

## **NYC Department of Correction: Development and Implementation of Electronic Screening Tool Progress Report**

This report is pursuant to the New York City Board of Correction Resolution regarding “Elimination of Sexual Abuse and Sexual Harassment in Correctional Facilities” §5-17 and §5-18 “Screening for Risk of Victimization and Abusiveness” & “Use of Screening Information” which requires, among other things, that the Department (1) assess all persons in custody during an intake screening and upon transfer to another facility for their risk of being sexually abused by other persons in custody or sexually abusive toward other incarcerated persons; (2) within a set time period, not to exceed 30 days from the incarcerated person's arrival at the facility, reassessing the person's risk of victimization or abusiveness based upon any additional, relevant information received by the Department since the intake screening; and (3) using information from such risk screening to inform housing, bed, work, education, and program assignments with the goal of keeping separate from persons at high risk of being sexually victimized those at high risk of being sexually abusive.

The Resolution requires that the Department provide a written report to the Board stating, in detail, what progress has been made toward development and implementation of an electronic screening tool including, but not limited to, (a) an updated timeline for implementation; (b) the number of staff trained and the number of staff remaining to be trained on utilizing the tool; and (c) other information the Board determines should be included in the report.

### Electronic Database Enhancement and Comprehensive Training

Enhancements to the electronic database system (IIS) enabling the Department to track individuals for potential sexual victimization and abusiveness were completed in November. With the completion of enhancements to the electronic database, the Department commenced staff training. There are an estimated four hundred (400), seventy-five (75) essential staff members that are assigned to intake, classification, movement, and general office and required immediate training on the new enhancements to IIS.<sup>1</sup> To date, over four hundred (400) staff members have been trained. It is anticipated that training, for this staff, will be completed by December 31, 2017. Training will continue and include additional staff that may work in these areas, and supervisors.

The Department is ahead of schedule to operationalize the new system Department-wide by April 2018. During the interim period, as ongoing training continues, designated staff will continue to use the paper-based system and manually input information into the new Electronic System.

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<sup>1</sup> Only priority staff members that are assigned to intake, classification, movement and general office are included in the estimated four hundred (400), seventy-five (75).