



**Board of State and Community Corrections
Minimum Standards for Juvenile Facilities
Title 15 & Title 24**

Quick Reference Guide: BSCC

What is the California Board of State and Community Corrections (BSCC)?

- Established in 2012, the BSCC is an independent statutory agency that provides leadership to the adult and juvenile criminal justice systems, provides expertise on Public Safety Realignment issues, and provides technical assistance on a wide range of community corrections issues. The BSCC enforces regulations for adult and juvenile detention facilities, develops standards for the selection and training of local corrections and probation officers, and administers significant public safety-related grant funding. The BSCC sets standards and inspects for compliance of standards and directs funding for construction of local adult and juvenile detention facilities and ensures that the local jail projects meet recent Legislative mandates to provide program space to rehabilitate offenders. It is also the administering agency for a host of federal and state public safety grants and it works to address the overrepresentation of youth of color in the juvenile justice system.
- Policy for the agency is set by the 13-member Board of State and Community Corrections, whose members are prescribed by statute, appointed by the Governor and the Legislature, and subject to approval by the state Senate. The Board Chair reports directly to the Governor.
- The Facilities Standards and Operations Division collaborates with local law enforcement agencies to maintain and enhance the safety and security of the facilities.
- Key responsibilities: establish minimum standards for detention facilities (Title 15 & 24), conduct biennial inspections, conducts compliance monitoring pursuant to the federal Juvenile Justice and Delinquency Prevention Act and collects data relative to operations and demographics.
- Authority to Inspect biennially comes from WIC 209 for Juvenile Halls and WIC 885 for Ranch or Camp settings.
- Why does the BSCC conduct inspections: to ensure appropriate care and treatment, to ensure compliance and to avoid litigation. Common areas of litigation: use of force, use of restraints, room confinement, denial of medical, mental health, education services, inadequate staff/staff training.

Quick Reference Guide: Code of Federal Regulations (CFR) Definition

Federal definitions per 28 CFR Part 31 §31.304

- **Detain or confine** means to hold, keep, or restrain a person such that he is not free to leave, or such that a reasonable person would believe that he is not free to leave.
- **Secure** as used to define a detention or correctional facility this term includes residential facilities which include construction features designed to physically restrict the movements and activities of persons in custody such as locked rooms and buildings, fences, or other physical structures. It does not include facilities where physical restriction of movement or activity is provided solely through facility staff.

Quick Reference Guide: Title 15 & 24 Definitions

- Alternate Means of Compliance
- Direct Visual Observation
- Direct Visual Supervision
- Linguistically Appropriate
- Maximum Capacity
- Non-School Day
- Rated Capacity
- Recreation
- Regional Facility
- Room Confinement
- Room Extraction
- Security Glazing
- Separation
- Sole Supervision
- Supervisory Staff
- Use of Force
- Youth Supervision Staff

Title 24

Title 24 pertains to the planning and design of juvenile facilities which shall be applicable to facilities for which architectural drawings have been submitted to the BSCC for review.

Title 24 Regulations

- Reception/Intake Admission
- Locked Holding Room
- Natural Light
- Corridors
- Living Unit
- Locked Sleeping Rooms
- Single or Double Occupancy Sleeping Rooms
- Dormitories
- Dayrooms
- Physical Activity/Rec Areas
- Academic Classrooms
- Safety Rooms
- Medical Examination Room
- Pharmaceutical Storage
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- Visiting Space
- Storage
- Audio Monitoring System

Title 24 Regulations

- Emergency Power
- Confidential Interview Room
- Programs and Activity Areas
- Toilet/Urinals
- Wash Basins
- Drinking Fountains
- Showers
- Beds
- Lighting
- Padding (Safety Room)
- Seating
- Weapons Lockers
- Security Glazing
- Mirrors

Initial Planning for a Local Juvenile Facility

1. Letter of Intent
2. Needs Assessment
3. Operational Program Statement
4. Facilities in Existing Buildings
5. Submittal of Plans and Specifications
6. Design Requirements – fire safety, suicide hazards, plumbing, towel holders, vents/security covers, beds/desks/shelves, light fixtures, standard fixtures, fire sprinkler heads, telephone cords, health and sanitation, staff and safety, heating and cooling, acoustics, spaces for the disabled, security, medical/mental health care and treatment space, sewage system, floor drains

Title 15

Nothing contained in the standards and requirements hereby fixed shall be construed to prohibit a city and county agency operating a local juvenile facility from adopting standards and requirements governing its own employees and facilities provided such standards and requirements meet or exceed and do not conflict with these standards and requirements. Nor shall these regulations be construed as authority to violate any state fire safety standard, building standard, or applicable statutes.

Title 15 Regulations

- County Inspection and Evaluation
- Appointment & Qualifications
- Staffing
- Youth Supervision Staff Orientation & Training
- Fire and Life Safety
- Fire Safety Plan
- Emergency Procedures
- Safety Checks
- Suicide Prevention Plan
- Juvenile Facility Capacity
- Screening for Sexual Abuse
- PREA
- Classification
- Transgender & Intersex Youth
- Orientation
- Separation
- Room Confinement
- Institutional Assessment & Plan
- Counseling & Casework Services
- Use of Force

Title 15 Regulations

- Use of Physical Restraints
- Use of Physical Restraints for Movement & Transportation within the Facility
- Safety Room Procedures
- Searches
- Grievances
- Education Program
- Programs, Recreation and Exercise
- Religious Program
- Work Program
- Visiting
- Correspondence
- Access to Legal Services
- Discipline
- Discipline Process
- Responsibility for Health Care
- Patient Treatment Decisions
- Scope of Health Care
- Health Education
- Reproductive Services and Sexual Health
- Mental Health

Title 15 Regulations

- Food
- Food Serving and Supervision
- Clothing
- Standard Bedding & Linen Issue
- Standard Bedding & Linen Exchange
- Mattresses

Contact Information

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Full Description of Title 15 & Title 24 Regulations

What is the BSCC?

- Established in 2012, the California Board of State and Community Corrections (BSCC) is an independent statutory agency that provides leadership to the adult and juvenile criminal justice systems, expertise on Public Safety Realignment issues, a data and information clearinghouse, and technical assistance on a wide range of community corrections issues. (Penal Code sec. 6024-6025). In addition, the BSCC promulgates regulations for adult and juvenile detention facilities, conducts regular inspections of those facilities, develops standards for the selection and training of local corrections and probation officers, and administers significant public safety-related grant funding.
- The BSCC also inspects for compliance of standards and directs funding for construction of local adult and juvenile detention facilities and ensures that the local jail projects meet recent Legislative mandates to provide program space to rehabilitate offenders.
- The BSCC's work involves extensive collaboration with stakeholders, including local probation departments, sheriffs, county administrative offices, justice system partners, community-based organizations, and others. The BSCC sets standards and provides training for local adult and juvenile corrections and probation officers. It is also the administering agency for a host of federal and state public safety grants, including evidence-based practices to fight gangs, and it works to address the overrepresentation of youth of color in the juvenile justice system.
- Policy for the agency is set by the 13-member Board of State and Community Corrections, whose members are prescribed by statute, appointed by the Governor and the Legislature, and subject to approval by the state Senate. The Board Chair reports directly to the Governor.

Facilities Standards and Operations

The Facilities Standards and Operations (FSO) Division collaborates with local law enforcement agencies to maintain and enhance the safety and security of local adult and juvenile detention facilities.

Key Responsibilities:

- Establishing minimum standards for local adult and juvenile detention facilities (California Code of Regulations, Titles 15 and 24)
- Conducting biennial inspections of local adult and juvenile detention facilities
- Conducting compliance monitoring pursuant to the federal Juvenile Justice and Delinquency Prevention Act (JJDPA)
- Providing technical assistance and training to local detention facilities
- Collecting data relative to operations and demographics from local detention facilities

Authority to Inspect

Welfare and Institutions Code...

- 209 “The Board of state and community corrections shall conduct a biennial inspection of each jail, juvenile hall, lockup or special purpose Juvenile hall”
- 885 “The Board of State and Community Corrections shall conduct a biennial inspection of each juvenile ranch, camp or forestry camp”
- 886.5 “Camps with expanded capacity over 125 are subject to annual inspections

Why Inspect

- To ensure appropriate care and treatment of those in our juvenile detention facilities
- To ensure Compliance
- To avoid litigation

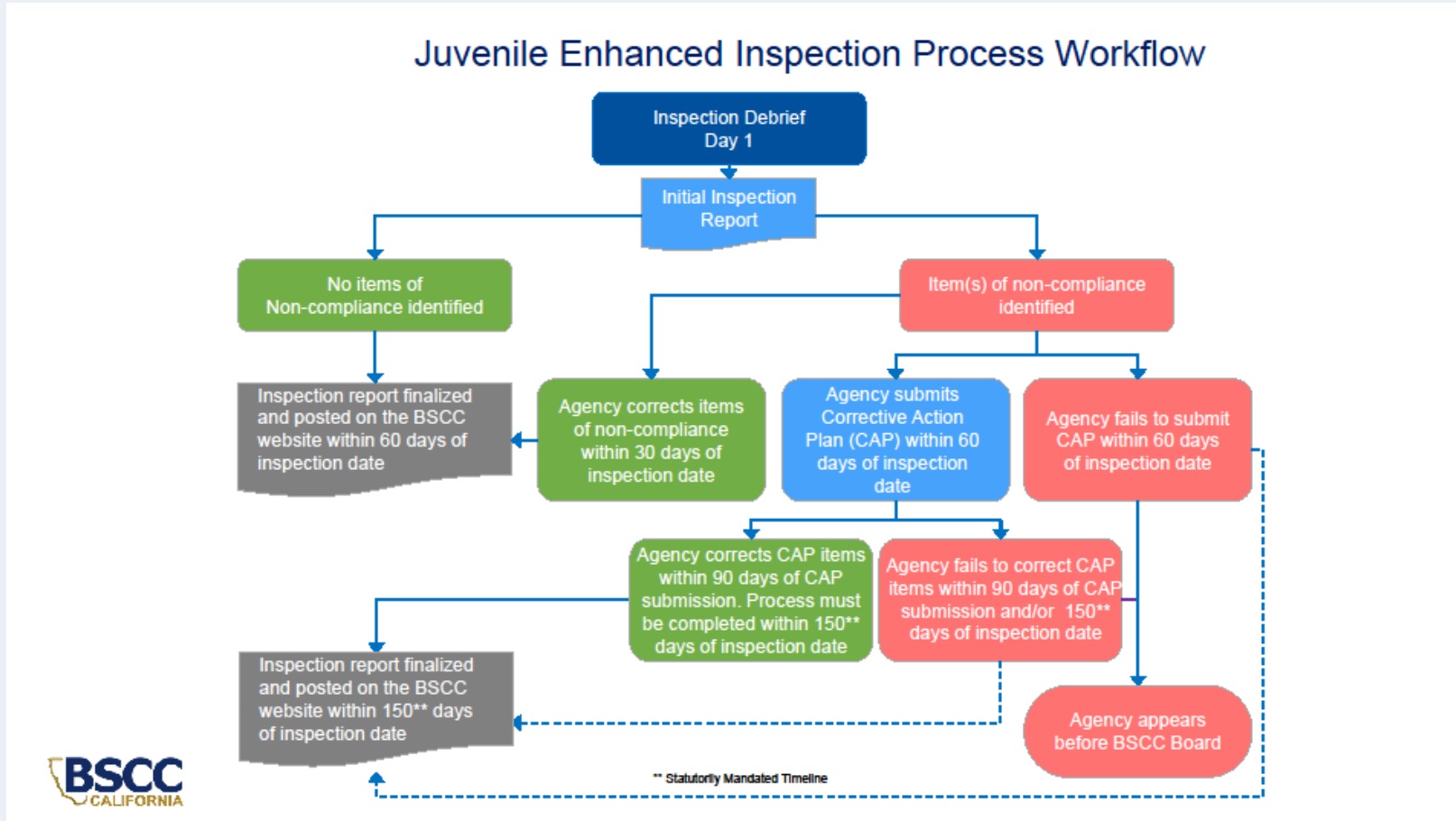
Common Areas of Litigation

- Use of Force/abuse
- Use of restraints
- Room Confinement
- Protections from harm
- Health, Mental Health, Education
- Inadequate staffing/staff training

Pre-Inspection Activities

- Desk audit of Policy and Procedures Manual
- Review of Local Inspections
- Review of Previous Inspection Reports
- Internal Review of Policy and Procedures review manual to ensure all policy/procedures are current and consistent with regulation and are not simply regs regurgitated.
- Documentation Checklist
- Assemble Documentation

Enhanced Inspection Process



Code of Federal Regulations (CFR) Definition

Federal definitions per 28 CFR Part 31 §31.304

- **Detain or confine** means to hold, keep, or restrain a person such that he is not free to leave, or such that a reasonable person would believe that he is not free to leave, except that a juvenile held by law enforcement solely for the purpose of returning him to his parent or guardian or pending his transfer to the custody of a child welfare or social service agency is not detained or confined within the meaning of this definition.
- **Secure** as used to define a detention or correctional facility this term includes residential facilities which include construction features designed to physically restrict the movements and activities of persons in custody such as locked rooms and buildings, fences, or other physical structures. It does not include facilities where physical restriction of movement or activity is provided solely through facility staff.

Title 15 (Section 1302) & Title 24: Definitions

- “Alternate Means of Compliance” means a process for meeting or exceeding the intent of the standards in an innovative way as approved by the Board pursuant to an application.
- “Camp” means a juvenile camp, ranch, forestry camp or boot camp established in accordance with Section 881 of the Welfare and Institutions Code, to which youth made wards of the court on the grounds of fitting the description in Section 602 of the Welfare and Institutions Code may be committed.
- “Committed” means placed in a jail or juvenile facility pursuant to a court order for a specific period of time, independent of, or in connection with, other sentencing alternatives.
- “Concept Drawings” means, with respect to a design build project, any drawings or architectural renderings that may be prepared, in addition to performance criteria, in such detail as the agency determines necessary to sufficiently describe the agency’s needs.
- “Design-Bid-Build” means a construction procurement process independent of the design process and in which the construction of a project is procured based on completed construction documents.

Title 15 (Section 1302) & Title 24: Definitions

- “Design-Build” means a construction procurement process in which both the design and construction of a project are procured from a single entity.
- “Direct Visual Observation” means staff must personally see youth's movement and/or skin. Audio/video monitoring and mirrors may supplement, but not substitute, for direct visual observation.
- “Direct Visual Supervision” means staff are constantly in the presence of the youth. Audio/video monitoring and mirrors may supplement, but not substitute, for direct visual supervision.
- “Facility Administrator” means chief probation officer, sheriff, marshal, chief of police or other official charged by law with administration of the facility.
- “Facility Manager” means director, superintendent, police or sheriff commander or other person in charge of the day-to-day operation of a facility holding youth.
- “Furlough” means the conditional or temporary release of a youth from the facility.

Title 15 (Section 1302) & Title 24: Definitions

- “Juvenile Facility” means a juvenile hall ranch or camp, forestry camp, regional youth education facility, boot camp or special purpose juvenile hall.
- “Juvenile Hall” means a county facility designed for the reception and care of youth detained in accordance with the provisions of this subchapter and the juvenile court law.
- “Linguistically Appropriate” means delivered in a manner that effectively communicates with persons of limited English proficiency, those who have low literacy or are not literate, and individuals with disabilities.

Title 15 (Section 1302) & Title 24: Definitions

- “Living Unit” shall be a self-contained unit containing locked sleeping rooms, single and double occupancy sleeping rooms, or dormitories, day room space, water closets, wash basins, drinking fountains and showers commensurate to the number of youth housed. A living unit shall not be divided in a way that hinders direct access, supervision, immediate intervention or other action if needed.
- “Maximum Capacity” means the number of youth that can be housed at any one time in a juvenile hall, camp, ranch, home, forestry camp, regional youth education facility or boot camp in accordance with provisions in this subchapter.
- “Non-School Day” means a day when school is not in operation. It also applies when an individual youth is both not enrolled in school and not required to be in attendance.
- “Pilot Project” means an initial short-term method to test or apply an innovation or concept related to the operation, management or design of a juvenile facility, jail or lockup pursuant to an application to, and approval by, the Board.

Title 15 (Section 1302) & Title 24: Definitions

- “Podular Design” means a design concept for detention facilities in which housing cells, dormitories or sleeping rooms are positioned around the perimeter of a common dayroom, forming a housing/living unit. Generally, the majority of services for each housing/living unit (such as dining, medical exam/sick call, programming, school, etc.) occur in specified locations within the unit.
- “Post-Dispositional Youth” means a youth detained in a facility after a dispositional order by the Court.
- “Primary Responsibility” is the ability of a child supervision staff member to independently supervise one or more youth.
- “Rated Capacity” means the number of beds approved by the Board that can be utilized by a Juvenile Facility based on the design requirements of Title 24, Part 1, Article 2, Section 13-201(c)6, of the California Code of Regulations.

Title 15 (Section 1302) & Title 24: Definitions

- “Recreation” means the youth’s free time to choose from activities that occupy the attention and offer the opportunity for relaxation. Such activities may include ping-pong, TV, reading, board games, and letter writing.
- “Regional Facility” means a facility serving two or more counties bound together by a memorandum of understanding or a joint powers agreement identifying the terms, conditions, rights, responsibilities and financial obligations of all parties.
- “Remodeling” means to alter the facility structure by adding, deleting or moving any of the building's components thereby affecting any of the spaces specified in Title 24, Section 460A.
- “Room Confinement” means the placement of a youth in a locked room with minimal or no contact with persons other than correctional facility staff and attorneys. Room confinement does not include confinement of a youth in a locked single person room for brief periods as may be necessary for required institutional operations.

Title 15 (Section 1302) & Title 24: Definitions

- “Room Extraction” means the forceful removal of a youth from a room.
- “Security Glazing” means a glass/polycarbonate composite glazing material designed for use in detention facility doors and windows and intended to withstand measurable, complex loads from deliberate and sustained attacks in a detention environment.
- “Separation” means limiting a youth's participation in regular programming for a specific purpose.
- “Shall” is mandatory; “may” is permissive.
- “Sole Supervision” means independent supervision of one or more youth by youth supervision staff who have successfully completed Juvenile Corrections Officer Core Training.
- “Special Purpose Juvenile Hall” means a county facility used for the temporary confinement of a youth, not to exceed 96 hours, prior to transfer to a full service juvenile facility or release.

Title 15 (Section 1302) & Title 24: Definitions

- “Supervisory Staff” means a staff person whose primary duties may include, but are not limited to, scheduling and evaluating subordinate staff, providing on-the-job training, making recommendations for promotion, hiring and discharge of subordinate staff, recommending disciplinary actions, and overseeing subordinate staff work. Supervisory staff may be included in the youth to supervision staff ratio when performing duties of direct youth supervision.
- “Trauma-Informed Approaches” are policies, practices and procedures that ensure that all parties involved recognize and respond appropriately to the impact of traumatic stress and ensure the physical and psychological safety of all youth, family members, and staff.
- "Trauma-Informed Care" means an organizational structure and system framework that involves understanding, recognizing, and responding to traumatic stress reactions and the effects of all types of trauma. Trauma-informed care also emphasizes raising awareness and providing resources about trauma and the impact of trauma on youth, family members and staff.

Title 15 (Section 1302) & Title 24: Definitions

- “Trauma Reminder” means something that reminds a person of a traumatic event or loss and can lead to fear, panic, agitation, numbness, physiological arousal, or other traumatic stress reactions.
- “Traumatic Stress” occurs when youth are exposed to traumatic events and this exposure overwhelms their ability to cope.
- “Use of Force” means an immediate means of overcoming resistance and controlling the threat of imminent harm to self or others.
- “Youth” means any person who is in the custody of the juvenile facility. This person may be a minor under the age of 18 or a person over 18 years of age. This includes persons whose cases are under the jurisdiction of the juvenile court and persons whose cases are under the jurisdiction of the adult court.
- “Youth Supervision Staff” means a juvenile facility employee, whose duty is to supervise the youth. Administrative, supervisory, food services, janitorial or other auxiliary staff is not considered youth supervision staff.

What is Title 24?

- Title 24 pertains to the planning and design of juvenile facilities which shall be applicable to facilities for which architectural drawings have been submitted to the Board for review.
- However, an existing juvenile facility built in accordance with construction standards in effect at the time of construction shall be considered as being in compliance with the provisions of this article unless the condition of the structure is determined by the facility administrator or other appropriate authority to be dangerous to life, health or welfare of youth.
- When any facility, designed and constructed under earlier standards, can comply with a more recently adopted requirement, the least restrictive regulation shall apply.

Title 24 Section 1230.1: DESIGN CRITERIA FOR REQUIRED SPACES

1230.1.1 Reception/Intake Admission

In each juvenile hall, space used for the reception of youth pending admission to juvenile hall shall have the following space and equipment:

1. Weapons lockers as specified in Section 1230.2.9
 2. A secure room for the confinement of youth pending admission to juvenile hall as specified in Section 1230.1.2
- In each juvenile hall, camp and ranch, space used for the reception of youth pending admission to these facilities shall have the following space and equipment:
 - a. Access to a shower
 - b. A secure vault or storage space for youth valuables
 - c. Telephones accessible to youth
 - d. Access to hot and cold running water for staff use

1230.1.2 Locked Holding Room

A locked holding room shall:

1. Contain a minimum of 15 square feet of floor area per youth
2. Provide no less than 45 square feet of floor space and have a clear ceiling height of 8 feet or more
3. Contain seating to accommodate all youth as specified in Section 1230.2.8
4. Be equipped with a toilet, wash basin, mirror and drinking fountain as specified in Section 1230.2 unless a procedure is in effect to give the youth access to a toilet, wash basin, and drinking fountain
5. Maximize visual supervision of youth by staff
6. Have an outward swinging or lateral sliding door.

1230.1.3 Natural Light

Outer-facing exterior windows where youth's privacy is not at-risk shall be provided in locked sleeping rooms, single occupancy sleeping rooms, double occupancy sleeping rooms, dormitories and day rooms. Natural light may be provided by, but is not limited to, skylights or windows in dayrooms, windows in adjacent exterior exercise areas, and in sleeping rooms and/or dormitories.

1230.1.4 Corridors

Corridors in living units shall be at least 8 feet wide.

- This does not apply in a podular design.

1230.1.5 Living Unit

A living unit shall be a self-contained unit containing locked sleeping rooms, single and double occupancy sleeping rooms, or dormitories, dayroom space, toilet, wash basins, drinking fountains and showers commensurate to the number of youth housed. A living unit shall not be divided in a way that hinders direct access, supervision, immediate intervention or other action if needed.

In juvenile halls, the number of youth housed in a living unit shall not exceed 30.

1230.1.6 Locked Sleeping Rooms

Locked sleeping rooms shall be equipped with an individual or combination toilet, wash basin, mirror, and drinking fountain. Doors to locked sleeping rooms shall swing outward or slide laterally.

1230.1.7 Single Occupancy Sleeping Rooms

Single occupancy sleeping rooms shall provide the following:

1. A minimum of 70 square feet of floor area
2. A minimum clear ceiling height of 8 feet
3. The door into this room shall swing outward or slide laterally and be provided with a view panel, a minimum of 144 square inches, constructed of security glazing.
4. Contain a bed as specified in 1230.2.5.

1230.1.8 Double Occupancy Sleeping Rooms

Double occupancy sleeping rooms shall provide the following:

1. A minimum of 100 square feet of floor area
2. A minimum clear ceiling height of 8 feet and a minimum width of 7 feet
3. The door into this room shall swing outward or slide laterally and be provided with a view panel, a minimum of 144 square inches, constructed of security glazing.
4. Contain beds as specified in 1230.2.5.

1230.1.9 Dormitories

Dormitories shall provide the following:

1. A minimum of 50 square feet of floor area per youth with the minimum size of a dormitory being 200 square feet of floor area and a minimum 8-foot clear ceiling height
2. Designed for no fewer than four youth
3. Dormitories in juvenile halls shall be designed for no more than 30 youth
4. Camps shall conform to Items 1 and 2.

1230.1.10 Dayrooms

Dayrooms shall contain 35 square feet of floor area per youth, contain tables and seating to accommodate the maximum numbers of youth allowed access at a given time. Access must be provided to toilets, wash basins, drinking fountains, and showers as specified in Section 1230.2.

1230.1.11 Physical Activity and Recreation Areas

Indoor/outdoor physical activity and recreation areas shall be designed as follows:

- Facility capacity of 40 or less = minimum of 9,000 square feet
- Facility capacity of 41 to 274 = minimum of 225 square feet per youth up to 61,650 square feet
- At least one quarter of the dedicated indoor/outdoor space shall be a paved or like surface.
- The required recreation area shall contain no single dimension less than 40 feet
- A portion of the dedicated space for physical activity and recreation shall be out-of-doors and be of sufficient size and equipped in such a manner to allow compliance with Title 15, Section 1371, which requires at least one hour per day of outdoor activity for each detained youth.
- Lighting of outdoor recreation areas shall be provided to allow for evening activities and to provide security.
- Access must be provided to a toilet, wash basin, and drinking fountain as specified in Section 1230.2.

1230.1.12 Academic Classrooms

There shall be dedicated classroom space for every juvenile in every facility. The primary purpose for the academic classroom shall be for education. Each academic classroom shall contain a minimum of 160 square feet of floor space for the teacher's desk and work area and a minimum of 28 square feet of floor space per minor.

A communication system shall be provided in each classroom to allow for immediate response to emergencies. The classroom shall be designed for a maximum of 20 minors. There shall be space available in every juvenile facility that may be used for specialized, one-on-one or small group educational purposes.

1230.1.13 Safety Room

***Historically, San Francisco County has not used Safety Rooms.

A safety room shall:

- Contain a minimum of 48 square feet of floor area and a minimum clear ceiling height of 8 feet
- Be limited to one youth
- Be padded as specified in Section 1230.2.7
- Provide one or more vertical view panels constructed of security glazing. These view panels shall be no more than 4 inches wide nor less than 24 inches long, which shall provide a view of the entire room
- Provide an audio monitoring system as specified in Section 1230.1.22
- Contain a flushing ring toilet, capable of accepting solid waste, mounted flush with the floor, the controls for which must be located outside of the room
- Be equipped with a variable intensity, security-type lighting fixture with controls located outside the room
- Any wall or ceiling-mounted devices must be designed to prohibit access to the youth occupant
- Provide a food pass with lockable shutter, no more than 4 inches high, and located between 26 inches and 32 inches as measured from the bottom of the food pass to the floor.

1230.1.14 Medical Examination Room

There must be a minimum of one suitably equipped medical examination room in every juvenile facility. Medical examination rooms shall provide the following:

- Space for carrying out routine medical examinations and emergency care and used for no other purpose
- Privacy for youth
- Lockable storage space for medical supplies
- Not less than 144 square feet of floor space with no single dimension less than 7 feet
- Hot and cold running water
- Smooth, nonporous, washable surfaces
- A medical exam table
- Adequate lighting.

1230.1.15 Pharmaceutical Storage

Provide lockable storage space for medical supplies and pharmaceutical preparations as specified by Title 15, Section 1438.

1230.1.16 Dining Areas

Dining areas in juvenile facilities shall contain a minimum of 15 square feet of floor space and sufficient tables and seating for each person being fed. Persons being fed include youth, staff, and visitors.

Dining areas shall not contain toilets or showers in the same room without appropriate visual barrier.

1230.1.17 Visiting Space

Space shall be provided in all juvenile facilities for in-person visiting which shall be unobstructed by barriers such as, but not limited to, security glazing or mesh.

Storage

- **1230.1.18 Institutional storage.** One or more storage rooms shall be provided to accommodate a minimum of 80 cubic feet of storage space per minor. Items to be stored shall be institutional clothing, bedding, supplies, and activity equipment.
- **1230.1.19 Personal storage.** Each youth in a juvenile facility shall be provided with a minimum of 9 cubic feet of secure storage space for personal clothing and belongings.
- **1230.1.20 Safety equipment storage.** In all juvenile facilities, a secure area shall be provided for the storage of safety equipment, such as fire extinguishers, self-contained breathing apparatus, wire and bar cutters, emergency lights, etc.
- **1230.1.21 Janitorial closet.** In all juvenile facilities, at least one securely lockable janitorial closet, containing a mop sink and sufficient area for the storage of cleaning implements, must be provided within the security area of the facility.

1230.1.22 Audio Monitoring System

In safety rooms, locked holding rooms, locked sleeping rooms, single and double occupancy rooms and dormitories, there must be an audio monitoring system capable of actuation by the minor that alerts personnel.

1230.1.23 Emergency Power

There shall be a source of emergency power in all juvenile facilities capable of providing minimal lighting in all living units, activities areas, corridors, stairs and central control points, and to maintain fire and life safety, security, communications and alarm systems (Title 24, Part 2, Chapter 27). Such an emergency power source shall conform to the requirements specified in Title, 24, Part 3, Article 700, California Electrical Code, California Code of Regulations.

1230.1.24 Confidential Interview Room

Confidential interview rooms shall contain a minimum of 60 square feet of floor area.

- In juvenile halls there shall be a minimum of one suitably furnished interview room for each 30 youth.
- In camps there shall be a minimum of one suitably furnished interview room for each facility. This interview room shall provide for confidential consultations with youth.

1230.1.27 Program and Activity Areas

All juvenile facilities shall include adequate space for specific programs in addition to recreation and exercise areas.

1230.2 DESIGN CRITERIA FOR FURNISHINGS AND EQUIPMENT

1230.2.1 Toilet/Urinals

All toilet areas shall provide privacy for the youth and help reduce the risk of voyeurism without mitigating staff's ability to supervise. Toilets must be available in a ratio to youth as follows:

- Juvenile halls 1:6
- Camps 1:10
- Locked holding rooms 1:8

One toilet and one urinal may be substituted for every 15 males.

1230.2.2 Wash Basins

In living units, wash basins must be available in a ratio to youth as follows:

- Juvenile halls 1:6
- Camps 1:10
- Locked holding rooms 1:8

Wash basins must be provided with hot and cold or tempered water.

1230.2.3 Drinking Fountains

In living areas and indoor and outdoor recreation areas, drinking fountains must be accessible to youth and to staff.

- The drinking fountain bubbler shall be on an angle which prevents waste water from flowing over the drinking bubbler
- The water flow shall be actuated by a mechanical means

1230.2.4 Showers

Showers shall provide privacy for the youth and help reduce the risk of voyeurism without mitigating staff's ability to supervise. Showers shall be available to all youth on a ratio of at least one shower or bathtub to every six youth.

Showers shall be provided with tempered water.

1230.2.5 Beds

Beds shall be at least 30 inches wide and 76 inches long and be of the solid bottom type. Beds shall be at least 12 inches off the floor and spaced no less than 36 inches apart.

Bunk beds must have no less than 33 inches vertically between the solid bottoms. In secure facilities, the bunks shall be securely anchored and flushed against the floor and/or wall.

1230.2.6 Lighting

Lighting in locked sleeping rooms, single occupancy rooms, double occupancy rooms, dormitories, day rooms and activity areas shall provide not less than 20 foot candles (216 lux) of illumination at desk level.

Night lighting is required in these areas to provide good visibility for supervision and be conducive to sleep.

1230.2.7 Padding

In safety rooms, padding shall cover the entire floor, door, walls and everything on the walls to a clear height of 8 feet. Benches or platforms are not to be placed on the floor of this room. All padded rooms must be equipped with a tamper resistant fire sprinkler as approved by the State Fire Marshal.

All padding must be:

- Approved for use by the State Fire Marshal
- Nonporous to facilitate cleaning
- At least 1 1/2 inch thick
- Of a unitary or laminated construction to prevent its destruction by teeth, hand tearing, or small metal objects
- Firmly bonded to all padded surfaces to prevent tearing or ripping and without any exposed seams susceptible to tearing or ripping.

1230.2.8 Seating

Seating shall be designed to the level of security.

When bench seating is used, 18 inches of bench is seating for one person.

1230.2.9 Weapons Lockers

Weapons lockers are required in all secure juvenile facilities and shall be located outside the secure area of the facility. Weapons lockers shall be equipped with individual compartments, each with an individual locking device.

1230.2.10 Security Glazing

Security glazing shall comply with the minimum requirements of one of the following test standards: American Society for Testing and Materials, ASTM F 1233-98, Class III glass, or; California Department of Corrections, CDC 860-94d, Class C glass or H.P. White Laboratory, Inc., HPW-TP-0500.02, Forced Entry Level III.

1230.2.11 Mirrors

A mirror of a material appropriate to the level of security must be provided near each wash basin specified in these regulations.

Initial Planning for a Local Juvenile Facility

What steps does the DJJ Realignment Subcommittee need to take?

Initial Planning for a Local Juvenile Facility

1. Letter of Intent

A county or regional juvenile facility that intends to build or remodel any local juvenile facility shall file a letter of intent with the Board.

Initial Planning for a Local Juvenile Facility

2. Needs Assessment

Any city and county or regional juvenile facility intending to construct a new juvenile facility, or expand the rated capacity of the current facility, shall complete a needs assessment. One copy of the needs assessment shall be submitted to the Board prior to submitting plans and specifications.

There are two types of needs assessments:

- A. Comprehensive Needs Assessment includes description of the elements of the system, department's management philosophy/process, current youth population, classification system, program needs (planned academic programs, special education, and an analysis of performance in using programs which can reduce secure facility requirements), analysis of the corrections' system trends and characteristics which influence planning assumptions about future change (population projections, program costs, impact of alternative policies or programs on youth population growth and costs), history of compliance with standards (adequacy of staffing levels, ability to provide visual supervision), history of adequate record keeping, ability to provide confidential interviews and medical exams, and discussion of unresolved issues.
- B. Targeted Needs Assessment
 1. For expansion of an existing facility, a targeted needs assessment may be submitted if a comprehensive needs assessment has been submitted and accepted by the Board within 5 years.
 2. The Targeted Needs Assessment shall include any update and/or changes to the previous Comprehensive Needs Assessment and provide information affirming its validity and accuracy.

Initial Planning for a Local Juvenile Facility

3. Operational Program Statement

Unless the construction or remodeling is of a minor nature, not affecting the capacity or flow of the facility, an operational program statement shall be developed by the facility administrator and submitted to the Board for the purpose of providing the basis upon which architectural plans are drawn. The operational program statement must be submitted with the schematic architectural plans required by Section 13-201 (c) 5 of these regulations for design-bid-build construction projects. The operational program statement must be submitted with the performance criteria or performance criteria and concept drawings for design-build construction projects.

The operational program statement must include a description of the following:

- Intended capacity of facility; Security and classification of youth to be housed; Movement within the facility and entry and exit from secure areas; Food preparation and serving; Staffing; Booking; Visiting and attorney interviews; Exercise; Programs; Medical services, including the management of communicable diseases; Cleaning and/or laundering; Segregation of youth; Court holding and movement; Mental health services; Facilities for administration and operations staff; Staff to staff communications system; Management of disruptive youth; Management of youth with disabilities, with provisions for wheelchairs, gurney access and for evacuation during emergencies; Architectural treatment of space relative to preventing suicides by youth; Method of implementing California Penal Code Section 4030 relating to the holding of offenders requiring incarceration without the necessity of unjustified strip searches; and School programs.

Initial Planning for a Local Juvenile Facility

4. Facilities in Existing Buildings

Wherever the city and county or regional juvenile facility intends to establish a juvenile facility in an existing building or buildings, notice shall be given to the Board whose staff shall complete a survey to determine capacity of such buildings and shall make recommendations for necessary modifications. The proposing local government shall secure the appropriate clearance from the health authority, building official, and State Fire Marshal.

Initial Planning for a Local Juvenile Facility

5. Submittal of plans and specifications

All plans and specifications shall be submitted to the Board in compliance with Penal Code Section 6029.

1. For design-bid-build projects, one set of plans and specifications shall be submitted at the schematic design stage, at the design development stage and construction document phase.
2. For design-build projects, one set of performance criteria or performance criteria and concept drawings shall be submitted before the county issues a request for proposals for the services of a design-build entity. One set of construction document drawings shall be submitted. Board staff shall respond in writing indicating compliance or non-compliance with these regulations.

Initial Planning for a Local Juvenile Facility

6. Design requirements

A. The design of a local juvenile facility shall comply with provisions of California Code of Regulations, Title 24, Part 2, Section 1230.

B. The design of a juvenile facility shall address the following:

1. Fire safety. The provisions of Title 19 and Title 24 as adopted by the State Fire Marshal as they relate to juvenile facilities shall be incorporated into the facility design.

2. Suicide hazards. Architectural plans shall be reviewed by the Board for the purpose of reducing hazards posed by fixtures and equipment which could be used for an act of suicide by a youth. The facility design shall avoid any surfaces, edges, fixtures, or fittings that can provide an attachment for hanging or other opportunity for self-inflicted injury.

Initial Planning for a Local Juvenile Facility

The following features shall be incorporated in the design of sleeping rooms, bathrooms, and any other area where a juvenile may be left alone:

- a. Plumbing shall not be exposed. Operation of control valves shall use flush buttons or similar. Drinking water spout, if any, shall be without curved projections
- b. Towel holders shall be ball-in-socket or indented clasp, not pull-down hooks or bars
- c. Supply and return grilles and any other vent or security cover shall have openings no greater than 3/16 inch or have 16-mesh per square inch
- d. Beds, desk surfaces and shelves shall have no sharp edges and shall be configured to prevent attachment
- e. Light fixtures shall be tamper resistant
- f. Fixtures such as mirrors shall be mounted using tamper-resistant fasteners
- g. Fire sprinkler heads inside rooms shall be designed to prevent attachment
- h. Telephone cords shall be at a length that reduces the potential for use as a ligature.

Initial Planning for a Local Juvenile Facility

3. Health and sanitation. Provisions of Subchapter 5, Title 15, California Code of Regulations, and of the California Retail Food Code (CalCode) as they relate to juvenile facilities shall be incorporated into the facility design.

4. When adding new sleeping rooms to a juvenile hall, not less than 10 percent of them shall be single occupancy, unless the juvenile hall can demonstrate that its current number of single occupancy rooms will equal at least 10 percent of the new rated capacity. In addition, single or double occupancy rooms shall be that number, determined by the facility administrator, necessary to safely manage the population of the facility based on a comprehensive needs assessment which accounts for youth projected to be:

- a. Mentally disordered
- b. Custodial problems
- c. Likely to need individual housing for other specific reasons as determined by the facility administration.

The total number of single or double occupancy rooms shall be identified.

Initial Planning for a Local Juvenile Facility

5. Staff and safety. Facilities shall be designed and/or equipped in such a manner that staff and youth have the ability to summon immediate assistance in the event of an incident or an emergency.
6. Heating and cooling. Provision shall be made to maintain a generally accepted living environment and meet the requirements of Parts 1 (California Administrative Code), 2 (California Building Code), and 4 (California Mechanical Code).
7. Acoustics. Dayroom areas shall be designed and constructed so that the noise level does not exceed 70 decibels and a reverberation time less than 1.5 seconds. Sleeping areas shall have a noise level no higher than 45 decibels and a reverberation time less than 1.5 seconds. The heating, ventilating and air conditioning noise level shall be no higher than 45 decibels in sleeping areas and classrooms.
8. Spaces for the disabled. Other space within the security perimeter such as dayroom and activity areas shall be located such that a disabled youth will not be excluded from participating in any program for which they would otherwise be eligible. An accessible shower for disabled youth shall be available.

Initial Planning for a Local Juvenile Facility

9. Security. Facility design shall provide security and supervision appropriate to the classification level of youth in custody including consideration of design space as it relates to the prevention of sexual abuse, assault and harassment.

a. The facility perimeter shall be controlled by appropriate means to ensure that youth remain within the perimeter and shall be designed to prevent access by the general public without proper authorization.

b. Security glazing shall be used where it defines the secure perimeter of buildings. It shall also be used at appropriate interior locations to ensure a secure and safe environment for youth and staff.

10. Medical/mental health care housing and treatment space. There shall be some means to provide health care and housing and treatment of ill and/or infirm youth. When the operational program statement for a facility indicates that medical care housing is needed, such housing must provide lockable storage space for medical instruments and must be located within the security area of the facility accessible to both female and male youth, but not in the living area of either. Treatment spaces and the medical care housing unit shall be designed in consultation with the health authority. If negative pressure isolation rooms are being planned, they shall be designed to the community standard. Medical/mental health areas may contain other than single occupancy rooms.

Initial Planning for a Local Juvenile Facility

11. A sewage system design capable of addressing items that could potentially impact waste water systems.

12. Floor drains shall be provided where operationally and mechanically appropriate.

Title 15

Title 15 Section 1301

Nothing contained in the standards and requirements hereby fixed shall be construed to prohibit a city and county agency operating a local juvenile facility from adopting standards and requirements governing its own employees and facilities provided such standards and requirements meet or exceed and do not conflict with these standards and requirements. Nor shall these regulations be construed as authority to violate any state fire safety standard, building standard, or applicable statutes.

Title 15 Section 1304: Alternate Means of Compliance

An alternate means of compliance is the long-term method used by a local juvenile facility/system, approved by the Board, to encourage responsible innovation and creativity in the operation of California's local juvenile facilities. The Board may, upon application of a city and county, consider alternate means of compliance with these regulations either after the pilot project process has been successfully evaluated or upon direct application to the Board. The city and county shall present the completed application to the Board no later than 30 days prior to the expiration of its pilot project, if needed.

Applications for alternate means of compliance shall meet the spirit and intent of improving facility management, shall be equal to, or exceed the intent of, existing standard(s), and shall include reporting and evaluation components.

Title 15 Section 1313: County Inspection and Evaluation of Building and Grounds

On an annual basis, or as otherwise required by law, each juvenile facility administrator shall obtain a documented inspection and evaluation from the following:

- a. county building inspector or person designated by the Board of Supervisors to approve building safety
- b. fire authority having jurisdiction, including a fire clearance as required by Health and Safety Code Section 13146.1(a) and (b)
- c. local health officer, inspection in accordance with Health and Safety Code Section 101045
- d. county superintendent of schools on the adequacy of educational services and facilities as required in Section 1370
- e. juvenile court as required by Section 209 of the Welfare and Institutions Code
- f. the Juvenile Justice Commission as required by Section 229 of the Welfare and Institutions Code or Probation Commission as required by Section 240 of the Welfare and Institutions Code

Title 15 Section 1320: Appointment and Qualifications

a. Appointment

In each juvenile facility there shall be a superintendent, director or facility manager in charge of its program and employees. Such superintendent, director, facility manager and other employees of the facility shall be appointed by the facility administrator pursuant to applicable provisions of law.

b. Employee Qualifications

Each facility shall:

1. recruit and hire employees who possess knowledge, skills and abilities appropriate to their job classification and duties in accordance with applicable civil service or merit system rules
2. require a medical evaluation and physical examination including tuberculosis screening test and evaluation for immunity to contagious illnesses of childhood (i.e., diphtheria, rubeola, rubella, and mumps)
3. adhere to the minimum standards for the selection and training requirements adopted by the Board pursuant to Section 6035 of the Penal Code
4. conduct a criminal records review, on each new employee, and psychological examination in accordance with Section 1031 of the Government Code

c. Contract personnel, volunteers, and other non-employees of the facility, who may be present at the facility, shall have such clearance and qualifications as may be required by law, and their presence at the facility shall be subject to the approval and control of the facility manager.

Title 15 Section 1321: Staffing

Each juvenile facility shall:

- a. have an adequate number of personnel sufficient to carry out the overall facility operation and its programming, to provide for safety and security of youth and staff, and meet established standards and regulations
- b. ensure that no required services shall be denied because of insufficient numbers of staff on duty absent exigent circumstances
- c. have a sufficient number of supervisory level staff to ensure adequate supervision of all staff members
- d. have a clearly identified person on duty at all times who is responsible for operations and activities and has completed the Juvenile Corrections Officer Core Course and PC 832 training
- e. have at least one staff member present on each living unit whenever there are youth in the living unit
- f. have sufficient food service personnel relative to the number and security of living units, including staff qualified and available to: plan menus meeting nutritional requirements of youth; provide kitchen supervision; direct food preparation and servings; conduct related training programs for culinary staff; and maintain necessary records; or, a facility may serve food that meets nutritional standards prepared by an outside source
- g. have sufficient administrative, clerical, recreational, medical, dental, mental health, building maintenance, transportation, control room, facility security and other support staff for the efficient management of the facility, and to ensure that youth supervision staff shall not be diverted from supervising youth
- h. assign sufficient youth supervision staff to provide continuous wide awake supervision of youth, subject to temporary variations in staff assignments to meet special program needs. Staffing shall be in compliance with a minimum youth-staff ratio for the following facility

Title 15 Section 1321: Staffing

Juvenile Halls

- A. during the hours that youth are awake, one wide-awake youth supervision staff member on duty for each 10 youth in detention
- B. during the hours that youth are confined to their room for the purpose of sleeping, one wide-awake youth supervision staff member on duty for each 30 youth in detention
- C. at least two wide-awake youth supervision staff members on duty at all times, regardless of the number of youth in detention, unless an arrangement has been made for backup support services which allow for immediate response to emergencies
- D. at least one youth supervision staff member on duty who is the same gender as youth housed in the facility.
- E. personnel with primary responsibility for other duties such as administration, supervision of personnel, academic or trade instruction, clerical, kitchen or maintenance shall not be classified as youth supervision staff positions.

Title 15 Section 1321: Staffing

Camps

- A. during the hours that youth are awake, one wide-awake youth supervision staff member on duty for each 15 youth in the camp population
- B. during the hours that youth are confined to their room for the purpose of sleeping, one wide-awake youth supervision staff member on duty for each 30 youth present in the facility
- C. at least two wide-awake youth supervision staff members on duty at all times, regardless of the number of youth in residence, unless arrangements have been made for backup support services which allow for immediate response to emergencies
- D. at least one youth supervision staff member on duty who is the same gender as youth housed in the facility
- E. in addition to the minimum staff to youth ratio required in (h)(3)(A)-(B), consideration shall be given to the size, design, and location of the camp; types of youth committed to the camp; and the function of the camp in determining the level of supervision necessary to maintain the safety and welfare of youth and staff
- F. personnel with primary responsibility for other duties such as administration, supervision of personnel, academic or trade instruction, clerical, farm, forestry, kitchen or maintenance shall not be classified as youth supervision staff positions.

Title 15 Section 1322: Youth Supervision Staff Orientation and Training

a. Prior to assuming any responsibilities each youth supervision staff member shall be properly oriented to their duties, including:

1. youth supervision duties
2. scope of decisions they shall make
3. the identity of their supervisor
4. the identity of persons who are responsible to them
5. persons to contact for decisions that are beyond their responsibility
6. ethical responsibilities.

Title 15 Section 1322: Youth Supervision Staff Orientation and Training

b. Prior to assuming any responsibility for the supervision of youth, each youth supervision staff member shall receive a minimum of 40 hours of facility-specific orientation, including:

1. individual and group supervision techniques
2. regulations and policies relating to discipline and rights of youth pursuant to law and the provisions of this chapter
3. basic health, sanitation and safety measures
4. suicide prevention and response to suicide attempts
5. policies regarding use of force, de-escalation techniques, chemical agents, mechanical and physical restraints
6. review of policies and procedures referencing trauma and trauma-informed approaches
7. procedures to follow in the event of emergencies
8. routine security measures, including facility perimeter and grounds
9. crisis intervention and mental health referrals to mental health services
10. documentation
11. fire/life safety training

(c) Prior to assuming sole supervision of youth, each youth supervision staff member shall successfully complete the requirements of the Juvenile Corrections Officer Core Course pursuant to Penal Code Section 6035.

Title 15 Section 1322: Youth Supervision Staff Orientation and Training

c. Prior to assuming sole supervision of youth, each youth supervision staff member shall successfully complete the requirements of the Juvenile Corrections Officer Core Course pursuant to Penal Code Section 6035.

d. Prior to exercising the powers of a peace officer youth supervision staff shall successfully complete training pursuant to Section 830 et seq. of the Penal Code.

Title 15 Section 1323: Fire and Life Safety

Whenever there is a youth in a juvenile facility, there shall be at least one wide awake person on duty at all times who meets the training standards established by the Board for general fire and life safety which relate specifically to the facility.

Title 15 Section 1325: Fire Safety Plan

The facility administrator shall consult with the local fire department having jurisdiction over the facility, or with the State Fire Marshal, in developing a plan for fire safety which shall include, but not be limited to:

- a. a fire prevention plan to be included as part of the manual of policy and procedures
- b. monthly fire and life safety inspections by facility staff with two-year retention of the inspection record
- c. fire prevention inspections as required by Health and Safety Code Section 13146.1(a) and (b)
- d. an evacuation plan
- e. documented fire drills not less than quarterly
- f. a written plan for the emergency housing of youth in the case of fire
- g. development of a fire suppression pre-plan in cooperation with the local fire department.

Title 15 Section 1327: Emergency Procedures

The facility administrator shall develop facility-specific policies and procedures for emergencies that shall include, but not be limited to:

- a. escape, disturbances, and the taking of hostages
- b. civil disturbance, active shooter and terrorist attack
- c. fire and natural disasters
- d. periodic testing of emergency equipment
- e. emergency evacuation of the facility
- f. a program to provide all youth supervision staff with an annual review of emergency procedures.

Confidential policies and procedures that relate to the security of the facility may be kept in a separate manual.

Title 15 Section 1328: Safety Checks

The facility administrator shall develop and implement policy and procedures that provide for direct visual observation of youth at a minimum of every 15 minutes, at random or varied intervals during hours when youth are asleep or when youth are in their rooms, confined in holding cells or confined to their bed in a dormitory.

Supervision is not replaced, but may be supplemented by, an audio/visual electronic surveillance system designed to detect overt, aggressive or assaultive behavior and to summon aid in emergencies.

All safety checks shall be documented with the actual time the check is completed.

Title 15 Section 1329: Suicide Prevention Plan

The facility administrator, in collaboration with the healthcare and behavioral/mental health administrators, shall plan and implement written policies and procedures which delineate a Suicide Prevention Plan. The plan shall consider the needs of youth experiencing past or current trauma. Suicide prevention responses shall be respectful and in the least invasive manner consistent with the level of suicide risk.

Youth identified at risk for suicide shall not be denied the opportunity to participate in facility programs, services and activities which are available to other non-suicidal youth, unless deemed necessary for the safety of the youth or security of the facility. Any deprivation of programs, services or activities for youth at risk of suicide shall be documented and approved by the facility manager.

*Suicide prevention training, Screening, identification assessment and precautionary protocols during admissions process, referrals to behavioral health, monitoring (constant watch, Q5, Q15), safety interventions (housing – put on lower tier, treatment strategies, communication and information sharing with parents and partners, documentation and debriefings.

Title 15 Section 1343: Juvenile Facility Capacity

The Board shall establish the rated capacity of a juvenile facility based on statute and applicable regulations. When the number of youth detained in a living unit of a juvenile facility exceeds its rated capacity for more than fifteen (15) calendar days in a month, the facility administrator shall provide a crowding report to the Board in a format provided by the Board.

The Executive Director of the Board shall review the juvenile facility's report and initiate a process to make a preliminary determination if the facility is suitable for the continued confinement of youth. If the Executive Director determines that the facility is unsuitable for the confinement of youth, the recommendation shall be reviewed by the Board at the next scheduled meeting.

Notice of the Board's findings and/or actions shall be public record and, at a minimum, will be provided to the facility administrator, Presiding Juvenile Court Judge, Chairperson of the Board of Supervisors, Probation Commission and Juvenile Justice Commission within ten working days of the Board meeting.

Title 15 Section 1350.5: Screening for Sexual Abuse

The facility administrator shall develop and implement written policies and procedures to reduce the risk of sexual abuse by or upon youth. The policy shall require facility staff to assess each youth within 72 hours of admission based on the following information:

- a. Prior sexual victimization or abusiveness
- b. Gender nonconforming appearance or manner; or identification as lesbian, gay or bisexual, transgender, queer or intersex, and whether the youth may, therefore, be vulnerable to sexual abuse
- c. Current charges and offense history
- d. Age
- e. Level of emotional and cognitive development
- f. Physical size and stature
- g. Mental illness or mental disabilities
- h. Intellectual or developmental disabilities
- i. Physical disabilities
- j. The youth's perception of vulnerability
- k. Any other specific information about the individual youth that may indicate heightened needs for supervision, additional safety precautions, or separation from certain other youth.

Staff shall ascertain this information through conversations with the youth during the admittance process, medical and behavioral health screenings; during classification assessments; and by reviewing court records, case files, facility behavioral records, and other relevant documentation from the youth's files.

Prison Rape and Elimination Act (PREA)

The Prison Rape Elimination Act of 2003 was enacted by Congress to address the problem of sexual abuse in all correctional facilities across the country, including juvenile facilities.

Specifically, the purpose of the Prison Rape Elimination Act is to:

Make the prevention of prison rape a top priority in each prison system, develop and implement national standards for the detection, prevention, reduction and punishment of prison rape, increase the available data and information on the incidence of prison rape, consequently improving the management and administration of correctional facilities, standardize the definitions used for collection data on the incidence of prison rape, increase the accountability of prison officials who fail to detect, prevent, reduce and punish prison rape, protect the 8th Amendment rights of federal, state and local prisoners, increase the efficiency and effectiveness of federal expenditures through grant programs such as those dealing with health care, disease prevention, crime prevention, investigation and prosecution, maintenance and operation, race relations, poverty, unemployment and homelessness and reduce the costs that prison rape imposes on interstate commerce.

Similarly, the purpose of the *California Sexual Abuse in Detention Elimination Act of 2005* is to:

Protect all inmates and wards from sexual abuse, make the prevention of sexual abuse a top priority, ensure that data on sexual abuse is accurate and available to the public, increase accountability for agencies to prevent, reduce and respond to sexual abuse, and ensure compliance with PREA.

While the California Sexual Abuse in Detention Elimination Act is directed towards the Department of Corrections and Rehabilitation and does not specifically address city, county, or juvenile facilities, the San Francisco Juvenile Probation Department acknowledges the intent behind the legislation and will use it to further guide the implementation of the federal PREA Standards.

Title 15 Section 1352: Classification

The facility administrator shall develop and implement written policies and procedures on classification of youth for the purpose of determining housing placement in the facility. Such procedures shall:

- a. provide for the safety of the youth, other youth, facility staff, and the public by placing youth in the appropriate, least restrictive housing and program settings. Housing assignments shall consider the need for single, double or dormitory assignment or location within the dormitory
- b. consider facility populations and physical design of the facility
- c. provide that a youth shall be classified upon admittance to the facility; classification factors shall include, but not be limited to: age, maturity, sophistication, emotional stability, program needs, legal status, public safety considerations, medical/mental health considerations, gender and gender identity of the youth
- d. provide for periodic classification reviews, including provisions that consider the level of supervision and the youth's behavior while in custody
- e. provide that facility staff shall not separate youth from the general population or assign youth to a single occupancy room based solely on the youth's actual or perceived race, ethnic group identification, ancestry, national origin, color, religion, gender, sexual orientation, gender identity, gender expression, mental or physical disability, or HIV status. This section does not prohibit staff from placing youth in a single occupancy room at the youth's specific request or in accordance with Title 15 regulations regarding separation.
- f. facility staff shall not consider lesbian, gay, bisexual, transgender, questioning or intersex identification or status as an indicator of likelihood of being sexually abusive.

Title 15 Section 1352.5: Transgender and Intersex Youth

- a. Facility staff shall respect every youth's gender identity, and shall refer to the youth by the youth's preferred name and gender pronoun, regardless of the youth's legal name. Facilities may prohibit the use of gang or slang names or names that otherwise compromise facility operations as determined by the facility manager or designee, and shall document any decision made on this basis.
- b. Facility staff shall permit youth to dress and present themselves in a manner consistent with their gender identity, and shall provide youth with the institution's clothing and undergarments consistent with their gender identity.
- c. Facility staff shall house youth in the unit or room that best meets their individual needs, and promotes their safety and well-being. Staff may not automatically house youth according to their external anatomy, and shall document the reasons for any decision to house youth in a unit that does not match their gender identity. In making a housing decision, staff shall consider the youth's preferences, as well as any recommendations from the youth's health or behavioral health provider.
- d. Facility administrators shall ensure that transgender and intersex youth have access to medical and behavioral health providers qualified to provide care and treatment to transgender and intersex youth.
- e. Consistent with the facility's reasonable and necessary security considerations and physical plant, facility staff shall make every effort to ensure the safety and privacy of transgender and intersex youth when the youth are using the bathroom or shower, or dressing or undressing.

Title 15 Section 1353: Orientation

The facility administrator shall develop and implement written policies and procedures to orient a youth prior to placement in a living area. Both written and verbal information shall be provided and supplemented with video orientation if feasible. Provision shall be made to provide accessible orientation information to all detained youth including those with disabilities, limited literacy, or English language learners.

Orientation shall include information that addresses including, but not limited to, facility rules, behavior interventions and supports, age appropriate information that explains policy prohibiting sexual abuse and sexual harassment, identification of staff, existence of grievance procedures, legal services, routine and emergency health/medical care, access to education/recreation/religious services, housing, personal hygiene, access to correspondence/visits/telephone use, availability of reading materials/programming and other activities, policy on the use of force/use of restraints/room confinement, immigration legal services, emergency procedures and non-discrimination policy.

Title 15 Section 1354: Separation

The facility administrator shall develop and implement written policies and procedures that address:

- a. separation of youth for reasons that include, but are not be limited to, medical and mental health conditions, assaultive behavior, disciplinary consequences and protective custody.
- b. consideration of positive youth development and trauma-informed care.
- c. separated youth shall not be denied normal privileges available at the facility, except when necessary to accomplish the objective of separation.
- d. when the objective of the separation is discipline, Title 15 Section 1390 shall apply.
- e. when separation results in room confinement, the separation shall occur in accordance with Welfare and Institutions Code Section 208.3 and Section 1354.5 of these regulations.
- f. policies and procedures shall ensure a daily review of separated youth to determine if separation remains necessary.

Title 15 Section 1354.5: Room Confinement

a. The facility administrator shall develop and implement written policies and procedures addressing the confinement of youth in their room that are consistent with Welfare and Institutions Code Section 208.3. The placement of a youth in room confinement shall be accomplished in accordance with the following guidelines:

1. Room confinement shall not be used before other, less restrictive, options have been attempted and exhausted, unless attempting those options poses a threat to the safety or security of any youth or staff.
2. Room confinement shall not be used for the purposes of punishment, coercion, convenience, or retaliation by staff.
3. Room confinement shall not be used to the extent that it compromises the mental and physical health of the youth.

Title 15 Section 1354.5: Room Confinement

b. A youth may be held up to four hours in room confinement. After the youth has been held in room confinement for a period of four hours, staff shall do one or more of the following:

1. Return the youth to general population.
2. Consult with mental health or medical staff.
3. Develop an individualized plan that includes the goals and objectives to be met in order to reintegrate the youth to general population.
4. If room confinement must be extended beyond four hours, staff shall do each of the following:
 - A. Document the reasons for room confinement and the basis for the extension, the date and time the youth was first placed in room confinement, and when he or she is eventually released from room confinement.
 - B. Develop an individualized plan that includes the goals and objectives to be met in order to integrate the youth to general population.
 - C. Obtain documented authorization by the facility superintendent or his or her designee every four hours thereafter.
5. This section is not intended to limit the use of single-person rooms or cells for the housing of youth in juvenile facilities and does not apply to normal sleeping hours.
6. This section does not apply to youth or wards in court holding facilities or adult facilities.
7. Nothing in this section shall be construed to conflict with any law providing greater or additional protections to youth.
8. This section does not apply during an extraordinary emergency circumstance that requires a significant departure from normal institutional operations, including a natural disaster or facility-wide threat that poses an imminent and substantial risk of harm to multiple staff or youth. This exception shall apply for the shortest amount of time needed to address this imminent and substantial risk of harm.
9. This section does not apply when a youth is placed in a locked cell or sleeping room to treat and protect against the spread of a communicable disease for the shortest amount of time required to reduce the risk of infection, with the written approval of a licensed physician or nurse practitioner, when the youth is not required to be in an infirmary for an illness. Additionally, this section does not apply when a youth is placed in a locked cell or sleeping room for required extended care after medical treatment with the written approval of a licensed physician or nurse practitioner, when the youth is not required to be in an infirmary for illness.

Title 15 Section 1355: Institution Assessment and Plan

The facility administrator shall develop and implement written policies and procedures for assessment and case planning.

a. Assessment:

The assessment is based on information collected during the admission process with periodic review, which includes the youth's risk factors, needs and strengths including, but not limited to, identification of substance abuse history, educational, vocational, counseling, behavioral health, consideration of known history of trauma, and family strengths and needs.

b. Institutional Case Plan:

1. A case plan shall be developed for each youth held for at least 30 days or more and created within 40 days of admission.
2. The institutional plan shall include, but not be limited to, written documentation that provides:
 - A. objectives and time frame for the resolution of problems identified in the assessment
 - B. a plan for meeting the objectives that includes a description of program resources needed and individuals responsible for assuring that the plan is implemented
3. periodic evaluation of progress towards meeting the objectives, including periodic review and discussion of the plan with the youth
4. a transition plan, the contents of which shall be subject to existing resources, shall be developed for post dispositional youth in accordance with Section 1351
5. in as much as possible and if appropriate, the plan, including the transition plan, shall be developed with input from the family, supportive adults, youth, and Regional Center for the Developmentally Disabled.

Title 15 Section 1356: Counseling and Casework Services

The facility administrator shall develop and implement written policies and procedures ensuring the availability of appropriate counseling and casework services for all youth. Policies and procedures shall ensure:

- a. youth will receive assistance with needs or concerns that may arise
- b. youth will receive assistance in requesting contact with parents, other supportive adults, attorney, clergy, probation officer, or other public official
- c. youth will be provided access to available resources to meet the youth's needs.

Title 15 Section 1357: Use of Force

The facility administrator, in cooperation with the responsible physician, shall develop and implement written policies and procedures for the use of force, which may include chemical agents. Force shall never be applied as punishment, discipline, retaliation or treatment.

a. At a minimum, each facility shall develop policies and procedures which:

1. restricts the use of force to that which is deemed reasonable and necessary, as defined in Section 1302 to ensure the safety and security of youth, staff, others and the facility.
2. outline the force options available to staff including both physical and non-physical options and define when those force options are appropriate.
3. describe force options or techniques that are expressly prohibited by the facility.
4. describe the requirements of staff to report any inappropriate use of force, and to take affirmative action to immediately stop it.
5. define a standardized reporting format that includes time period and procedure for documenting and reporting the use of force, including reporting requirements of management and line staff and procedures for reviewing and tracking use of force incidents by supervisory and or management staff, which include procedures for debriefing a particular incident with staff and/or youth for the purposes of training as well as mitigating the effects of trauma that may have been experienced by staff and /or the youth involved.
6. Include an administrative review and a system for investigating unreasonable use of force.
7. define the role, notification, and follow-up procedures required after use of force incidents for medical, mental health staff and parents or legal guardians.
8. describe the limitations of use of force on pregnant youth in accordance with Penal Code Section 6030(f) and Welfare and Institutions Code Section 222

Title 15 Section 1357: Use of Force

c. Facilities shall develop policies and procedure which require that agencies provide initial and regular training in use of force and chemical agents when appropriate that address:

1. known medical and behavioral health conditions that would contraindicate certain types of force
2. acceptable chemical agents and the methods of application.
3. signs or symptoms that should result in immediate referral to medical or behavioral health.
4. instruction on the Constitutional Limitations of Use of Force.
5. physical training force options that may require the use of perishable skills.
6. timelines the facility uses to define regular training.

Title 15 Section 1358: Use of Physical Restraints

The facility administrator, in cooperation with the responsible physician and mental health director, shall develop and implement written policies and procedures for the use of restraint devices. Restraint devices include any devices which immobilize a youth's extremities and/or prevent the youth from being ambulatory.

- Physical restraints may be used only for those youth who present an immediate danger to themselves or others, who exhibit behavior which results in the destruction of property, or reveals the intent to cause self-inflicted physical harm. Physical restraints should be utilized only when it appears less restrictive alternatives would be ineffective in controlling the youth's behavior.
- In no case shall restraints be used as punishment or discipline, or as a substitute for treatment. The use of restraint devices that attach a youth to a wall, floor or other fixture, including a restraint chair, or through affixing of hands and feet together behind the back (hogtying) is prohibited. The use of restraints on pregnant youth is limited in accordance with Penal Code Section 6030(f) and Welfare and Institutions Code Section 222.
- The provisions of this section do not apply to the use of handcuffs, shackles or other restraint devices when used to restrain youth for movement or transportation within the facility. Movement within the facility shall be governed by Section 1358.5, Use of Restraint Devices for Movement Within the Facility.
- Youth shall be placed in restraints only with the approval of the facility manager or designee. The facility manager may delegate authority to place a youth in restraints to a physician. Reasons for continued retention in restraints shall be reviewed and documented at a minimum of every hour.
- A medical opinion on the safety of placement and retention shall be secured as soon as possible, but no later than two hours from the time of placement. The youth shall be medically cleared for continued retention at least every three hours thereafter.
- A mental health consultation shall be secured as soon as possible, but in no case longer than four hours from the time of placement, to assess the need for mental health treatment.

Title 15 Section 1358: Use of Physical Restraints

Continuous direct visual supervision shall be conducted to ensure that the restraints are properly employed, and to ensure the safety and well-being of the youth. Observations of the youth's behavior and any staff interventions shall be documented at least every 15 minutes, with actual time of the documentation recorded. In addition to the requirements above, policies and procedures shall address:

- a. documentation of the circumstances leading to an application of restraints.
- b. known medical conditions that would contraindicate certain restraint devices and/or techniques.
- c. acceptable restraint devices.
- d. signs or symptoms which should result in immediate medical/mental health referral.
- e. availability of cardiopulmonary resuscitation equipment.
- f. protective housing of restrained youth. While in restraint devices, all youth shall be housed alone or in a specified housing area for restrained youth which makes provision to protect the youth from abuse.
- g. provision for hydration and sanitation needs.
- h. exercising of extremities.

Title 15 Section 1358.5: Use of Physical Restraints for Movement and Transportation within the Facility

The Facility Administrator, in cooperation with the responsible physician and behavioral/mental health director, shall develop and implement written policies and procedures for the use of restraint devices when the purpose is for movement or transportation within the facility that shall include the following:

- a. identification of acceptable restraint devices, staff approved to utilize restraint devices and the required training.
- b. the circumstances leading to the application of restraints must be documented.
- c. an individual assessment of the need to apply restraints for movement or transportation that includes consideration of less restrictive alternatives, consideration of a youth's known medical or mental health conditions, trauma informed approaches, and a process for documentation and supervisor review and approval.
- d. consideration of safety and security of the facility, with a clearly defined expectation that restraint devices shall not be used for the purposes of discipline or retaliation.
- e. the use of restraints on pregnant youth is limited in accordance with Penal Code Section 6030(f) and Welfare and Institutions Code Section 222.

Title 15 Section 1359: Safety Room Procedures

***Historically not used in San Francisco County

a. The facility administrator, and where applicable, in cooperation with the responsible physician, shall develop and implement written policies and procedures governing the use of safety rooms, as described in Title 24, Part 2, Section 1230.1.13. The room shall be used to hold only those youth who present an immediate danger to themselves or others, who exhibit behavior which results in the destruction of property, or reveals the intent to cause self-inflicted physical harm. A safety room shall not be used for punishment or discipline, or as a substitute for treatment. Policies and procedures shall:

1. include provisions for administration of necessary nutrition and fluids, access to a toilet, and suitable clothing to provide for privacy
2. provide for approval of the facility manager, or designee, before a youth is placed into a safety room
3. provide for continuous direct visual supervision and documentation of the youth's behavior and any staff interventions every 15 minutes, with actual time recorded
4. provide that the youth shall be evaluated by the facility manager, or designee, every four hours
5. provide for immediate medical assessment, where appropriate, or an assessment at the next daily sick call
6. provide a process for documenting the reason for placement, including attempts to use less restrictive means of control, and decisions to continue and end placement.

Title 15 Section 1360: Searches

- Searches shall be conducted to ensure the safety and security of the facility, public, visitors, youth, and staff.
- Any youth held after a detention hearing shall only be strip searched with prior approval of a supervisor when there is reasonable suspicion based on specific and articulable facts to believe that youth is concealing contraband. The reasonable suspicion shall be documented.
- Searches of transgender and intersex youth shall comply with Section 1352.5.
- Cross-gender pat-down searches and strip searches are prohibited except in exigent circumstances or when conducted by a medical professional. Such searches must be justified and documented in writing.

Title 15 Section 1361: Grievances

The youth shall have the option to confidentially file the grievance or to deliver the form to any youth supervision staff working in the facility

- Resolution of the grievance at the lowest appropriate staff level
- Provision for a prompt review and initial response to grievances within three (3) business days, grievances that relate to health and safety issues must be addressed immediately
- The youth may elect to be present to explain his/her version of the grievance to a person not directly involved in the circumstances which led to the grievance.
- Resolution of the grievance must occur within ten (10) business days unless circumstances dictate a longer time frame. The youth shall be notified of any delay

Title 15 Section 1370: Education Program

The County Board of Education shall provide for the administration and operation of juvenile court schools in conjunction with the Chief Probation Officer, or designee pursuant to applicable State laws. The school and facility administrators shall develop and implement written policy and procedures to ensure communication and coordination between educators and probation staff. Culturally responsive and trauma-informed approaches should be applied when providing instruction. Education staff should collaborate with the facility administrator to use technology to facilitate learning and ensure safe technology practices. The facility administrator shall request an annual review of each required element of the program by the Superintendent of Schools, and a report or review checklist on compliance, deficiencies, and corrective action needed to achieve compliance with this section. Such a review, when conducted, cannot be delegated to the principal or any other staff of any juvenile court school site. The Superintendent of Schools shall conduct this review in conjunction with a qualified outside agency or individual. Upon receipt of the review, the facility administrator or designee shall review each item with the Superintendent of Schools and shall take whatever corrective action is necessary to address each deficiency and to fully protect the educational interests of all youth in the facility.

The facility school program shall comply with the State Education Code and County Board of Education policies, all applicable federal education statutes and regulations and provide for an annual evaluation of the educational program offerings. As stated in the 2009 California Standards for the Teaching Profession, teachers shall establish and maintain learning environments that are physically, emotionally, and intellectually safe. Youth shall be provided a rigorous, quality educational program that responds to the different learning styles and abilities of students and prepares them for high school graduation, career entry, and post-secondary education.

All youth shall be treated equally, and the education program shall be free from discriminatory action. Staff shall refer to transgender, intersex and gender-nonconforming youth by their preferred name and gender.

Title 15 Section 1370: Education Program

1. The course of study shall comply with the State Education Code and include, but not be limited to, courses required for high school graduation.
2. Information and preparation for the High School Equivalency Test as approved by the California Department of Education shall be made available to eligible youth.
3. Youth shall be informed of post-secondary education and vocational opportunities.
4. Administration of the High School Equivalency Tests as approved by the California Department of Education, shall be made available when possible.
5. Supplemental instruction shall be afforded to youth who do not demonstrate sufficient progress towards grade level standards.
6. The minimum school day shall be consistent with State Education Code Requirements for juvenile court schools. The facility administrator, in conjunction with education staff, must ensure that operational procedures do not interfere with the time afforded for the minimum instructional day. Absences, time out of class or educational instruction, both excused and unexcused, shall be documented.
7. Education shall be provided to all youth regardless of classification, housing, security status, disciplinary or separation status, including room confinement, except when providing education poses an immediate threat to the safety of self or others. Education includes, but is not limited to, related services as provided in a youth's Section 504 Plan or Individualized Education Program (IEP).

Title 15 Section 1371: Programs, Recreation, and Exercise

The facility administrator shall develop and implement written policies and procedures for programs, recreation, and exercise for all youth. The intent is to minimize the amount of time youth are in their rooms or their bed area.

Juvenile facilities shall provide the opportunity for programs, recreation, and exercise a minimum of three hours a day during the week and five hours a day each Saturday, Sunday or other non-school days, of which one hour shall be an outdoor activity, weather permitting. A youth's participation in programs, recreation, and exercise may be suspended only upon a written finding by the administrator/manager or designee that a youth represents a threat to the safety and security of the facility. Such program, recreation, and exercise schedule shall be posted in the living units. There will be a written annual review of the programs, recreation, and exercise by the responsible agency to ensure content offered is current, consistent, and relevant to the population.

- a. Programs. All youth shall be provided with the opportunity for at least one hour of daily programming to include, but not be limited to, trauma focused, cognitive, evidence-based, best practice interventions that are culturally relevant and linguistically appropriate, or pro-social interventions and activities designed to reduce recidivism. These programs should be based on the youth's individual needs as required by Sections 1355 and 1356. Such programs may be provided under the direction of the Chief Probation Officer or the County Office of Education and can be administered by county partners such as mental health agencies, community-based organizations, faith-based organizations or Probation staff.
- b. Recreation. All youth shall be provided the opportunity for at least one hour of daily access to unscheduled activities such as leisure reading, letter writing, and entertainment. Activities shall be supervised and include orientation and may include coaching of youth.
- c. Exercise. All youth shall be provided with the opportunity for at least one hour of large muscle activity each day.

Title 15 Section 1372: Religious Program

The facility administrator shall provide access to religious services and/or religious counseling at least once each week. Attendance shall be voluntary. A youth shall be allowed to participate in an activity outside of their room if he/she elects not to participate in religious programs.

Religious programs shall provide for:

- a. opportunity for religious services and practices
- b. availability of clergy
- c. availability of religious diets.

Title 15 Section 1373: Work Program

The facility administrator shall develop policies and procedures regarding the fair and consistent assignment of youth to work programs. Work assigned to a youth shall be meaningful, constructive and related to vocational training or increasing a youth's sense of responsibility. Work programs shall not be imposed as a disciplinary measure.

Title 15 Section 1374: Visiting

The facility administrator shall develop and implement written policies and procedures for visiting, that include provisions for special visits. Youth shall be allowed to receive visits by parents, guardians or persons standing in loco parentis, and children of youth. Other family members, such as grandparents and siblings, and supportive adults, may be allowed to visit with the approval of the facility administrator or designee, and in conjunction with the youth's case plan or in the best interest of the youth.

All visits shall occur at reasonable times, subject only to the limitations necessary to maintain order and security. Visitation shall not be denied solely based on the visitor's criminal history. The staff shall determine in each case, whether the visitor's criminal history represents a risk to the safety of youth or staff in the facility. Any denial of visitation or limitation on visitations shall be communicated to the youth, person denied and facility administrator. Opportunity for visitation shall be a minimum of two hours per week. Visits may be supervised, but conversations shall not be monitored unless there is a security or safety need.

Provisions for special visits, in addition to the two-hour minimum and/or outside of the regular visiting hours, shall be accommodated as necessary and within the discretion of the facility administrator or designee. Family therapy and professional visits shall be accommodated outside the provisions of this regulation. Facilities may provide visitation opportunities outside of normal visiting hours to accommodate special visits.

The facility may provide access to technology as an alternative, but not as a replacement, to in-person visiting.

Title 15 Section 1375: Correspondence

The facility administrator shall develop and implement written policies and procedures for correspondence which provide that:

- a. there is no limitation on the volume of mail that youth may send or receive
- b. youth may send two letters per week postage free
- c. youth may correspond confidentially with state and federal courts, any member of the State Bar or holder of public office, and the Board; however, authorized facility staff may open and inspect such mail only to search for contraband and in the presence of the youth
- d. incoming and outgoing mail, other than that described in (c), may be read by staff only when there is reasonable cause to believe facility safety and security, public safety, or youth safety is jeopardized.

Title 15 Section 1377: Access to Legal Services

The facility administrator shall develop written procedures to ensure the right of youth to have access to the courts and legal services. Such access shall include:

- a. access, upon request by the youth, to licensed attorneys and their authorized representatives
- b. provision for confidential consultation with attorneys
- c. unlimited postage free, legal correspondence and cost-free telephone access as appropriate.

Title 15 Section 1390: Discipline

The facility administrator shall establish rules of conduct and disciplinary penalties to guide the conduct of youth. Such rules and penalties shall include both major violations and minor violations, be stated simply and affirmatively, and be made available to all youth. Provision shall be made to provide accessible information to youth with disabilities, limited English proficiency, or limited literacy.

Title 15 Section 1391: Discipline Process

The facility administrator shall develop and implement written policies and procedures for the administration of discipline which shall include, but not be limited to:

- a. designation of personnel authorized to impose discipline for violation of rules
- b. prohibiting discipline to be delegated to any youth
- c. definition of major and minor rule violations and their consequences, and due process requirements
- d. trauma-informed approaches and positive behavior interventions
- e. minor rule violations may be handled informally by counseling, advising the youth of expected conduct imposing a minor consequence. Discipline shall be accompanied by written documentation and a policy of review and appeal to a supervisor
- f. major rule violations and the discipline process shall be documented and require the following:
 1. written notice of violation prior to a hearing
 2. accommodations provided to youth with disabilities, limited literacy, and English language learners
 3. hearing by a person who is not a party to the incident
 4. opportunity for the youth to be heard, present evidence and testimony
 5. provision for youth to be assisted by staff in the hearing process
 6. provision for administrative review. (g) violations that result in a removal from camp or commitment program, but not a return to court, will follow the due process provisions in subsection (e) above.

Title 15 Section 1400: Responsibility for Health Care Services

The facility administrator shall ensure that health care services are provided to all youth. The facility shall have a designated health administrator who, in cooperation with the behavioral/mental health director and facility administrator and pursuant to a written agreement, contract or job description, is administratively responsible to:

- a. develop policy for health care administration
- b. identify health care providers for the defined scope of services
- c. establish written agreements as necessary to provide access to health care
- d. develop mechanisms to assure that those agreements are properly monitored
- e. establish systems for coordination among health care service providers.

When the health administrator is not a physician, there shall be a designated responsible physician who shall develop policy in health care matters involving clinical judgments.

Title 15 Section 1401: Patient Treatment Decisions

Clinical decisions about the treatment of individual youth are the sole province of licensed health care professionals, operating within the scope of their license and within facility policy defining health care services.

Safety and security policies and procedures that are applicable to youth supervision staff also apply to health care personnel.

Title 15 Section 1402: Scope of Health Care

- a. The health administrator, in cooperation with the facility administrator, shall develop and implement written policy and procedures to define the extent to which health care shall be provided within the facility and delineate those services that shall be available through community providers. Each facility shall provide:
1. at least one health care provider to provide treatment; and,
 2. health care services which meet the minimum requirements of these regulations and be at a level to address emergency, acute symptoms and/or conditions and avoid preventable deterioration of health while in confinement.
- b. When health services are delivered within the juvenile facility, staff, space, equipment, supplies, materials, and resource manuals shall be adequate to the level of care provided.
- c. Consistent with security requirements and public safety, written policy and procedures for juvenile facilities shall provide for parents, guardians, or other legal custodians, at their own expense, to authorize and arrange for medical, surgical, dental, behavioral/mental health or other remedial treatment of youth that is permitted under law.

Title 15 Section 1415: Health Education

With the exception of special purpose juvenile halls, the health administrator for each juvenile facility, in cooperation with the facility administrator, shall develop written policies and procedures to assure that interactive and gender and developmentally appropriate medical, behavioral/mental health and dental health education and disease prevention programs are provided to youth. The education program content shall be updated as necessary to address current health and community priorities that meet the needs of the confined population.

Title 15 Section 1416: Reproductive Services and Sexual Health

For all juvenile facilities, the health administrator, in cooperation with the facility administrator, shall develop written policies and procedures to assure that reproductive and sexual health services are available to all youth in accordance with current public health guidelines.

Such services shall include but not be limited to those prescribed by Welfare and Institutions Code Sections 220, 221 and 222 and Health and Safety Code Section 123450.

Title 15 Section 1437: Mental Health Services

The health administrator/responsible physician, in cooperation with the behavioral/mental health director and the facility administrator, shall establish policies and procedures to provide behavioral/mental health services. These services shall include, but not be limited to:

- a. screening for behavioral/mental health problems at intake performed by either behavioral/mental/medical health personnel or trained youth supervision staff; history of recent exposure to trauma which may require immediate attention (including physical and sexual abuse, sexual assault, neglect, violence in the home, traumatic loss), current traumatic stress symptoms, and pregnancy needs
- b. assessment by a behavioral/mental health provider when indicated by the screening process
- c. therapeutic services and preventive services where resources permit
- d. crisis intervention and the management of acute psychiatric episodes
- e. stabilization of persons with mental disorders and the prevention of psychiatric deterioration in the facility setting
- f. initial and periodic medication support services
- g. assurance that any youth who displays significant symptoms of severe depression, suicidal ideation, irrational, violent or self destructive behaviors, shall be provided a mental status assessment by a licensed behavioral/mental health clinician, psychologist, or psychiatrist.
- h. transition planning for youth undergoing behavioral/mental health treatment, including arrangements for continuation of medication and services from behavioral/mental health providers, including providers in the community where appropriate.

Article 9: Food

- 1460. Frequency of Serving
- 1461. Minimum Diet
- 1462. Medical Diets
- 1463. Menus
- 1464. Food Service Plan
- 1465. Food Handlers Education and Monitoring
- 1466. Kitchen Facilities, Sanitation, and Food Storage

Title 15 Section 1467: Food Serving and Supervision

Policies and site-specific procedures shall be developed and implemented to ensure that appropriate work assignments are made and food handlers are adequately supervised. Food shall be prepared and/or served only under the immediate supervision of a staff member.

Article 10: Clothing

- 1480. Standard Facility Clothing Issue
- 1481. Special Clothing
- 1482. Clothing Exchange – at least one per week
- 1483. Clothing, Bedding and Linen Supply
- 1484. Control of Vermin in Youths' Personal Clothing
- 1485. Issue of Personal Care Items
- 1486. Personal Hygiene
- 1487. Shaving
- 1488. Hair Care Services

Title 15 Section 1500: Standard Bedding and Linen Issue

Clean laundered, suitable bedding and linens, in good repair, shall be provided for each youth entering a living area who is expected to remain overnight, shall include, but not be limited to:

- a. one mattress or mattress-pillow combination which meets the requirements of Section 1502 of these regulations
- b. one pillow and a pillow case unless provided for in (a) above
- c. one mattress cover and a sheet or two sheets
- d. one towel
- e. one blanket or more, upon request.

Title 15 Section 1501 Bedding and Linen Exchange

The facility administrator shall develop and implement site specific written policies and procedures for the scheduled exchange of laundered bedding and linen issued to each youth housed. Washable items such as sheets, mattress covers, pillow cases and towels shall be exchanged for clean replacement at least once each week.

The covering blanket shall be cleaned or laundered once a month.

Title 15 Section 1502: Mattresses

Any mattress issued to a youth in any facility shall conform to the size of the bed as referenced in Title 24, Section 1230.2.5 and be enclosed in an easily cleaned, non-absorbent ticking. Any mattress purchased for issue to a youth in a facility, which is locked to prevent unimpeded access to the outdoors, shall be certified by the manufacturer as meeting all requirements of the State Fire Marshal and Bureau of Home Furnishings test standard for penal mattresses at the time of purchase.

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