



Department of  
Rehabilitation & Correction

Mike DeWine, Governor  
Annette Chambers-Smith, Director

01/03/2020

Sheriff Tim Rogers  
Coshocton County Justice Center  
328 Chestnut Street  
Coshocton, OH 43812

RE: 2019 Annual Jail Inspection

Dear Sheriff Tim Rogers:

In accordance with Section 5120.10 of the Ohio Revised Code and Executive Order 92-03 of the Department of Rehabilitation and Correction, the Coshocton County Justice Center, a full service jail, was inspected on 12/18/2019. The inspection was restricted to assessing compliance with a group of standards, selected from the Standards for Jails in Ohio promulgated by the Department of Rehabilitation and Correction. The group of standards being inspected focused on Reception & Release, Classification, Security, Housing, Sanitation and Environmental Conditions, Communication, Visitation, Medical and Mental Health Services, Food Service, Recreation and Programming, Inmate Discipline, Administrative Segregation, Grievance, Staffing, and Staff Training. The inspection consisted of this Inspector receiving and/or reviewing requested documentation and/or materials, touring selected areas of the jail, and having discussions with various jail staff.

The total actual general housing capacity for the Coshocton County Justice Center is 60. On the date of the jail inspection, there were 55 inmates incarcerated in the Coshocton County Justice Center. The Ohio Department of Rehabilitation and Correction recommended housing capacity for the jail is 15, which is based upon total available living space and other requirements. Officials should maintain prisoner counts within the Department's recommended capacity figure.

The Coshocton County Justice Center (Full Service Jail) is in compliance with 61 standards, 27 "Essential", and 34 "Important".

5120:1-8-01 (A)(1); -01 (A)(3); -01 (A)(4); -01 (A)(7); -02 (B)(4); -02 (D); -03 (A)(4); -03 (A)(5); -03 (A)(7); -03 (B)(2); -03 (B)(4); -03 (B)(5); -03 (B)(6); -03 (B)(9); -03 (B)(10)(a); -03 (B)(10)(b); -03 (B)(10)(c); -03 (B)(10)(d); -03 (B)(11)(b); -03 (B)(11)(c); -03 (B)(12); -03 (B)(17); -04 (E); -04 (F); -04 (H); -04 (K); -05 (A); -05 (C); -05 (H)(3); -05 (I); -05 (J); -05 (K); -05 (M); -05 (P); -06 (G); -07 (E); -07 (I); -09 (E); -09 (F); -09 (G); -09 (V); -10 (A); -10 (B); -10 (D); -10 (E); -10 (G)(1); -10 (G)(2); -11 (B); -11 (E); -12 (B); -12 (C); -12 (F); -12 (G); -12 (H); -15 (D); -15 (E); -16 (A); -17 (D); -17 (E); -17 (G); -18 (E);

The Coshocton County Justice Center did not comply with 54 standards, 26 "Essential", and 28 "Important". This letter is intended to serve as a basis for developing plans of action for bringing the facility into compliance with the deficiencies noted during the inspection.

5120:1-8-01 (A) (9) (Important) Inmates shall not be confined in the reception area for more than twelve hours except when security, health and mental health concerns are being addressed.

Comments: At the time of inspection, due to overcrowding issues within the jail inmates were being housed in the

reception area for more than 12 hours. Per the standard inmates are only supposed to be housed in the reception area for more than 12 hours when security, health and mental health concerns are being addressed.

5120:1-8-02 (B) (1) (Important) Each full service jail shall have written policies and procedures, and practices which evidence, compliance with the following standards: Male and female inmates are housed separately by sight, touch and out of range of normal conversation with each other.

Comments: At the time of inspection, jail administration advised me that at times the jail does not always provide adequate separation of male and female inmates by sight and sound (i.e. reception area).

5120:1-8-02 (B) (2) (Important) Each full service jail shall have written policies and procedures, and practices which evidence, compliance with the following standards: Violent and non-violent inmates are not placed in the same cell or unsupervised areas together.

Comments: At the time of inspection, Jail Administration advised the Bureau that due to overcrowding issues within the jail, the jail is not able to properly house inmates according to their classification(s). Although they try to accommodate classifications, they are not able to adhere to all components specified in standard. Additionally, the jails policy and procedures need updated to reflect the standard and components specified.

5120:1-8-03 (A) Each full service jail shall maintain the following minimum standards in regard to security of the jail. (1) (Essential) An established security perimeter.

Comments: Due to the age and layout of the existing facility, the jail does not provide an established jail security perimeter. Currently all staff possess keys/key fobs to enter/exit the facility from various entries within the jail.

5120:1-8-03 (A) Each full service jail shall maintain the following minimum standards in regard to security of the jail. (3) (Essential) A secure booking and release area.

Comments: The age and layout of the existing jail facility does not provide a secure booking and release area that is required under the Standards for Jails in Ohio. Currently all staff have keys/key fobs to enter/exit the facility from various entries within the jail.

5120:1-8-03 (A) Each full service jail shall maintain the following minimum standards in regard to security of the jail. (6) (Essential) A two-way communications system between central control, staffed posts and inmate occupied areas.

Comments: Due to age and layout, the jail facility does not have a two-way communication system in place in order to show adherence for this standard.

5120:1-8-03 (B) Each full service jail shall have written policies and procedures, and practices which evidence, that the following minimum standards are maintained. (7) (Essential) Personal observation checks of inmates shall be conducted every sixty minutes on an irregular schedule. Observation checks shall be conducted at varying times and shall be documented after completion by the staff person performing the check.

Comments: At the time of inspection, jail administration provided supporting documentation that did not evidence compliance for this standard.

5120:1-8-03 (B) Each full service jail shall have written policies and procedures, and practices which evidence, that the following minimum standards are maintained. (8) (Important) In jails that recognize special needs inmates, they shall develop their own policy to address the management of those inmates with special needs.

Comments: Due to the jails age and layout, the jail is unable to manage certain inmates with special needs.

5120:1-8-03 (B) Each full service jail shall have written policies and procedures, and practices which evidence, that the following minimum standards are maintained. (15) (Important) Same gender and cross gender supervision guidelines shall be provided in policy and procedure.

Comments: At the time of inspection, jail administration did not upload documentation in order to evidence compliance for this standard.

5120:1-8-03 (B) Each full service jail shall have written policies and procedures, and practices which evidence, that the following minimum standards are maintained. (16) (Important) Keys, tools and culinary equipment are inventoried and use is controlled.

Comments: At the time of inspection, I observed the culinary equipment (knives, spatula's, etc.) was not secured. Inmate trustees are utilized in the kitchen area and have access to these items without kitchen staff being aware of it until the end of shift. The door to the kitchen staff should be locked when not in use and the drawer with all the culinary equipment locked as well.

5120:1-8-04 (A) (4) Full service jails shall provide inmates with sufficient space. The jail shall maintain documentation regarding square footage and maximum occupancy figures for all housing and holding areas, and shall comply with the following minimum requirements: Dayspace: (Important) Thirty-five square feet per number of occupants occupying the dayspace at one time. Minimum size of one hundred five square feet.

Comments: Due to the age, layout and overcrowding of the facility, the jail does not provide the minimum square footage requirements for this standard.

5120:1-8-04 (B) (Important) ) Seating shall be provided in holding areas, holding cells, housing cells, dormitories, dayrooms and eating areas for each inmate.

Comments: The jail has exceeded the Bureau Recommended Capacity for their facility and there is not the required amount of seating for each inmate.

5120:1-8-04 (C) (Important) Single cells/rooms and multiple occupancy cells/rooms/dormitories shall have an air circulation of fifteen cubic feet of outside or recirculated filtered air per minute per occupant or as required by the local authority having jurisdiction. Documentation from a qualified source shall be maintained by the jail.

Comments: At the time of inspection, the jail did not provide supporting documentation in order to show adherence for this standard.

5120:1-8-04 (D) (Important) Temperature is mechanically raised or lowered to acceptable comfort levels .

Comments: At the time of inspection, temperature reading where taken in several housing unit's that were below the comfort level. Additionally, several inmate during the walk through complained that it was to cold (especially at night).

5120:1-8-04 (G) (Important) Shower facilities at a minimum of one operable shower for every twelve occupants. Water temperatures shall be controlled thermostatically in a range from one hundred five to one hundred twenty degrees Fahrenheit.

Comments: At the time of inspection, Jail Administration provided a letter acknowledging they are non-compliant with this standard due to age, layout and design of the facility. The jail reports that they are aware of the deficiency and are still seeking funding to build a new Justice Center that would allow the jail to be compliant with all state jail standards.

5120:1-8-04 (J) (Important) Natural light shall be provided in housing units, dorms, cells and/or dayspaces.

Comments: Due to age and layout, inmates in several occupied areas are not provided natural light. Each jail shall provide natural light in housing units, dormitories, cells and/or day space.

5120:1-8-05 (B) (Essential) All areas of a full service jail shall be safe and sanitary, including the food service and laundry areas. Staff and inmates shall have specific housekeeping responsibilities, which shall include, but are not limited to daily cleaning of toilets, urinals, sinks, drinking facilities and showers in areas occupied by inmates and

disposal of garbage.

Comments: At the time of inspection, jail administration did not provide supporting documentation in order to evidence compliance for this standard.

5120:1-8-05 (D) (Important) Regular maintenance and repairs shall occur.

Comments: At the time of inspection, several areas of the facility showed signs of disrepair including female housing unit not providing hot water (except for the shower), low lighting and/or no lighting in inmate accessible/reading areas, graffiti on walls, paint peeling throughout facility, rusted metal in booking shower, two cracked windows in visiting, access to plumbing in some of the shower areas, and missing/broken ceiling tiles. Additionally, the sharp edges and rust throughout the facility potentially create both security and health hazards (i.e. potential concealment of contraband, cuts from rusted metal) to the inmates as well as staff members.

5120:1-8-05 (E) (Essential) The jail shall be inspected annually by local or state health authorities and a written report shall be provided. There shall be a written plan to correct jail-related deficiencies.

Comments: At the time of inspection, the jail did provide a written plan to correct jail related deficiencies found during the annual health inspection. However, the health inspection was completed on October 7, 2019 and the deficiencies have not been fixed by maintenance as of December 18, 2019 (day of inspection).

5120:1-8-05 (G) The jails shall maintain documentation that the following standards are met with regard to interior lighting: (1) (Important) At least twenty foot-candles, measured thirty inches above the floor, in inmate reading areas.

Comments: At the time of inspection, lighting in all housing units measured lower than twenty-foot candles in inmate reading areas as required by this standard. Steps must be taken to increase jail lighting in inmate reading areas.

5120:1-8-05 (G) The jails shall maintain documentation that the following standards are met with regard to interior lighting: (2) (Important) At least fifteen foot-candles, measured thirty inches above the floor, in inmate accessible areas.

Comments: At the time of inspection, lighting in inmate accessible areas measured lower than fifteen-foot candles as required by this standard. Steps must be taken to increase jail lighting in inmate accessible areas.

5120:1-8-05 (L) (Essential) The jail shall be inspected annually by a certified local or state fire safety inspector applying the applicable jurisdictional and Ohio Fire Code. The jail shall have a written plan to correct any jail-related deficiencies. The jail shall maintain documentation of the inspections and any corrective measures taken.

Comments: At the time of inspection, the jails current policy and procedures need updated to reflect this standard and components specified that would include a written plan to correct any jail-related deficiencies.

5120:1-8-05 (N) (Important) Training in jail fire safety equipment shall be conducted annually.

Comments: At the time of inspection, jail administration did not upload any policy and procedure to reflect this standard and components specified. Additionally, the jail did not provide supporting documentation in order to evidence compliance for this standard.

5120:1-8-05 (O) (Essential) Fire drills shall be conducted every three months on each shift.

Comments: At the time of inspection, the jail did not provide policy and procedure to reflect this standard and components specified. Additionally, the jail did not provide supporting documentation in order to evidence compliance for this standard.

5120:1-8-05 (Q) (Essential) Jail exits shall be clear and evacuation routes shall be posted or clearly marked throughout the jail.

Comments: At the time of inspection, it was observed that not all evacuation routes were posted and/or clearly marked throughout the jail.

5120:1-8-06 (B) (Important) Incoming and outgoing inmate mail, correspondence and packages shall be opened and inspected to intercept contraband or non permitted items. The jail shall document procedures for the appropriate disposition of intercepted items.

Comments: At the time of inspection, the jails current policy and procedures need updated to reflect this standard and components specified. Additionally, the jail did not provide supporting documentation in order to evidence compliance for this standard.

5120:1-8-06 (C) (Important) Legal mail or correspondence shall be opened and inspected in the presence of the inmate to intercept contraband. The jail shall document procedures for the appropriate disposition of intercepted items.

Comments: At the time of inspection, jail administration did not provide supporting documentation in order to evidence compliance for this standard.

5120:1-8-07 (A) (Important) There is a secure visiting area that physically separates the inmate and visitor with capability for two-way conversation and non-obscured and/or video visitation.

Comments: At the time of inspection, it was observed in one of the visitation booths where inmates and visitors have removed caulking and broke a small hole in the glass big enough to pass small items back and forth between one another. Therefore, this is not a secure visiting area that physically separate's inmates and visitors until this deficiency is fixed by jail administration.

5120:1-8-07 (D) (Important) Visitors shall register upon entry into the jail. The registry shall include the date, visitor names, inmate visited and length of the visit.

Comments: At the time of inspection, jail administration provided supporting documentation that did not evidence compliance with all components specified in standard.

5120:1-8-07 (H) (Important) Visits shall be restricted only if the jail administrator or designee determines that a visit is a threat to safety, security or the best interests of the jail. The jail administrator or designee shall document restrictions in writing.

Comments: At the time of inspection, the jail did not upload supporting documentation in order to evidence compliance for this standard.

5120:1-8-09 (A) (Essential) Health authority. The jail has a designated health authority with responsibility for health and/or mental health care services pursuant a written agreement, contract or job description. The health authority may be a physician, health administrator or agency. When the health authority is other than a local physician, final clinical judgment rests with a single, designated, responsible, local physician licensed in Ohio. The health authority is responsible and authorized to: A1): Provide written policies and procedures specifically designed for the jail for all aspects of this standard that shall be reviewed on an annual basis. A2): Arranges for all levels of health care, mental health care and dental care and assures quality, accessible and timely are services for inmates. When necessary medical, mental health or dental care is not available at the jail, inmates referred to an appropriate setting. A3): Ensure where there is a separate organizational structure for mental health services; there is a designated mental health clinician. A4): Ensure decisions and actions regarding health care and mental health care meet inmate's serious medical and mental health needs are the sole responsibility of qualified health care and mental health professionals. A5): No inmate shall be denied necessary health care, as designated by the health authority.

Comments: At the time of inspection, the jails current policy and procedures need updated to reflect this standard and components specified.

5120:1-8-09 (B) (Essential) Inmate pre-screen. Before acceptance into jail, health-trained personnel shall inquire about, but not be limited to the following conditions and the health authority shall develop policies for the acceptance or denial of admission for:

- (1) Suicide thoughts/plan.
- (2) Current serious or potentially serious medical or mental health issues needing immediate attention.
- (3) The use of taser, pepper spray or other less lethal use of force during arrest.

Comments: At the time of inspection, jail administration did not provide supporting documentation in order to evidence compliance for this standard.

5120:1-8-09 (C) (Essential) Receiving screen. Health trained personnel, in accordance with protocols established by the health authority, shall perform a written medical, dental and mental health receiving screening on each inmate upon arrival at the jail and prior to being placed in general population.

- (1) Inquiry includes at least the following:
  - (a) Current and past illness and health problems;
  - (b) Current and past dental problems;
  - (c) Current and past mental health problems;
  - (d) Allergies;
  - (e) Current medications for medical and mental health;
  - (f) Hospitalizations for medical or mental health purpose(s);
  - (g) Special health needs;
  - (h) Serious infection or communicable illness(s);
  - (i) Use of alcohol and drugs including types, amounts and frequency used, date or time of last use and history of any problems after ceasing use i.e. withdrawal symptoms;
  - (j) Suicidal risk assessment;
  - (k) Possibility of pregnancy;
  - (l) Other health problems as designated by the health authority.
- (2) Observation of the following:
  - (a) Behavior including state of consciousness, mental health status, appearance, conduct, tremors and sweating;
  - (b) Body deformities and ease of movement;
  - (c) Condition of skin, including trauma markings, bruises, lesions, jaundice, rashes, infestations and needle marks or other indications of drug abuse.
- (3) Medical disposition of inmate:
  - (a) General population;
  - (b) General population with prompt referral to appropriate health or mental health services;
  - (c) Referral for emergency treatment;
  - (d) Medical observation/isolation;
  - (e) Mental health observation/precautions;
  - (f) Documentation of date, time and signature and title of person completing screening.

Comments: At the time of inspection, Jail administration provided documentation (receiving screen form) that did not evidence compliance with all components specified in standard. Jail administration advised this inspector that the jail is working with their health authority with a software system to comply with the components specified for this standard.

5120:1-8-09 (D) (Essential) Health appraisal. Within fourteen days, a licensed nurse, physician, physician's assistant, EMT or paramedic shall complete a health appraisal to determine the medical and mental health condition for each inmate in custody. Such appraisal shall at least include the following:

- (1) Review of receiving screen.
- (2) Collection of additional data to complete the medical, dental and mental health history.
- (3) Laboratory and/or diagnostic tests to detect tuberculosis and other suspected communicable diseases as designated by the health authority.
- (4) Recording the height, weight, pulse, blood pressure and temperature.
- (5) Medical examination as determined by the examiner.

- (6) Mental health assessment.
- (7) Initiation of therapy when determined necessary by the examiner.
- (8) Development and implementation of a treatment plan.
- (9) Other test and examination as determined by the examiner or health authority.

Comments: At the time of inspection, medical staff notified this inspector that the Coshocton County Justice Center does not conduct TB laboratory or diagnostic tests to detect tuberculosis on each offender brought into the facility .

5120:1-8-09 (H) (Essential) Health and mental health complaints. The jail shall ensure that there is a daily procedure whereby inmates have an opportunity to report medical and mental health complaints through health trained personnel, or for urgent matters, to any jail employee. The jail employee shall contact the appropriate medical or mental health department immediately. An inmate grievance system for medical and mental health treatment shall be established by the health authority. Both daily complaints and grievances shall be:

- (1) Addressed in a timely manner.
- (2) Recorded and maintained on file.
- (3) Reviewed daily by qualified health care personnel and treatment or follow-up shall be provided as necessary.

Comments: At the time of inspection, the jails current policy and procedures need updated to reflect components specified in this standard.

5120:1-8-09 (J) (Essential) Medical/mental health record. The jail shall maintain an accurate health/mental health record in written or electronic format. The health authority shall develop policies and procedures concerning the following areas:

- (1) Health records remain confidential and are only accessible to personnel designated by the health authority.
- (2) Correctional staff may be advised of inmates' health/mental health status only to preserve the health and safety of the inmate, other inmates, jail staff and in accordance state and federal laws.
- (3) Retention and reactivation of said records if an inmate returns to the facility.
- (4) Transfer of medical/mental health information or record to external care provider.

Comments: At the time of inspection, the jails current policy and procedures need updated to reflect this standard and components specified. Additionally, it was observed and discussed with medical staff that all jail staff have access to the medical office that includes an unlocked inmate medical file (s) cabinet. Jail officials should take steps to cease this practice.

5120:1-8-09 (K) (Essential) Pharmaceuticals. Pharmaceuticals are managed in accordance with policies and procedures approved by the health authority and in compliance with state and federal laws and regulations and include the following:

- (1) The policies require dispensing and administering prescribed medications by health-trained personnel or professionally trained personnel, adequate management of controlled medications, and provisions of medication to inmates in special management units.
- (2) The jail shall develop a policy, approved by the health authority, regarding incoming medications.

Comments: At the time of inspection, the current policy and procedures uploaded was not signed off by the health authority. Additionally, jail administration did not provide supporting documentation (health trained log/form) in order to evidence compliance for this standard.

5120:1-8-09 (M) (Essential) Mental health services. Inmates evidencing signs of mental illness or developmental disability shall be referred immediately to qualified mental health personnel. The health authority shall develop policies for the following areas:

- (1) Screening for mental health problems.
- (2) Referral to outpatient services, including psychiatric care.
- (3) Crisis intervention and management of acute psychiatric episodes.
- (4) Stabilization of the mentally ill and prevention of psychiatric deterioration in the jail.
- (5) Referral and admission to inpatient facilities.

(6) Informed consent.

Comments: At the time of inspection, the jails current policy and procedures need updated to reflect this standard and components specified. Additionally, the policy and procedures should be developed and signed off by the health authority.

5120:1-8-09 (N) (Essential) Suicide prevention program. The health authority shall have a plan for identifying and responding to suicidal and potentially suicidal inmates. The plan components shall include:

- (1) Identification - The receiving screening form contains observation and interview items related to the inmate's potential suicide risk. Circumstances include but are not limited to: profound incidents/issues, court dates, loss of significant others either by accident, natural causes or by suicide, sentencing, divorce, rejection, bad news, after a humiliating issue, etc. may be high risk periods for inmates.
- (2) Training - Staff members who work with inmates are trained to recognize verbal and behavioral cues that indicate potential suicide and how to respond appropriately. The plan includes initial and annual training.
- (3) Assessment - The plan specifies a suicide risk assessment and level system. The assessment needs to be completed every time an inmate is identified as being or potentially being suicidal, or if circumstances change. Only a qualified mental health professional may remove inmates from suicide risk status.
- (4) Housing - The plan must designate the housing beds/units for the suicidal or potentially suicidal inmates.
- (5) Monitoring - The plan specifies the procedures for monitoring an inmate who has been identified as potentially suicidal. A suicidal inmate is checked at varied intervals not to exceed ten minutes. Regular documented supervision is maintained. Inmates are placed in a designated cell, all belongings removed and other prevention precautions initiated, as appropriate.
- (6) Referral - The plan specifies the procedures for referring a potentially suicidal inmate and attempted suicides to a mental health care provider or facility, and includes timeframes.
- (7) Communication - The plan specifies for ongoing communications (oral and written), notifications between health care and correctional personnel regarding the status of suicidal inmates.
- (8) Intervention - The plan addresses how to handle a suicide in progress, including first-aid measures.
- (9) Notification - The plan includes procedures of notifying the jail administrator, outside authorities and family members of completed suicides. The plan shall consider safety and security issues when it comes to notification.
- (10) Reporting - The plan includes procedures for documenting, monitoring and reporting attempted or completed suicides. Completed suicides are immediately reported to the coroner/medical examiner and the division of parole and community services within thirty days of the incident.
- (11) Review - The plan specifies procedures for medical and administrative review if a suicide or a serious suicide attempt occurs.
- (12) Critical incident debriefing - The plan specifies the procedures for offering critical incident debriefing to affected staff and inmates.

Comments: At the time of inspection, jail administration did not provide supporting documentation (annual policy and procedures reviewed signed by health authority) in order to evidence compliance for this standard.

5120:1-8-09 (P) (Essential) Infectious disease control program. The health authority shall have a written infectious disease control program which collaborates with the local health department and shall include, at minimum, an exposure control plan and standard isolation precautions for inmates and staff, which are updated annually. The health authority shall develop written policy and procedure.

Comments: At the time of inspection, jail administration did not provide supporting documentation (annual policy and procedures signed by health authority) in order to evidence compliance for this standard.

5120:1-8-09 (Q) (Essential) Pregnant inmate. Pregnant inmates shall receive appropriate and timely pre-natal care, delivery and postpartum care, as determined by the health authority.

Comments: At the time of inspection, jail administration did not provide supporting documentation (annual policy and procedures signed by health authority) in order to evidence compliance for this standard.

5120:1-8-09 (R) (Essential) Restraints. Use of restraints for medical and psychiatric purposes shall be applied in accordance with policies and procedures approved by the health authority, including:

- (1) Conditions under which restraints may be applied.
- (2) Types of restraints to be applied.
- (3) Identification of a qualified medical or mental health professional who may authorize the use of restraints after reaching the conclusion that less intrusive measures are not a viable alternative.
- (4) Monitoring procedures.
- (5) Length of time restraints are to be applied.
  - (a) There shall be ten-minute, varied checks by correctional staff;
  - (b) There shall be thirty-minute checks by health-trained personnel;
  - (c) Inmates in medical restraints, if possible, after every two hours of continuous use, each extremity is freed or exercised for a period of five to ten minutes.
- (6) Documentation of efforts for less restrictive treatment alternatives.
- (7) An after-incident review.

Comments: At the time of inspection, jail administration did not provide supporting documentation (i.e. annual policy and procedures signed by health authority) in order to evidence compliance for this standard. Additionally, jail administration should provide other supporting documentation (i.e. restraint logs, incident reports, and an after incident review) in order to evidence compliance for this standard.

5120:1-8-09 (U) (Essential) Continuing education for health trained personnel. All qualified health care professionals participate annually in continuing education appropriate for their position.

Comments: At the time of inspection, jail administration did not provide supporting documentation in order to evidence compliance for this standard.

5120:1-8-09 (W) (Essential) Intoxication and detoxification. The health authority shall develop specific policies and protocols in accordance with local, state and federal laws for the treatment and observation of inmates manifesting symptoms of intoxication or detoxification from alcohol, opiates, hypnotics, or other drugs. Specific criteria are established for immediately transferring inmates experiencing severe, life-threatening intoxication (overdose) or detoxification symptoms to a hospital or detoxification center.

Comments: At the time of inspection, jail administration did not provide supporting documentation (annual policy and procedures signed by health authority) in order to evidence compliance for this standard.

5120:1-8-09 (X) (Essential) Confidentiality. Information about an inmate's health status is confidential. Non health trained staff only have access to specific medical information on a "need to know" basis in order to preserve the health and safety of the specific inmate, other inmates, volunteers, visitors, criminal justice professionals or correctional staff.

Comments: At the time of inspection, the jails current policy and procedures need updated to reflect this standard and components specified. Additionally, it was observed and discussed with medical staff that all jail staff have access to the medical office that includes an unlocked inmate medical file (s) cabinet. Jail officials should take steps to cease this practice.

5120:1-8-10 (C) (Essential) Menu cycles and contents shall be evaluated and approved annually by a licensed nutritionist or registered dietitian or registered dietitian nutritionist.

Comments: At the time of inspection, Jail Administration did not provide supporting documentation in order to evidence compliance for this standard.

5120:1-8-10 (F) (Essential) All persons involved in the preparation of food shall receive a pre-assignment medical examination and annual re-examinations.

Comments: At the time of inspection, jail administration did not provide supporting documentation in order to evidence compliance for this standard. Additionally, jail administration did not provide policy and procedures for this standard.

5120:1-8-11 (A) (Important) Exercise and/or equipment for inmates shall be provided and the jail shall ensure that inmates are offered at least five hours per week.

Comments: At the time of inspection, Jail Administration did not provide supporting documentation in order to evidence compliance for this standard. Additionally, on the date of the inspection, the indoor recreation area was being used to house inmates due to overcrowding.

5120:1-8-15 (B)(Important) The use of administrative segregation as a penalty shall be prohibited.

Comments: The age and layout of the facility does not provide an area to administratively segregate inmates (male and female) from the rest of the population.

5120:1-8-17 (F) (Important) There shall be a written policy and procedure governing the screening, training and use of volunteers in the jail.

Comments: At the time of inspection, jail administration did not upload policy and procedures to reflect this standard and components specified. Additionally, the jail did not provide supporting documentation in order to evidence compliance for this standard.

5120:1-8-18 (A) (Important) Jail support staff with routine contact shall receive training in pertinent agency policies and procedures prior to or in conjunction with assignment to jail duties.

(1) During the first year of assignment receive twenty-four hours of training including legal aspects of corrections, basic security concepts, emergency preparedness, interpersonal communications, first aid/CPR, unarmed self-defense, and "Standards for Jails in Ohio."

(2) Two hours of in-service training each subsequent year of employment addressing specific job assignments and/or jail related issues.

Comments: At the time of inspection, jail administration did not upload supporting documentation in order to evidence compliance for this standard.

5120:1-8-18 (B) (Important) Correctional officers shall receive training as follows:

(1) Training in jail policies and within sixty days of employment.

(2) During the first year of assignment, training consistent with Chapter 109:2-9 of the Administrative Code.

(3) Eight hours of-service training each subsequent year of employment addressing specific job assignments and/or jail related issues. These training hours are in addition to training mandated by other standards.

Comments: At the time of inspection, jail administration did not upload supporting documentation in order to evidence compliance for this standard.

5120:1-8-18 (C) (Important) Administrators and supervisors shall receive training in addition to the training specified in paragraph (B) of this rule as follows:

(1) Training in jail policies and procedures prior to assignment to jail duties.

(2) During the first year of assignment, forty hours of training including legal aspects of jail management, managerial principles, labor relations, and records/information management.

(3) Eight hours of in-service training each subsequent year of employment addressing special issues, skills-enhancement, and other assignment related topics.

Comments: At the time of inspection, jail administration did not upload supporting documentation in order to evidence compliance for this standard.

5120:1-8-18 (D) (Important) Jail support staff with occasional contact shall receive training in pertinent agency policies and procedures prior to or in conjunction with assignment to jail duties.

Comments: At the time of inspection, jail administration did not upload supporting documentation in order to evidence compliance for this standard.

Plan of action forms are enclosed. Completed form(s) and/or corrective materials addressing the noted deficiencies must be completed and submitted through the Ohio Jail Management System (OHJMS) at [www.OHJMS.Intelligrants.com](http://www.OHJMS.Intelligrants.com) within 45 days of receipt of this correspondence. Please feel free to contact the Bureau if you need assistance or clarification in this effort. The Bureau remains available to discuss the aspects of this report or to provide reference materials or assistance as desired.

Sincerely,

A handwritten signature in black ink that reads "David L. Hicks". The signature is written in a cursive style and is positioned above a horizontal line.

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David Hicks, State Jail Inspector  
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Athens, Ohio 45701  
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