

**Policy Name: PREA**  
**213 – Staffing Policy**

**Policy #: 3.17**

**Section: Personnel**

**Date Issued: 01/30/16**

**Date Revised:**

## **POLICY**

It is the policy of Tomorrows Hope (TH) to comply with the requirements of the Prison Rape Elimination Act (“PREA”) to protect its Reentrants and have zero tolerance toward all forms of sexual abuse and sexual harassment. In accordance with PREA, TH seeks to prevent, detect, and respond to allegations of such conduct. All allegations of sexual boundary violations, sexual abuse sexual harassment or retaliation for reporting such conduct against reentrants by employees shall be considered a serious incident, investigated and may subject employees to appropriate discipline in accordance with these procedures.

All reentrants and staff are prohibited from engaging in sexual boundary violations, sexual abuse, sexual harassment and retaliation for reporting such conduct as defined in this policy. All acts of a sexual nature are considered non-consensual due to the fact that TH reentrants are persons in custody. Reentrants cannot consent to any such act(s) due to age and/or their custodial status. All allegations against reentrant by another reentrant shall be investigated in accordance with these procedures.

The TH PREA Coordinator shall oversee the agency’s efforts to comply with the Federal PREA standards.

1. Tomorrows Hope (TH) staffing plan shall provide for adequate levels of staffing, and, where applicable, video monitoring, to protect residents against sexual abuse. In calculating adequate staffing levels and determining the need for video monitoring, agencies shall take into consideration:
  1. The physical layout of each facility;
  2. The composition of the resident population;
  3. The prevalence of substantiated and unsubstantiated incidents of sexual abuse; and
  4. Any other relevant factors.
2. In circumstances where the staffing plan is not complied with, the facility shall document and justify all deviations from the plan.
3. Whenever necessary, but no less frequently than once each year, the facility shall assess, determine, and document whether adjustments are needed to:
  1. The staffing plan established pursuant to paragraph (a) of this section;
  2. Prevailing staffing patterns;
  3. The facility’s deployment of video monitoring systems and other monitoring technologies; and
  4. The resources the facility has available to commit to ensure adequate staffing levels.

## **APPROVALS**

<b>Approver’s Name</b>	<b>Approver’s Signature</b>
Mike Millward	