of the WCSO.
5. If the alleged victim is under 18 or a vulnerable adult, WCSO shall report to the appropriate State services agency under mandatory reporting laws.
6. If WCSO receives an allegation that an inmate was abused while confined in another facility, a supervisor shall report the accusation to the head of the facility where it occurred within 72 hours. The supervisor shall document that notification was made.
7. Upon receiving a report from another facility that abuse occurred in WCSO's facility, an investigation shall be undertaken.

K. Inmates with Disabilities and Limited English proficiency (LEP)

1. WCSO shall take appropriate steps to ensure that inmates with disabilities have an equal opportunity to participate in or benefit from all aspects of the WCSO's efforts to prevent, detect and respond to sexual abuse and sexual harassment.
  - a. Written materials shall be provided in formats and through methods that ensure effective communication with inmates with disabilities.
2. WCSO shall take reasonable steps to ensure meaningful access to all aspects of its efforts to prevent, detect, and respond to sexual abuse and sexual harassment to inmates who are limited English proficient, including steps to provide interpreters.
3. WCSO shall not rely upon inmate interpreters, inmate readers or other types of inmate assistants except in limited circumstances where an extended delay in obtaining an interpreter could compromise the inmate's safety, the performance of first-response duties or the investigation of the inmate's allegations.

L. Discipline for Staff

1. There is no consensual sex in a custodial or supervisory relationship. Any sexual assault or sexual contact/harassment between members and inmates is inconsistent with the professional ethical principles and policies of the WCSO. All allegations of sexual assault and sexual contact/harassment will be investigated and referred for criminal prosecution, if appropriate.
2. Acts of sexual assault or sexual contact/harassment against inmates, retaliation against inmates who refuse to submit to sexual activity, or intimidation of a witness may be a crime. Retaliation against individuals because of their involvement in the reporting or investigation of sexual assault or sexual contact/harassment is prohibited.
3. Staff shall be subject to disciplinary action, up to and including termination, for violating WCSO policies regarding sexual abuse and sexual harassment.
  - a. Disciplinary sanctions shall be commensurate with the nature and circumstances of the acts committed, the staff member's disciplinary history, and the sanctions imposed

for comparable offenses by other staff with similar histories.

4. Termination is the presumptive disciplinary sanction for a staff member who commits sexual abuse.
5. All terminations for violations of sexual abuse and sexual harassment policies, or resignations by staff who would have been terminated, if potentially criminal, shall be reported to law enforcement agencies and to TCI and POST as appropriate.

#### M. Discipline for Inmates

1. Inmates shall be subject to formal disciplinary sanctions following an administrative or criminal finding that the inmate sexually abused another inmate.
2. Sanctions shall be commensurate with the nature and circumstances of the abuse committed, the inmate's disciplinary history and the sanctions imposed for comparable offenses by other inmates with similar histories.
  - a. The disciplinary process shall consider whether an inmate's mental disabilities or mental illness contributed to his or her behavior in determining appropriate sanctions.
3. An inmate may be disciplined for sexual contact with staff only upon a finding that the staff member did not consent to such contact.
4. A report of sexual abuse made in good faith based on a reasonable belief that the alleged conduct occurred shall not constitute falsely reporting an incident or lying, even if the investigation does not establish evidence sufficient to substantiate the allegations.
5. WCSO prohibits all sexual activity between inmates and may discipline inmates for such activity but shall not deem such activity "sexual abuse" if the activity is not coerced.

#### N. Corrective Action for Contractors and Volunteers

1. Any contractor or volunteer who engages in sexual abuse shall be prohibited from contact with inmates and shall be reported to law enforcement and to relevant licensing bodies
2. For violations of WCSO sexual abuse and sexual harassment policies other than committing sexual abuse, the facility shall take

appropriate remedial measures and shall consider whether to prohibit further contact with inmates.

O. Data Collection and Review

1. Sexual Abuse Incident Reviews

- a. A review team shall conduct a sexual abuse incident review within 30 days of the conclusion of a sexual abuse investigation, unless the allegations were determined to be unfounded.
- b. The review team shall consist of the Division Lieutenant with input from investigators, medical staff, others with relevant knowledge, and the County Attorney, where appropriate.
- c. The review team shall:
  1. Consider whether there is a need to change a policy or practice to better prevent, detect or respond to sexual abuse;
  2. Consider whether the incident or allegation was motivated by race, ethnicity, gender identity, lesbian, gay, bisexual, transgender, or intersex identification status or perceived status, or gang affiliation, or was motivated or otherwise caused by other group dynamics at the facility;
  3. Examine the area of the facility to determine if physical barriers enable abuse;
  4. Assess the adequacy of staffing levels in that area during different shifts;
  5. Assess whether monitoring technology should be deployed or augmented; and
  6. Prepare a report of its findings, including its determinations with respect to (1) – (5) and any recommendations for improvement and submit such report to the Captain of the Detention Division and the PREA Coordinator.

- d. WCSO shall implement the recommendations for improvement or shall document its reasons for not doing so.

## 2. Data Collection

- a. WCSO shall collect accurate, uniform information regarding every allegation of sexual abuse.
  1. Incident-based sexual abuse data shall be aggregated annually.
  2. The data shall be securely retained for at least 10 years.
  3. The aggregated data shall be made available on the WCSO website annually. Personal identifiers shall be removed prior to publication.
- b. WCSO shall review the aggregated data to assess and improve its effectiveness in preventing, detecting and responding to sexual abuse by:
  1. Identifying problem areas,
  2. Taking corrective action on an ongoing basis, and
  3. Preparing an annual report of its findings and corrective actions.
- c. The report shall include a comparison of data from the current year to data from prior years.
- d. The report shall be approved by the Sheriff and shall be made available on the WCSO website.
  1. Where publication of certain information would present a clear and specific threat to the safety and security of a facility, such information may be redacted, but the nature of the redacted information must be indicated.

Other WCSO General Orders amended to comply with PREA: 5.1.004, 5.1.005



**WILLIAMSON COUNTY SHERIFF'S OFFICE**  
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 FRANKLIN, TENNESSEE 37064  
 (615) 790-5560



**Sexual Victimization Predictor Scale**

\_\_\_\_\_ **Inmate Name (Please Print)**

\_\_\_\_\_ **Inmate Number**

\_\_\_\_\_ **Staff Member (Please Print)**

\_\_\_\_\_ **Date**

Directions: Complete the following scale using information obtained from the inmate's interview during intake, as well as any information currently on file. Total the score and identify as one of the following: Potential Victim of Sexual Assault, or Not Currently Indicated.

- \_\_\_\_\_ 1. Have you previously experienced sexual victimization inside a prison, jail, or other confinement setting? (6 points)
- \_\_\_\_\_ 2. Have you previously experienced sexual victimization outside of the prison/jail context? (3 points)
- \_\_\_\_\_ 3. Do you have any mental, physical, or developmental disabilities? (3 points)
- \_\_\_\_\_ 4. Is this your first incarceration? (2 points)
- \_\_\_\_\_ 5. Is your criminal history exclusively non-violent? (2 points)
- \_\_\_\_\_ 6. Do you have prior convictions for sex offenses against children or adults? (4 points)
- \_\_\_\_\_ 7. Are you or are you perceived as lesbian, gay, bisexual, transgender, intersex, or gender nonconforming? (4 points)
- \_\_\_\_\_ 8. Do you see yourself as someone who is vulnerable to sexual abuse or harassment? (4 points)
- \_\_\_\_\_ 9. Is the Inmate being detained solely for civil immigration purposes? (1point)
- \_\_\_\_\_ 10. Is the Inmate small in size or have a thin build; are they frail or youthful in appearance? (2 points)
- \_\_\_\_\_ 11. Is the Inmate under 30 years of age? (1 points)

\_\_\_\_\_ Total

**Scoring Classification:**

- \_\_\_\_\_ Potential Victim of Sexual Assault                      10 points or higher
- \_\_\_\_\_ Not Currently Indicated                                      9 points or less



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**Sexual Predator Predictor Scale**

\_\_\_\_\_  
**Inmate Name (Please Print)**  
**Inmate Number**

\_\_\_\_\_  
**Staff Member (Please Print)**

\_\_\_\_\_  
**Date**

Directions: Complete the following scale using information obtained from the inmate's interview during intake, as well as information currently on file. This scale will also be completed following any of the activities described below while incarcerated. Total the score and identify as either: High Risk Sexual Predator (HRSP) or Not Currently Indicated.

- \_\_\_\_ 1. Have you engaged in acts of sexual abuse against others? (15 points)
- \_\_\_\_ 2. Have you engaged in institutional violence against others? (10 points)
- \_\_\_\_ 3. Does your criminal history include convictions for violent offenses? (5 points per offense)
- \_\_\_\_ Total

**Scoring Classification:**

- \_\_\_\_ High Risk Sexual Predator                      15 points or higher
- \_\_\_\_ Not Currently Indicated                      14 points or less