



# WASHINGTON COUNTY CORRECTIONAL FACILITY

100 West Cherry Avenue  
Washington, PA 15301

Phone: 724-228-6845  
Fax: 724-250-6506



Jeffrey S. Fewell, Warden    Donald E. Waugh, Deputy Warden    Christopher M. Cain, Deputy Warden

## **PREA TRAINING FOR CONTRACTORS & VOLUNTEERS**

*All inmates who are in the custody of the Washington County Correctional Facility have the right to be free from sexual abuse and sexual harassment. Our contractors and volunteers are extremely important to our facility and have a role in preventing, detecting, and responding to sexual abuse in this jail.*

*The following information is about our facility's zero tolerance policy for sexual abuse and sexual harassment, how to report incidents or suspicions of sexual violence in a custodial setting, and additional information on this topic.*

*The Prison Rape Elimination Act (PREA) of 2003 is a federal law that was created to put an end to sexual abuse against inmates in federal and state prisons, jails, lockups, community corrections facilities, and juvenile detention centers.*

*Our facility is committed to complying with all of the requirements of PREA in order to protect inmates from sexual abuse and to ensure they get the help they need if they are victimized. PREA requires all contractors and volunteers to receive specialized training in their responsibilities to prevent, detect, and respond to sexual abuse in custody. Every person who works or volunteers in this jail will receive this information.*

### **ZERO TOLERANCE**

This facility has zero tolerance toward all forms of sexual abuse and sexual harassment. "Zero Tolerance" means that sexual abuse, sexual harassment, and sexual misconduct will not be tolerated in our facility. Even one incident is too many.

DEFINITIONS – "Inmate" means any person incarcerated or detained in the jail; "Staff" means an agency employee; "Contractor" means a person who provides services on a recurring basis through a contract with our agency; and "Volunteer" is a person who provides unpaid services to our agency.

Sexual abuse of an inmate by another inmate includes any sexual contact when the victim does not or cannot consent, including if an inmate is coerced or threatened. Coercion is any time someone is pressured or manipulated to do something they wouldn't otherwise do. For example, an inmate might take advantage of another inmate who has a mental illness or disability, or may offer protection in return for sexual favors. Any time an inmate is unable to give consent to sexual contact for any reason, it is considered sexual abuse.

When we refer to "sexual contact" we don't just mean sex. Sexual contact includes any time an inmate's genitals come into contact with another person's mouth, genitals, or buttocks, even if there is no penetration. This also includes when an inmate intentionally touches another inmate on the genitals, breast, groin, inner thigh, or buttocks, without their consent.

There is no consensual sex between inmates and contractors or volunteers. Sexual abuse of an inmate by a staff member, contractor, or volunteer includes all of the abusive sexual contact just reviewed. Sexual misconduct also includes any display or "flashing" of the genitals, buttocks, or breasts of a staff member, contractor, or volunteer; and "voyeurism" is an invasion of privacy- such as peering at an inmate who is not fully clothed.

By law, inmates cannot consent to sexual contact with staff members, volunteers, or contractors. Specifically, our state law states that a person who is an employee or agent of the Department of Corrections or a county correctional authority commits a felony of the third degree when that person engages in sexual intercourse, deviate sexual intercourse or indecent contact with an inmate or detainee. All sexual contact between inmates and staff, contractors or volunteers is considered sexual abuse. It is against the law for you to have sexual contact with inmates, even if the inmate agrees or seems willing. There is no such thing as consensual sexual activity between inmates and staff, volunteers, or contractors.

Sexual harassment is also prohibited in this jail. Sexual harassment of an inmate by another inmate includes: repeated and unwelcome sexual advances, requests for sexual favors, or verbal comments, gestures, or actions of a derogatory or offensive sexual nature. Sexual harassment of an inmate by a staff member, contractor, or volunteer is basically the same thing, regardless of whether or not these actions appear to be unwelcome.

Just like employees, potential consequences for volunteers or contractors who sexually abuse or sexually harass inmates include dismissal from the facility, termination of the contract/volunteer duties, reporting to relevant licensing bodies, criminal prosecution, and civil liability. That means that if you sexually abuse or sexually harass an inmate in this facility, your work with our agency may end, you may be charged with a crime, and you may be sued.

## **HOW TO REPORT SEXUAL ABUSE OR SEXUAL HARASSMENT**

Volunteers and contractors have a duty to report any knowledge, suspicion, or information about sexual abuse or sexual harassment against inmates, retaliation by the inmates or staff, and any staff neglect that may have contributed to this abuse. That means that you are obligated to disclose any information you may have about possible sexual violence against inmates, even if you do not have proof of the abuse or you are unsure. Volunteers and contractors cannot, and should not, keep this information a secret. Failure to report any knowledge, suspicion or information about sexual abuse or sexual harassment in a custodial setting may be grounds for immediate dismissal from this facility.

Reporting a sexual assault behind bars basically means telling anyone who works here. The Washington County Correctional Facility's official position is that all reports will be taken seriously and will be investigated. There are several ways to report knowledge, suspicion, or information about sexual abuse or sexual harassment.

Any staff member in the facility will accept reports made verbally, in writing, or anonymously. Any report received is promptly documented and apart from reporting to administration, staff shall not reveal any information related to a sexual abuse or a sexual harassment report to anyone. Reports can also be made privately to any administrative staff in person or in writing.

This jail also accepts, and will immediately investigate, a report made on behalf of a third party, such as a loved one or an attorney, as well as reports that are made anonymously. This facility will investigate all allegations of sexual abuse and sexual harassment, even if the person making the report chooses to stay anonymous.

For more information about how to report sexual abuse or sexual harassment against inmates, please contact the facility PREA Coordinator or the Treatment Supervisor.

## **DETECTING SEXUAL ABUSE AND SEXUAL HARASSMENT**

It is important for volunteers and contractors to be aware of signs of sexual abuse or sexual harassment so that you can prevent this violence and report any abuse that may be occurring. As a volunteer or contractor, you have a very important role in detecting any possible sexual abuse or sexual harassment against inmates.

Some common signs of sexual abuse include changes in personality; withdrawal or avoidance of other inmates or staff; weight loss or weight gain; changes in an inmate's appearance or demeanor; unexplained bruises/scrapes/swelling; complaints about stomach aches, headaches, or other pains; fears about going to a certain location in the jail; requests for a cell/facility change; rumors or jokes about sexual abuse; acting out; as well as signs of trauma, which may include difficulty concentrating; flashbacks; sleep disturbances; panic attacks; being very alert/on-guard/jumpy; increased irritability;

suicidal thoughts or attempts; and/or the development of Post-Traumatic Stress Disorder (PTSD) or other related conditions.

If you suspect sexual abuse or sexual harassment may be occurring, or if an inmate discloses this abuse to you, stay calm and inform the nearest staff member.

In cases where a completed sexual assault has allegedly occurred within the previous 72 hours, the victim shall be advised to not shower or otherwise clean themselves. If the assault was oral, they should not drink, blow their nose or brush their teeth or otherwise take any action that could damage or destroy evidence.

### **MAINTAINING PROFESSIONAL RELATIONSHIPS WITH INMATES**

As a reminder, there is no such thing as consensual activity between inmates and staff members, volunteers, or contractors. All volunteers and contractors are expected to maintain professional relationships with inmates at all times. It is your responsibility to ensure that you adhere to all agency guidelines regarding professional conduct, and that you treat inmates in a fair and consistent manner.

Some of the most important ways you can maintain appropriate limits with inmates are to avoid discussing personal information about yourself (also known as overfamiliarity), respect inmates' limits and privacy, and demonstrate professionalism in all of your interactions.

Some examples of behaviors that volunteers and contractors should refrain from include:

- Horseplay or touching an inmate or making them touch you when not officially related to volunteer/contractor duties;
- Borrowing or lending anything to/from an inmate, including contraband or other goods;
- Doing favors for an inmate, outside the scope of our volunteer/contractor position;
- Keeping secrets for an inmate, or their family or friends.

As a volunteer or contractor, you are a visitor at this jail. Please let any staff member know if you have any questions or concerns about how to maintain professional relationships with inmates.

**Thank you for reviewing this training and for your service to this facility!**



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## PREA Training for Contractors and Volunteers

I, \_\_\_\_\_ have read or have had read to me the Washington County Correctional Facility's PREA Training for Contractors and Volunteers. I understand my obligation to report any verbal, written or witnessed misconduct.

Agency: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_