

# PREA AUDIT: AUDITOR'S SUMMARY REPORT

## ADULT PRISONS & JAILS



<b>Name of facility:</b>		Roger D. Wilson Detention Facility	
<b>Physical address:</b>		5001 Maloneyville Road Knoxville, Tennessee	
<b>Date report submitted:</b>		November 22, 2014	
<b>Auditor Information</b>		<b>Katherine Brown</b>	
<b>Address:</b>		12121 Little Road Suite 286 Hudson, Florida 34667	
<b>Email:</b>		kbrown2828@yahoo.com	
<b>Telephone number:</b>		727-470-4123	
<b>Date of facility visit:</b>		November 10 & 12, 2014	
<b>Facility Information</b>			
<b>Facility mailing address</b>		Same	
<b>Telephone number:</b>		865-281-6700	
<b>Knox County Detention Facilities is:</b>	<input type="checkbox"/> Military	<input checked="" type="checkbox"/> X County	<input type="checkbox"/> Federal
	<input type="checkbox"/> Private for profit	<input type="checkbox"/> Municipal	<input type="checkbox"/> State
	<input type="checkbox"/> Private not for profit		
<b>Facility Type:</b>	<input checked="" type="checkbox"/> X Jail	<input type="checkbox"/> Prison	
<b>Name of PREA Compliance Manager:</b>		Johnny Caldwell	<b>Title:</b> PREA Manager
<b>Email address:</b>		<a href="mailto:Johnny.caldwell@knoxsheriff.org">Johnny.caldwell@knoxsheriff.org</a>	<b>Telephone number:</b>
<b>Agency Information</b>			
<b>Name of agency:</b>		Knox County Sheriff Office	
<b>Governing authority or parent agency:</b>		N/A	
<b>Physical address:</b>		400 Main Street, Suite L192 Knoxville, Tennessee 37902	
<b>Mailing address:</b>		same	
<b>Telephone number:</b>		865-971-3907	
<b>Agency Chief Executive Officer</b>			
<b>Name:</b>	Jimmy "J.J." Jones	<b>Title:</b>	Sheriff
<b>Email address:</b>	<a href="mailto:jj@knoxsheriff.org">jj@knoxsheriff.org</a>	<b>Telephone number:</b>	865-971-3901
<b>Agency-Wide PREA Coordinator</b>			
<b>Name:</b>	Brian D. Bivens	<b>Title:</b>	Assistant Chief
<b>Email address:</b>	<a href="mailto:brian.bivens@knoxsheriff.org">brian.bivens@knoxsheriff.org</a>	<b>Telephone number:</b>	865-281-6969

# PREA AUDIT: AUDITOR'S SUMMARY REPORT

## ADULT PRISONS & JAILS



<b>Name of facility:</b>		Knox County Jail	
<b>Physical address:</b>		400 Main Avenue, L165 Knoxville, TN 37902	
<b>Date report submitted:</b>		November 13, 2014	
<b>Auditor Information</b>		<b>Katherine Brown</b>	
<b>Address:</b>		12121 Little Road Suite 286 Hudson, Florida 34667	
<b>Email:</b>		kbrown2828@yahoo.com	
<b>Telephone number:</b>		727-470-4123	
<b>Date of facility visit:</b>		November 13, 2014	
<b>Facility Information</b>			
<b>Facility mailing address:</b>		same	
<b>Telephone number:</b>			
<b>The facility is:</b>	<input type="checkbox"/> Military	<input checked="" type="checkbox"/> County	<input type="checkbox"/> Federal
	<input type="checkbox"/> Private for profit	<input type="checkbox"/> Municipal	<input type="checkbox"/> State
	<input type="checkbox"/> Private not for profit		
<b>Facility Type:</b>	<input checked="" type="checkbox"/> Jail	<input type="checkbox"/> Prison	
<b>Name of PREA Compliance Manager:</b>		Josh Smith	<b>Title:</b> PREA Manager
<b>Email address:</b>		Joshua.smith@knoxsheriff.org	<b>Telephone number:</b>
<b>Agency Information</b>			
<b>Name of agency:</b>		Knox County Sheriff's Office	
<b>Governing authority or parent agency:</b>		N/A	
<b>Physical address:</b>		400 Main Street, Suite L165 Knoxville, Tennessee 37902	
<b>Mailing address:</b>		same	
<b>Telephone number:</b>		865-281-6700	
<b>Agency Chief Executive Officer</b>			
<b>Name:</b>		Jimmy "J.J." Jones	<b>Title:</b> Sheriff
<b>Email address:</b>		<a href="mailto:jj@knoxsheriff.org">jj@knoxsheriff.org</a>	<b>Telephone number:</b> 865-971-3901
<b>Agency-Wide PREA Coordinator</b>			
<b>Name:</b>		Brian D. Bivens	<b>Title:</b> Assistant Chief
<b>Email address:</b>		<a href="mailto:brian.bivens@knoxsheriff.org">brian.bivens@knoxsheriff.org</a>	<b>Telephone number:</b> 865-281-6969

# PREA AUDIT: AUDITOR'S SUMMARY REPORT

## ADULT PRISONS & JAILS



<b>Name of facility:</b>		Knox County Work Release Center	
<b>Physical address:</b>		5001 Maloneyville Rd, Knoxville, TN 37918	
<b>Date report submitted:</b>		November 22, 2014	
<b>Auditor Information</b>		<b>Katherine Brown</b>	
<b>Address:</b>		12121 Little Road Suite 286 Hudson, Florida 34667	
<b>Email:</b>		kbrown2828@yahoo.com	
<b>Telephone number:</b>		727-470-4123	
<b>Date of facility visit:</b>		November 10, 2014	
<b>Facility Information</b>			
<b>Facility mailing address:</b>		same	
<b>Telephone number:</b>			
<b>The facility is:</b>	<input type="checkbox"/> Military	X County	<input type="checkbox"/> Federal
	<input type="checkbox"/> Private for profit	<input type="checkbox"/> Municipal	<input type="checkbox"/> State
	<input type="checkbox"/> Private not for profit		
<b>Facility Type:</b>	X Jail	<input type="checkbox"/> Prison	
<b>Name of PREA Compliance Manager:</b>		Jeff Smith	<b>Title:</b> PREA Manager
<b>Email address:</b>		<a href="mailto:jeffg.smith@knoxsheriff.org">jeffg.smith@knoxsheriff.org</a>	<b>Telephone number:</b> 865-281-6700
<b>Agency Information</b>			
<b>Name of agency:</b>		Knox County Sheriff's Office	
<b>Governing authority or parent agency:</b>		N/A	
<b>Physical address:</b>		400 Main Avenue, Knoxville, TN 37902	
<b>Mailing address:</b>		same	
<b>Telephone number:</b>		865-281-6700	
<b>Agency Chief Executive Officer</b>			
<b>Name:</b>	Jimmy "J.J." Jones	<b>Title:</b>	Sheriff
<b>Email address:</b>	<a href="mailto:jj@knoxsheriff.org">jj@knoxsheriff.org</a>	<b>Telephone number:</b>	865-971-3901
<b>Agency-Wide PREA Coordinator</b>			
<b>Name:</b>	Brian D. Bivens	<b>Title:</b>	Assistant Chief
<b>Email address:</b>	<a href="mailto:brian.bivens@knoxsheriff.org">brian.bivens@knoxsheriff.org</a>	<b>Telephone number:</b>	865-281-6969

# AUDIT FINDINGS

## NARRATIVE:

The audit of Knox County Detention Facilities was conducted on November 10-13, 2014 by Katherine Brown, Certified PREA auditor. The areas toured were a total of 27 housing units. There are 24 general population units and three administrative detention/segregation unit at the Roger D. Wilson facility and 3 housing units at the Work Release Center. On November 13, 2014 I toured 12 housing units at the Knox County Jail. I toured each of the housing units plus the kitchen, laundry, programs area, and work areas.

An entrance meeting was held with facility staff. The following people were in attendance: Chief Rodney Bivens; Assistant Chief Steve Bravo; Assistant Chief Brian Bivens PREA Coordinator and Accreditation Director; Captain Robert Anderson Assistant Facility Commander and Captain Terry Wilshire Assistant Facility Commander; Tammy Strunk, Health Service Administrator.

Following the entrance meeting I toured the Roger D. Wilson and Work Release Center from 08:30 a.m. to 12:00 p.m. on November 10, 2014. On the tour with me was, Chief Rodney Bivens Assistant Chief Steve Bravo; Assistant Chief Brian Bivens PREA Coordinator and Accreditation Director; Captain Robert Anderson Assistant Facility Commander and Captain Terry Wilshire Assistant Facility Commander. In the afternoon of November 10 I toured the Work Release Center and on the tour with me was Chief Rodney Bivens; Assistant Chief Steve Bravo; Assistant Chief Brian Bivens PREA Coordinator and Accreditation Director and Sgt. Chris Namowicz. On November 13, 2014 I toured the Knox County Jail and on the tour with me was Chief Rodney Bivens; Assistant Chief Brian Bivens; Lt. Terry Blake; Lt. Wise; Josh Smith.

I asked for an alpha listing of all inmates housed at Knox County Detention Facilities and randomly selected one inmate from each housing unit at all three facilities, as well as any inmates who were limited English speaking or had hearing/vision impairment to be interviewed. There were no hearing/vision impairment inmates there, I did interview two non-English speaking inmate using an interpreter. I also asked for any inmate who was transgender/intersex. There were no transgender or intersex inmates. I asked for a shift roster and randomly selected staff to interview at all three facilities on all three shifts.

On day one of the audit I toured the Roger D Wilson and Work Release Center as well as conducted the specialized staff interviews and random staff and inmate interviews at the Work Release Center. I also reviewed the training files. Day two of the audit I conducted the random staff interviews for the midnight and day shift staff and the inmate interviews at the Roger D. Wilson. I then went to the downtown Knox County Jail where I conducted the Interviews for the in house investigator as well as the criminal investigators, reviewed all investigation files and interviewed the Director of the Sexual Crisis Center for East Tennessee regarding the victim advocate services and SAFE/SANE services provided. Day three of the audit I conducted the random staff and inmate interviews at the downtown Knox County Jail, reviewed the personnel files for criminal records checks and interviewed the Director of Corrections and Human Resource.

There were eighteen sexual assault/harassment allegation cases, all relatively recent (within the past year) fourteen had been unfounded; two unsubstantiated and two are open cases.

## **DESCRIPTION OF FACILITY CHARACTERISTICS:**

### **The Roger D. Wilson Detention Facility**

The Sheriff's Detention Facility is located on 52 acres of county-owned property located at 5001 Maloneyville Road in east Knox County, Tennessee. The building itself covering thirteen acres is surrounded by a double fourteen foot chain link fence with a roll of razor wire and three strands of barb wire on the outside fence and three strands of barb wire on the inside fence. Knox County Detention Facilities is approximately 340,000 square feet and consists of corridors joining concrete housing units that contain pre-fabricated pods. The ground breaking for Knox County Detention Facilities was in June 1992, and the first inmates were moved inside two-and-a-half years later. An additional housing unit was opened in September, 2007 adding an additional 288 beds also during this upgrade several pods were doubled bunked bring the total bed capacity to 1036. Knox County Detention Facilities was originally designed to accommodate the double bunking.

The Detention Facility includes the Knox County Intake Center, which serves the entire local, state and federal law enforcement community. The Center is the gateway into the Knox County penal system, and processes over 30,000 arrestees each calendar year.

The Sheriff's Detention Facility utilizes a direct supervision concept where inmates live in one of 18 pods, with a total capacity of 1036 beds. The inmates are housed based upon needs and their respective level of classification. All inmates are supervised by three shifts of well-trained Corrections Officers and Support Staff no inmate is giving control over another inmate. Knox County Detention Facilities houses minimum, medium and maximum security inmates, serving state and county sentences not exceeding eight years.

### **Knox County Jail**

The Knox County Jail is located in the downtown area and was the "flagship" facility for the Knox County Sheriff's Office. Opening its doors in 1979, the jail housed minimum, medium, and maximum security inmates, while serving as the areas Jail Intake Center.

Upon the opening of the Roger D. Wilson Detention Facility, the downtown jail was converted to an all-male maximum custody facility and also became the holding area for inmates awaiting court each day. In 2009, the Knox County Jail became an all-female facility and expanded upon Programs available, which continues to present day. Utilizing a linear supervision concept, the jail housed up to 215 females and could receive anywhere from 40 – 120 inmates for court each day. There are 14 pods, one pod is utilized as a court holding area for the inmates from the Roger D. Wilson facility. The pods average 20 inmates per pod. There is one pod that is used as a segregated and disciplinary confinement unit.

## **Knox County Work Release Center**

The Knox County Work Release Center is located across from the Roger D. Wilson Detention Facility on Maloneyville Road in East Knox County. Its primary function is to house up to ninety minimum custody offenders who are assigned to work in various capacities. The Knox County Work Release Center opened on September 8<sup>th</sup>, 1992. Housing all males, its population cap was 60 and remained open until 1995. On January 1<sup>st</sup>, 1996 it was reopened and housed male inmates until 2003, when it became known as the "Annex" and housed all female offenders. On October 4<sup>th</sup>, 2007 all-female offenders were rehoused to the Roger D. Wilson Detention Facility and inmate workers (community crews) were rehoused to the KCWRC.

The KCWRC is an indirect supervision facility that consists of three individual pods that houses 30 inmates each. It also contains an outdoor recreation area and affords inmates the same opportunities for programs as other KCSO facilities. All auxiliary services, i.e.: laundry, medical, and kitchen are provided by the RDWDF. These inmates perform in-house custodial duties, work in groups at locations such as Boys and Girls Club, Knox County Municipal Golf Course, or other off-site work locations, and help setup holiday events such as Fantasy of Trees during the Christmas holidays.

### **SUMMARY OF AUDIT FINDINGS:**

Number of standards exceeded: 6

Number of standards met: 34

Number of standards not met: 0

Number of standards not applicable: 3

<b>Standard number here</b>	<b>§115.11 - Zero tolerance of sexual abuse and sexual harassment; PREA coordinator</b>
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Exceeds Standard (substantially exceeds requirement of standard)

X Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 18.1 III. A. 1-3. Based on interviews with PREA Manager and PREA Coordinator.

Knox County Sheriff 's Office has a written policy mandating zero tolerance toward all forms of sexual abuse and sexual harassment and outlines Knox County Sheriff 's Office's approach to preventing, detecting, and responding to such conduct.

Knox County Sheriff's Office employs an upper-level, agency-wide PREA coordinator with sufficient time and authority to develop, implement, and oversee agency efforts to comply with the PREA standards.

Knox County Sheriff's Office has two designated PREA Compliance Managers one is assigned to the Roger D. Wilson and Work Release Center and the other compliance manager is responsible for the Knox County Jail.

<b>Standard number here</b>	<b>115.12 Contracting with other agencies for confinement of inmates</b>
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Exceeds Standard (substantially exceeds requirement of standard)

Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (requires corrective action)

X Not applicable

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 18.1 III. B. Knox Sheriff Office does not contract with any other agencies for the confinement of their inmates.

<b>Standard number here</b>	<b>115.13 Supervision and monitoring</b>
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X Exceeds Standard (substantially exceeds requirement of standard)

Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on SOP 18.1 III. C 1-4; Staffing Coverage Report; Detention Facility Staffing Profile; Annual PREA Staffing Analysis; Daily email report confirming compliance; and form if staffing falls below minimum requirements; Unannounced Supervisor Round Inspection and interview with Director; PREA Manager PREA Coordinator and Assistant Director of Corrections.

Knox County Sheriff `s Office has developed, documented, and made its best efforts to comply on a regular basis with a staffing plan that provides for adequate levels of staffing and uses video monitoring, to protect inmates against sexual abuse. Daily the shift supervisors sends an email to command staff confirming compliance with staffing plan.

In circumstances where the staffing plan was not complied with, Knox County Detention Facilities documented and justified all deviations from the plan. Report is submitted to command staff whenever the staffing falls below minimum requirements.

Knox County Sheriff`s Office completes an annual review, in consultation with the PREA coordinator required by § 115.11, to assess, determine, and document whether adjustments are needed.

Based on each shift submitting an email to command staff confirming compliance with staffing plan and report submitted whenever the staffing falls below minimum requirements I find they exceed in this standard.

<b>Standard number here</b>	115.14 Youthful inmates
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- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 14.1 L. 2 and review of juvenile records. Based on interview with line staff, program staff.

Currently there are no juveniles at the facility. Juveniles would be housed at the Knox County Jail downtown in Pod 13.

A youthful inmate is not placed in a housing unit in which the youthful inmate has sight, sound, or physical contact with any adult inmate through use of a shared dayroom or other common space, shower area, or sleeping quarters.

In areas outside of housing units, Knox County Sheriff `s Office either maintains sight and sound separation between youthful inmates and adult inmates, or provides direct staff supervision when youthful inmates and adult inmates have sight, sound, or physical contact.

<b>Standard number here</b>	115.15 Limits to cross gender viewing and searches
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- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on review of P&P 6.7 pg. 6 (6a-f); reviewed orientation packet.

Knox County Detention Facilities does not conduct cross-gender strip searches or cross-gender visual body cavity searches (meaning a search of the anal or genital opening) except in exigent circumstances or when performed by medical practitioners. In the event a cross gender search is done Knox County Detention Facilities documents all cross-gender strip searches and cross-gender visual body cavity searches. There have been no cross-gender strip searches.

Knox County Detention Facilities has policies and procedures that enable inmates to shower, perform bodily functions, and change clothing without nonmedical staff of the opposite gender viewing their breasts, buttocks, or genitalia, except in exigent circumstances or when such viewing is incidental to routine cell checks. Such policies and procedures require staff of the opposite gender to announce their presence when entering an inmate housing unit.

Knox County Detention Facilities does not search or physically examine a transgender or intersex inmate for the sole purpose of determining the inmate’s genital status. If the inmate’s genital status is unknown, it is determined during conversations with the inmate, by reviewing medical records, or, if necessary, by learning that information as part of a broader medical examination conducted in private by a medical practitioner.

Knox County Sheriff `s Office trains security staff in how to conduct cross-gender pat-down searches, and searches of transgender and intersex inmates, in a professional and respectful manner, and in the least intrusive manner possible, consistent with security needs.

<b>Standard number here</b>	115.16 Inmates with disabilities and limited English speaking
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- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 13.1 O 1-3 and review of Language Line contract. Based on random inmate and staff interviews and based on interview with two non-English speaking inmates.

Knox County Sheriff `s Office takes appropriate steps to ensure inmates with disabilities (including, for example, inmates who are deaf or hard of hearing, those who are blind or have low vision, or those who have intellectual, psychiatric, or speech disabilities), have an equal opportunity to participate in or benefit from all aspects of Knox County Sheriff `s Office’s efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including steps to provide

interpreters who can interpret effectively, accurately, and impartially, both receptively and expressively, using any necessary specialized vocabulary. The Knox County Sheriff 's Office takes reasonable steps to ensure meaningful access to all aspects of the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment to inmates who are limited English proficient, including steps to provide interpreters who can interpret effectively accurately and impartially. The Knox County Detention Facilities has a live video feed program from Sorenson that enables inmates to talk with an interpreters and/or sign language interpreters and be able to have a live video feed to communicate with the inmate.

Knox County Sheriff's Office does not rely on inmate interpreters, inmate readers, or other types of inmate assistants except in limited circumstances where an extended delay in obtaining an effective interpreter could compromise the inmate's safety.

<b>Standard number here</b> 115.17 Hiring and promotion decisions
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- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on Employee Handbook Chapter 1 B. 1-8 and review of employee Self Declaration form and criminal records check. Based on interview with Human Resource Director and review of personnel files.

Knox County Sheriff 's Office does not hire or promote anyone who may have contact with inmates, and does not enlist the services of any contractor who may have contact with inmates, who has engaged in sexual abuse in any criminal justice facility, 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 has been civilly or administratively adjudicated to have engaged in the activity described above.

Knox County Sheriff's Office considers any incidents of sexual harassment in determining whether to hire or promote anyone, or to enlist the services of any contractor, who may have contact with inmates.

Knox County Sheriff 's Office performs a criminal background records check before enlisting the services of any contractor who may have contact with inmates performs a records check at least every five years of current employees and contractors who may have contact with inmates.

<b>Standard number here</b> 115.18 Upgrades to facilities and technology
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- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 1.10 C. 1-2 and review of camera proposal made July 11, 2014 for an \$18,099.00 camera upgrade. Based on interview of Director and Assistant Director of Corrections.

When installing or updating a video monitoring system, electronic surveillance system, or other monitoring technology, Knox County Sheriff's Office considers how such technology may enhance Knox County Sheriff's Office's ability to protect inmates from sexual abuse. There have been no substantial expansion or modifications to existing facilities.

The Knox County Detention Facility is currently in the process of a \$650,000.00 upgrade to the cameras at the Roger D. Wilson Facility and Knox County Detention Facility through the Black Creek Company.

<b>Standard number here</b>	115.21 Evidence protocol and forensic medical exams
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Exceeds Standard (substantially exceeds requirement of standard)

X Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 3.9 D. 1-6 and review of MOU with Sexual Assault Center of East Tennessee. Based on interview with SANE/SAFE staff; PREA Coordinator and PREA compliance manager.

To the extent Knox County Sheriff's Office is responsible for investigating allegations of sexual abuse; Knox County Sheriff's Office follows a uniform evidence protocol that maximizes the potential for obtaining usable physical evidence for administrative proceedings and criminal prosecutions

Knox County Sheriff's Office offers all victims of sexual abuse access to forensic medical examinations, one of the local hospitals without financial cost, where evidentiary or medically appropriate. Such examinations are performed by Sexual Assault Forensic Examiners (SAFEs) or Sexual Assault Nurse Examiners (SANEs) provided by the Sexual Assault Center of East Tennessee.

Knox County Sheriff's Office makes available to the victim a victim advocate from Sexual Assault Center of East Tennessee.

As requested by the victim, a victim advocate accompanies and supports the victim through the forensic medical examination process and investigatory interviews and are provide emotional support, crisis intervention, information, and referrals.

The Knox County Sheriff's Office has assigned one of the law enforcement investigators from patrol to the Corrections Division who is responsible for investigating allegations of sexual abuse.

**Standard  
number here**

115.22 Policies to ensure referrals of allegations for investigations

- Exceeds Standard (substantially exceeds requirement of standard)
- X Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 18.3 F. 1 based on interview with Director and investigative staff.

Knox County Sheriff's Office ensures that an administrative or criminal investigation is completed for all allegations of sexual abuse and sexual harassment.

Knox County Sheriff 's Office has a policy that ensures allegations of sexual abuse or sexual harassment are referred for investigation to an individual with the legal authority to conduct criminal investigations, unless the allegation does not involve potentially criminal behavior. Knox County Sheriff's Office publishes such policy on its website [www.knoxsheriff.org](http://www.knoxsheriff.org) .

**Standard  
number here**

115.31 Employee training

- X Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on Employee Handbook Chapter 5 pg. 54 f& g. (*i.* a-j & *ii.*). Reviewed power point; NIC certificates; Sign in Sheets and Orientation Packets. Based on interview with random staff

Knox County Sheriff's Office trains all employees who have contact with inmates on:

- (1) Its zero-tolerance policy for sexual abuse and sexual harassment;
- (2) How to fulfill their responsibilities under agency sexual abuse and sexual harassment prevention, detection, reporting, and response policies and procedures;
- (3) Inmates' right to be free from sexual abuse and sexual harassment;
- (4) The right of inmates and employees to be free from retaliation for reporting sexual abuse and sexual harassment;
- (5) The dynamics of sexual abuse and sexual harassment in confinement;
- (6) The common reactions of sexual abuse and sexual harassment victims;
- (7) How to detect and respond to signs of threatened and actual sexual abuse;
- (8) How to avoid inappropriate relationships with inmates;
- (9) How to communicate effectively and professionally with inmates, including lesbian, gay, bisexual, transgender, intersex, or gender nonconforming inmates; and
- (10) How to comply with relevant laws related to mandatory reporting of sexual abuse to outside authorities.

The training is tailored to the gender of the inmates at Knox County Detention Facilities. The employees receive additional training if the employee is reassigned from a facility that houses only male inmates to a facility that houses only female inmates, or vice versa.

Knox County Sheriff's Office documents, through employee signature, those employees understand the training they have received.

Based on the 1<sup>st</sup> Responder Card issued to all staff, contractors and volunteers I find they exceed this standard.

<b>Standard number here</b> 115.32 Volunteer and contractors training
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- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 1.14 C. 2&3. Reviewed Lesson plan; Volunteer Orientation Attendance Sign in sheet; Certificates; 1<sup>st</sup> Responder Card; Volunteer/Contractor PREA Training Acknowledgment Form. Based on interview with volunteer and contractors.

Knox County Sheriff 's Office ensures all volunteers and contractors who have contact with inmates have been trained on their responsibilities under Knox County Sheriff 's Office's sexual abuse and sexual harassment prevention, detection, and response policies and procedures.

The level and type of training provided to volunteers and contractors is based on the services they provide and level of contact they have with inmates, but all volunteers and contractors who have contact with inmates are notified of Knox County Sheriff 's Office's zero-tolerance policy regarding sexual abuse and sexual harassment and informed how to report such incidents.

Knox County Sheriff's Office has documentation confirming that volunteers and contractors understand the training they have received.

Based on the 1<sup>st</sup> Responder Card issued to all staff, contractors and volunteers I find they exceed this standard.

<b>Standard number here</b> 115.33 Inmate education
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- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Reviewed Inmate Handbook; PREA Orientation Video Script; PREA Poster and 30 day Training form. Based on interview with random inmates and intake staff.

During the intake process, inmates receive information explaining Knox County Sheriff's Office's zero-tolerance policy regarding sexual abuse and sexual harassment and how to report incidents or suspicions of sexual abuse or sexual harassment. Inmates view a video during the intake process.

Within 30 days of intake, Knox County Sheriff 's Office provides a comprehensive education to inmates through a video on the kiosk regarding their rights to be free from sexual abuse and sexual harassment and to be free from retaliation for reporting such incidents, and regarding agency policies and procedures for responding to such incidents. Inmates review the video during the intake and classification process and they also have to review the PREA information on the Kiosk system prior to them being able to access program/services and email services. When they sign into the kiosk for the first time they are prompted to the PREA video and have to watch it in its entirety prior to gaining access to the system. Each time the inmate uses the kiosk the PREA information is displayed on the screen. The Knox County Detention Facility is implementing a hotel channel where the PREA video is going to be shown weekly at a designated time.

Knox County Sheriff 's Office provides inmate education in formats accessible to all inmates, including those who are limited English proficient, deaf, visually impaired, or otherwise disabled, as well as to inmates who have limited reading skills. There is documentation of inmate participation in these education sessions. The Knox County Detention Facilities has a live video feed program from Sorenson that enables inmates to talk with an interrupter and/or sign language interrupter and be able to have a live video feed to communicate with the inmate.

Based on the Kiosk program and the live video feed system I find they exceed in this standard.

<b>Standard number here</b>	115.34 Specialized training: Investigators
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- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on Employee Handbook Training pg. 56 (a-c); reviewed NIC PREA Training Certificates. Based on interview with investigative staff.

In addition to the general training provided to all employees Knox County Sheriff's Office ensures that the in house investigators have received training in conducting investigations in confinement settings.

Specialized training includes techniques for interviewing sexual abuse victims, proper use of Miranda and Garrity warnings, sexual abuse evidence collection in confinement settings, and the criteria and evidence required to substantiate a case for administrative action or prosecution

referral. Knox County Sheriff's Office maintains documentation that agency investigators have completed the required specialized training in conducting sexual abuse investigations.

<b>Standard number here</b> 115.35 Specialized training: Medical and mental health care
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Exceeds Standard (substantially exceeds requirement of standard)

X Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on Employee Handbook Training pg. 56 ii. (a 1-4); reviewed NIC PREA Training Certificates; Sign in Sheets.

Knox County Sheriff's Office ensures that all full and part-time medical and mental health care practitioners who work regularly in its facilities have been trained in how to: detect and assess signs of sexual abuse and sexual harassment; preserve physical evidence of sexual abuse; respond effectively and professionally to victims of sexual abuse and sexual harassment; and how and to whom to report allegations or suspicions of sexual abuse and sexual harassment.

Knox County Sheriff's Office maintains documentation that medical and mental health practitioners have received the training.

Medical and mental health care practitioners also receive the training mandated for employees, contractors and volunteers.

<b>Standard number here</b> 115.41 Screening for risk of victimization and abusiveness
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Exceeds Standard (substantially exceeds requirement of standard)

X Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 14.1 C. 1 (a-i) - 8. Based on interview with random inmates and PREA Coordinator; PREA Manager; Classification; and Mental Health. Reviewed Computer printout report "Inmate without Initial PREA Risk Assessment", Risk Assessment screening form.

Only Classification; Mental Health; SART and Command staff have access to the risk screening form.

All inmates are assessed during an intake screening and upon transfer to another facility for risk of being sexually abused by other inmates or sexually abusive toward other inmates.

Intake screenings take place usually within a few hours of arrival at Knox County Detention Facilities but never exceeds 72 hours.

Knox County Detention Facilities uses an objective screening instrument.

The intake screening considers, at a minimum, the following criteria to assess inmates for risk of sexual victimization:

- (1) Whether the inmate has a mental, physical, or developmental disability;
- (2) The age of the inmate;
- (3) The physical build of the inmate;
- (4) Whether the inmate has previously been incarcerated;
- (5) Whether the inmate's criminal history is exclusively nonviolent;
- (6) Whether the inmate has prior convictions for sex offenses against an adult or child;
- (7) Whether the inmate is or is perceived to be gay, lesbian, bisexual, transgender, intersex, or gender nonconforming;
- (8) Whether the inmate has previously experienced sexual victimization;
- (9) The inmate's own perception of vulnerability; and
- (10) Whether the inmate is detained solely for civil immigration purposes.

The initial screening considers prior acts of sexual abuse, prior convictions for violent offenses, and history of prior institutional violence or sexual abuse, as known to Knox County Sheriff's Office, in assessing inmates for risk of being sexually abusive.

Within 30 days from the inmate's arrival at Knox County Detention Facilities, Knox County Detention Facilities reassesses the inmate's risk of victimization or abusiveness based upon any additional, relevant information received by Knox County Detention Facilities since the intake screening.

An inmate's risk level is reassessed when warranted due to a referral, request, incident of sexual abuse, or receipt of additional information that bears on the inmate's risk of sexual victimization or abusiveness.

Inmates are not disciplined for refusing to answer, or for not disclosing complete information in response to, questions asked.

Knox County Sheriff 's Office implements appropriate controls on the dissemination within Knox County Detention Facilities of responses to questions asked pursuant to this standard in order to ensure that sensitive information is not exploited to the inmate's detriment by staff or other inmates.

<b>Standard number here</b>	115.42 Use of screening information
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- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 14.1 D. 1-7. Reviewed PREA Alert Report. Based on interview with PREA Compliance Manager; PREA Coordinator and staff responsible for risk screening.



KCSO has not had a Transgender/intersex inmate.

Knox County Sheriff 's Office uses information from the risk screening to decide housing, bed, work, education, and program assignments with the goal of keeping separate those inmates at high risk of being sexually victimized from those at high risk of being sexually abusive.

Knox County Sheriff's Office makes individualized determinations about how to ensure the safety of each inmate.

In deciding whether to assign a transgender or intersex inmate to a facility for male or female inmates, and in making other housing and programming assignments, Knox County Sheriff 's Office considers on a case-by-case basis whether a placement would ensure the inmate's health and safety, and whether the placement would present management or security problems.

Placement and programming assignments for each transgender or intersex inmate is reassessed at least twice each year to review any threats to safety experienced by the inmate.

A transgender or intersex inmate's own views with respect to his or her own safety are given serious consideration.

Transgender and intersex inmates are given the opportunity to shower separately from other inmates.

Knox County Sheriff 's Office does not place lesbian, gay, bisexual, transgender, or intersex inmates in dedicated facilities, units, or wings solely on the basis of such identification or status, unless such placement is in a dedicated facility, unit, or wing established in connection with a consent decree, legal settlement, or legal judgment for the purpose of protecting such inmates.

<b>Standard number here</b> 115.43 Protective custody
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- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Reviewed 14.1 pg. 13 6-10. Based on interview with Director, Assistant Director of Corrections.

No inmate has been placed in involuntary segregation.

Inmates at high risk for sexual victimization are not placed in involuntary segregated housing unless an assessment of all available alternatives has been made, and a determination has been made that there is no available alternative means of separation from likely abusers.

Inmates placed in segregated housing for this purpose have access to programs, privileges, education, and work opportunities to the extent possible. If Knox County Detention Facilities restricts access to programs, privileges, education, or work opportunities, Knox County Detention Facilities documents the opportunities that have been limited, the duration of the limitation; and the reasons for such limitations.

Knox County Detention Facilities assigns such inmates to involuntary segregated housing only until an alternative means of separation from likely abusers can be arranged, and such an assignment does not ordinarily exceed a period of 30 days. If involuntary segregated housing assignment is made, Knox County Detention Facilities clearly documents the basis for Knox County Detention Facilities' concern for the inmate's safety; and the reason why no alternative means of separation can be arranged. Every 30 days a review is performed to determine whether there is a continuing need for separation from the general population.

<b>Standard number here</b> 115.51 Inmate reporting
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- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 18.2 III. A. 1-4. Based on interviews with random staff and inmates.

Knox County Sheriff's Office provides multiple internal ways for inmates to privately report sexual abuse and sexual harassment, retaliation by other inmates or staff for reporting sexual abuse and sexual harassment, and staff neglect or violation of responsibilities that may have contributed to such incidents. Inmates can report on the Kiosk; Internal and External phone numbers; email or write to a staff member or verbally report it to an officer or 3<sup>rd</sup> party.

Knox County Sheriff's Office provides at least one way for inmates to report abuse or harassment to a public or private entity or office that is not part of Knox County Sheriff's Office, and that is able to receive and immediately forward inmate reports of sexual abuse and sexual harassment to agency officials, allowing the inmate to remain anonymous upon request. The Knox County Sheriff's Office has an agreement with the Sexual Crisis Center of East Tennessee.

Staff accepts reports made verbally, in writing, anonymously, and from third parties and promptly document any verbal reports.

Knox County Sheriff's Office provides a method for staff to privately report sexual abuse and sexual harassment of inmates to the Office of Professional Standards.

<b>Standard number here</b> 115.52 exhaustion of administrative remedies
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- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)
- Not applicable

**Auditor comments, including corrective actions needed if does not meet standard**

The Knox County Sheriff Office does not require an inmate to submit a grievance.

**Standard number here** 115.53 Inmate access to outside confidential support services

- Exceeds Standard (substantially exceeds requirement of standard)
- X Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Reviewed P&P 18.2 III. C. 1-3; Inmate Handbook. Based on interview with random inmates.

Knox County Detention Facilities provides inmates with access to outside victim advocates from the Sexual Assault Center of East Tennessee to provide emotional support services related to sexual abuse by giving inmates the mailing addresses and telephone numbers, including toll-free hotline numbers for this agency. Knox County Detention Facilities enables reasonable communication between inmates and these organizations and agencies, in as confidential a manner as possible.

Knox County Detention Facilities informs inmates, prior to giving them access, of the extent to which such communications will be monitored and the extent to which reports of abuse will be forwarded to authorities in accordance with mandatory reporting laws.

Knox County Sheriff's Office maintains a memoranda of understanding with the Sexual Assault Center of East Tennessee.

**Standard number here** 115.54 Third party reporting

- Exceeds Standard (substantially exceeds requirement of standard)
- X Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Reviewed P&P 18.2 III. D.

Knox County Sheriff 's Office has a method to receive third-party reports of sexual abuse/harassment and distributes publicly, information on how to report sexual abuse and sexual harassment on behalf of an inmate.

**Standard number here** 115.61 Staff and agency reporting duties

- Exceeds Standard (substantially exceeds requirement of standard)

X Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (requires corrective action)

Based on P&P 18.3 A. 1-5 Based on interviews with random staff; Director and medical/mental health staff

Knox County Sheriff's Office requires all staff to report immediately and according to agency policy any knowledge, suspicion, or information regarding an incident of sexual abuse or sexual harassment that occurred in a facility, whether or not it is part of Knox County Sheriff's Office; retaliation against inmates or staff who reported such an incident; and any staff neglect or violation of responsibilities that may have contributed to an incident or retaliation.

Apart from reporting to designated supervisors or officials, staff do not reveal any information related to a sexual abuse report to anyone other than to the extent necessary, as specified in agency policy, to make treatment, investigation, and other security and management decisions.

If the alleged victim is under the age of 18 or considered a vulnerable adult under a State or local vulnerable persons statute, Knox County Sheriff's Office reports the allegation to the Department of Children and Families.

Knox County Detention Facilities reports all allegations of sexual abuse and sexual harassment, including third-party and anonymous reports, to Knox County Detention Facilities' designated investigators.

<b>Standard number here</b> 115.62 Agency protection duties
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Exceeds Standard (substantially exceeds requirement of standard)

X Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 18.3 III. B. Based on interviews with random staff, Director and Assistant Director of Corrections.

Immediate action is taken to protect inmates when Knox County Sheriff's Office learns that an inmate is subject to a substantial risk of imminent sexual abuse.

<b>Standard number here</b> 115.63 Reporting to other confinement facilities
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Exceeds Standard (substantially exceeds requirement of standard)

X Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 18.3 III. C. 1-5. Based on interview with Director and Assistant Director of Corrections.

Upon receiving an allegation that an inmate was sexually abused while confined at another facility, the head of Knox County Detention Facilities that received the allegation notifies the head of the facility or appropriate office where the alleged abuse occurred. Such notification is provided as soon as possible, but no later than 72 hours after receiving the allegation, and all actions are thoroughly documented.

**Standard number here** 115.64 Staff first responder duties

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based P&P 18.3 III. D. 1-4. Reviewed PREA report RDWDF 092220141158. Based on interview with security staff who are first responders and random staff.

Upon learning of an allegation that an inmate was sexually abused, the first security staff member to respond separates the alleged victim and abuser; preserves and protects any crime scene until appropriate steps can be taken to collect any evidence; and if the abuse occurred within a time period that still allows for the collection of physical evidence, request that the alleged victim not take any actions that could destroy physical evidence, including, as appropriate, washing, brushing teeth, changing clothes, urinating, defecating, smoking, drinking, or eating; and if the abuse occurred within a time period that still allows for the collection of physical evidence, ensure that the alleged abuser does not take any actions that could destroy physical evidence, including, as appropriate, washing, brushing teeth, changing clothes, urinating, defecating, smoking, drinking, or eating.

If the first staff responder is not a security staff member, the responder request that the alleged victim not take any actions that could destroy physical evidence, and then notify security staff.

Based on 1<sup>st</sup> responder card issued to all staff, contractors and volunteers I find they exceed in this standard.

**Standard number here** 115.65 Coordinated response

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 18.3 III. D 1 and 18.4 III. A.3 Coordinated Response. Based on interview with Director.

Knox County Detention Facilities has a written institutional plan to coordinate actions taken in response to an incident of sexual abuse, among staff first responders, medical and mental health practitioners, investigators, and facility leadership.

<b>Standard number here</b> 115.66 Preservation of ability to protect inmates from contact with abusers
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- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)
- X Not applicable.

**Auditor comments, including corrective actions needed if does not meet standard**

Knox County Sheriff's Office does not participate in collective bargaining.

<b>Standard number here</b> 115.67 Agency protection against retaliation
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- Exceeds Standard (substantially exceeds requirement of standard)
- X Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on 18.3 III. E. 1-7; Post Order 93 and PREA Retaliation Review. Based on interview with Director, Assistant Director of Corrections and designated staff members responsible for monitoring retaliation.

Knox County Sheriff 's Office has a policy to protect all inmates and staff who report sexual abuse or sexual harassment or cooperate with sexual abuse or sexual harassment investigations from retaliation by other inmates or staff, and designates which staff members or departments are charged with monitoring retaliation.

Knox County Sheriff 's Office has multiple protection measures, such as housing changes or transfers for inmates, victims or abusers, removal of alleged staff or inmate abusers from contact with victims, and emotional support services for inmates or staff that fear retaliation for reporting sexual abuse or sexual harassment or for cooperating with investigations.

For at least 90 days following a report of sexual abuse, Knox County Sheriff's Office monitors the conduct and treatment of inmates or staff who reported the sexual abuse and of inmates who were reported to have suffered sexual abuse to see if there are changes that may suggest possible retaliation by inmates or staff, and act promptly to remedy any such retaliation. There are periodic

status checks performed. Items Knox County Sheriff's Office monitor include any inmate disciplinary reports, housing, or program changes, or negative performance reviews or reassignments of staff. Knox County Sheriff's Office continues such monitoring beyond 90 days if the initial monitoring indicates a continuing need.

If any other individual who cooperates with an investigation expresses a fear of retaliation, Knox County Sheriff's Office takes appropriate measures to protect that individual against retaliation.

<b>Standard number here</b> 115.68 Post allegation protective custody
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- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 14.1 pg. 14 Note section. Based on interview with Director.

Any use of segregated housing to protect an inmate who is alleged to have suffered sexual abuse receive all the same rights and privileges as general population inmates.

<b>Standard number here</b> 115.71 Criminal and administrative agency investigation
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- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 18.4 III. A. 1-12. Reviewed NIC Certificates; PREA Investigating Sexual Abuse in a Confinement Setting; Incident report; PREA Administrative Investigative Report. Based on interview with PREA Coordinator; PREA Compliance Manager and investigative staff.

When Knox County Sheriff's Office conducts its own investigations into allegations of sexual abuse and sexual harassment, it does so promptly, thoroughly, and objectively for all allegations, including third-party and anonymous reports.

Where sexual abuse is alleged, Knox County Sheriff's Office uses investigators who have received special training in sexual abuse investigations.

Investigators gather and preserve direct and circumstantial evidence, including any available physical and DNA evidence and any available electronic monitoring data; interview alleged victims, suspected perpetrators, and witnesses; and review prior complaints and reports of sexual abuse involving the suspected perpetrator.

When the quality of evidence appears to support criminal prosecution, Knox County Sheriff's Office conducts compelled interviews only after consulting with prosecutors as to whether compelled interviews may be an obstacle for subsequent criminal prosecution.

The credibility of an alleged victim, suspect, or witness is assessed on an individual basis and is not determined by the person's status as inmate or staff. No agency requires an inmate who alleges sexual abuse to submit to a polygraph examination or other truth-telling device as a condition for proceeding with the investigation of such an allegation.

Administrative investigations include efforts to determine whether staff actions or failures to act contributed to the abuse; and are documented in written reports that include a description of the physical and testimonial evidence, the reasoning behind credibility assessments, and investigative facts and findings.

Criminal investigations are documented in a written report that contains a thorough description of physical, testimonial, and documentary evidence and attaches copies of all documentary evidence where feasible.

Substantiated allegations of conduct that appears to be criminal are referred for prosecution.

Knox County Sheriff 's Office retains all written reports for as long as the alleged abuser is incarcerated or employed by Knox County Sheriff 's Office, plus five years.

The departure of the alleged abuser or victim from the employment or control of Knox County Detention Facilities or agency does not provide a basis for terminating an investigation.

<b>Standard number here</b> 115.72 Evidentiary standard for administrative investigation
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Exceeds Standard (substantially exceeds requirement of standard)

Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 18.4 III. B. Based on interview with investigative staff

Knox County Sheriff's Office imposes no standard higher than a preponderance of the evidence in determining whether allegations of sexual abuse or sexual harassment are substantiated.

<b>Standard number here</b> 115.73 Reporting to inmates
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Exceeds Standard (substantially exceeds requirement of standard)

Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**



Based on P&P 18.4 III. C. 1-5; reviewed Inmate PREA Allegation Status Notification form #1806.  
Based on interview with Director and investigative staff.

Following an investigation into an inmate's allegation that they suffered sexual abuse in the facility, Knox County Sheriff's Office informs the inmate as to whether the allegation has been determined to be substantiated, unsubstantiated, or unfounded.

Following an inmate's allegation that a staff member has committed sexual abuse against the inmate, Knox County Sheriff's Office subsequently informs the inmate (unless Knox County Sheriff's Office has determined that the allegation is unfounded) whenever the staff member is no longer posted within the inmate's unit; the staff member is no longer employed at Knox County Detention Facilities; Knox County Sheriff's Office learns that the staff member has been indicted on a charge related to sexual abuse within Knox County Detention Facilities; or Knox County Sheriff's Office learns that the staff member has been convicted on a charge related to sexual abuse within Knox County Detention Facilities.

Following an inmate's allegation that they had been sexually abused by another inmate, Knox County Sheriff's Office subsequently informs the alleged victim whenever Knox County Sheriff's Office learns that the alleged abuser has been indicted on a charge related to sexual abuse within Knox County Detention Facilities; or Knox County Sheriff's Office learns that the alleged abuser has been convicted on a charge related to sexual abuse within Knox County Detention Facilities.

All such notifications or attempted notifications are documented.

An agency's obligation to report under this standard terminates if the inmate is released from Knox County Sheriff's Office's custody.

Based on the Inmate PREA Allegation Status Notification form I find Knox County Detention Facilities exceeds in this standard.

<b>Standard number here</b> 115.76 Disciplinary sanctions for staff
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Exceeds Standard (substantially exceeds requirement of standard)

Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on Employee Handbook Employee Discipline Chapter 6 pg. 65 D. 1-4.

Staff are subject to disciplinary sanctions up to and including termination for violating agency sexual abuse or sexual harassment policies. Termination is the presumptive disciplinary sanction for staff who have engaged in sexual abuse.

Disciplinary sanctions for violations of agency policies relating to sexual abuse or sexual harassment (other than actually engaging in sexual abuse) are 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.

All terminations for violations of agency sexual abuse or sexual harassment policies, or resignations by staff who would have been terminated if not for their resignation, are reported to law enforcement agencies, unless the activity was clearly not criminal, and to any relevant licensing bodies.

<b>Standard number here</b> 115.77 Corrective action for contractors and volunteers
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- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on Employee Handbook Chapter 6 Employee Discipline pg. 66 E. 1-2.  
Based on interview with Director.

Any contractor or volunteer who engages in sexual abuse is prohibited from contact with inmates and are reported to law enforcement agencies, unless the activity was clearly not criminal, and to relevant licensing bodies.

Knox County Detention Facilities takes appropriate remedial measures, and considers whether to prohibit further contact with inmates, in the case of any other violation of agency sexual abuse or sexual harassment policies by a contractor or volunteer.

<b>Standard number here</b> 115.78 Disciplinary sanctions for inmates
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- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based P&P 11.2 pg. 8 h. 1-7. Based on interview with medical/mental health staff

Inmates are subject to disciplinary sanctions pursuant to a formal disciplinary process following an administrative finding that the inmate engaged in inmate-on-inmate sexual abuse or following a criminal finding of guilt for inmate-on-inmate sexual abuse.

Sanctions are 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.

The disciplinary process considers whether an inmate's mental disabilities or mental illness contributed to his or her behavior when determining what type of sanction, if any, should be imposed.

The Helen Ross McNabb or Knox County Sheriff Office Inmate Program staff offers therapy, counseling, or other interventions designed to address and correct underlying reasons or motivations for the abuse, Knox County Detention Facilities does not require the offending inmate to participate in such interventions as a condition of access to programming or other benefits.

Knox County Sheriff's Office disciplines an inmate for sexual contact with staff only upon a finding that the staff member did not consent to such contact.

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

Knox County Sheriff's Office prohibits all sexual activity between inmates and may discipline inmates for such activity.

**Standard number here**

115.81 Medical and Mental health screening; history of sexual abuse

Exceeds Standard (substantially exceeds requirement of standard)

Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 3.9 III. A. 1-4. Based on interview with staff responsible for risk screening and medical/mental health staff.

If the screening indicates that an inmate has experienced prior sexual victimization, whether it occurred in an institutional setting or in the community, staff ensure that the inmate is offered a follow-up meeting with a medical or mental health practitioner within 14 days of the intake screening.

If the screening indicates that an inmate has previously perpetrated sexual abuse/prior sexual victimization, whether it occurred in an institutional setting or in the community, staff ensure that the inmate is offered a follow-up meeting with a mental health practitioner within 14 days of the intake screening.

Classification and/or medical during the intake process refers the inmate who previously experienced sexual victimization or has previously perpetrated sexual abuse to mental health through the Inmate Management System. Mental Health receives an automated referral and sees the inmate within 14 days of the referral.

Any information related to sexual victimization or abusiveness that occurred in an institutional setting is 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 Federal, State, or local law.

Medical and mental health practitioners 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.

<b>Standard number here</b> 115.82 Access to emergency medical and mental health services
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- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 3.9 III. B. 1-4. Based on interview with medical and mental health staff.

Inmate victims of sexual abuse receive timely, unimpeded access to emergency medical treatment and crisis intervention services, the nature and scope of which are determined by medical and mental health practitioners according to their professional judgment.

If no qualified medical or mental health practitioners are on duty at the time a report of recent abuse is made, security staff first responders take preliminary steps to protect the victim and immediately notify the appropriate medical and mental health practitioners.

Inmate victims of sexual abuse while incarcerated are offered timely information about and timely access to emergency contraception and sexually transmitted infections prophylaxis, in accordance with professionally accepted standards of care, where medically appropriate.

Treatment services are provided to the victim without financial cost and regardless of whether the victim names the abuser or cooperates with any investigation arising out of the incident.

<b>Standard number here</b> 115.83 ongoing medical and mental health care for sexual abuse victims
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- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 3.9 III. C. 1-8 based on interview with medical/mental health staff.

Knox County Detention Facilities offers medical and mental health evaluation and, as appropriate, treatment to all inmates who have been victimized by sexual abuse in the, jail through the Helen Ross McNabb or Knox County Sheriff Office Inmate Program staff.

The evaluation and treatment of such victims include, as appropriate, follow-up services, treatment plans, and, when necessary, referrals for continued care following their transfer to, or placement in, other facilities, or their release from custody.

Knox County Detention Facilities provides such victims with medical and mental health services consistent with the community level of care.

Inmate victims of sexually abusive vaginal penetration while incarcerated are offered pregnancy tests. If pregnancy results victims receive timely and comprehensive information about and timely access to all lawful pregnancy-related medical services.

Inmate victims of sexual abuse while incarcerated are offered tests for sexually transmitted infections as medically appropriate.

Treatment services are provided to the victim without financial cost and regardless of whether the victim names the abuser or cooperates with any investigation arising out of the incident.

<b>Standard number here</b> 115.86 Sexual abuse incident reviews
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- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 3.9 III. A 1-5; Reviewed Sexual Abuse Incident Review Report 9-17-14 Based on interview with Director, PREA Coordinator; PREA compliance manager and incident review team.

Knox County Detention Facilities conducts a sexual abuse incident review at the conclusion of every sexual abuse investigation, including where the allegation has not been substantiated, unless the allegation has been determined to be unfounded. This review occurs within 30 days of the conclusion of the investigation. The review team includes upper-level management officials, with input from line supervisors, investigators, and medical or mental health practitioners.

The review team considers whether the allegation or investigation indicates a need to change policy or practice to better prevent, detect, or respond to sexual abuse; 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 Knox County Detention Facilities; and they examine the area in Knox County Detention Facilities where the incident allegedly occurred to assess whether physical barriers in the area may enable abuse; assess the adequacy of staffing levels in that area during different shifts; assess whether monitoring technology should be deployed or augmented to supplement supervision by staff.

<b>Standard number here</b> 115.87 Data collection
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- Exceeds Standard (substantially exceeds requirement of standard)

X Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 18.6 III. B. 1-4.

Knox County Sheriff `s Office collects accurate, uniform data for every allegation of sexual abuse at facilities under its direct control using a standardized instrument and set of definitions, and aggregates the incident-based sexual abuse data at least annually.

The incident-based data collected is based on the most recent version of the Survey of Sexual Violence conducted by the Department of Justice.

Knox County Sheriff `s Office maintains, reviews, and collects data as needed from all available incident-based documents, including reports, investigation files, and sexual abuse incident reviews.

Knox County Sheriff's Office obtains incident-based and aggregated data from every private facility with which it contracts for the confinement of its inmates.

Upon request, Knox County Sheriff's Office provides all such data from the previous calendar year to the Department of Justice no later than June 30. No requests have been received.

<b>Standard number here</b>	115.88 Data review for corrective action
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Exceeds Standard (substantially exceeds requirement of standard)

X Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 18.6 III. C. 1-4; reviewed Survey of Sexual Violence. Based on interview with PREA coordinator and PREA Compliance Manager.

Knox County Sheriff's Office reviews data collected to assess and improve the effectiveness of its sexual abuse prevention, detection, and response policies, practices, and training, including identifying problem areas; taking corrective action on an ongoing basis; and preparing an annual report of its findings and corrective actions for each facility, as well as Knox County Sheriff's Office as a whole.

Such reports includes a comparison of the current year's data and corrective actions with those from prior years and are provide an assessment of Knox County Sheriff `s Office's progress in addressing sexual abuse.

Knox County Sheriff `s Office's report is approved by Knox County Sheriff `s Office head and made readily available to the public through its website [www.knoxsheriff.org](http://www.knoxsheriff.org).

<b>Standard number here</b> 115.89 Data storage, publication and destruction
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Exceeds Standard (substantially exceeds requirement of standard)

X Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (requires corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Based on P&P 18.6 III. D. 1-4; reviewed Survey of Sexual Violence,

Knox County Sheriff 's Office makes all aggregated sexual abuse data, from facilities under its direct control and private facilities with which it contracts, readily available to the public at least annually through its website [www.knoxsheriff.org](http://www.knoxsheriff.org).

All reports are securely retained and maintained for at least 10 years after the date of the initial collection unless Federal, State, or local law requires.

**AUDITOR CERTIFICATION:**

The auditor certifies that the contents of the report are accurate to the best of his/her knowledge and no conflict of interest exists with respect to his or her ability to conduct an audit of Knox County Sheriff Office under review.

*Katherine Brown*

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November 22, 2014

Auditor Signature

Date