# Prison Rape Elimination Act (PREA) Audit Report

**Adult Prisons & Jails**

☒ Interim    ☑ Final

**Date of Report** November 11, 2017

## Auditor Information

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Barbara Jo Denison</td>
<td><a href="mailto:denisobj@sbcglobal.net">denisobj@sbcglobal.net</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Company Name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Shamrock Consulting, LLC</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Mailing Address</th>
<th>City, State, Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td>3113 Clubhouse Drive</td>
<td>Edinburg, TX 78542</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Telephone</th>
<th>Date of Facility Visit</th>
</tr>
</thead>
<tbody>
<tr>
<td>956-566-2578</td>
<td>October 2-5, 2017</td>
</tr>
</tbody>
</table>

## Agency Information

<table>
<thead>
<tr>
<th>Name of Agency</th>
<th>Governing Authority or Parent Agency (If Applicable):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knox County Sheriff’s Office</td>
<td>N/A</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Physical Address</th>
<th>City, State, Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td>400 Main Street</td>
<td>Knoxville, TN 37902</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Mailing Address</th>
<th>City, State, Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Telephone</th>
<th>Is Agency accredited by any organization?</th>
</tr>
</thead>
<tbody>
<tr>
<td>865-971-3914</td>
<td>☑ Yes</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>The Agency Is:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>☑ County</td>
<td>☑ State</td>
</tr>
</tbody>
</table>

| Agency mission:                 | The mission of the Knox County Sheriff’s Office is to make a positive difference in the lives of the citizens of this community through the provision of effective and efficient law enforcement service while adhering to the ethical values and standards of the law enforcement profession. The Knox County Sheriff’s Office will endeavor to promote interagency and interdisciplinary sharing of information, resources, training, and research to ensure proper stewardship of the trust provided to us by the community in which we serve. |

| Agency Website with PREA Information: | www.knoxsheriff.org |

## Agency Chief Executive Officer

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jimmy “J.J.” Jones</td>
<td>Sheriff</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Email</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td><a href="mailto:jj@knoxsheriff.org">jj@knoxsheriff.org</a></td>
<td>865-971-3901</td>
</tr>
</tbody>
</table>

## Agency-Wide PREA Coordinator

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brian Bivens</td>
<td>Assistant Chief of Corrections</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Email</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td><a href="mailto:brian.bivens@knoxsheriff.org">brian.bivens@knoxsheriff.org</a></td>
<td>865-281-6755</td>
</tr>
</tbody>
</table>
PREA Coordinator Reports to: William Purvis, Chief of Corrections

Number of Compliance Managers who report to the PREA Coordinator: 2

### Facility Information

**Name of Facility:** Roger D. Wilson Detention Facility

**Physical Address:** 5001 Maloneyville Rd., Knoxville, TN 37918

**Mailing Address (if different than above):** N/A

**Telephone Number:** 865-281-6700

The Facility Is:
- [ ] Military
- [ ] Private for profit
- [ ] Private not for profit
- [ ] Municipal
- [x] County
- [ ] State
- [ ] Federal

**Facility Type:** [x] Jail
- [ ] Prison

**Facility Mission:** Same as agency mission (page 1)

**Facility Website with PREA Information:** www.knoxsheriff.org

### Warden/Superintendent

**Name:** William Purvis
**Title:** Chief of Corrections

**Email:** william.purvis@knoxsheriff.org
**Telephone:** 865-971-3914

### Facility PREA Compliance Manager

**Name:** Lateesha Fritts
**Title:** PREA Manager

**Email:** lateesha.fritts@knoxsheriff.org
**Telephone:** 865-281-6747

### Facility Health Service Administrator

**Name:** Tammy Strunk
**Title:** Health Service Administrator

**Email:** tammy.strunk@knoxsheriff.org
**Telephone:** 865-281-6749

### Facility Characteristics

**Designated Facility Capacity:** 1036

**Current Population of Facility:** 1054

**Number of inmates admitted to facility during the past 12 months:** 18,684

**Number of inmates admitted to facility during the past 12 months whose length of stay in the facility was for 30 days or more:** 18,684

**Number of inmates admitted to facility during the past 12 months whose length of stay in the facility was for 72 hours or more:** 3355 correctional-wide

**Number of inmates on date of audit who were admitted to facility prior to August 20, 2012:** 0 correctional-wide
### Age Range of Population:

<table>
<thead>
<tr>
<th>Youthful Inmates Under 18</th>
<th>Adults: 18-69</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>

### Are youthful inmates housed separately from the adult population?

- ☑ Yes
- ☐ No
- ☒ NA

### Number of youthful inmates housed at this facility during the past 12 months:

0

### Average length of stay or time under supervision:

25 days

### Are youthful inmates housed separately from the adult population?

- ☑ Yes
- ☐ No
- ☒ NA

### Number of staff currently employed by the facility who may have contact with inmates:

380

### Number of staff hired by the facility during the past 12 months who may have contact with inmates:

85

### Number of contracts in the past 12 months for services with contractors who may have contact with inmates:

11

### Physical Plant

<table>
<thead>
<tr>
<th>Number of Buildings: 6</th>
<th>Number of Single Cell Housing Units: 2 single cell housing units, however, there are single cells throughout the facility.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Multiple Occupancy Cell Housing Units:</td>
<td>Throughout the facility, there are housing units with a mixture of multiple occupancy cells and single cell housing areas.</td>
</tr>
<tr>
<td>Number of Open Bay/Dorm Housing Units:</td>
<td>1</td>
</tr>
<tr>
<td>Number of Segregation Cells (Administrative and Disciplinary):</td>
<td>68</td>
</tr>
</tbody>
</table>

### Description of any video or electronic monitoring technology (including any relevant information about where cameras are placed, where the control room is, retention of video, etc.):

There are 288 cameras placed strategically throughout the facility with the retention varying between 3-18 months, according to the placement. Along with the facility cameras, there are also 16 bodycams per shift for a total of 33 bodycams.

### Medical

<table>
<thead>
<tr>
<th>Type of Medical Facility:</th>
<th>Infirmary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forensic sexual assault medical exams are conducted at:</td>
<td>Sexual Assault Center of East Tennessee</td>
</tr>
</tbody>
</table>

### Other

<table>
<thead>
<tr>
<th>Number of volunteers and individual contractors, who may have contact with inmates, currently authorized to enter the facility:</th>
<th>156 Volunteers and 11 Contractors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of investigators the agency currently employs to investigate allegations of sexual abuse:</td>
<td>2</td>
</tr>
</tbody>
</table>

### Facility Information

<table>
<thead>
<tr>
<th>Name of Facility:</th>
<th>Knox County Work Release Center</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physical Address:</td>
<td>4910 Maloneyville Rd., Knoxville, TN 37918</td>
</tr>
<tr>
<td>Mailing Address (if different than above):</td>
<td>5001 Maloneyville Rd., Knoxville, TN 37918</td>
</tr>
</tbody>
</table>
Telephone Number: 865-281-0607

The Facility Is: ☐ Military  ☐ Private for profit  ☐ Private not for profit
☐ Municipal  ☒ County  ☐ State  ☐ Federal

Facility Type: ☒ Jail  ☐ Prison

Facility Mission: Same as agency mission (page 1)

Facility Website with PREA Information: www.knoxsheriff.org

Warden/Superintendent

Name: William Purvis  Title: Chief of Corrections
Email: william.purvis@knoxsheriff.org  Telephone: 865-971-9111

Facility PREA Compliance Manager

Name: Lateesha.Fritts@knoxsheriff.org  Title: PREA Manager
Email: lateesha.fritts@knoxsheriff.org  Telephone: 865-281-6747

Facility Health Service Administrator

Name: Tammy Strunk  Title: Health Service Administrator
Email: tammy.strunk@knoxsheriff.org  Telephone: 865-281-6749

Facility Characteristics

Designated Facility Capacity: 120  Current Population of Facility: 112

| Number of inmates admitted to facility during the past 12 months | 18,684 correctional-wide |
| Number of inmates admitted to facility during the past 12 months whose length of stay in the facility was for 30 days or more: | 3355 correctional-wide |
| Number of inmates admitted to facility during the past 12 months whose length of stay in the facility was for 72 hours or more: | 9475 correctional-wide |
| Number of inmates on date of audit who were admitted to facility prior to August 20, 2012: | 0 |

| Age Range of Population: | Youthful Inmates Under 18 N/A | Adults: 19-65 |
| Are youthful inmates housed separately from the adult population? | ☐ Yes | ☐ No | ☒ NA |

| Number of youthful inmates housed at this facility during the past 12 months: | 0 |
| Average length of stay or time under supervision: | 25 days |
| Facility security level/inmate custody levels: | Minimum & Medium |
| Number of staff currently employed by the facility who may have contact with inmates: | 11 |
| Number of staff hired by the facility during the past 12 months who may have contact with inmates: | 1 |
### Physical Plant

<table>
<thead>
<tr>
<th>Number of Buildings:</th>
<th>1 building with 4 pods</th>
<th>Number of Single Cell Housing Units:</th>
<th>0</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Multiple Occupancy Cell Housing Units:</td>
<td></td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Number of Open Bay/Dorm Housing Units:</td>
<td></td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Number of Segregation Cells (Administrative and Disciplinary):</td>
<td></td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

**Description of any video or electronic monitoring technology (including any relevant information about where cameras are placed, where the control room is, retention of video, etc.):**

The facility has 24 cameras with the retention of video varying from 10-30 days.

### Medical

**Type of Medical Facility:** All inmates needing medical housing are transported to the Roger D. Wilson Detention Facility infirmary.

**Forensic sexual assault medical exams are conducted at:** Sexual Assault Center of East Tennessee

### Other

<table>
<thead>
<tr>
<th>Number of volunteers and individual contractors, who may have contact with inmates, currently authorized to enter the facility:</th>
<th>156 Volunteers and 11 Contractors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of investigators the agency currently employs to investigate allegations of sexual abuse:</td>
<td>2</td>
</tr>
</tbody>
</table>
### Facility Information

<table>
<thead>
<tr>
<th>Name of Facility:</th>
<th>Knox County Jail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physical Address:</td>
<td>400 Main St., Knoxville, TN  37902</td>
</tr>
<tr>
<td>Mailing Address (if different than above):</td>
<td>5001 Maloneyville Rd., Knoxville, TN  37918</td>
</tr>
<tr>
<td>Telephone Number:</td>
<td>865-342-9625</td>
</tr>
<tr>
<td>The Facility Is:</td>
<td>☒ County</td>
</tr>
<tr>
<td>Facility Type:</td>
<td>☒ Jail</td>
</tr>
<tr>
<td>Facility Mission:</td>
<td>Same as agency mission (page 1)</td>
</tr>
<tr>
<td>Facility Website with PREA Information:</td>
<td><a href="http://www.knoxsheriff.org">www.knoxsheriff.org</a></td>
</tr>
</tbody>
</table>

### Warden/Superintendent

<table>
<thead>
<tr>
<th>Name:</th>
<th>William Purvis</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title:</td>
<td>Chief of Corrections</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:william.purvis@knoxsheriff.org">william.purvis@knoxsheriff.org</a></td>
</tr>
<tr>
<td>Telephone:</td>
<td>865-971-9111</td>
</tr>
</tbody>
</table>

### Facility PREA Compliance Manager

<table>
<thead>
<tr>
<th>Name:</th>
<th>Kevin McCandrew</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title:</td>
<td>PREA Manager</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:kevin.mccandrew@knoxsheriff.org">kevin.mccandrew@knoxsheriff.org</a></td>
</tr>
<tr>
<td>Telephone:</td>
<td>865-342-9632</td>
</tr>
</tbody>
</table>

### Facility Health Service Administrator

<table>
<thead>
<tr>
<th>Name:</th>
<th>Tammy Strunk</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title:</td>
<td>Health Service Administrator</td>
</tr>
<tr>
<td>Email:</td>
<td>tammy.struck.knoxsheriff.org</td>
</tr>
<tr>
<td>Telephone:</td>
<td>865-281-6749</td>
</tr>
</tbody>
</table>

### Facility Characteristics

<table>
<thead>
<tr>
<th>Designated Facility Capacity:</th>
<th>215</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Population of Facility:</td>
<td>209</td>
</tr>
<tr>
<td>Number of inmates admitted to facility during the past 12 months</td>
<td>18,684 correctional-wide</td>
</tr>
<tr>
<td>Number of inmates admitted to facility during the past 12 months whose length of stay in the facility was for 30 days or more:</td>
<td>3355 correctional-wide</td>
</tr>
<tr>
<td>Number of inmates admitted to facility during the past 12 months whose length of stay in the facility was for 72 hours or more:</td>
<td>9478 correctional-wide</td>
</tr>
<tr>
<td>Number of inmates on date of audit who were admitted to facility prior to August 20, 2012:</td>
<td>0</td>
</tr>
<tr>
<td>Age Range of Population:</td>
<td>Youthful Inmates Under 18: N/A</td>
</tr>
<tr>
<td>Adults:</td>
<td>18-71</td>
</tr>
<tr>
<td>Are youthful inmates housed separately from the adult population?</td>
<td>☒ Yes</td>
</tr>
</tbody>
</table>

PREA Audit Report Page 6 of 87 Knox County Sheriff’s Corrections Division
<table>
<thead>
<tr>
<th>Number of youthful inmates housed at this facility during the past 12 months:</th>
<th>2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Average length of stay or time under supervision:</td>
<td>19 days</td>
</tr>
<tr>
<td>Facility security level/inmate custody levels:</td>
<td>Minimum &amp; Maximum</td>
</tr>
<tr>
<td>Number of staff currently employed by the facility who may have contact with inmates:</td>
<td>54</td>
</tr>
<tr>
<td>Number of staff hired by the facility during the past 12 months who may have contact with inmates:</td>
<td>24</td>
</tr>
<tr>
<td>Number of contracts in the past 12 months for services with contractors who may have contact with inmates:</td>
<td>11</td>
</tr>
</tbody>
</table>

**Physical Plant**

<table>
<thead>
<tr>
<th>Number of Buildings:</th>
<th>1 building with 14 pods</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Multiple Occupancy Cell Housing Units:</td>
<td>9</td>
</tr>
<tr>
<td>Number of Open Bay/Dorm Housing Units:</td>
<td>1</td>
</tr>
<tr>
<td>Number of Segregation Cells (Administrative and Disciplinary):</td>
<td>48</td>
</tr>
</tbody>
</table>

Description of any video or electronic monitoring technology (including any relevant information about where cameras are placed, where the control room is, retention of video, etc.):

The facility has 112 cameras with retention of 8-12 months depending on placement. The facility has a total of 12 body cams with 6 being assigned to each shift.

**Medical**

<table>
<thead>
<tr>
<th>Type of Medical Facility:</th>
<th>All inmates needing medical housing are transported to the Roger D. Wilson Detention Facility infirmary.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forensic sexual assault medical exams are conducted at:</td>
<td>Sexual Assault Center of East Tennessee</td>
</tr>
</tbody>
</table>

**Other**

<table>
<thead>
<tr>
<th>Number of volunteers and individual contractors, who may have contact with inmates, currently authorized to enter the facility:</th>
<th>156 Volunteers and 11 Contractors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of investigators the agency currently employs to investigate allegations of sexual abuse:</td>
<td>2</td>
</tr>
</tbody>
</table>
Audit Findings

Audit Narrative

The PREA on-site audit of the Knox County Sheriff’s Corrections Division was conducted October 2-5, 2017, by this Department of Justice Certified PREA Auditor, Barbara Jo Denison, with the assistance of Lisa Hollingsworth, Department of Justice Certified PREA Auditor. Pre-audit preparation included a thorough review of agency policies, procedures, training curriculums, the Pre-Audit Questionnaire and supporting PREA-related documentation provided by the facility to demonstrate compliance to the PREA standards. Communication during this pre-audit review was ongoing with Rodney Bivens, Director of Corrections, Brian Bivens, PREA Coordinator and Lateesha Fritts, PREA Manager of the Roger D. William Detention Facility and the Knox County Work Release Center.

On the first day of the audit, an entrance meeting was held with Chief Rodney Bivens, Director of Corrections, Chief William Purvis, Chief of Corrections, Assistant Chief Brian Bivens, PREA Coordinator, Sergeant Lateesha Fritts, PREA Manager, Lisa Hollingsworth, DOJ Certified PREA Auditor and numerous department heads and officers in attendance.

The Knox County Sheriff’s Corrections Division is comprised of three facilities. They are the Roger D. Wilson Detention Facility (RDWDF), the Knox County Work Release (KCWRC) and the Knox County Jail (K CJ). During the course of the audit, all three facilities were toured. During the tours, the location of cameras and mirrors, room layout including shower/toilet areas and placement of PREA posters and information was observed.

While touring the Roger D. Wilson Detention Facility, it was noted that in the warehouse there were areas between rows of shelving and in three small rooms located behind the shelving and in the entryway of staff and inmate restrooms that additional cameras, for a total of 11, would help in the supervision of inmates in these areas. It was also recommended that a mirror be installed behind the dishwashing area in the kitchen to aid staff in supervision of inmates working in this area. The facility was receptive to these recommendations and before the conclusion of the audit a mirror was installed in the kitchen and all 11 cameras were ordered.

While touring the Knox County Jail, it was noted that the area behind the two dryers located on the far wall of the laundry room the camera opposite that wall did not capture that area. By the second day of the audit, the camera that was in the laundry room was moved and in review of the camera monitors, this area was visible.

PREA posters in both English and Spanish were posted throughout the facilities in common areas and all housing areas. On the wall by all pay phones in all three facilities, reporting numbers, *888 and *999 are stenciled on the wall. Inmates dial *888, to call the internal reporting number. Calls to this number are received on the Director of Corrections, the Chief of Corrections, the PREA Coordinator and the facility investigators’ cell phones. Inmates can dial *999, the external reporting line, to contact the Sexual Assault Center of East Tennessee. Inmates can also dial *555 to contact the RAINN National Hotline. Calls made using the *555 number are routed to the Sexual Assault Center of East Tennessee. Calls to any of these reporting numbers are toll free and inmates can remain anonymous if they chose. The numbers *888 and *999 were called on an inmate telephone and both were found to be accessible.
The facility has a memorandum of understanding (MOU) with the Sexual Assault Center of East Tennessee since September 1, 2014. During the audit, the Director of Victim Services and the SANE Coordinator of the Sexual Assault Center of East Tennessee came to the Roger D. Wilson Detention Facility to discuss the MOU and the services that their agency provides to the inmates of the Knox County Sheriff’s Corrections Division. All services provided are free of charge and confidential.

The Center provides the services of a Sexual Assault Nurse Examiner (SANE) 24 hours a day, seven days a week. SANE exams can be performed at a local hospital or at the Sexual Assault Forensic Exam Center. The Sexual Assault Center of East Tennessee will ensure that a victim advocate be available at the victim’s request during the SANE exam and during investigative interviews. They also provide emotional support, crisis intervention, counseling, information and referrals to inmate victims of sexual assault. There is a 24-hour reporting hot line that inmates can access through the inmate telephones by dialing *999 or by dialing *555, the RAINN National Hotline, answered by staff at the Sexual Assault Center of East Tennessee.

The Director of Victim Services, the SANE Coordinator and the facility shared that they all feel that they have a good working relationship. Some staff of the Center have attended the facility’s orientation and training class for volunteers and the Center has provided orientation and training regarding inmate services of the Center to the SART and to health care staff.

During the tour of each facility, I spoke informally to staff and inmates questioning them about their overall knowledge of the agency’s zero-tolerance policy and methods of reporting. On the first day of the audit, there were 1375 inmates assigned to the Knox County Sheriff’s Correction’s Division (1054 at the Roger D. Wilson Detention Facility, 112 at the Knox County Work Release Center and 209 at the Knox County Jail). A total of 53 Knox County Sheriff’s Corrections Division inmates were formally interviewed. Inmates with special designations were asked questions related to those special designations as well as the random inmate questions. The breakdown of those interviews by facility were as follows:

<table>
<thead>
<tr>
<th>Total Inmates Interviewed</th>
<th>Inmates with Special Designations</th>
</tr>
</thead>
<tbody>
<tr>
<td>21</td>
<td>2 – Risk of Abusiveness</td>
</tr>
<tr>
<td></td>
<td>3 – Risk of Victimization</td>
</tr>
<tr>
<td></td>
<td>2 – Cognitive Deficits</td>
</tr>
<tr>
<td></td>
<td>1 – Hard of Hearing</td>
</tr>
<tr>
<td></td>
<td>1 – Reported Sexual Abuse</td>
</tr>
<tr>
<td></td>
<td>1 – Lesbian</td>
</tr>
<tr>
<td></td>
<td>2 – Gay</td>
</tr>
<tr>
<td></td>
<td>2 - Bisexual</td>
</tr>
<tr>
<td></td>
<td>4 – Limited English Proficient</td>
</tr>
</tbody>
</table>

There were no inmates housed at the Roger D. Wilson Detention Facility during the audit that were blind, with low vision, deaf, low reading skills or who self-disclosed being transgender or intersex.
**Knox County Work Release Center**

<table>
<thead>
<tr>
<th>Total Inmates Interviewed</th>
<th>Inmates with Special Designations</th>
</tr>
</thead>
<tbody>
<tr>
<td>13</td>
<td>2 – Potential Victims</td>
</tr>
<tr>
<td></td>
<td>1 – Gay</td>
</tr>
<tr>
<td></td>
<td>1 – Bisexual</td>
</tr>
</tbody>
</table>

There were no inmates housed at the Knox County Work Release Center during the audit that were blind, with low vision, deaf, hard of hearing, with low reading skills, cognitive deficits or who self-disclosed being transgender or intersex.

**Knox County Jail**

<table>
<thead>
<tr>
<th>Total Inmates Interviewed</th>
<th>Inmates with Special Designations</th>
</tr>
</thead>
<tbody>
<tr>
<td>19</td>
<td>2 – Risk of Victimization</td>
</tr>
<tr>
<td></td>
<td>3 – Risk of Abusiveness</td>
</tr>
<tr>
<td></td>
<td>1 – Gay</td>
</tr>
</tbody>
</table>

There were no inmates housed at the Knox County Jail during the audit that were blind, with low vision, deaf, hard of hearing, with low reading skills, cognitive deficits or who self-disclosed being bisexual, transgender or intersex.

Inmates interviewed acknowledged receiving PREA training with written information during the intake process and viewing the PREA video. They were familiar with the agency/facility's zero-tolerance policy against sexual abuse and sexual harassment and were able to articulate during interview the methods of reporting allegations of sexual abuse and sexual harassment available to them. Several inmates interviewed were complimentary of the staff. They expressed that they feel safe at the facilities. Inmates indicated that opposite gender staff announce when they enter housing units and further stated that opposite gender staff do not work in their housing areas.

The Knox County Sheriff’s Correction’s Division has 445 assigned staff with 380 at the Roger D. Wilson Detention Facility, 54 at the Knox County Jail and 11 at the Knox County Work Release Center. Twenty-eight specialized staff and 30 random staff were interviewed for a total of 58 Knox County Sheriff’s Corrections Division staff interviews. Several specialized staff have multiple roles and they were asked questions as they relate to each of those roles. Of the random staff interviewed random selections of five from each security shift from the Roger D. Wilson Detention Facility, three from each security shift from the Knox County Jail and two from each shift from the Knox County Work Release Center.

Staff interviewed were knowledgeable of their responsibilities of detecting, preventing and responding to sexual abuse and sexual harassment allegations. They knew how to respond if they learned that a resident was in imminent danger of sexual abuse. They reported receiving PREA training on how to conduct cross-gender pat searches and searches of transgender and intersex inmates.

Random electronic personnel files of 50 employees, 11 contractors and 5 volunteers were reviewed to determine compliance with criminal background check procedures. Random employee files reviewed included those of 15 new hires and 15 promotions in the past 12 months. Fifteen records reviewed...
were of employees that had prior institutional employment and five were employed for three years or longer. Files reviewed showed criminal background checks for pre-employment and every four years thereafter are being completed as required by the agency policy and the PREA standards.

Documentation of PREA training for employees, contractors and volunteers are maintained electronically in the Tennessee Corrections Institute Facility Training and Compliance System. The same employee, contractor and volunteer files that were reviewed for compliance with criminal background check procedures were reviewed to determine compliance with the requirements of annual PREA training. All files reviewed were very well organized and contained all the required documentation. Employees, contractors and volunteers who had been employed since the last PREA audit, had documentation of PREA training each year in this audit timeframe.

The facility has two trained PREA investigators responsible for administrative investigations of allegations of sexual abuse and sexual harassment. Allegations that appear to be criminal are referred to the Knox County Sheriff’s Office Major Crimes Investigation Division for criminal investigation and referral for prosecution if warranted. In the past 12 months, there were 29 allegations of sexual abuse/sexual harassment reported. All allegations were administratively investigated, with the exception of one allegation that was referred for criminal investigation. All investigative files were reviewed and allegations were found to be investigated in accordance with the agency policy and the PREA standards. Investigative file contents showed that the files are well organized and that all steps of the agency’s investigative process are being followed with all documentation maintained in the investigative file. The breakdown of allegations received in the 12 months prior to the audit are as follows:

<table>
<thead>
<tr>
<th>NUMBER RECEIVED</th>
<th>DESCRIPTION OF COMPLAINT</th>
<th>INVESTIGATIVE RESULTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>Staff-on-Inmate Sexual Abuse</td>
<td>1 - Unsubstantiated</td>
</tr>
<tr>
<td></td>
<td></td>
<td>6 – Unfounded</td>
</tr>
<tr>
<td>5</td>
<td>Staff-on-Inmate Sexual Harassment</td>
<td>5 – Unfounded</td>
</tr>
<tr>
<td>1</td>
<td>Staff Sexual Misconduct</td>
<td>1 – Unfounded</td>
</tr>
<tr>
<td>12</td>
<td>Inmate-on-Inmate Sexual Harassment</td>
<td>6 – Unfounded</td>
</tr>
<tr>
<td></td>
<td></td>
<td>4 – Unsubstantiated</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2 – Substantiated</td>
</tr>
<tr>
<td>3</td>
<td>Inmate-on-Inmate Sexual Abuse</td>
<td>2 – Unsubstantiated</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1 – Unfounded</td>
</tr>
<tr>
<td>1</td>
<td>Inmate Sexual Misconduct</td>
<td>1 – Unsubstantiated</td>
</tr>
</tbody>
</table>
At the conclusion of the on-site audit, an exit meeting was held to discuss the audit findings with Chief Rodney Bivens, Director of Corrections; Chief William Purvis, Chief of Corrections; Assistant Chief Brian Bivens, PREA Coordinator; Lieutenant Steven Patrick; Assistant Chief Tom Buhl; Lieutenant Lisa Kidd; and, Lisa Hollingsworth, DOJ Certified PREA Auditor in attendance. During the exit meeting, the facility was informed of the process that would follow the on-site visit. The team was complimented on their cooperation prior to the audit and during the on-site visit and their willingness to achieve PREA compliance. It is evident that the Knox County Sheriff’s Corrections Division has made PREA compliance a high priority to ensure the sexual safety of the inmates in all three of their facilities.
Facility Characteristics

The Knox County Sheriff’s Corrections Division is comprised of three facilities. They are the Roger D. Wilson Detention Facility, the Knox County Jail and the Knox County Work Release Center. The following are the facility characteristics of each facility:

Roger D. Wilson Detention Facility (RDWDF):
The Roger D. Wilson Detention Facility is located on 5001 Maloneyville Road, Knoxville, TN. The facility is located in east Knox County and sits on 52 acres of county-owned property. The facility covers approximately 340,000 square feet and is surrounded by a double fourteen-foot chain link fence. Construction of the building began in June of 1992 and the first inmates were housed two-and-a-half years later. In 2005, Unit One was built adding an additional 240 beds split between classification and disciplinary units. An additional housing unit was opened in September 2007, which added an additional 288 beds, making the current rated capacity 1036. The facility houses minimum, medium and maximum male and female inmates serving state and county sentences not exceeding eight years. The average length of stay of inmates is 25 days.

The upper level of the Roger D. Wilson Detention Facility houses the entry checkpoint area, administrative offices, Master Control and the training department.

The lower level of the Roger D. Wilson Detention Facility includes the Knox County Intake Center that serves the entire local, state and federal law enforcement community. The Center is the gateway into the Knox County penal system and processes over 30,000 arrestees each calendar year. The intake area located in the lower level is staffed with six officers per shift. There are three male dress out areas and one female. Partial solid doors provide privacy for incoming inmates when toileting.

The Roger D. Wilson Detention Facility utilizes a direct supervision concept wherein inmates are supervised by three shifts of corrections officers and support staff directly. There is a minimum of one formal count each shift and security checks twice an hour, with no longer than 40 minutes between each check. There are three tiers of security with monitoring of staff assigned to Master Control, Unit Control and control within each pod.

The facility has 5 housing units with 4 pods in each housing unit. Throughout the facility there are housing units with a mixture of multiple occupancy cells and single cell housing areas. Unit 3 is an open-dormitory style-housing unit with partial walls separating cubicles that house 2-3 inmates in each cubicle. In this housing unit there is a common restroom with 6 urinals, 6 toilet stalls, 6 sinks and 6 showers. Single cell housing has toilets and sinks within each cell and five showers with an opening at the bottom of the shower doors.

There are infirmary beds within the medical unit with 6 medical housing beds and two infirmary beds for females (6B-Female) and 10 medical housing beds and 2 infirmary beds for males (6AB-Male). Medical services are provided to inmates of the Roger D. Wilson Detention Facility and the Knox County Work Release Center.

The facility has 288 cameras throughout the facility with DVR’s retaining data for 3-18 months depending on their placement. Along with facility cameras, there are also 32 body cams with 16 assigned each shift.

Knox County Jail (KCJ):
The Knox County Jail is located at 400 Main St, Knoxville, TN on the lower level of the City County Building. The jail located in the downtown area, opened its doors in 1979 to house minimum, medium and maximum-security inmates.
When the Roger D. Wilson Detention Facility opened, the downtown jail was converted to an all-male maximum custody facility and became the holding area for inmates awaiting court each day. In 2009, the Knox County Jail became an all-female facility and expanded the programs that were offered. Today the Jail is an all-male maximum custody jail. The Knox County Jail has a rated capacity of 215. On the first day of the audit, the population totaled 209 inmates with an average length of stay being 25 days.

The entry to the jail is on level 2 (L-2) of the building. County administration offices are located on level 1 (L-1) Staff and visitors enter the facility and must clear the metal detector and all property is searched. There is a master control center that is manned continuously by two officers. Responsibilities of officers in the control center include master key control, monitoring cameras, control of doors, emergency equipment, etc. The Knox County Jail receives an average of 40-100 inmates per day who are scheduled to appear in court.

Behind the entry area, there is a medical/mental health office, a medication room, an observation room and an exam room. One Licensed Practical Nurse is onsite Monday through Friday from 8 a.m. – 4 p.m. After hours, medical staff from the Roger D. Wilson Detention Facility is on call. Mental health staff and a mid-level practitioner from the Roger D. Wilson Detention Facility also provide services onsite as needed. There is a laundry, kitchen, attorney booths, and court holding rooms, a multipurpose room, roll call room, storage room, inmate property room and a classroom.

The Knox County Jail is comprised of 14 pods with a total of 178 double-bunk cells and 32 single cells. One pod is used as a segregated and disciplinary confinement unit. Youthful inmates are housed in Pod 13 in the Knox County Jail where there are three cells where no adult inmates are housed. At the time of the onsite audit, there were no youthful inmates housed at the jail. Placement in Pod 13 would ensure separation from adult inmates.

In front of each pod there is an inmate walk and an outer officers walk. Cells with bars have a toilet and sink within each cell. There is a Day Room for each pod with a toilet, sink and a stainless steel shower all designed to afford privacy for inmates. There is a kiosk and pay phones in each Day Room. PREA reporting numbers are stenciled on the wall by the officers’ walk. Televisions are on the wall outside of the Day Rooms.

The facility has 112 cameras throughout the facility with retention of data for 8-12 months depending on placement. The facility also has 12 body cams with 6 assigned to each shift. Officers conduct three formal counts per day and one informal count per shift.

The Knox County Jail is certified by ACA Core, the Tennessee Corrections Institute and the United States Marshal Service.

**Knox County Work Release Center (KCWRC):**
The Knox County Work Release Center is located across from the Roger D. Wilson Detention Facility at 4910 Maloneyville Rd. The Knox County Work Release Center was opened on September 8, 1992.

Since the last audit, an area within the Knox County Work Release Center, which was previously used as temporary housing unit, was renovated. The additional housing area (Pod 4) has a rated capacity of 30 inmates, which increased the capacity of the Knox County Work Release Center from 90 to 120 inmates. The facility has four pods with Pods 1, 2, and 3 housing worker status inmates. Pod 4 is an overflow population pod for the Roger D. Wilson Detention Facility. Inmates in Pod 4 do not go out to work.

There is a restroom within each pod that is surrounded by a partial block wall. There are four toilet stalls and a shower area with three showerheads with a curtain surrounding the shower area.

On the first day of the audit, there were 112 inmates housed at the Knox County Work Release Center. There are 11 staff assigned to the facility. The Work Release Center houses inmate workers who work in-
house performing custodial duties and work in the community. Inmates are assigned work at the Boys and Girls Club and on various crews such as the fleet, construction, garden, lawn, floor, shipping and receiving crews and cutting trees and picking up trash.

The Knox County Work Release Center is an indirect supervision facility that consists of four individual pods that house 30 inmates each. It also contains an outdoor recreation area and inmates have the same opportunities for programs as other KCSO facilities. All auxiliary services, which include medical, laundry and kitchen are provided by the Roger D. Wilson Detention Facility.

The Center has 24 cameras with retention of data varying from 10-30 days. There are 11 staff assigned to this facility. There is one formal count and one informal count per shift and security rounds every 30 minutes not to exceed 40 minutes.

The mission statement of the Knox County Sheriff’s Office is as follows:

“The mission of the Knox County Sheriff’s Office is to make a positive difference in the lives of the citizens of this community through the provision of effective and efficient law enforcement services while adhering to the ethical values and standards of the law enforcement services while adhering to the ethical values and standards of the law enforcement profession. The Knox County Sheriff’s Office will endeavor to promote interagency and interdisciplinary sharing of information, resources, training and research to ensure proper stewardship of the trust proved to us by the community in which we serve.”

Summary of Audit Findings

The audit of the Knox County Sheriff’s Corrections Division revealed that the facility was found to exceed in nine standards and there were no standards that were not met. The remaining standards were found to meet all of the requirements of those standards. The audit findings were as follows:

**Number of Standards Exceeded:** 9

The agency was found to exceed in the following standards: 115.11; 115.13; 115.17; 115.31; 115.33; 115.41; 115.42; 115.71; and, 115.88.

**Number of Standards Met:** 36

The agency was found to meet the requirements of the following standards: 115.12; 115.14; 115.15; 115.16; 115.18; 115.21; 115.22; 115.32; 115.34; 115.35; 115.43; 115.51; 115.52; 115.53; 115.54; 115.61; 115.62; 115.63; 115.64; 115.65; 115.66; 115.67; 115.68; 115.72; 115.73; 115.76; 115.77; 115.78; 115.81; 115.82; 115.83; 115.86; 115.87; 115.89; 115.401; and, 115.403.

**Number of Standards Not Met:** 0

There were no standards not found to meet the requirements of the standards.

**Summary of Corrective Action (if any)** N/A
### Standard 115.11: Zero tolerance of sexual abuse and sexual harassment; PREA coordinator

**All Yes/No Questions Must Be Answered by The Auditor to Complete the Report**

**115.11 (a)**

- Does the agency have a written policy mandating zero tolerance toward all forms of sexual abuse and sexual harassment? ☒ Yes ☐ No

- Does the written policy outline the agency’s approach to preventing, detecting, and responding to sexual abuse and sexual harassment? ☒ Yes ☐ No

**115.11 (b)**

- Has the agency employed or designated an agency-wide PREA Coordinator? ☒ Yes ☐ No

- Is the PREA Coordinator position in the upper-level of the agency hierarchy? ☒ Yes ☐ No

- Does the PREA Coordinator have sufficient time and authority to develop, implement, and oversee agency efforts to comply with the PREA standards in all of its facilities? ☒ Yes ☐ No

**115.11 (c)**

- If this agency operates more than one facility, has each facility designated a PREA compliance manager? (N/A if agency operates only one facility.) ☒ Yes ☐ No ☐ NA

- Does the PREA compliance manager have sufficient time and authority to coordinate the facility’s efforts to comply with the PREA standards? (N/A if agency operates only one facility.) ☒ Yes ☐ No ☐ NA

**Auditor Overall Compliance Determination**

- ☒ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

- ☐ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

- ☐ **Does Not Meet Standard** (*Requires Corrective Action*)

**Instructions for Overall Compliance Determination Narrative**
The Knox County Sheriff’s Corrections Division’s policy 18-01 is a written plan mandating zero tolerance towards all forms of sexual abuse and sexual harassment and outlines the agency’s approach to preventing, detecting and responding to such conduct. The policy includes definitions of prohibited behaviors and sanctions for those found to participate in these prohibited behaviors. In review of the policy, it was found to be comprehensive and provides a thorough description of the agency’s approach to reduce and prevent sexual abuse and sexual harassment of inmates, exceeding in the requirements of this standard.

The agency employs an upper-level agency-wide PREA Coordinator for the agency and two facility PREA Managers. Post Order #082 outlines the responsibilities of the PREA Coordinator who oversees the agency’s PREA program and Post Order #081 outlines the responsibilities of the PREA Compliance Managers. One of the PREA Managers is responsible for the Roger D. Wilson Detention Facility and the Knox County Work Release Center and the second PREA Manager is responsible for the Knox County Jail. Both PREA Managers answer to the PREA Coordinator. The PREA Coordinator answers to the Director of Corrections.

In interview with the PREA Coordinator and both PREA Managers, they stated that they have sufficient time and authority to manage their PREA-related responsibilities.

### Standard 115.12: Contracting with other entities for the confinement of inmates

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.12 (a)

- If this agency is public and it contracts for the confinement of its inmates with private agencies or other entities including other government agencies, has the agency included the entity’s obligation to comply with the PREA standards in any new contract or contract renewal signed on or after August 20, 2012? (N/A if the agency does not contract with private agencies or other entities for the confinement of inmates.) ☐ Yes ☐ No ☒ NA

115.12 (b)

- Does any new contract or contract renewal signed on or after August 20, 2012 provide for agency contract monitoring to ensure that the contractor is complying with the PREA standards? (N/A if the agency does not contract with private agencies or other entities for the confinement of inmates OR the response to 115.12(a)-1 is "NO".) ☐ Yes ☐ No ☒ NA

**Auditor Overall Compliance Determination**

☐ **Exceeds Standard** *(Substantially exceeds requirement of standards)*

☒ **Meets Standard** *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*

☐ **Does Not Meet Standard** *(Requires Corrective Action)*
Based on documentation provided for review, the Knox County Sheriff’s Corrections Division does not contract with other agencies for the confinement of its inmates.

### Standard 115.13: Supervision and monitoring

**All Yes/No Questions Must Be Answered by the Auditor to Complete the Report**

#### 115.13 (a)

- Does the agency ensure that each facility has developed a staffing plan that provides for adequate levels of staffing and, where applicable, video monitoring, to protect inmates against sexual abuse? ☒ Yes ☐ No
- Does the agency ensure that each facility has documented a staffing plan that provides for adequate levels of staffing and, where applicable, video monitoring, to protect inmates against sexual abuse? ☒ Yes ☐ No
- Does the agency ensure that each facility’s staffing plan takes into consideration the generally accepted detention and correctional practices in calculating adequate staffing levels and determining the need for video monitoring? ☒ Yes ☐ No
- Does the agency ensure that each facility’s staffing plan takes into consideration any judicial findings of inadequacy in calculating adequate staffing levels and determining the need for video monitoring? ☒ Yes ☐ No
- Does the agency ensure that each facility’s staffing plan takes into consideration any findings of inadequacy from Federal investigative agencies in calculating adequate staffing levels and determining the need for video monitoring? ☒ Yes ☐ No
- Does the agency ensure that each facility’s staffing plan takes into consideration any findings of inadequacy from internal or external oversight bodies in calculating adequate staffing levels and determining the need for video monitoring? ☒ Yes ☐ No
- Does the agency ensure that each facility’s staffing plan takes into consideration all components of the facility’s physical plant (including “blind-spots” or areas where staff or inmates may be isolated) in calculating adequate staffing levels and determining the need for video monitoring? ☒ Yes ☐ No
- Does the agency ensure that each facility’s staffing plan takes into consideration the composition of the inmate population in calculating adequate staffing levels and determining the need for video monitoring? ☒ Yes ☐ No
- Does the agency ensure that each facility’s staffing plan takes into consideration the number and placement of supervisory staff in calculating adequate staffing levels and determining the need for video monitoring? ☒ Yes ☐ No
- Does the agency ensure that each facility’s staffing plan takes into consideration the institution programs occurring on a particular shift in calculating adequate staffing levels and determining
the need for video monitoring? ☒ Yes ☐ No ☐ NA

- Does the agency ensure that each facility’s staffing plan takes into consideration any applicable State or local laws, regulations, or standards in calculating adequate staffing levels and determining the need for video monitoring? ☒ Yes ☐ No

- Does the agency ensure that each facility’s staffing plan takes into consideration the prevalence of substantiated and unsubstantiated incidents of sexual abuse in calculating adequate staffing levels and determining the need for video monitoring? ☒ Yes ☐ No

- Does the agency ensure that each facility’s staffing plan takes into consideration any other relevant factors in calculating adequate staffing levels and determining the need for video monitoring? ☒ Yes ☐ No

115.13 (b)

- In circumstances where the staffing plan is not complied with, does the facility document and justify all deviations from the plan? (N/A if no deviations from staffing plan.) ☐ Yes ☐ No ☒ NA

115.13 (c)

- In the past 12 months, has the facility, in consultation with the agency PREA Coordinator, assessed, determined, and documented whether adjustments are needed to: The staffing plan established pursuant to paragraph (a) of this section? ☒ Yes ☐ No

- In the past 12 months, has the facility, in consultation with the agency PREA Coordinator, assessed, determined, and documented whether adjustments are needed to: The facility’s deployment of video monitoring systems and other monitoring technologies? ☒ Yes ☐ No

- In the past 12 months, has the facility, in consultation with the agency PREA Coordinator, assessed, determined, and documented whether adjustments are needed to: The resources the facility has available to commit to ensure adherence to the staffing plan? ☒ Yes ☐ No

115.13 (d)

- Has the facility/agency implemented a policy and practice of having intermediate-level or higher-level supervisors conduct and document unannounced rounds to identify and deter staff sexual abuse and sexual harassment? ☒ Yes ☐ No

- Is this policy and practice implemented for night shifts as well as day shifts? ☒ Yes ☐ No

- Does the facility/agency have a policy prohibiting staff from alerting other staff members that these supervisory rounds are occurring, unless such announcement is related to the legitimate operational functions of the facility? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☒ Exceeds Standard *(Substantially exceeds requirement of standards)*
☐ **Meets Standard** *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*

☐ **Does Not Meet Standard** *(Requires Corrective Action)*

Based on agency policy 18-01, page 3, section C-1 and review of staffing plan provided for review, the agency has developed, documented and made its best efforts to comply on a regular basis with a staffing plan that provides for adequate levels of staffing and uses video monitoring to protect detainees against sexual abuse. In the development of the staffing plan for all three of its facilities, the agency took into consideration generally accepted detention and correctional practices, any judicial findings of inadequacy, any findings of inadequacy from federal investigative agencies, any findings of inadequacy from internal or external oversight bodies, all components of the facilities physical plant, the composition of the inmate population, the number and placement of supervisory staff, institution programs occurring on a particular shift, any applicable state or local laws, regulations or standards and the prevalence of substantiated and unsubstantiated incidents of sexual abuse. For each of the three facilities, there are PREA mandatory staffing levels consistent on each security shift that must be adhered to. The mandatory PREA staffing levels are: KCWRC must have two officers at all times; KCJ must have one supervisor and six officers; and, RDWDF must have one Shift Commander, two supervisors and 18 officers.

If there are any deviations to these established staffing levels, the Facility Commander is required to complete the *Corrections Division Staffing Deviations Notification Form*, justify the deviations, and forward the completed form to the PREA Coordinator. Further notification is made to the Assistant Director of Corrections and the Director of Corrections. According to documentation provided for review and in interview with the PREA Coordinator and the Chief of Corrections, in this audit period there were no deviations to the established staffing plan. The Chief of Corrections during interview stated that he receives notifications for all three facilities for each shift of the staffing levels. ADO staff make periodic walk-throughs verifying that posts are filled as required. The Knox County Sheriff’s Corrections Division was found to exceed in the requirements of this standard.

As outlined in policy 18-1, page 3, section C-3, each facility’s PREA Managers with consultation with the PREA Coordinator, the Director of Corrections will assess the staffing plan annually and document any adjustments that need to be made. The assessment will include review of the established staffing plan, the facility’s deployment of video monitoring systems and other monitoring technologies and the resources the facility has available to ensure adherence to the staffing plan. This annual assessment is documented on the *Annual Staffing Analysis Review Form*. In review of the *Annual Staffing Analysis Review Forms* for 2015 and 2016, in 2016 the KCWRC added 30 inmates and due to the increase of population of that facility, one Correctional Officer and an Assistant Facility Commander were added to the staffing plan. The established staffing plan is reviewed and monitored very closely ensuring that there are no deviations to the plan.

Chapter 18-1 of the Knox County Sheriff’s Policy and Procedure Manual, page 4, section C-4 states that intermediate-level or higher level supervisors will conduct unannounced rounds to identify and deter staff sexual abuse and sexual harassment. Staff members are prohibited from alerting other staff members that these supervisory rounds are occurring unless such announcement is related to the legitimate operational functions of the facility. Unannounced rounds are entered into the *Unannounced Supervisor Round/Inspection* permanent log in the Inmate Management System (IMS). The appropriate Facility Commander will monitor management reports for compliance.
Documentation provided for review prior to the onsite audit and during the onsite portion of the audit, and in interview with staff and inmates confirmed the practice of rounds by facility supervisory staff verifying unannounced rounds being conducted on all three security shifts. Staff conducting rounds were knowledgeable of the process review of the Unannounced Supervisor Round/Inspection permanent log in the Inmate Management System (IMS) demonstrated that rounds are being made. The facility was found to exceed in this portion of the standard.

It was recommended that the word “PREA” be added to the title of the permanent log to demonstrate PREA emphasis in addition to any security rounds being made. By the conclusion of the audit, the permanent log in IMS was changed to include “PREA” in the title. Staff responsible for performing these rounds were instructed to include in the comments section of the report PREA observations as well as security entries.

**Standard 115.14: Youthful inmates**

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

**115.14 (a)**

- Does the facility place all youthful inmates in housing units that separate them from sight, sound, and physical contact with any adult inmates through use of a shared dayroom or other common space, shower area, or sleeping quarters? (N/A if facility does not have youthful inmates [inmates <18 years old].) ☒ Yes ☐ No ☐ NA

**115.14 (b)**

- In areas outside of housing units does the agency maintain sight and sound separation between youthful inmates and adult inmates? (N/A if facility does not have youthful inmates [inmates <18 years old].) ☒ Yes ☐ No ☐ NA

- In areas outside of housing units does the agency provide direct staff supervision when youthful inmates and adult inmates have sight, sound, or physical contact? (N/A if facility does not have youthful inmates [inmates <18 years old].) ☒ Yes ☐ No ☐ NA

**115.14 (c)**

- Does the agency make its best efforts to avoid placing youthful inmates in isolation to comply with this provision? (N/A if facility does not have youthful inmates [inmates <18 years old].) ☒ Yes ☐ No ☐ NA

- Does the agency, while complying with this provision, allow youthful inmates daily large-muscle exercise and legally required special education services, except in exigent circumstances? (N/A if facility does not have youthful inmates [inmates <18 years old].) ☒ Yes ☐ No ☐ NA

- Do youthful inmates have access to other programs and work opportunities to the extent possible? (N/A if facility does not have youthful inmates [inmates <18 years old].) ☒ Yes ☐ No ☐ NA

**Auditor Overall Compliance Determination**
☐ **Exceeds Standard** *(Substantially exceeds requirement of standards)*

☒ **Meets Standard** *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*

☐ **Does Not Meet Standard** *(Requires Corrective Action)*

According to the Knox County Sheriff’s Policy and Procedure Manual, Chapter 14-01, page 10, section L-2, a youthful inmate shall not be placed in a housing unit in which the youthful inmate will have sight, sound or physical contact with any adult inmate through use of a shared day room or other common space, shower area or sleeping quarters. Youthful inmates are housed in Pod 13 in the Knox County Jail where no adult inmates are housed. At the time of the onsite audit, there were no youthful inmates housed at the Knox County Jail.

Chapter 14-01 further states on page 10 that outside of the housing unit the facility will ensure sight and sound separation between youthful inmates and adult inmates and provide direct staff there were no youthful inmates housed at the Knox County Jail. While touring Pod 13, it was observed that placement in Pod 13 would ensure youthful inmates separation from adult inmates supervision when youthful inmates and adult inmates have sight, sound or physical contact. Youthful inmates can leave the housing unit without mixing with adult inmates. When on the front walk, adult inmate movement is stopped and staff escort youthful inmates.

The agency makes its best efforts to avoid placing youthful inmates in isolation to comply with this provision. Absent exigent circumstances, agencies shall not deny youthful inmates daily large-muscle exercise and any legally required special education services to comply with this provision. Youthful inmates shall have access to other programs and work opportunities to the extent possible. The facility provided documentation for review of an *Inmate Group Roster* that youthful inmates signed showing group participation in a HiSet group and an IMS *Complete Permanent Log History Report* showing recreation time logged, as well as participation in GED classes.

### Standard 115.15: Limits to cross-gender viewing and searches

**All Yes/No Questions Must Be Answered by the Auditor to Complete the Report**

**115.15 (a)**

- Does the facility always refrain from conducting any cross-gender strip or cross-gender visual body cavity searches, except in exigent circumstances or by medical practitioners?  
  ☒ Yes ☐ No

**115.15 (b)**

- Does the facility always refrain from conducting cross-gender pat-down searches of female inmates in non-exigent circumstances? (N/A here for facilities with less than 50 inmates before August 20, 2017.)  
  ☒ Yes ☐ No ☐ NA
- Does the facility always refrain from restricting female inmates’ access to regularly available programming or other out-of-cell opportunities in order to comply with this provision? (N/A here for facilities with less than 50 inmates before August 20, 2017.) ☒ Yes ☐ No ☐ NA

115.15 (c)

- Does the facility document all cross-gender strip searches and cross-gender visual body cavity searches? ☒ Yes ☐ No
- Does the facility document all cross-gender pat-down searches of female inmates? ☒ Yes ☐ No

115.15 (d)

- Does the facility implement a policy and practice that enables inmates to shower, perform bodily functions, and change clothing without nonmedical staff of the opposite gender viewing their breasts, buttocks, or genitalia, except in exigent circumstances or when such viewing is incidental to routine cell checks? ☒ Yes ☐ No
- Does the facility require staff of the opposite gender to announce their presence when entering an inmate housing unit? ☒ Yes ☐ No

115.15 (e)

- Does the facility always refrain from searching or physically examining transgender or intersex inmates for the sole purpose of determining the inmate’s genital status? ☒ Yes ☐ No
- If an inmate’s genital status is unknown, does the facility determine genital status during conversations with the inmate, by reviewing medical records, or, if necessary, by learning that information as part of a broader medical examination conducted in private by a medical practitioner? ☒ Yes ☐ No

115.15 (f)

- Does the facility/agency train security staff in how to conduct cross-gender pat down searches in a professional and respectful manner, and in the least intrusive manner possible, consistent with security needs? ☒ Yes ☐ No
- Does the facility/agency train security staff in how to conduct searches of transgender and intersex inmates in a professional and respectful manner, and in the least intrusive manner possible, consistent with security needs? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ Exceeds Standard (Substantially exceeds requirement of standards)
☒ Meets Standard (Substantial compliance; complies in all material ways with the standard for the relevant review period)

☐ Does Not Meet Standard (Requires Corrective Action)

Knox County Sheriff’s Policy and Procedure Manual, Chapter 06-07, pages 6 & 7, subsection A-6 and review of documentation provided for review prior to the audit and during the audit was used to verify compliance to this standard. The Knox County Sheriff's Corrections Division does not conduct cross gender strip searches and cross-gender visual body cavity searches except in exigent circumstances or when performed by a medical practitioner. It is the agency policy that all cross-gender strip searches or cross-gender visual body searches of female inmates shall be documented by the PREA Coordinator in a memorandum to the Director of Corrections.

The agency does not permit cross-gender pat down searches of female inmates, absent exigent circumstances. The facility does not restrict female detainees’ access to regularly available programming or other outside opportunities in order to comply with this provision. Strip searches are documented on the Knox County Sheriff’s Office Correction’s Division Strip Search Form.

According to documentation provided for review, in the past 12 months, there were no cross-gender strip or cross-gender visual body cavity searches of inmates and there were no pat-down searches of female inmates conducted by male staff.

The agency has implemented policies and procedures that enable inmates to shower, perform bodily functions and change clothing without non-medical staff of the opposite gender viewing their breasts, buttocks, or genitalia, except in exigent circumstances or when viewing is incidental to routine cell checks. The policy and procedures require staff of the opposite gender to announce their presence when entering an inmate-housing unit.

Signs on entry doors of housing areas remind staff to make opposite gender announcements. The practice of opposite gender staff announcing their presence when they enter the housing units was observed while touring the facility and inmates and staff interviewed confirmed this practice. Inmates shared that they feel they have privacy when they shower, toilet and change clothing when staff of the opposite gender are in their housing unit.

Staff is not allowed to search or physically examine a transgender of intersex detainee solely to determine their genital status. If the inmate’s genital status is unknown, it may be determined during conversations with the inmate, by reviewing medical records or by learning that information as part of a broader medical examination conducted in private by a medical practitioner. If it is determined that it is necessary that a transgender inmate be strip searched for security reasons, the search shall be performed by a facility nurse in the presence of a female correctional officer.

The agency train security staff in how to conduct cross-gender pat-down searches and searches of transgender and intersex inmates in a professional and respectful manner and in the least intrusive manner possible consistent with security needs. Employees receive training on how to conduct cross-gender pat-down searches and searches of transgender and intersex inmates in the Pat Down, Body Searches, Searches of Offenders, course LP-140, and sign a Basic Corrections Class Sign-In Sheet (form #500). This information is also included in the pre-service and annual PREA refresher training. Staff sign an Employee PREA Training Acknowledgement Form (form #815) upon completion of this training acknowledging receiving and understanding training on the Prison Rape Elimination Act they received.
Receipt of this training was verified through review of staff training records and confirmed by interviews of security staff who verified receiving training on the procedures of conducting cross-gender pat-down searches and searches of transgender and intersex inmates.

**Standard 115.16: Inmates with disabilities and inmates who are limited English proficient**

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

**115.16 (a)**

- Does the agency take appropriate steps to ensure that inmates with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency’s efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including: inmates who are deaf or hard of hearing? ☒ Yes ☐ No

- Does the agency take appropriate steps to ensure that inmates with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency’s efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including: inmates who are blind or have low vision? ☒ Yes ☐ No

- Does the agency take appropriate steps to ensure that inmates with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency’s efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including: inmates who have intellectual disabilities? ☒ Yes ☐ No

- Does the agency take appropriate steps to ensure that inmates with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency’s efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including: inmates who have psychiatric disabilities? ☒ Yes ☐ No

- Does the agency take appropriate steps to ensure that inmates with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency’s efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including: inmates who have speech disabilities? ☒ Yes ☐ No

- Does the agency take appropriate steps to ensure that inmates with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency’s efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including: Other (if “other,” please explain in overall determination notes)? ☒ Yes ☐ No

- Do such steps include, when necessary, ensuring effective communication with inmates who are deaf or hard of hearing? ☒ Yes ☐ No

- Do such steps include, when necessary, providing access to interpreters who can interpret effectively, accurately, and impartially, both receptively and expressively, using any necessary specialized vocabulary? ☒ Yes ☐ No
Does the agency ensure that written materials are provided in formats or through methods that ensure effective communication with inmates with disabilities including inmates who: Have intellectual disabilities? ☒ Yes ☐ No

Does the agency ensure that written materials are provided in formats or through methods that ensure effective communication with inmates with disabilities including inmates who: Have limited reading skills? ☒ Yes ☐ No

Does the agency ensure that written materials are provided in formats or through methods that ensure effective communication with inmates with disabilities including inmates who: Are blind or have low vision? ☒ Yes ☐ No

115.16 (b)

Does the agency take reasonable steps to ensure meaningful access to all aspects of the agency’s efforts to prevent, detect, and respond to sexual abuse and sexual harassment to inmates who are limited English proficient? ☒ Yes ☐ No

Do these steps include providing interpreters who can interpret effectively, accurately, and impartially, both receptively and expressively, using any necessary specialized vocabulary? ☒ Yes ☐ No

115.16 (c)

Does the agency always refrain from relying on inmate interpreters, inmate readers, or other types of inmate assistance except in limited circumstances where an extended delay in obtaining an effective interpreter could compromise the inmate’s safety, the performance of first-response duties under §115.64, or the investigation of the inmate’s allegations? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ Exceeds Standard (Substantially exceeds requirement of standards)

☒ Meets Standard (Substantial compliance; complies in all material ways with the standard for the relevant review period)

☐ Does Not Meet Standard (Requires Corrective Action)

The agency takes appropriate steps to ensure that inmates with disabilities and inmates that are limited English proficient, as well as those who are deaf, hard of hearing, blind, have low vision, or those who have intellectual, psychiatric or speech disabilities, have an equal opportunity to participate and benefit from all aspects of the agency’s efforts to prevent, detect and respond to sexual abuse and sexual harassment ensuring their understanding of the education they receive. The Knox County Sheriff’s Policy and Procedure Manual, Chapter 13-01, page 7 & 8, subsection C-1-8, outlines steps the agency takes to accomplish this.

Inmates who are deaf or hearing impaired have access to the Sorenson Video Phone located in the Intake/Release unit at the Knox County Jail. Inmates who are blind, have low vision, with intellectual, psychiatric or speech deficits will have a designated program staff assigned to them for assistance. Spanish-speaking staff members provide translation for Spanish-speaking inmates. The agency
entered into a contract with Language Line Services, Inc. on 5/31/14, which provides for translation of any other language. Language Line Services, Inc. is accessed from the Intake/Release unit when screening inmates upon arrival. KCSO also utilizes the services of the Foreign Language Academy of the University of Tennessee. Students from the Foreign Language Academy come on site to provide translation services or help with identifying what language an inmate is speaking.

Policy prohibits the use of inmate interpreters, inmate readers or other types of inmate assistants except in limited circumstances where an extended delay in obtaining an effective interpreter could compromise the inmate’s safety, the performance of first-responder duties or the investigation of the inmate’s allegations. According to documentation provided and interviews with security staff, in the past 12 months, there have been no instances where detainees were used for this purpose.

Inmates receive an *End the Silence* brochure, available in English and Spanish. All PREA posters are displayed in all housing units and in common areas of each facility are in both languages. The *Inmate Handbook* and The *Sexual Assault Prevention and Reporting Video* is viewed by inmates on kiosks and tablets is available in both English and Spanish. Inmates must view both of these before being able to do anything else on the kiosk or tablet.

Four Spanish-speaking inmates of the Roger D. Wilson Detention Facility interviewed indicated that they did not see the video or the *Inmate Handbook* in Spanish, but did receive the written information in Spanish. Further review of the issue reflected that the Spanish version of the PREA video was not available on the kiosk at the time of the audit. The facility took a proactive approach. The *Sexual Assault Prevention and Reporting Video* was translated into Spanish and made available on the kiosk. Inmate access to the handbook and the video was changed. Inmates who are Spanish-speaking are now able to select an icon on the screen to go directly to the Spanish version of the handbook and the video. Before the conclusion of the audit, a demonstration was given of the new way of inmates accessing information on the kiosks and tablets.

One inmate who was hard of hearing answered the interview questions appropriately and stated that he knows that the information is available on the kiosks, tablets and on bulletin boards.

**Standard 115.17: Hiring and promotion decisions**

*All Yes/No Questions Must Be Answered by the Auditor to Complete the Report*

115.17 (a)

- Does the agency prohibit the hiring or promotion of anyone who may have contact with inmates who has engaged in sexual abuse in a prison, jail, lockup, community confinement facility, juvenile facility, or other institution (as defined in 42 U.S.C. 1997)? ☒ Yes ☐ No

- Does the agency prohibit the hiring or promotion of anyone who may have contact with inmates who has been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, overt or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse? ☒ Yes ☐ No

- Does the agency prohibit the hiring or promotion of anyone who may have contact with inmates who has been civilly or administratively adjudicated to have engaged in the activity described in the question immediately above? ☒ Yes ☐ No
- Does the agency prohibit the enlistment of services of any contractor who may have contact with inmates who has engaged in sexual abuse in a prison, jail, lockup, community confinement facility, juvenile facility, or other institution (as defined in 42 U.S.C. 1997)? ☒ Yes ☐ No

- Does the agency prohibit the enlistment of services of any contractor who may have contact with inmates who has been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, overt or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse? ☒ Yes ☐ No

- Does the agency prohibit the enlistment of services of any contractor who may have contact with inmates who has been civilly or administratively adjudicated to have engaged in the activity described in the question immediately above? ☒ Yes ☐ No

115.17 (b)

- Does the agency consider any incidents of sexual harassment in determining whether to hire or promote anyone, or to enlist the services of any contractor, who may have contact with inmates? ☒ Yes ☐ No

115.17 (c)

- Before hiring new employees, who may have contact with inmates, does the agency: perform a criminal background records check? ☒ Yes ☐ No

- Before hiring new employees, who may have contact with inmates, does the agency: consistent with Federal, State, and local law, make its best efforts to contact all prior institutional employers for information on substantiated allegations of sexual abuse or any resignation during a pending investigation of an allegation of sexual abuse? ☒ Yes ☐ No

115.17 (d)

- Does the agency perform a criminal background records check before enlisting the services of any contractor who may have contact with inmates? ☒ Yes ☐ No

115.17 (e)

- Does the agency either conduct criminal background records checks at least every five years of current employees and contractors who may have contact with inmates or have in place a system for otherwise capturing such information for current employees? ☒ Yes ☐ No

115.17 (f)

- Does the agency ask all applicants and employees who may have contact with inmates directly about previous misconduct described in paragraph (a) of this section in written applications or interviews for hiring or promotions? ☒ Yes ☐ No
Does the agency ask all applicants and employees who may have contact with inmates directly about previous misconduct described in paragraph (a) of this section in any interviews or written self-evaluations conducted as part of reviews of current employees? ☒ Yes ☐ No

Does the agency impose upon employees a continuing affirmative duty to disclose any such misconduct? ☒ Yes ☐ No

115.17 (g)

Does the agency consider material omissions regarding such misconduct, or the provision of materially false information, grounds for termination? ☒ Yes ☐ No

115.17 (h)

Does the agency provide information on substantiated allegations of sexual abuse or sexual harassment involving a former employee upon receiving a request from an institutional employer for whom such employee has applied to work? (N/A if providing information on substantiated allegations of sexual abuse or sexual harassment involving a former employee is prohibited by law.) ☒ Yes ☐ No ☐ NA

Auditor Overall Compliance Determination

☒ Exceeds Standard *(Substantially exceeds requirement of standards)*

☐ Meets Standard *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*

☐ Does Not Meet Standard *(Requires Corrective Action)*

The Knox County Sheriff’s Office Employee Manual, Chapter 1, Sub-Section B-1, pages 5 & 6 and in the review of staff, contractors and volunteer records. The KCSO will not hire or promote anyone who may have contact with inmates and will not enlist the services of any contractor who may have contact with inmates who has engaged in sexual abuse in a prison, jail, lockup, community confinement facility, juvenile facility or other institution. They also will not hire or promote anyone who has been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, or coercion, of if the victim did not consent or was unable to consent or refuse, or has been civilly or administratively adjudicated to have engaged in these activities. Applicants, employees and unescorted contractors, volunteers and employees considered for a promotion sign a *Self-Declaration of Sexual Abuse/Sexual Harassment* form (Form #0146) certifying that they have not engaged in sexual abuse in an institutional setting or in the community. Annually during in-service training Form #0146, these forms are signed again.

KSCO considers any incidents of sexual harassment in determining whether to hire or promote anyone, or to enlist the services of any contractor, who may have contact with inmates.

Before hiring new employees who may have contact with inmates, KSCO performs a criminal background check and consistent with federal, state and local law, makes its best effort to contact all prior institutional employers for information on substantiated allegations of sexual abuse or any resignation during a pending investigation of an allegation of sexual abuse. Requests for background checks are forwarded to the Fire/Safety/Sanitation Supervisor. In addition, KCSO subscribes to the Federal Bureau of Investigation’s *Next Generation Identification (NGI) Rap Back Service*. Fingerprints of applicants, employees and
KCSO conducts criminal background checks every four years on all employees and contractors who may have contact with inmates, exceeding in the requirements of this standard. Annual criminal background checks are performed on all volunteers.

KCSO asks all applicants and employees directly about previous sexual misconduct in written applications or interview or written self-evaluation conducted as part of review of current employee. Employees also have an affirmative duty to report any such misconduct. Material omissions regarding such misconduct, or the provision of materially false information, are grounds for termination. In the past 12 months, there were no terminations for material omissions.

KCSO provides information on substantiated allegations of sexual abuse or sexual harassment involving a former employee upon receiving a request from an institutional employer for whom the employee has applied for work.

Random review of electronic personnel files revealed that the files are extremely well organized and contained all required documentation. KCSO conducts criminal background checks every four years exceeding in the requirements of this standard. The use of the Federal Bureau of Investigation’s Next Generation Identification (NGI) Rap Back Service enables a continuous check of the criminal activities of employees and contractors entered into the system. The facility was found to exceed in the requirements of this standard.

**Standard 115.18: Upgrades to facilities and technologies**

**All Yes/No Questions Must Be Answered by the Auditor to Complete the Report**

115.18 (a)

- If the agency designed or acquired any new facility or planned any substantial expansion or modification of existing facilities, did the agency consider the effect of the design, acquisition, expansion, or modification upon the agency’s ability to protect inmates from sexual abuse? (N/A if agency/facility has not acquired a new facility or made a substantial expansion to existing facilities since August 20, 2012, or since the last PREA audit, whichever is later.)
  ☒ Yes ☐ No ☐ NA

115.18 (b)

- If the agency installed or updated a video monitoring system, electronic surveillance system, or other monitoring technology, did the agency consider how such technology may enhance the agency’s ability to protect inmates from sexual abuse? (N/A if agency/facility has not installed or updated a video monitoring system, electronic surveillance system, or other monitoring technology since August 20, 2012, or since the last PREA audit, whichever is later.)
  ☒ Yes ☐ No ☐ NA

**Auditor Overall Compliance Determination**

☐ **Exceeds Standard** *(Substantially exceeds requirement of standards)*
Meets Standard (Substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (Requires Corrective Action)

Based on the Knox County Sheriff’s Policy and Procedure Manual, Chapter 1, Sub-Section A, page 2, section 3 a & b, when designing or acquiring any new facility and in planning any substantial modification of existing facilities, KCSO considers the effect of the design, acquisition, expansion, or modification upon the agency’s ability to protect inmates from sexual abuse. Since the last audit, an area within the Knox County Work Release Center, which was previously used as temporary housing unit, was renovated. The additional housing area (Pod 4) has a rated capacity of 30 inmates, which increased the capacity of the Knox County Work Release Center from 90 to 120 inmates. When planning this renovation, the KCSO took into consideration the sexual safety of its inmates.

When installing or updating a video monitoring system, electronic surveillance system or other monitoring technology, the KCSO will consider how such technology may enhance the agency’s ability to protect inmates from sexual abuse. The SART, made up of the Chief of Corrections, the PREA Coordinator, the PREA Compliance Managers, the facility Investigators and the HSA, meet once a month to review any PREA allegations received within the past 30 days. Any recommendations for installing or updating the video monitoring system or electronic surveillance system are documented on the Incident Review form. In this audit cycle, 110 additional cameras were added at the RDWDF and additional camera were added at the KCWRC.

RESPONSIVE PLANNING

Standard 115.21: Evidence protocol and forensic medical examinations

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.21 (a)

- If the agency is responsible for investigating allegations of sexual abuse, does the agency follow a uniform evidence protocol that maximizes the potential for obtaining usable physical evidence for administrative proceedings and criminal prosecutions? (N/A if the agency/facility is not responsible for conducting any form of criminal OR administrative sexual abuse investigations.) ☒ Yes ☐ No ☐ NA

115.21 (b)

- Is this protocol developmentally appropriate for youth where applicable? (N/A if the agency/facility is not responsible for conducting any form of criminal OR administrative sexual abuse investigations.) ☒ Yes ☐ No ☐ NA

- Is this protocol, as appropriate, adapted from or otherwise based on the most recent edition of the U.S. Department of Justice’s Office on Violence Against Women publication, “A National Protocol for Sexual Assault Medical Forensic Examinations, Adults/Adolescents,” or similarly comprehensive and authoritative protocols developed after 2011? (N/A if the agency/facility is not responsible for conducting any form of criminal OR administrative sexual abuse investigations.) ☒ Yes ☐ No ☐ NA
115.21 (c)

- Does the agency offer all victims of sexual abuse access to forensic medical examinations, whether on-site or at an outside facility, without financial cost, where evidentiary or medically appropriate? ☒ Yes ☐ No

- Are such examinations performed by Sexual Assault Forensic Examiners (SAFEs) or Sexual Assault Nurse Examiners (SANEs) where possible? ☒ Yes ☐ No

- If SAFEs or SANEs cannot be made available, is the examination performed by other qualified medical practitioners (they must have been specifically trained to conduct sexual assault forensic exams)? ☒ Yes ☐ No

- Has the agency documented its efforts to provide SAFEs or SANEs? ☒ Yes ☐ No

115.21 (d)

- Does the agency attempt to make available to the victim a victim advocate from a rape crisis center? ☒ Yes ☐ No

- If a rape crisis center is not available to provide victim advocate services, does the agency make available to provide these services a qualified staff member from a community-based organization, or a qualified agency staff member? ☒ Yes ☐ No

- Has the agency documented its efforts to secure services from rape crisis centers? ☒ Yes ☐ No

115.21 (e)

- As requested by the victim, does the victim advocate, qualified agency staff member, or qualified community-based organization staff member accompany and support the victim through the forensic medical examination process and investigatory interviews? ☒ Yes ☐ No

- As requested by the victim, does this person provide emotional support, crisis intervention, information, and referrals? ☒ Yes ☐ No

115.21 (f)

- If the agency itself is not responsible for investigating allegations of sexual abuse, has the agency requested that the investigating entity follow the requirements of paragraphs (a) through (e) of this section? (N/A if the agency/facility is responsible for conducting criminal AND administrative sexual abuse investigations.) ☐ Yes ☐ No ☒ NA

115.21 (g)

- Auditor is not required to audit this provision.
If the agency uses a qualified agency staff member or a qualified community-based staff member for the purposes of this section, has the individual been screened for appropriateness to serve in this role and received education concerning sexual assault and forensic examination issues in general? [N/A if agency attempts to make a victim advocate from a rape crisis center available to victims per 115.21(d) above.] ☐ Yes ☐ No ☒ NA

Auditor Overall Compliance Determination

☐ Exceeds Standard (Substantially exceeds requirement of standards)

☒ Meets Standard (Substantial compliance; complies in all material ways with the standard for the relevant review period)

☐ Does Not Meet Standard (Requires Corrective Action)

In review of the Knox County Sheriff’s Policy and Procedure Manual, Chapter 3, Subsection D, page 3, in conversation with the Regional Director of the Sexual Assault Center of East Tennessee and in review of the MOU the KCSO has with this the Sexual Assault Center of East Tennessee was used to verify compliance to this standard.

KCSO shall follow a uniform departmental evidence protocol that maximizes the potential for obtaining usable physical evidence for administrative proceedings and criminal prosecution.

The protocol shall be developmentally appropriate for youth where applicable, and, as appropriate, shall be adapted from or otherwise based on the most recent edition of the U.S. Department of Justice’s Office on Violence against Women publication, “A National Protocol for Sexual Assault Medical Forensic Examination, Adults/Adolescents,” or similarly comprehensive and authoritative protocol developed after 2011.

KCSO shall offer all victims of sexual abuse access to forensic medical examinations, without financial cost to the victim, where evidentiary or medically appropriate. Such examinations shall be performed by Sexual Assault Forensic Examiners (SAFE’s) or Sexual Assault Nurse Examiners (SANE’s) at the Sexual Assault Crisis Center of East Tennessee.

The KCSO has an MOU with the Sexual Assault Crisis Center of East Tennessee that was entered into on 8/22/14. The terms of the MOU provide for the Sexual Assault Crisis Center of East Tennessee to provide a victim advocate upon request to accompany and support an inmate victim of sexual abuse through a forensic exam and investigatory interviews. They also provide a reporting hot line, emotional support, crisis intervention, information and referrals.

As requested by the victim, victim advocates, qualified agency staff member or qualified community-based organization staff member shall accompany and support the victim through the forensic medical examination process and investigatory interviews and shall provide emotional support, crisis intervention, information and referrals.

To the extent that KCSO itself is not responsible for investigating allegations of sexual abuse, KCSO shall request the investigating agency follow the requirements in this policy.

In the past 12 months, there were no inmates that required a forensic exam due to being victimized by sexual abuse.
### Standard 115.22: Policies to ensure referrals of allegations for investigations

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

#### 115.22 (a)

- Does the agency ensure an administrative or criminal investigation is completed for all allegations of sexual abuse? ☒ Yes ☐ No
- Does the agency ensure an administrative or criminal investigation is completed for all allegations of sexual harassment? ☒ Yes ☐ No

#### 115.22 (b)

- Does the agency have a policy and practice in place to ensure that allegations of sexual abuse or sexual harassment are referred for investigation to an agency with the legal authority to conduct criminal investigations, unless the allegation does not involve potentially criminal behavior? ☒ Yes ☐ No
- Has the agency published such policy on its website or, if it does not have one, made the policy available through other means? ☒ Yes ☐ No
- Does the agency document all such referrals? ☒ Yes ☐ No

#### 115.22 (c)

- If a separate entity is responsible for conducting criminal investigations, does such publication describe the responsibilities of both the agency and the investigating entity? [N/A if the agency/facility is responsible for criminal investigations. See 115.21(a).] ☐ Yes ☐ No ☒ NA

#### 115.22 (d)

- Auditor is not required to audit this provision.

#### 115.22 (e)

- Auditor is not required to audit this provision.

**Auditor Overall Compliance Determination**

- ☒ **Exceeds Standard** *(Substantially exceeds requirement of standards)*
- ☒ **Meets Standard** *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*
- ☐ **Does Not Meet Standard** *(Requires Corrective Action)*
KCSO shall ensure that an administrative or criminal investigation is completed for all allegations of sexual abuse and sexual harassment. In the past 12 months, there were 29 allegations of sexual abuse/sexual harassment reported and investigated. One allegation of sexual abuse was referred to the KCSO Major Crimes Division for criminal investigation.

The KCSO PREA Coordinator shall ensure that allegations of sexual abuse or sexual harassment are referred for investigation to the KCSO Major Crimes Division, unless, the allegations does not involve potentially criminal behavior. The investigative process is published on the KCSO website at http://www.knoxsheriff.org, pages 5 & 6. KCSO documents all referrals to the KCSO Major Crimes Division.

115.22 (c), (d) and (e) are not applicable, as KCSO does not utilize a separate entity to conduct criminal or administrative investigations.

**TRAINING AND EDUCATION**

**Standard 115.31: Employee training**

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

**115.31 (a)**

- Does the agency train all employees who may have contact with inmates on its zero-tolerance policy for sexual abuse and sexual harassment? ☒ Yes ☐ No

- Does the agency train all employees who may have contact with inmates on how to fulfill their responsibilities under agency sexual abuse and sexual harassment prevention, detection, reporting, and response policies and procedures? ☒ Yes ☐ No

- Does the agency train all employees who may have contact with inmates on inmates’ right to be free from sexual abuse and sexual harassment ☒ Yes ☐ No

- Does the agency train all employees who may have contact with inmates on the right of inmates and employees to be free from retaliation for reporting sexual abuse and sexual harassment? ☒ Yes ☐ No

- Does the agency train all employees who may have contact with inmates on the dynamics of sexual abuse and sexual harassment in confinement? ☒ Yes ☐ No

- Does the agency train all employees who may have contact with inmates on the common reactions of sexual abuse and sexual harassment victims? ☒ Yes ☐ No

- Does the agency train all employees who may have contact with inmates on how to detect and respond to signs of threatened and actual sexual abuse? ☒ Yes ☐ No

- Does the agency train all employees who may have contact with inmates on how to avoid inappropriate relationships with inmates? ☒ Yes ☐ No
 Does the agency train all employees who may have contact with inmates on how to communicate effectively and professionally with inmates, including lesbian, gay, bisexual, transgender, intersex, or gender nonconforming inmates? ☒ Yes ☐ No

 Does the agency train all employees who may have contact with inmates on how to comply with relevant laws related to mandatory reporting of sexual abuse to outside authorities? ☒ Yes ☐ No

115.31 (b)

 Is such training tailored to the gender of the inmates at the employee’s facility? ☒ Yes ☐ No

 Have employees received additional training if reassigned from a facility that houses only male inmates to a facility that houses only female inmates, or vice versa? ☒ Yes ☐ No

115.31 (c)

 Have all current employees who may have contact with inmates received such training? ☒ Yes ☐ No

 Does the agency provide each employee with refresher training every two years to ensure that all employees know the agency’s current sexual abuse and sexual harassment policies and procedures? ☒ Yes ☐ No

 In years in which an employee does not receive refresher training, does the agency provide refresher information on current sexual abuse and sexual harassment policies? ☒ Yes ☐ No

115.31 (d)

 Does the agency document, through employee signature or electronic verification, that employees understand the training they have received? ☒ Yes ☐ No

Auditor Overall Compliance Determination

 Exceeds Standard (Substantially exceeds requirement of standards)

☐ Meets Standard (Substantial compliance; complies in all material ways with the standard for the relevant review period)

☐ Does Not Meet Standard (Requires Corrective Action)

All KCSO employees receive training on the agency’s zero-tolerance policy for sexual abuse and sexual harassment at pre-service and annually at PREA refresher training. Chapter 5 of the Employee Manual, pages 6 & 7 address the agency's training requirements. Lesson Plan of course number LP-22 and the PowerPoint presentation used to deliver that lesson was reviewed and was found to contain all of the requirements of 115.31 (a) of this standard. In the past 12 months, all employees have received PREA training. The training was found to be tailored to the gender of both male and female inmates. Upon completion of this training, employees, sign an Employee PREA Training Acknowledgment Form.
certifying receiving and understanding the training they received. Documentation is tracked electronically in the Tennessee Correction Institute Facility Training Compliance System.

In review of random employee training records, it was confirmed that staff are receiving the mandated training and acknowledging receiving and understanding the training by their signature on the Employee PREA Training Acknowledgement Form. Between trainings, the employees are provided with information about current policy updates and receive additional PREA information during shift briefings, staff meetings.

All staff interviewed acknowledged receiving PREA training and were knowledgeable of the zero tolerance policy and of their responsibilities related to the prevention, detection, response and reporting of sexual abuse and sexual harassment. They acknowledged receiving training on cross-gender pat searches that included searches of transgender and intersex detainees and were able to respond appropriately to questions asked of them. The facility is doing an excellent job of training all staff as evident in staffs’ response to interview questions and in the review of random employee training records, as well as the numerous training opportunities provided throughout the year, not just annually; therefore, were found to exceed in the requirements of this standard.

### Standard 115.32: Volunteer and contractor training

**All Yes/No Questions Must Be Answered by the Auditor to Complete the Report**

#### 115.32 (a)

- Has the agency ensured that all volunteers and contractors who have contact with inmates have been trained on their responsibilities under the agency’s sexual abuse and sexual harassment prevention, detection, and response policies and procedures? ☒ Yes ☐ No

#### 115.32 (b)

- Have all volunteers and contractors who have contact with inmates been notified of the agency’s zero-tolerance policy regarding sexual abuse and sexual harassment and informed how to report such incidents (the level and type of training provided to volunteers and contractors shall be based on the services they provide and level of contact they have with inmates)? ☒ Yes ☐ No

#### 115.32 (c)

- Does the agency maintain documentation confirming that volunteers and contractors understand the training they have received? ☒ Yes ☐ No

**Auditor Overall Compliance Determination**

☐ **Exceeds Standard** *(Substantially exceeds requirement of standards)*

☐ **Meets Standard** *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*
☐ Does Not Meet Standard (Requires Corrective Action)

Based on the Knox County Sheriff’s Policy and Procedure Manual, Chapter 1, Sub-Section B, page 2, KCSO ensures that all volunteers and contractors who have contact with inmates are trained on their responsibilities under the KCSO’s sexual abuse and sexual harassment policy and procedures. The level of training that volunteers and contractors receive is based on the services they provide and the level of contact they have with inmates. Escorted contractors receive the volunteer training and unescorted contractors receive the same PREA training as employees do.

The lesson plan, Volunteer Orientation/Annual Training and the PowerPoint presentation used during this training was provided for review. The PREA Coordinator or the Volunteer Coordinator provide volunteer training. Upon completion of this training, volunteers sign a Volunteer/Contractor PREA Training Acknowledgement Form that is maintained by the facility. Contractors sign the Employee PREA Training Acknowledgement Form, as all staff do.

In interview with two volunteers and two contractors, they acknowledged receiving PREA training annually and knew their PREA-related responsibilities and who to report allegations of sexual abuse and sexual harassment to.

Standard 115.33: Inmate education

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.33 (a)

- During intake, do inmates receive information explaining the agency’s zero-tolerance policy regarding sexual abuse and sexual harassment? ☒ Yes ☐ No
- During intake, do inmates receive information explaining how to report incidents or suspicions of sexual abuse or sexual harassment? ☒ Yes ☐ No

115.33 (b)

- Within 30 days of intake, does the agency provide comprehensive education to inmates either in person or through video regarding: Their rights to be free from sexual abuse and sexual harassment? ☒ Yes ☐ No
- Within 30 days of intake, does the agency provide comprehensive education to inmates either in person or through video regarding: Their rights to be free from retaliation for reporting such incidents? ☒ Yes ☐ No
- Within 30 days of intake, does the agency provide comprehensive education to inmates either in person or through video regarding: Agency policies and procedures for responding to such incidents? ☒ Yes ☐ No

115.33 (c)

- Have all inmates received such education? ☒ Yes ☐ No
Do inmates receive education upon transfer to a different facility to the extent that the policies and procedures of the inmate’s new facility differ from those of the previous facility?
☒ Yes  ☐ No

115.33 (d)

Does the agency provide inmate education in formats accessible to all inmates including those who are limited English proficient?  ☒ Yes  ☐ No

Does the agency provide inmate education in formats accessible to all inmates including those who are deaf?  ☒ Yes  ☐ No

Does the agency provide inmate education in formats accessible to all inmates including those who are visually impaired?  ☒ Yes  ☐ No

Does the agency provide inmate education in formats accessible to all inmates including those who are otherwise disabled?  ☒ Yes  ☐ No

Does the agency provide inmate education in formats accessible to all inmates including those who have limited reading skills?  ☒ Yes  ☐ No

115.33 (e)

Does the agency maintain documentation of inmate participation in these education sessions?  ☒ Yes  ☐ No

115.33 (f)

In addition to providing such education, does the agency ensure that key information is continuously and readily available or visible to inmates through posters, inmate handbooks, or other written formats?  ☒ Yes  ☐ No

Auditor Overall Compliance Determination

☒ Exceeds Standard *(Substantially exceeds requirement of standards)*

☐ Meets Standard *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*

☐ Does Not Meet Standard *(Requires Corrective Action)*

According to the Knox County Sheriff’s Office Policy and Procedure Manual, Chapter 14, Sub-Section F, pages 6 & 7, during the intake process information is provided to inmates explaining the agency’s zero-tolerance policy regarding sexual abuse and sexual harassment and how to report incidents or suspicions of sexual abuse or sexual harassment. Classification staff give inmates an *End the Silence* brochure upon intake and inmates sign a *Facility Property Issued Receipt* certifying that they have received the PREA brochure as well as other property issued upon intake. The *Sexual Assault Prevention and Reporting Video* is played continuously in the intake area. It is also shown daily at
dinner time on all televisions. Before inmates can access any activities on tablets or kiosks, viewing the PREA video is a required task.

Within 30 days of intake, Classification Officers provide oral comprehensive information to inmates. Upon completion of this training, inmates sign a Comprehensive PREA EducationAcknowledgement Form acknowledging that they viewed and understood the Sexual Assault Prevention and Reporting Video and the comprehensive PREA training they received from the Classification staff. This documentation is maintained by the facility.

PREA information presented is in formats accessible to all inmates. Inmates who are deaf or hearing impaired have access to the Sorenson Video Phone located in the Intake/Release unit. Inmates who are blind, have low vision, with intellectual, psychiatric or speech deficits will have a designated program staff assigned to them for assistance. The agency entered into a contract with Language Line Services, Inc. on 5/31/14, which provides for translation of any language. Language Line Services, Inc. is accessed from the Intake/Release unit or from assistance from the Foreign Language Academy of the University of Tennessee.

Inmates interviewed confirmed receiving written PREA material and knowing that PREA information was available to them on posters, kiosks and tablets. They knew the methods of reporting incidents of sexual abuse, sexual harassment and retaliation that were available to them.

In addition to information received at intake and the comprehensive education inmates receive, information is continuously available through posters in each housing unit and in all common areas, as well as the video shown each day on the televisions and accessible at any time on kiosks and tablets, the facility was found to exceed in this standard.

**Standard 115.34: Specialized training: Investigations**

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.34 (a)

- In addition to the general training provided to all employees pursuant to §115.31, does the agency ensure that, to the extent the agency itself conducts sexual abuse investigations, its investigators have received training in conducting such investigations in confinement settings? (N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.21(a.)) ☒ Yes ☐ No ☐ NA

115.34 (b)

- Does this specialized training include techniques for interviewing sexual abuse victims? [N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.21(a.)] ☒ Yes ☐ No ☐ NA

- Does this specialized training include proper use of Miranda and Garrity warnings? [N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.21(a.)] ☒ Yes ☐ No ☐ NA
Does this specialized training include sexual abuse evidence collection in confinement settings? [N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.21(a).] ☒ Yes ☐ No ☐ NA

Does this specialized training include the criteria and evidence required to substantiate a case for administrative action or prosecution referral? [N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.21(a).] ☒ Yes ☐ No ☐ NA

115.34 (c)

Does the agency maintain documentation that agency investigators have completed the required specialized training in conducting sexual abuse investigations? [N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.21(a).] ☒ Yes ☐ No ☐ NA

115.34 (d)

Auditor is not required to audit this provision.

Auditor Overall Compliance Determination

☐ Exceeds Standard (Substantially exceeds requirement of standards)

☒ Meets Standard (Substantial compliance; complies in all material ways with the standard for the relevant review period)

☐ Does Not Meet Standard (Requires Corrective Action)

Based on the Knox County Sheriff’s Employee Manual, Chapter 5, Sub-Section E, page 47, section j-1-a, investigators receive specialized training in addition to the general education provided to all employees. This training includes techniques for interviewing sexual abuse victims, proper use of the Miranda and Garrity warnings, sexual abuse evidence collection in confinement settings and the criteria and evidence required to substantiate a case for administrative action or referral for prosecution.

The KCSO has two trained facility investigators who completed a four-hour webinar PREA Specialized Training Investigation Training and received a certificate of completion. This certificate is maintained by the facility.

When interviewed, facility investigators acknowledged receiving specialized investigations training and were knowledgeable of their duties in conducting investigations, sexual abuse evidence collection and the evidence required to substantiate a case for administrative action or prosecution referral.

Standard 115.35: Specialized training: Medical and mental health care

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report
115.35 (a)

- Does the agency ensure that all full- and part-time medical and mental health care practitioners who work regularly in its facilities have been trained in how to detect and assess signs of sexual abuse and sexual harassment? ☒ Yes ☐ No

- Does the agency ensure that all full- and part-time medical and mental health care practitioners who work regularly in its facilities have been trained in how to preserve physical evidence of sexual abuse? ☒ Yes ☐ No

- Does the agency ensure that all full- and part-time medical and mental health care practitioners who work regularly in its facilities have been trained in how to respond effectively and professionally to victims of sexual abuse and sexual harassment? ☒ Yes ☐ No

- Does the agency ensure that all full- and part-time medical and mental health care practitioners who work regularly in its facilities have been trained in how and to whom to report allegations or suspicions of sexual abuse and sexual harassment? ☒ Yes ☐ No

115.35 (b)

- If medical staff employed by the agency conduct forensic examinations, do such medical staff receive appropriate training to conduct such examinations? (N/A if agency medical staff at the facility do not conduct forensic exams.) ☐ Yes ☐ No ☒ NA

115.35 (c)

- Does the agency maintain documentation that medical and mental health practitioners have received the training referenced in this standard either from the agency or elsewhere? ☒ Yes ☐ No

115.35 (d)

- Do medical and mental health care practitioners employed by the agency also receive training mandated for employees by §115.31? ☒ Yes ☐ No

- Do medical and mental health care practitioners contracted by and volunteering for the agency also receive training mandated for contractors and volunteers by §115.32? ☒ Yes ☐ No

**Auditor Overall Compliance Determination**

☐ Exceeds Standard *(Substantially exceeds requirement of standards)*

☒ Meets Standard *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*

☐ Does Not Meet Standard *(Requires Corrective Action)*

The Knox County Sheriff’s Office Employee Manual, Chapter 5, Sub-Section E, pages 47 & 48, states that each facility will train all full-time and part-time medical and mental health staff to detect signs of
sexual abuse and sexual harassment, preserving physical evidence and responding effectively and professionally to victims of sexual abuse and sexual harassment and their reporting responsibilities.

All medical and mental health staff receives specialized training in addition to general PREA training provided to all staff. According to documentation provided for review, all medical staff have received PREA: Medical Healthcare for Sexual Assault Victims in a Confinement Setting training and Mental Health staff have received PREA: Mental Health Care for Sexual Assault Victims in a Confinement Setting, both are online NIC training. Upon completion of this training, medical and mental health care staff receive a certificate of completion that is maintained by the facility.

Medical staff does not perform forensic exams. Forensic exams are performed by referral to the Sexual Assault Center of East Tennessee.

Medical staff and contracted mental staff from the Helen Ross McNabb Center when interviewed verified receiving this training and knew their responsibilities in responding to victims of sexual abuse, proper reporting and how to preserve the physical evidence. In review of documentation provided for review, health care staff have received specialized training and the facility is maintaining documentation of this training.

### SCREENING FOR RISK OF SEXUAL VICTIMIZATION AND ABUSIVENESS

**Standard 115.41: Screening for risk of victimization and abusiveness**

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

#### 115.41 (a)

- Are all inmates assessed during an intake screening for their risk of being sexually abused by other inmates or sexually abusive toward other inmates? ☒ Yes ☐ No
- Are all inmates assessed upon transfer to another facility for their risk of being sexually abused by other inmates or sexually abusive toward other inmates? ☒ Yes ☐ No

#### 115.41 (b)

- Do intake screenings ordinarily take place within 72 hours of arrival at the facility? ☒ Yes ☐ No

#### 115.41 (c)

- Are all PREA screening assessments conducted using an objective screening instrument? ☒ Yes ☐ No

#### 115.41 (d)
Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (1) Whether the inmate has a mental, physical, or developmental disability? ☒ Yes ☐ No

Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (2) The age of the inmate? ☒ Yes ☐ No

Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (3) The physical build of the inmate? ☒ Yes ☐ No

Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (4) Whether the inmate has previously been incarcerated? ☒ Yes ☐ No

Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (5) Whether the inmate’s criminal history is exclusively nonviolent? ☒ Yes ☐ No

Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (6) Whether the inmate has prior convictions for sex offenses against an adult or child? ☒ Yes ☐ No

Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (7) Whether the inmate is or is perceived to be gay, lesbian, bisexual, transgender, intersex, or gender nonconforming (the facility affirmatively asks the inmate about his/her sexual orientation and gender identity AND makes a subjective determination based on the screener’s perception whether the inmate is gender non-conforming or otherwise may be perceived to be LGBTI)? ☒ Yes ☐ No

Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (8) Whether the inmate has previously experienced sexual victimization? ☒ Yes ☐ No

Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (9) The inmate’s own perception of vulnerability? ☒ Yes ☐ No

Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (10) Whether the inmate is detained solely for civil immigration purposes? ☒ Yes ☐ No

115.41 (e)

In assessing inmates for risk of being sexually abusive, does the initial PREA risk screening consider, when known to the agency: prior acts of sexual abuse? ☒ Yes ☐ No
In assessing inmates for risk of being sexually abusive, does the initial PREA risk screening consider, when known to the agency: prior convictions for violent offenses? ☒ Yes  ☐ No

In assessing inmates for risk of being sexually abusive, does the initial PREA risk screening consider, when known to the agency: history of prior institutional violence or sexual abuse? ☒ Yes  ☐ No

115.41 (f)

Within a set time period not more than 30 days from the inmate’s arrival at the facility, does the facility reassess the inmate’s risk of victimization or abusiveness based upon any additional, relevant information received by the facility since the intake screening? ☒ Yes  ☐ No

115.41 (g)

Does the facility reassess an inmate’s risk level when warranted due to a: Referral? ☒ Yes  ☐ No

Does the facility reassess an inmate’s risk level when warranted due to a: Request? ☒ Yes  ☐ No

Does the facility reassess an inmate’s risk level when warranted due to a: Incident of sexual abuse? ☒ Yes  ☐ No

Does the facility reassess an inmate’s risk level when warranted due to a: Receipt of additional information that bears on the inmate’s risk of sexual victimization or abusiveness? ☒ Yes  ☐ No

115.41 (h)

Is it the case that inmates are not ever disciplined for refusing to answer, or for not disclosing complete information in response to, questions asked pursuant to paragraphs (d)(1), (d)(7), (d)(8), or (d)(9) of this section? ☒ Yes  ☐ No

115.41 (i)

Has the agency implemented appropriate controls on the dissemination within the facility of responses to questions asked pursuant to this standard in order to ensure that sensitive information is not exploited to the inmate’s detriment by staff or other inmates? ☒ Yes  ☐ No

Auditor Overall Compliance Determination

☒ Exceeds Standard (Substantially exceeds requirement of standards)

☐ Meets Standard (Substantial compliance; complies in all material ways with the standard for the relevant review period)

☐ Does Not Meet Standard (Requires Corrective Action)
Based on the Knox County Sheriff’s Policy and Procedure Manual, chapter 14, Sub-Section C, pages 4 & 5, all inmates are assessed by Classification staff during intake for risk of being sexually abused by other detainees or sexually abusive toward other detainees. The Screening for Risk of Victimization or Abusiveness Tool (Form #1820) in the Inmate Management System (IMS) is used for this purpose. The form was reviewed and found to contain all requirements of 115.241 (b) of this standard and considers prior acts of sexual abuse and prior convictions for violent offenses. Inmates may not be disciplined for refusing to answer any questions or for not disclosing complete information. In addition to the screening form, a thorough review of any available records that can assist in determining risk assessment is completed. In the past 12 months, 10,974 initial screenings were completed upon intake to KCSO and 3,479 reassessments were completed.

Within a set time, not to exceed 30 days of inmate’s arrival to the facility, inmates are reassessed by a member of the Program staff using the Screening for Risk of Victimization or Abusiveness Tool in the PREA Reassessment Screen in IMS for their risk for victimization and abusiveness. An Inmates Without 30-Day PREA Reassessment Interviews report allows Program staff to ensure completion of 30-day reassessments within the 30-day of arrival requirement. This report was reviewed during the audit and found that all 30-Day Reassessments were current. An inmate’s risk level is also reassessed when warranted due to a referral, request, incident of sexual abuse, or receipt of additional information.

To maintain confidentiality to this information, Classification, Medical, Program Staff and Supervisory staff have access levels in IMS that allow them to access screening information. Other staff are not allowed access to this information. In review of random inmate files, initial and 30-day reassessments are timely and completed as required. The facility was found to exceed in the requirements of this standard.

**Standard 115.42: Use of screening information**

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.42 (a)

- Does the agency use information from the risk screening required by § 115.41, with the goal of keeping separate those inmates at high risk of being sexually victimized from those at high risk of being sexually abusive, to inform: Housing Assignments? ☒ Yes ☐ No
- Does the agency use information from the risk screening required by § 115.41, with the goal of keeping separate those inmates at high risk of being sexually victimized from those at high risk of being sexually abusive, to inform: Bed assignments? ☒ Yes ☐ No
- Does the agency use information from the risk screening required by § 115.41, with the goal of keeping separate those inmates at high risk of being sexually victimized from those at high risk of being sexually abusive, to inform: Work Assignments? ☒ Yes ☐ No
- Does the agency use information from the risk screening required by § 115.41, with the goal of keeping separate those inmates at high risk of being sexually victimized from those at high risk of being sexually abusive, to inform: Education Assignments? ☒ Yes ☐ No
Does the agency use information from the risk screening required by § 115.41, with the goal of keeping separate those inmates at high risk of being sexually victimized from those at high risk of being sexually abusive, to inform: Program Assignments? ☒ Yes ☐ No

115.42 (b)

Does the agency make individualized determinations about how to ensure the safety of each inmate? ☒ Yes ☐ No

115.42 (c)

When deciding whether to assign a transgender or intersex inmate to a facility for male or female inmates, does the agency consider on a case-by-case basis whether a placement would ensure the inmate’s health and safety, and whether a placement would present management or security problems (NOTE: if an agency by policy or practice assigns inmates to a male or female facility on the basis of anatomy alone, that agency is not in compliance with this standard)? ☒ Yes ☐ No

When making housing or other program assignments for transgender or intersex inmates, does the agency consider on a case-by-case basis whether a placement would ensure the inmate’s health and safety, and whether a placement would present management or security problems? ☒ Yes ☐ No

115.42 (d)

Are placement and programming assignments for each transgender or intersex inmate reassessed at least twice each year to review any threats to safety experienced by the inmate? ☒ Yes ☐ No

115.42 (e)

Are each transgender or intersex inmate’s own views with respect to his or her own safety given serious consideration when making facility and housing placement decisions and programming assignments? ☒ Yes ☐ No

115.42 (f)

Are transgender and intersex inmates given the opportunity to shower separately from other inmates? ☒ Yes ☐ No

115.42 (g)

Unless placement is in a dedicated facility, unit, or wing established in connection with a consent decree, legal settlement, or legal judgment for the purpose of protecting lesbian, gay, bisexual, transgender, or intersex inmates, does the agency always refrain from placing: lesbian, gay, and bisexual inmates in dedicated facilities, units, or wings solely on the basis of such identification or status? ☒ Yes ☐ No

Unless placement is in a dedicated facility, unit, or wing established in connection with a consent decree, legal settlement, or legal judgment for the purpose of protecting lesbian, gay, bisexual, transgender, or intersex inmates, does the agency always refrain from placing:
transgender inmates in dedicated facilities, units, or wings solely on the basis of such identification or status? ☒ Yes ☐ No

- Unless placement is in a dedicated facility, unit, or wing established in connection with a consent decree, legal settlement, or legal judgment for the purpose of protecting lesbian, gay, bisexual, transgender, or intersex inmates, does the agency always refrain from placing: intersex inmates in dedicated facilities, units, or wings solely on the basis of such identification or status? ☒ Yes ☐ No

### Auditor Overall Compliance Determination

| ☒ | Exceeds Standard  
(Substantially exceeds requirement of standards) |
| ☐ | Meets Standard  
(Substantial compliance; complies in all material ways with the standard for the relevant review period) |
| ☐ | Does Not Meet Standard  
Requires Corrective Action |

Based on Knox County Sheriff’s Policy and Procedure Manual, Chapter 14, Sub-Section D, page 5, KCSO uses the information on the Screening for Risk of Victimization or Abusiveness Tool (Form #1820) to make housing, bed, work, education and program assignments for inmates with the goal of keeping separate those inmates at high risk of being sexually victimized from those at high risk of being sexually abusive. KCSO makes individual determinations about how to ensure the safety of each inmate.

Alert Reports in IMS for each facility help KCSO staff track those inmates that were assessed at initial screening of being at risk for victimization or at risk for abusiveness and whether the placement would present a management or security problem. Inmates with special designations are tracked electronically in IMS on an Alert Report and the facility ensures that those at risk of abusiveness are not housed with those at risk of victimization. If housed in Building 3, victims and predators would be separated per pod. In all other housing units, they can be housed in same pod, but not in the same cells.

In deciding whether to assign a transgender or intersex inmate to a male or female housing unit and in making programming assignments are reviewed on a case-by-case basis considering whether the placement would ensure the inmate’s health and safety. A Housing and Programs Review form (Form #1819) is used for this purpose. Twice a year placement and program assignments for transgender and intersex inmates are reviewed with the inmate using the PREA Retaliation form. Transgender and intersex inmate’s own views of their safety is given serious consideration. Transgender and intersex inmates are given the opportunity to shower separately from other inmates.

KCSO does not place lesbian, gay, bisexual, transgender or intersex inmates in dedicated facilities, units or wings solely on the basis of such identification or status, unless the placement is in a dedicated pod established in connection with a consent decree, legal settlement, or legal judgement for the purpose of protecting such inmates. In interview with inmates who self-disclosed being gay, bisexual or lesbian, they reported that they were not housed differently than other inmates because of their sexual orientation.

Due to the timely completion of initial and 30-day screenings and careful tracking of inmates screened to be at risk of victimization or abusiveness ensuring they are housed properly, the facility was found to exceed in the requirements of this standard.
Standard 115.43: Protective Custody

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.43 (a)

- Does the facility always refrain from placing inmates at high risk for sexual victimization in involuntary segregated housing unless an assessment of all available alternatives has been made, and a determination has been made that there is no available alternative means of separation from likely abusers? ☒ Yes ☐ No

- If a facility cannot conduct such an assessment immediately, does the facility hold the inmate in involuntary segregated housing for less than 24 hours while completing the assessment? ☒ Yes ☐ No

115.43 (b)

- Do inmates who are placed in segregated housing because they are at high risk of sexual victimization have access to: Programs to the extent possible? ☒ Yes ☐ No

- Do inmates who are placed in segregated housing because they are at high risk of sexual victimization have access to: Privileges to the extent possible? ☒ Yes ☐ No

- Do inmates who are placed in segregated housing because they are at high risk of sexual victimization have access to: Education to the extent possible? ☒ Yes ☐ No

- Do inmates who are placed in segregated housing because they are at high risk of sexual victimization have access to: Work opportunities to the extent possible? ☒ Yes ☐ No

- If the facility restricts access to programs, privileges, education, or work opportunities, does the facility document: The opportunities that have been limited? ☒ Yes ☐ No

- If the facility restricts access to programs, privileges, education, or work opportunities, does the facility document: The duration of the limitation? ☒ Yes ☐ No

- If the facility restricts access to programs, privileges, education, or work opportunities, does the facility document: The reasons for such limitations? ☒ Yes ☐ No

115.43 (c)

- Does the facility assign inmates at high risk of sexual victimization to involuntary segregated housing only until an alternative means of separation from likely abusers can be arranged? ☒ Yes ☐ No

- Does such an assignment not ordinarily exceed a period of 30 days? ☒ Yes ☐ No

115.43 (d)
If an involuntary segregated housing assignment is made pursuant to paragraph (a) of this section, does the facility clearly document: The basis for the facility’s concern for the inmate’s safety? ☒ Yes ☐ No

If an involuntary segregated housing assignment is made pursuant to paragraph (a) of this section, does the facility clearly document: The reason why no alternative means of separation can be arranged? ☒ Yes ☐ No

115.43 (e)

In the case of each inmate who is placed in involuntary segregation because he/she is at high risk of sexual victimization, does the facility afford a review to determine whether there is a continuing need for separation from the general population EVERY 30 DAYS? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ Exceeds Standard *(Substantially exceeds requirement of standards)*

☒ Meets Standard *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*

☐ Does Not Meet Standard *(Requires Corrective Action)*

Knox County Sheriff’s Policy and Procedure Manual, Chapter 14, Sub-Section N, pages 11 & 12, sections 6-10, review of documentation provided and upon interview with the Chief of Corrections and staff assigned to restrictive housing was used to verify compliance to this standard.

KCSO does not place inmates at high risk for victimization in involuntary segregated housing unless an assessment of all available alternatives have been made and a determination has been made that there is no available means of separation from the likely abuser. Classification may hold the inmate in involuntary segregated housing for less than 24 hours while completing the assessment.

Inmates placed in segregated housing for this purpose have access to programs, privileges, education and work opportunities to the extent possible. KCSO will document the opportunities that have been limited, the duration of such limitation and the reasons for the limitations.

KCSO will assign such inmates to involuntary segregated housing only until an alternative means of separation from likely abusers can be arranged, not to exceed a period of 30 days. If involuntary segregated housing is used to house inmates at high risk for victimization KCSO will document the basis for the facility’s concern for the inmate’s safety and the reason why no alternative means of separation can be arranged. Every 30 days, Classification will review the placement to determine whether there is a continuing need for separation from the general population.

In interview with the Chief of Corrections, he reported that KCSO would not place inmates at high risk for sexual victimization or who have alleged sexual abuse in involuntary segregation because they have other options for placement to keep inmates safe.
### Standard 115.51: Inmate reporting

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

#### 115.51 (a)

- Does the agency provide multiple internal ways for inmates to privately report: Sexual abuse and sexual harassment? ☒ Yes ☐ No
- Does the agency provide multiple internal ways for inmates to privately report: Retaliation by other inmates or staff for reporting sexual abuse and sexual harassment? ☒ Yes ☐ No
- Does the agency provide multiple internal ways for inmates to privately report: Staff neglect or violation of responsibilities that may have contributed to such incidents? ☒ Yes ☐ No

#### 115.51 (b)

- Does the agency also provide at least one way for inmates to report sexual abuse or sexual harassment to a public or private entity or office that is not part of the agency? ☒ Yes ☐ No
- Is that private entity or office able to receive and immediately forward inmate reports of sexual abuse and sexual harassment to agency officials? ☒ Yes ☐ No
- Does that private entity or office allow the inmate to remain anonymous upon request? ☒ Yes ☐ No
- Are inmates detained solely for civil immigration purposes provided information on how to contact relevant consular officials and relevant officials at the Department of Homeland Security? ☒ Yes ☐ No

#### 115.51 (c)

- Does staff accept reports of sexual abuse and sexual harassment made verbally, in writing, anonymously, and from third parties? ☒ Yes ☐ No
- Does staff promptly document any verbal reports of sexual abuse and sexual harassment? ☒ Yes ☐ No

#### 115.51 (d)

- Does the agency provide a method for staff to privately report sexual abuse and sexual harassment of inmates? ☒ Yes ☐ No

### Auditor Overall Compliance Determination

- ☒ Exceeds Standard *(Substantially exceeds requirement of standards)*
- ☑ Meets Standard *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*
Based on the Knox County Sheriff’s Policy and Procedure Manual, Chapter 18, Sub-Section A, pages 1 & 2, KCSO provides multiple internal ways for inmates to privately report sexual abuse and sexual harassment, retaliation by other inmates or staff for reporting sexual abuse and sexual harassment and staff neglect or violation of responsibilities that may have contributed to such incident.

All housing pods have emergency call buttons that are answered in the housing control station. The internal ways of reporting include the inmate selecting the PREA Button on a Kiosk or tablet and then selecting “NEW”, and type a message. They can also dial *888 from an inmate phone to access the internal confidential PREA reporting line. Calls made to this number are routed to the Director of Corrections, the PREA Coordinator and the Investigators cell phones. Inmates can write a note to any staff member or verbally report to any staff member. Information for family members to report for inmates is found on the agency’s website. Family members may e-mail the facility at prea@knoxsheriff.org or call the facility.

KCSO also provides an external way for inmates to report abuse or harassment that are toll-free and confidential and not part of the agency. External ways of reporting include contacting the Sexual Assault Center of East Tennessee by dialing *999 and the National Sexual Assault Hotline by dialing *555. Calls to these numbers are not monitored or recorded and the inmate can remain anonymous.

Inmates detained solely for immigration purposes are provided information on how to contact relevant consular officials and relevant federal agencies. They can write to the ICE Office of Professional Responsibility at 950 L’Enfant Plaza, Suite 200, Washington, DC or by telephone at 1-877-246-8253.

Staff shall accept reports made verbally, in writing, anonymously and from third parties and promptly document in a memorandum any verbal reports.

KCSO provides a method for staff to privately report sexual abuse and sexual harassment of inmates. Staff shall notify the next level in their chain-of-command; unless the alleged perpetrator is in his or her chain-of-command. If so, the staff member shall make the report to the KCSO Office of Professional Standards or call the confidential external hotline.

Inmates are made aware of the internal and external methods of reporting available to them in the Inmate Handbook, Sub-Section D, on posters throughout the facility and in the PREA brochure they receive at intake. All inmates interviewed were aware of the methods of reporting available to them.

Standard 115.52: Exhaustion of administrative remedies

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.52 (a)

- Is the agency exempt from this standard? NOTE: The agency is exempt ONLY if it does not have administrative procedures to address inmate grievances regarding sexual abuse. This does not mean the agency is exempt simply because an inmate does not have to or is not ordinarily expected to submit a grievance to report sexual abuse. This means that as a matter of explicit policy, the agency does not have an administrative remedies process to address sexual abuse. ☒ Yes ☐ No ☐ NA

115.52 (b)
- Does the agency permit inmates to submit a grievance regarding an allegation of sexual abuse without any type of time limits? (The agency may apply otherwise-applicable time limits to any portion of a grievance that does not allege an incident of sexual abuse.) (N/A if agency is exempt from this standard.) ☐ Yes ☐ No ☒ NA

- Does the agency always refrain from requiring an inmate to use any informal grievance process, or to otherwise attempt to resolve with staff, an alleged incident of sexual abuse? (N/A if agency is exempt from this standard.) ☐ Yes ☐ No ☒ NA

115.52 (c)

- Does the agency ensure that: An inmate who alleges sexual abuse may submit a grievance without submitting it to a staff member who is the subject of the complaint? (N/A if agency is exempt from this standard.) ☐ Yes ☐ No ☒ NA

- Does the agency ensure that: Such grievance is not referred to a staff member who is the subject of the complaint? (N/A if agency is exempt from this standard.) ☐ Yes ☐ No ☒ NA

115.52 (d)

- Does the agency issue a final agency decision on the merits of any portion of a grievance alleging sexual abuse within 90 days of the initial filing of the grievance? (Computation of the 90-day time period does not include time consumed by inmates in preparing any administrative appeal.) (N/A if agency is exempt from this standard.) ☐ Yes ☐ No ☒ NA

- If the agency claims the maximum allowable extension of time to respond of up to 70 days per 115.52(d)(3) when the normal time period for response is insufficient to make an appropriate decision, does the agency notify the inmate in writing of any such extension and provide a date by which a decision will be made? (N/A if agency is exempt from this standard.) ☐ Yes ☐ No ☒ NA

- At any level of the administrative process, including the final level, if the inmate does not receive a response within the time allotted for reply, including any properly noticed extension, may an inmate consider the absence of a response to be a denial at that level? (N/A if agency is exempt from this standard.) ☐ Yes ☐ No ☒ NA

115.52 (e)

- Are third parties, including fellow inmates, staff members, family members, attorneys, and outside advocates, permitted to assist inmates in filing requests for administrative remedies relating to allegations of sexual abuse? (N/A if agency is exempt from this standard.) ☐ Yes ☐ No ☒ NA

- Are those third parties also permitted to file such requests on behalf of inmates? (If a third-party files such a request on behalf of an inmate, the facility may require as a condition of processing the request that the alleged victim agree to have the request filed on his or her behalf, and may also require the alleged victim to personally pursue any subsequent steps in the administrative remedy process.) (N/A if agency is exempt from this standard.) ☐ Yes ☐ No ☒ NA
- If the inmate declines to have the request processed on his or her behalf, does the agency document the inmate’s decision? (N/A if agency is exempt from this standard.)
  - Yes ☐ No ☐ ☒ NA

**115.52 (f)**

- Has the agency established procedures for the filing of an emergency grievance alleging that an inmate is subject to a substantial risk of imminent sexual abuse? (N/A if agency is exempt from this standard.)
  - Yes ☐ No ☐ ☒ NA

- After receiving an emergency grievance alleging an inmate is subject to a substantial risk of imminent sexual abuse, does the agency immediately forward the grievance (or any portion thereof that alleges the substantial risk of imminent sexual abuse) to a level of review at which immediate corrective action may be taken? (N/A if agency is exempt from this standard.)
  - Yes ☐ No ☐ ☒ NA

- After receiving an emergency grievance described above, does the agency provide an initial response within 48 hours? (N/A if agency is exempt from this standard.)
  - Yes ☐ No ☐ ☒ NA

- After receiving an emergency grievance described above, does the agency issue a final agency decision within 5 calendar days? (N/A if agency is exempt from this standard.)
  - Yes ☐ No ☐ ☒ NA

- Does the initial response and final agency decision document the agency’s determination whether the inmate is in substantial risk of imminent sexual abuse? (N/A if agency is exempt from this standard.)
  - Yes ☐ No ☐ ☒ NA

- Does the initial response document the agency's action(s) taken in response to the emergency grievance? (N/A if agency is exempt from this standard.)
  - Yes ☐ No ☐ ☒ NA

- Does the agency’s final decision document the agency’s action(s) taken in response to the emergency grievance? (N/A if agency is exempt from this standard.)
  - Yes ☐ No ☐ ☒ NA

**115.52 (g)**

- If the agency disciplines an inmate for filing a grievance related to alleged sexual abuse, does it do so ONLY where the agency demonstrates that the inmate filed the grievance in bad faith? (N/A if agency is exempt from this standard.)
  - Yes ☐ No ☐ ☒ NA

**Auditor Overall Compliance Determination**

- ☒ Exceeds Standard *(Substantially exceeds requirement of standards)*
- ☒ Meets Standard *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*
- ☐ Does Not Meet Standard *(Requires Corrective Action)*

**Instructions for Overall Compliance Determination Narrative**
Based on the Knox County Sheriff’s Policy and Procedure Manual, Chapter 18, Sub-Section B, page 2, if a grievance is submitted relating to sexual abuse or sexual harassment, the grievance will immediately be forwarded to a PREA Investigator and is then considered a potential criminal investigation: therefore, KCSO is exempt from this standard. In the past 12 months, there were no PREA-related grievances received.

Standard 115.53: Inmate access to outside confidential support services

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.53 (a)

- Does the facility provide inmates with access to outside victim advocates for emotional support services related to sexual abuse by giving inmates mailing addresses and telephone numbers, including toll-free hotline numbers where available, of local, State, or national victim advocacy or rape crisis organizations? ☒ Yes ☐ No

- Does the facility provide persons detained solely for civil immigration purposes mailing addresses and telephone numbers, including toll-free hotline numbers where available of local, State, or national immigrant services agencies? ☒ Yes ☐ No

- Does the facility enable reasonable communication between inmates and these organizations and agencies, in as confidential a manner as possible? ☒ Yes ☐ No

115.53 (b)

- Does the facility inform inmates, prior to giving them access, of the extent to which such communications will be monitored and the extent to which reports of abuse will be forwarded to authorities in accordance with mandatory reporting laws? ☒ Yes ☐ No

115.53 (c)

- Does the agency maintain or attempt to enter into memoranda of understanding or other agreements with community service providers that are able to provide inmates with confidential emotional support services related to sexual abuse? ☒ Yes ☐ No

- Does the agency maintain copies of agreements or documentation showing attempts to enter into such agreements? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ Exceeds Standard (*Substantially exceeds requirement of standards*)

☒ Meets Standard (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ Does Not Meet Standard (*Requires Corrective Action*)
Review of the Knox County Sheriff's Policy and Procedure Manual, Chapter 18, Sub-Section C, pages 2 & 3, review of the MOU with the Sexual Assault Center of East Tennessee, interview with the Director of Victim Services and the SANE Coordinator of the Sexual Assault Center of East Tennessee, review of the Inmate Handbook and interviews with inmates and staff were used to verify compliance to this standard.

KCSO provides inmates with access to outside victim advocates for emotional support services related to sexual abuse. The advocate agencies include the Sexual Assault Center of East Tennessee, which the KCSO has an MOU with and the National Sexual Assault Hotline. Inmates may make a toll-free, confidential call to the Sexual Assault Center of East Tennessee by dialing *999 and to the National Sexual Assault Hotline by dialing *555 on an inmate telephone. Inmates accessing this number can remain anonymous if they wish to. Calls made to the National Sexual Assault Hotline are routed to the Sexual Assault Center of East Tennessee.

Inmates that are detained solely for civil immigration purposes are given the address and telephone number for the ICE Office of Professional Responsibility.

Inmates are informed in the Inmate Handbook and in posters and brochures to the extent communications will be monitored and the extent to which reports of sexual abuse will be forwarded to authorities in accordance with mandatory laws.

Some inmates when interviewed were not sure of the outside services available to victims of sexual abuse, but knew that the information was posted so they could find the information if it was needed.

### Standard 115.54: Third-party reporting

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.54 (a)

- Has the agency established a method to receive third-party reports of sexual abuse and sexual harassment? ☒ Yes ☐ No
- Has the agency distributed publicly information on how to report sexual abuse and sexual harassment on behalf of an inmate? ☒ Yes ☐ No

**Auditor Overall Compliance Determination**

☐ Exceeds Standard *(Substantially exceeds requirement of standards)*

☒ Meets Standard *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*

☐ Does Not Meet Standard *(Requires Corrective Action)*

As stated in the Knox County Sheriff’s Policy and Procedure Manual, Chapter 18, Sub-Section D, page 3, KCSO allows third-party reports of sexual abuse and sexual harassment. Information on third-party reporting is found on the agency’s website at [www.knoxsheriff.org.KCSO](http://www.knoxsheriff.org.KCSO).

Inmates interviewed knew that they could tell a family member or friend who could make a report for them.
OFFICIAL RESPONSE FOLLOWING AN INMATE REPORT

Standard 115.61: Staff and agency reporting duties

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.61 (a)

- Does the agency require all staff to report immediately and according to agency policy any knowledge, suspicion, or information regarding an incident of sexual abuse or sexual harassment that occurred in a facility, whether or not it is part of the agency? ☒ Yes ☐ No

- Does the agency require all staff to report immediately and according to agency policy any knowledge, suspicion, or information regarding retaliation against inmates or staff who reported an incident of sexual abuse or sexual harassment? ☒ Yes ☐ No

- Does the agency require all staff to report immediately and according to agency policy any knowledge, suspicion, or information regarding any staff neglect or violation of responsibilities that may have contributed to an incident of sexual abuse or sexual harassment or retaliation? ☒ Yes ☐ No

115.61 (b)

- Apart from reporting to designated supervisors or officials, does staff always refrain from revealing any information related to a sexual abuse report to anyone other than to the extent necessary, as specified in agency policy, to make treatment, investigation, and other security and management decisions? ☒ Yes ☐ No

115.61 (c)

- Unless otherwise precluded by Federal, State, or local law, are medical and mental health practitioners required to report sexual abuse pursuant to paragraph (a) of this section? ☒ Yes ☐ No

- Are medical and mental health practitioners required to inform inmates of the practitioner’s duty to report, and the limitations of confidentiality, at the initiation of services? ☒ Yes ☐ No

115.61 (d)

- If the alleged victim is under the age of 18 or considered a vulnerable adult under a State or local vulnerable persons statute, does the agency report the allegation to the designated State or local services agency under applicable mandatory reporting laws? ☒ Yes ☐ No

115.61 (e)

- Does the facility report all allegations of sexual abuse and sexual harassment, including third-party and anonymous reports, to the facility’s designated investigators? ☒ Yes ☐ No

Auditor Overall Compliance Determination
☐ Exceeds Standard *(Substantially exceeds requirement of standards)*

☒ Meets Standard *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*

☐ Does Not Meet Standard *(Requires Corrective Action)*

The Knox County Sheriff’s Policy and Procedure Manual, Chapter 18.3, Sub-Section A, pages 1 & 2 and interview with staff, was used to verify compliance to this standard. KCSO requires all staff to report immediately and according to agency policy any knowledge, suspicion or information regarding an incident of sexual abuse or sexual harassment that occurred in any KCSO correctional facility.

Apart from reporting to designated supervisors and classification, staff are not to reveal any information related to sexual abuse report to anyone other than to the extent necessary.

Unless precluded by federal, state or local law, medical and mental health practitioners shall be required to report sexual abuse and to inform inmates of the practitioner’s duty to report and the limitations of confidentiality at the initiation of services.

If the alleged victim is under the age of 18, or considered a vulnerable adult under the state statute, KCSO shall report the allegation to the Tennessee Department of Children Services in accordance with TCA 87-1-403 and TCA 71-6-103. In the past 12 months, there were no victims under the age of 18 and none that were considered a vulnerable adult under the state statue.

KCSO shall report all allegations of sexual abuse and sexual harassment, including third party and anonymous reports, to the facility PREA investigators.

Staff interviewed knew their responsibility of reporting to their supervisor and not to reveal any information related to sexual abuse to anyone else.

**Standard 115.62: Agency protection duties**

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.62 (a)

- When the agency learns that an inmate is subject to a substantial risk of imminent sexual abuse, does it take immediate action to protect the inmate? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ Exceeds Standard *(Substantially exceeds requirement of standards)*

☒ Meets Standard *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*

☐ Does Not Meet Standard *(Requires Corrective Action)*
Based on the Knox County Sheriff’s Policy and Procedure Manual, Chapter 18.3, Sub-Section B, page 2, when any KCSO staff member learns that an inmate is subject to a substantial risk of imminent sexual abuse, the staff member will take immediate action to protect the inmate without unreasonable delay.

In the past 12 months, there were no times that an inmate was found to be of substantial risk of imminent sexual abuse.

In interview with staff, they knew what their responsibilities were if they learn that an inmate is at risk. They knew that they need to report to their supervisor immediately.

**Standard 115.63: Reporting to other confinement facilities**

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.63 (a)
- Upon receiving an allegation that an inmate was sexually abused while confined at another facility, does the head of the facility that received the allegation notify the head of the facility or appropriate office of the agency where the alleged abuse occurred? ☒ Yes ☐ No

115.63 (b)
- Is such notification provided as soon as possible, but no later than 72 hours after receiving the allegation? ☒ Yes ☐ No

115.63 (c)
- Does the agency document that it has provided such notification? ☒ Yes ☐ No

115.63 (d)
- Does the facility head or agency office that receives such notification ensure that the allegation is investigated in accordance with these standards? ☒ Yes ☐ No

**Auditor Overall Compliance Determination**

☐ Exceeds Standard (*Substantially exceeds requirement of standards*)

☒ Meets Standard (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ Does Not Meet Standard (*Requires Corrective Action*)

Knox County Sheriff’s Policy and Procedure Manual, Chapter 18.3, Sub-Section C, page 2 and documentation provided for review, were used to verify that there is a procedure in place if an allegation is received that an inmate was sexually abused while confined at another facility. Per policy, upon receiving an allegation that an inmate was sexually abused while confined at another facility, the Classification Officer, PREA Manager and/or the Shift Commander that received the allegation will notify the KCSO PREA Coordinator. The PREA Coordinator will then notify the appropriate agency
head or appropriate office of the agency where the sexual abuse was alleged to have occurred and document that notification was provided on the Notification of Alleged Abuse form (Form #1818). This notification should be made as soon as possible, but no later than 72 hours of receiving the allegation and should include all actions taken regarding the incident. The original Form #1818 is forwarded to the PREA Investigator for filing.

In interview with the Chief of Corrections, in the past 12 months, there were three allegations received of abuse that occurred when an inmate was confined at another facility. The facility provided documentation of notifications made to those facilities.

If KCSO receives a report from another facility regarding alleged sexual abuse occurring at the KCSO, the allegation will be reported and investigated in accordance with PREA standards. If the inmate is in KCSO custody, Classification will complete a PREA Screening Reassessment in IMS.

In interview with the Chief of Corrections and documentation provided for review, in the past 12 months, there were no allegations received from other facilities of allegations that occurred at KCSO from an inmate confined at another facility. The Chief of Corrections knew his responsibilities if this were to occur.

Standard 115.64: Staff first responder duties

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.64 (a)

- Upon learning of an allegation that an inmate was sexually abused, is the first security staff member to respond to the report required to: Separate the alleged victim and abuser? ☒ Yes ☐ No
- Upon learning of an allegation that an inmate was sexually abused, is the first security staff member to respond to the report required to: Preserve and protect any crime scene until appropriate steps can be taken to collect any evidence? ☒ Yes ☐ No
- Upon learning of an allegation that an inmate was sexually abused, is the first security staff member to respond to the report required to: Request that the alleged victim not take any actions that could destroy physical evidence, including, as appropriate, washing, brushing teeth, changing clothes, urinating, defecating, smoking, drinking, or eating, if the abuse occurred within a time period that still allows for the collection of physical evidence? ☒ Yes ☐ No
- Upon learning of an allegation that an inmate was sexually abused, is the first security staff member to respond to the report required to: Ensure that the alleged abuser does not take any actions that could destroy physical evidence, including, as appropriate, washing, brushing teeth, changing clothes, urinating, defecating, smoking, drinking, or eating, if the abuse occurred within a time period that still allows for the collection of physical evidence? ☒ Yes ☐ No

115.64 (b)
If the first staff responder is not a security staff member, is the responder required to request that the alleged victim not take any actions that could destroy physical evidence, and then notify security staff? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ Exceeds Standard *(Substantially exceeds requirement of standards)*

☒ Meets Standard *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*

☐ Does Not Meet Standard *(Requires Corrective Action)*

Knox County Sheriff Policy and Procedure, Chapter 18.3, Sub-Section D, page 2, section 1 and in review of investigative files and training curriculums, upon learning that an inmate was sexually abused, the first staff member to respond to the report is required to separate the alleged victim and the abuser and preserve and protect the crime scene. If the incident happened within the last 120 hours, they are not to let the victim and abuser take any actions that could destroy physical evidence, such as washing brushing teeth, changing clothing, urinating, defecating, drinking or eating. They are required to notify the appropriate Shift Commander and document the incident in a memorandum. In the past 12 months, there were 10 allegations of sexual abuse all responded to by security staff.

All staff carry with them a First Responder Card, which reminds them of the actions to be taken in response to an allegation of sexual abuse.

Staff interviewed were knowledgeable of the policy and the practice to follow if they were the first responder to an allegation of sexual abuse or sexual harassment. They reported that they knew that the alleged victim and abuser must be separated and knew how to preserve the crime scene and the physical evidence.

**Standard 115.65: Coordinated response**

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.65 (a)

- Has the facility developed a written institutional plan to coordinate actions among staff first responders, medical and mental health practitioners, investigators, and facility leadership taken in response to an incident of sexual abuse? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ Exceeds Standard *(Substantially exceeds requirement of standards)*

☒ Meets Standard *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*
☐ Does Not Meet Standard (Requires Corrective Action)

Knox County Sheriff’s Policy and Procedure Manual, Chapter 18.3, Sub-Section C, Pages 2 & 3, outlines KCSO’s coordinated response to an allegation of sexual abuse. In review, the agency’s response plan clearly defines the roles and responsibilities of each person involved, and the procedures to be followed in detail as well as notifications required to be made.

Part of the response plan is the requirement of completing a PREA Incident Check Sheet (Form #1817) to ensure that all steps of the plan are carried out and proper notifications are made. All information is documented and forwarded to the PREA Investigator for the purposes of completing the PREA Investigative Report (Form #1802).

Staff interviewed confirmed that they are knowledgeable of the plan and the necessary actions to be taken in response to an allegation of sexual abuse or sexual harassment.

Standard 115.66: Preservation of ability to protect inmates from contact with abusers

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.66 (a)

- Are both the agency and any other governmental entities responsible for collective bargaining on the agency’s behalf prohibited from entering into or renewing any collective bargaining agreement or other agreement that limits the agency’s ability to remove alleged staff sexual abusers from contact with any inmates pending the outcome of an investigation or of a determination of whether and to what extent discipline is warranted? ☒ Yes ☐ No

115.66 (b)

- Auditor is not required to audit this provision.

Auditor Overall Compliance Determination

☐ Exceeds Standard (Substantially exceeds requirement of standards)

☒ Meets Standard (Substantial compliance; complies in all material ways with the standard for the relevant review period)

☐ Does Not Meet Standard (Requires Corrective Action)

According to the Knox County Sheriff’s Policy and Procedure Manual, Chapter 18.3, Sub-Section G, page 4, and in interview with the Chief of Corrections, the KCSO does not participate in collective bargaining agreements. There is nothing that would prohibit alleged staff sexual abusers from contact with any inmates pending the outcome of an investigation, including termination.
Standard 115.67: Agency protection against retaliation

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

### 115.67 (a)

- Has the agency established a policy to protect all inmates and staff who report sexual abuse or sexual harassment or cooperate with sexual abuse or sexual harassment investigations from retaliation by other inmates or staff? ☒ Yes ☐ No

- Has the agency designated which staff members or departments are charged with monitoring retaliation? ☒ Yes ☐ No

### 115.67 (b)

- Does the agency employ multiple protection measures, such as housing changes or transfers for inmate victims or abusers, removal of alleged staff or inmate abusers from contact with victims, and emotional support services for inmates or staff who fear retaliation for reporting sexual abuse or sexual harassment or for cooperating with investigations? ☒ Yes ☐ No

### 115.67 (c)

- Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Monitor the conduct and treatment of residents or staff who reported the sexual abuse to see if there are changes that may suggest possible retaliation by inmates or staff? ☒ Yes ☐ No

- Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Act promptly to remedy any such retaliation? ☒ Yes ☐ No

- Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Monitor any inmate disciplinary reports? ☒ Yes ☐ No

- Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Monitor inmate housing changes? ☒ Yes ☐ No

- Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Monitor inmate program changes? ☒ Yes ☐ No
Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Monitor negative performance reviews of staff? ☒ Yes ☐ No

Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Monitor reassignments of staff? ☒ Yes ☐ No

Does the agency continue such monitoring beyond 90 days if the initial monitoring indicates a continuing need? ☒ Yes ☐ No

115.67 (d)

In the case of inmates, does such monitoring also include periodic status checks? ☒ Yes ☐ No

115.67 (e)

If any other individual who cooperates with an investigation expresses a fear of retaliation, does the agency take appropriate measures to protect that individual against retaliation? ☒ Yes ☐ No

115.67 (f)

Auditor is not required to audit this provision.

Auditor Overall Compliance Determination

☒ Exceeds Standard (Substantially exceeds requirement of standards)

☒ Meets Standard (Substantial compliance; complies in all material ways with the standard for the relevant review period)

☐ Does Not Meet Standard (Requires Corrective Action)

According to Knox County Sheriff’s Policy and Procedure Manual, Chapter 18.3, Sub-Section E, pages 3 & 4 and in review of investigative files, KCSO has a policy in place to protect all inmates and staff who report sexual abuse or sexual harassment or cooperate with sexual abuse or sexual harassment investigations from retaliation by other inmates or staff. The respective PREA Manager is responsible for monitoring retaliation and documenting the monitoring on the PREA Retaliation Review Form (Form #1803) for the inmates and Form #1803B for staff. Forms #1803 and 1803B forms are filed in the respective PREA Investigator’s case file.

KCSO employs multiple protection measures such as housing transfers for inmate victim or abusers, incompatible listings, classification alerts in IMS, removal of alleged staff or inmate abusers from contact with victims and emotional support services for inmates or staff that fear retaliation.

The initial retaliation monitoring begins within 30 days of the report of sexual abuse and continues for 90 days following a report of sexual abuse, or longer if warranted. The PREA Manager shall monitor the
conduct and treatment of inmates and staff who reported sexual abuse. The PREA Manager will monitor inmate disciplinary reports, housing/program changes and negative evaluations or counseling forms for staff.

In the past 12 months, no incidents of retaliation have occurred. PREA Retaliation Review Forms were found in the corresponding investigative file.

**Standard 115.68: Post-allegation protective custody**

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.68 (a)

- Is any and all use of segregated housing to protect an inmate who is alleged to have suffered sexual abuse subject to the requirements of § 115.43? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☒ Exceeds Standard *(Substantially exceeds requirement of standards)*

☐ Meets Standard *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*

☐ Does Not Meet Standard *(Requires Corrective Action)*

Per Knox County Sheriff’s Policy and Procedure Manual, Chapter 14.1, Sub-Section N, page 12, any use of segregated housing by the KCSO to protect an inmate who is alleged to have suffered sexual abuse is subject to the requirements of standard 115.43.

In interview with security staff who work in the restricted housing units and the Chief of Corrections, as well as documentation provided for review, in the past 12 months there were no inmates who alleged to have suffered sexual abuse assigned to involuntary segregated housing.

**INVESTIGATIONS**

**Standard 115.71: Criminal and administrative agency investigations**

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.71 (a)

- When the agency conducts its own investigations into allegations of sexual abuse and sexual harassment, does it do so promptly, thoroughly, and objectively? [N/A if the agency/facility is not responsible for conducting any form of criminal OR administrative sexual abuse investigations. See 115.21(a).] ☒ Yes ☐ No ☐ NA
<table>
<thead>
<tr>
<th>Section</th>
<th>Question</th>
</tr>
</thead>
<tbody>
<tr>
<td>115.71 (a)</td>
<td>Does the agency conduct such investigations for all allegations, including third party and anonymous reports? [N/A if the agency/facility is not responsible for conducting any form of criminal OR administrative sexual abuse investigations. See 115.21(a).] Yes ☒ No ☐ NA ☐</td>
</tr>
<tr>
<td>115.71 (b)</td>
<td>Where sexual abuse is alleged, does the agency use investigators who have received specialized training in sexual abuse investigations as required by 115.34? Yes ☒ No ☐</td>
</tr>
<tr>
<td>115.71 (c)</td>
<td>Do investigators gather and preserve direct and circumstantial evidence, including any available physical and DNA evidence and any available electronic monitoring data? Yes ☒ No ☐</td>
</tr>
<tr>
<td>115.71 (d)</td>
<td>Do investigators interview alleged victims, suspected perpetrators, and witnesses? Yes ☒ No ☐</td>
</tr>
<tr>
<td>115.71 (e)</td>
<td>Do investigators review prior reports and complaints of sexual abuse involving the suspected perpetrator? Yes ☒ No ☐</td>
</tr>
<tr>
<td>115.71 (f)</td>
<td>When the quality of evidence appears to support criminal prosecution, does the agency conduct compelled interviews only after consulting with prosecutors as to whether compelled interviews may be an obstacle for subsequent criminal prosecution? Yes ☒ No ☐</td>
</tr>
<tr>
<td>115.71 (g)</td>
<td>Do agency investigators assess the credibility of an alleged victim, suspect, or witness on an individual basis and not on the basis of that individual’s status as inmate or staff? Yes ☒ No ☐</td>
</tr>
<tr>
<td>115.71 (h)</td>
<td>Does the agency investigate allegations of sexual abuse without requiring an inmate who alleges sexual abuse to submit to a polygraph examination or other truth-telling device as a condition for proceeding? Yes ☒ No ☐</td>
</tr>
<tr>
<td>115.71 (i)</td>
<td>Do administrative investigations include an effort to determine whether staff actions or failures to act contributed to the abuse? Yes ☒ No ☐</td>
</tr>
<tr>
<td>115.71 (j)</td>
<td>Are administrative investigations documented in written reports that include a description of the physical evidence and testimonial evidence, the reasoning behind credibility assessments, and investigative facts and findings? Yes ☒ No ☐</td>
</tr>
<tr>
<td>115.71 (k)</td>
<td>Are criminal investigations documented in a written report that contains a thorough description of the physical, testimonial, and documentary evidence and attaches copies of all documentary evidence where feasible? Yes ☒ No ☐</td>
</tr>
</tbody>
</table>
115.71 (h)

- Are all substantiated allegations of conduct that appears to be criminal referred for prosecution?
  ☒ Yes ☐ No

115.71 (i)

- Does the agency retain all written reports referenced in 115.71(f) and (g) for as long as the alleged abuser is incarcerated or employed by the agency, plus five years? ☒ Yes ☐ No

115.71 (j)

- Does the agency ensure that the departure of an alleged abuser or victim from the employment or control of the agency does not provide a basis for terminating an investigation?
  ☒ Yes ☐ No

115.71 (k)

- Auditor is not required to audit this provision.

115.71 (l)

- When an outside entity investigates sexual abuse, does the facility cooperate with outside investigators and endeavor to remain informed about the progress of the investigation? (N/A if an outside agency does not conduct administrative or criminal sexual abuse investigations. See 115.21(a).) ☐ Yes ☐ No ☒ NA

Auditor Overall Compliance Determination

☐ Exceeds Standard *(Substantially exceeds requirement of standards)*

☒ Meets Standard *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*

☐ Does Not Meet Standard *(Requires Corrective Action)*

The Knox County Sheriff's Policy and Procedure Manual, Chapter 18.4, Subsection A, pages 1 & 2, in interview with investigators and review of investigative files were used to determine compliance to this standard.

KCSO will complete and document the investigation of reports of sexual abuse and sexual harassment promptly, thoroughly and objectively for all allegations, including third party and anonymous reports.

KCSO has two PREA investigators who have received specialized investigative training and who are responsible for administrative investigations of allegations of sexual abuse and sexual harassment. PREA investigators gather and preserve direct and circumstantial evidence including DNA evidence, electronic monitoring data, statements of alleged victims, suspected perpetrators and witness and review prior complaints and reports of sexual abuse involving the suspected perpetrator. When the quality of evidence supports criminal prosecution, Major Crimes Unit Investigators conduct criminal investigations.
KCSO investigators assess the credibility of an alleged victim, suspect or witness on an individual basis and not determined by the person’s status as an inmate or staff. KCSO does not require an inmate who alleges sexual abuse to submit to a polygraph examination.

Facility investigators include an effort to determine if staff actions or failure to act contributed to the alleged abuse. All administrative investigations are documented on the PREA Administrative Investigative Report (Form #1802). Substantiated allegations of conduct that appears to be criminal are referred for prosecution. Criminal investigations are documented in a written RMS report. All allegations are investigated in accordance with PREA standards. Since the last audit, there was one allegation of sexual abuse that was referred for prosecution.

The departure of the alleged abuser or victim from employment or control of the agency is not a basis for terminating the investigation.

When outside agencies investigate sexual abuse, the facility shall cooperate with outside investigators and KCSO will endeavor to remain informed of the progress of the investigation.

KCSO retains all written reports for as long as the alleged abuser is incarcerated or employed by the agency, plus five years.

In the past 12 months, there were 29 allegations of sexual abuse/sexual harassment reported and investigated. One allegation was referred to the KCSO Major Crimes Unit for criminal investigation. In review of investigative files, the files were well organized and contain the necessary documentation. In interview with the facility investigators, they were knowledgeable of their responsibilities in the conduct of administrative investigations in accordance with the PREA standards and knew when to refer allegations that appear to be criminal for prosecution. The facility was found to exceed in the requirements of this standard.

**Standard 115.72: Evidentiary standard for administrative investigations**

**All Yes/No Questions Must Be Answered by the Auditor to Complete the Report**

**115.72 (a)**

- Is it true that the agency does not impose a standard higher than a preponderance of the evidence in determining whether allegations of sexual abuse or sexual harassment are substantiated? ☒ Yes ☐ No

**Auditor Overall Compliance Determination**

☐ Exceeds Standard *(Substantially exceeds requirement of standards)*

☒ Meets Standard *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*

☐ Does Not Meet Standard *(Requires Corrective Action)*

Based on the Knox County Sheriff’s Policy and Procedure Manual, Chapter 18.4, Sub-Section B, page 2, KCSO shall impose no standard higher than the preponderance of evidence in determining whether allegations of sexual abuse or sexual harassment are substantiated in administrative investigations.
When facility investigators were interviewed, and asked what standard of evidence was used in determining if an allegation is substantiated, they confirmed the agency’s policy.

Standard 115.73: Reporting to inmates

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.73 (a)

- Following an investigation into an inmate’s allegation that he or she suffered sexual abuse in an agency facility, does the agency inform the inmate as to whether the allegation has been determined to be substantiated, unsubstantiated, or unfounded? ☒ Yes ☐ No

115.73 (b)

- If the agency did not conduct the investigation into an inmate’s allegation of sexual abuse in an agency facility, does the agency request the relevant information from the investigative agency in order to inform the inmate? (N/A if the agency/facility is responsible for conducting administrative and criminal investigations.) ☐ Yes ☐ No ☒ NA

115.73 (c)

- Following an inmate’s allegation that a staff member has committed sexual abuse against the resident, unless the agency has determined that the allegation is unfounded, or unless the resident has been released from custody, does the agency subsequently inform the resident whenever: The staff member is no longer posted within the inmate’s unit? ☒ Yes ☐ No

- Following an inmate’s allegation that a staff member has committed sexual abuse against the resident, unless the agency has determined that the allegation is unfounded, or unless the resident has been released from custody, does the agency subsequently inform the resident whenever: The staff member is no longer employed at the facility? ☒ Yes ☐ No

- Following an inmate’s allegation that a staff member has committed sexual abuse against the resident, unless the agency has determined that the allegation is unfounded, or unless the resident has been released from custody, does the agency subsequently inform the resident whenever: The agency learns that the staff member has been indicted on a charge related to sexual abuse in the facility? ☒ Yes ☐ No

- Following an inmate’s allegation that a staff member has committed sexual abuse against the resident, unless the agency has determined that the allegation is unfounded, or unless the resident has been released from custody, does the agency subsequently inform the resident whenever: The agency learns that the staff member has been convicted on a charge related to sexual abuse within the facility? ☒ Yes ☐ No

115.73 (d)

- Following an inmate’s allegation that he or she has been sexually abused by another inmate, does the agency subsequently inform the alleged victim whenever: The agency learns that the alleged abuser has been indicted on a charge related to sexual abuse within the facility? ☒ Yes ☐ No
Following an inmate’s allegation that he or she has been sexually abused by another inmate, does the agency subsequently inform the alleged victim whenever: The agency learns that the alleged abuser has been convicted on a charge related to sexual abuse within the facility? ☒ Yes  ☐ No

115.73 (e)

Does the agency document all such notifications or attempted notifications? ☒ Yes  ☐ No

115.73 (f)

Auditor is not required to audit this provision.

Auditor Overall Compliance Determination

☐ Exceeds Standard (Substantially exceeds requirement of standards)

☒ Meets Standard (Substantial compliance; complies in all material ways with the standard for the relevant review period)

☐ Does Not Meet Standard (Requires Corrective Action)

Based on the Knox County Sheriff Policy and Procedure Manual, Chapter 18.4, Sub-Section C, pages 2 & 3, following an investigation into an inmate’s allegation of sexual abuse, The PREA Investigator will inform the inmate as to whether the allegation was determined to be substantiated, unsubstantiated or unfounded in writing on the Inmate PREA Allegation Status Notification (Form #1806). The original #1806 form is placed in the investigative file. If the investigation is not conducted by KCSO, it shall request the relevant information from the investigative agency in order to inform the inmate. In the past 12 months, there were no sexual abuse investigations by an outside agency.

Following an inmate’s allegation that a staff member has committed sexual abuse against the inmate, the PREA Investigator will inform the inmate, unless the allegation was determined to be unfounded. The inmate would be notified that the staff member is no longer posted in the inmate’s housing unit, that the staff member is no longer employed by KCSO and if the staff member has been convicted on a charge related to sexual abuse within the facility.

Following an inmate’s allegation that another inmate, the PREA Investigator, has sexually abused him or her will inform the alleged victim if the alleged abuser has been indicted on a charge related to sexual abuse or that the alleged victim has been convicted on a charge related to sexual abuse.

In review of investigative files, interviews with facility Investigators and information provided for review, in the past 12 months, there were 29 Inmate PREA Allegation Status Notification forms presented to inmates following the outcome of investigations.

DISCIPLINE

Standard 115.76: Disciplinary sanctions for staff
All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.76 (a)

- Are staff subject to disciplinary sanctions up to and including termination for violating agency sexual abuse or sexual harassment policies? ☒ Yes ☐ No

115.76 (b)

- Is termination the presumptive disciplinary sanction for staff who have engaged in sexual abuse? ☒ Yes ☐ No

115.76 (c)

- Are disciplinary sanctions for violations of agency policies relating to sexual abuse or sexual harassment (other than actually engaging in sexual abuse) commensurate with the nature and circumstances of the acts committed, the staff member’s disciplinary history, and the sanctions imposed for comparable offenses by other staff with similar histories? ☒ Yes ☐ No

115.76 (d)

- Are all terminations for violations of agency sexual abuse or sexual harassment policies, or resignations by staff who would have been terminated if not for their resignation, reported to: Law enforcement agencies (unless the activity was clearly not criminal)? ☒ Yes ☐ No

- Are all terminations for violations of agency sexual abuse or sexual harassment policies, or resignations by staff who would have been terminated if not for their resignation, reported to: Relevant licensing bodies? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ Exceeds Standard *(Substantially exceeds requirement of standards)*

☒ Meets Standard *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*

☐ Does Not Meet Standard *(Requires Corrective Action)*

According to the Knox County Sheriff Employee Manual, Chapter 6, Sub-Section D, page 55, KCSO staff will be subject to disciplinary sanctions up to and including termination for violating agency sexual abuse or sexual harassment policies.

Termination will be the presumptive disciplinary sanction for staff who have engaged in sexual abuse. Disciplinary sanctions for violations of KCSO policies relating to sexual abuse or sexual harassment (other than actually engaging in sexual abuse) shall be commensurate with the nature and circumstances of the acts committed, the staff member’s disciplinary history, and the sanctions imposed for comparable offenses by other staff with similar histories.
In the past 12 months, there were no staff who violated KCSO’s sexual abuse or sexual harassment policies or resigned in lieu of resignation. If there were, the staff member would be reported to the Knox County District Attorney’s office and any relevant licensing bodies, unless the activity was clearly not criminal.

Standard 115.77: Corrective action for contractors and volunteers

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.77 (a)

- Is any contractor or volunteer who engages in sexual abuse prohibited from contact with inmates? ☒ Yes ☐ No
- Is any contractor or volunteer who engages in sexual abuse reported to: Law enforcement agencies (unless the activity was clearly not criminal)? ☒ Yes ☐ No
- Is any contractor or volunteer who engages in sexual abuse reported to: Relevant licensing bodies? ☒ Yes ☐ No

115.77 (b)

- In the case of any other violation of agency sexual abuse or sexual harassment policies by a contractor or volunteer, does the facility take appropriate remedial measures, and consider whether to prohibit further contact with inmates? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ Exceeds Standard *(Substantially exceeds requirement of standards)*

☒ Meets Standard *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*

☐ Does Not Meet Standard *(Requires Corrective Action)*

Based on the Knox County Sheriff Employee Manual, Chapter 6, Sub-Section E, page 56, any contractor or volunteer who engages in sexual abuse is prohibited from contact with inmates and will be reported to the KCSO Major Crimes Division if the act was clearly criminal. KCSO will take appropriate remedial measures and the Director of Corrections will consider whether to prohibit further contact with inmates.

In interview with the Chief of Corrections and in review of documentation provided, in the past 12 months there were no contractors or volunteers who violated the KCSO’s sexual abuse or sexual harassment policies. The Chief of Corrections shared that if any volunteer or contractor violated the agency’s sexual abuse or sexual harassment policy, he or she would be immediately denied access to the facility until the allegation was investigated. If the outcome of the investigation appeared to be criminal, criminal charges would be pursued.

Standard 115.78: Disciplinary sanctions for inmates
All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.78 (a)

- Following an administrative finding that an inmate engaged in inmate-on-inmate sexual abuse, or following a criminal finding of guilt for inmate-on-inmate sexual abuse, are inmates subject to disciplinary sanctions pursuant to a formal disciplinary process? ☒ Yes ☐ No

115.78 (b)

- Are sanctions commensurate with the nature and circumstances of the abuse committed, the inmate’s disciplinary history, and the sanctions imposed for comparable offenses by other inmates with similar histories? ☒ Yes ☐ No

115.78 (c)

- When determining what types of sanction, if any, should be imposed, does the disciplinary process consider whether an inmate’s mental disabilities or mental illness contributed to his or her behavior? ☒ Yes ☐ No

115.78 (d)

- If the facility offers therapy, counseling, or other interventions designed to address and correct underlying reasons or motivations for the abuse, does the facility consider whether to require the offending inmate to participate in such interventions as a condition of access to programming and other benefits? ☒ Yes ☐ No

115.78 (e)

- Does the agency discipline an inmate for sexual contact with staff only upon a finding that the staff member did not consent to such contact? ☒ Yes ☐ No

115.78 (f)

- For the purpose of disciplinary action does a report of sexual abuse made in good faith based upon a reasonable belief that the alleged conduct occurred NOT constitute falsely reporting an incident or lying, even if an investigation does not establish evidence sufficient to substantiate the allegation? ☒ Yes ☐ No

115.78 (g)

- Does the agency always refrain from considering non-coercive sexual activity between inmates to be sexual abuse? (N/A if the agency does not prohibit all sexual activity between inmates.) ☒ Yes ☐ No ☐ NA

Auditor Overall Compliance Determination

☐ Exceeds Standard (Substantially exceeds requirement of standards)
Meets Standard (Substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (Requires Corrective Action)

In review of the Knox County Sheriff's Policy and Procedure Manual, Chapter 11.2, Subsection B, page 7, inmates shall be subject to disciplinary sanctions pursuant to a formal disciplinary process following an administrative finding that the inmate engaged in inmate-on-inmate sexual abuse or following a criminal finding of guilt for inmate-on-inmate sexual abuse. Prohibited acts and their sanctions for violations are found on pages 2-4, in Chapter 11.2, Sub-Section A, in sections 101, 213, 216 and 309. Inmates are informed of these prohibited acts and their sanctions in the Inmate Handbook.

The Disciplinary Committee shall consider whether an inmate’s mental disabilities or mental illness contributed to his or her behavior when determining potential sanctions. Disciplinary Hearing may be postponed until Helen Ross McNabb has evaluated the inmate. KCSO can require inmates to be evaluated by Helen Ross McNabb or KCSO inmate Programs Staff members to address and correct underlying reasons or motivations for the abuse.

KCSO may charge an inmate disciplinary and criminally for sexual contact with any staff member if the staff member did not consent to such contact.

For the purposes of disciplinary action, a report of sexual abuse made in good faith based upon reasonable belief that the alleged conduct occurred shall not constitute falsely reporting an incident or lying, even if an investigation does not establish evidence sufficient to substantiate the allegation.

KCSO prohibits all sexual activity between inmates and will discipline inmates for such activity. KCSO may not, however, deem such activity to constitute criminal sexual abuse if it determines that the activity was not coerced.

In the past 12 months, there was one finding of inmate-on-inmate sexual abuse. A Disciplinary Offense Violation Report (Form #1123) was provided for review for this incident.

MEDICAL AND MENTAL CARE

Standard 115.81: Medical and mental health screenings; history of sexual abuse

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.81 (a)

- If the screening pursuant to § 115.41 indicates that a prison inmate has experienced prior sexual victimization, whether it occurred in an institutional setting or in the community, do staff ensure that the inmate is offered a follow-up meeting with a medical or mental health practitioner within 14 days of the intake screening? □ Yes □ No □ NA

115.81 (b)
- If the screening pursuant to § 115.41 indicates that a prison inmate has previously perpetrated sexual abuse, whether it occurred in an institutional setting or in the community, do staff ensure that the inmate is offered a follow-up meeting with a mental health practitioner within 14 days of the intake screening? (N/A if the facility is not a prison.) ☐ Yes ☐ No ☒ NA

115.81 (c)

- If the screening pursuant to § 115.41 indicates that a jail inmate has experienced prior sexual victimization, whether it occurred in an institutional setting or in the community, do staff ensure that the inmate is offered a follow-up meeting with a medical or mental health practitioner within 14 days of the intake screening? ☒ Yes ☐ No

115.81 (d)

- Is any information related to sexual victimization or abusiveness that occurred in an institutional setting strictly limited to medical and mental health practitioners and other staff as necessary to inform treatment plans and security management decisions, including housing, bed, work, education, and program assignments, or as otherwise required by Federal, State, or local law? ☒ Yes ☐ No

115.81 (e)

- Do medical and mental health practitioners obtain informed consent from inmates before reporting information about prior sexual victimization that did not occur in an institutional setting, unless the inmate is under the age of 18? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ Exceeds Standard *(Substantially exceeds requirement of standards)*

☒ Meets Standard *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*

☐ Does Not Meet Standard *(Requires Corrective Action)*

In review of Knox County Sheriff’s Policy and Procedure Manual, Chapter 3.9, Sub-Section A, pages 1 & 2 and interview with intake and Classification staff, if at initial screening an inmate has experienced prior sexual victimization, or has previously perpetrated sexual abuse, whether it occurred in an institutional setting or in the community, KCSO staff will ensure that the inmate is offered a follow-up meeting with a medical or mental health practitioner within 14 days of the intake screening. In interview with Classification staff responsible for conducting initial screenings, they were knowledgeable of the procedures to follow to ensure that inmates who report prior sexual victimization or abusiveness are offered a follow-up meeting with mental health staff. Any information related to sexual victimization or abusiveness that occurred in an institutional setting shall be strictly limited to medical and mental health practitioners. The information shared with other staff is limited to informing Classification and intake staff as necessary, to inform them of treatment plans and security and management decisions, including housing, work, education and program assignments.
Medical and mental health practitioners shall obtain informed consent from inmates before reporting information about prior sexual victimization that did not occur in an institutional setting, unless the inmate is under the age of 18.

Subsections 115.82 (a) and 115.82 (b) are not applicable to this facility.

**Standard 115.82: Access to emergency medical and mental health services**

**All Yes/No Questions Must Be Answered by the Auditor to Complete the Report**

115.82 (a)

- Do inmate victims of sexual abuse receive timely, unimpeded access to emergency medical treatment and crisis intervention services, the nature and scope of which are determined by medical and mental health practitioners according to their professional judgment?
  - ☒ Yes ☐ No

115.82 (b)

- If no qualified medical or mental health practitioners are on duty at the time a report of recent sexual abuse is made, do security staff first responders take preliminary steps to protect the victim pursuant to § 115.62?
  - ☒ Yes ☐ No

- Do security staff first responders immediately notify the appropriate medical and mental health practitioners?
  - ☒ Yes ☐ No

115.82 (c)

- Are inmate victims of sexual abuse offered timely information about and timely access to emergency contraception and sexually transmitted infections prophylaxis, in accordance with professionally accepted standards of care, where medically appropriate?
  - ☒ Yes ☐ No

115.82 (d)

- Are treatment services provided to the victim without financial cost and regardless of whether the victim names the abuser or cooperates with any investigation arising out of the incident?
  - ☒ Yes ☐ No

**Auditor Overall Compliance Determination**

- ☐ **Exceeds Standard** *(Substantially exceeds requirement of standards)*

- ☒ **Meets Standard** *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*

- ☐ **Does Not Meet Standard** *(Requires Corrective Action)*

Based on the Knox County Sheriff’s Policy and Procedure Manual, Chapter 3.9, Sub-Section B, page 2, inmate victims of sexual abuse shall receive timely, unimpeded access to emergency medical treatment and
crisis intervention services, the nature and scope of which are determined by medical and mental health practitioners according to their professional judgement.

If there are no qualified medical or mental health practitioners on duty at the time of a report of recent abuse is made, security staff first responders will take preliminary steps to protect the victim and immediately notify the appropriate medical and mental health practitioners.

Facility medical staff do not conduct forensic exams. Victims of sexual abuse when the abuse occurred within the past 120 hours will be transported to the Sexual Assault Center of East Tennessee for a forensic exam. An MOU with this the Sexual Assault Center of East Tennessee provides a victim advocate to accompany the inmate victim through the forensic exam, at the victim’s request.

Inmate victims of sexual abuse will be offered timely information about and time access to emergency contraception and sexually transmitted infections prophylaxis in accordance with professionally accepted standards of care where medically appropriate. Treatment and services are provided to the victim without financial cost and regardless of whether the victim names the abuser or cooperates with any investigation arising out of the incident.

**Standard 115.83: Ongoing medical and mental health care for sexual abuse victims and abusers**

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.83 (a)

- Does the facility offer medical and mental health evaluation and, as appropriate, treatment to all inmates who have been victimized by sexual abuse in any prison, jail, lockup, or juvenile facility? ☒ Yes ☐ No

115.83 (b)

- Does the evaluation and treatment of such victims include, as appropriate, follow-up services, treatment plans, and, when necessary, referrals for continued care following their transfer to, or placement in, other facilities, or their release from custody? ☒ Yes ☐ No

115.83 (c)

- Does the facility provide such victims with medical and mental health services consistent with the community level of care? ☒ Yes ☐ No

115.83 (d)

- Are inmate victims of sexually abusive vaginal penetration while incarcerated offered pregnancy tests? (N/A if all-male facility.) ☒ Yes ☐ No ☐ NA

115.83 (e)

- If pregnancy results from the conduct described in paragraph § 115.83(d), do such victims receive timely and comprehensive information about and timely access to all lawful pregnancy-related medical services? (N/A if all-male facility.) ☒ Yes ☐ No ☐ NA
115.83 (f)

- Are inmate victims of sexual abuse while incarcerated offered tests for sexually transmitted infections as medically appropriate?
  ☒ Yes  ☐ No

115.83 (g)

- Are treatment services provided to the victim without financial cost and regardless of whether the victim names the abuser or cooperates with any investigation arising out of the incident?
  ☒ Yes  ☐ No

115.83 (h)

- If the facility is a prison, does it attempt to conduct a mental health evaluation of all known inmate-on-inmate abusers within 60 days of learning of such abuse history and offer treatment when deemed appropriate by mental health practitioners? (NA if the facility is a jail.)
  ☐ Yes  ☐ No  ☒ NA

Auditor Overall Compliance Determination

☐ Exceeds Standard (*Substantially exceeds requirement of standards*)

☒ Meets Standard (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ Does Not Meet Standard (*Requires Corrective Action*)

According to the Knox County Sheriff’s Policy and Procedure Manual, Chapter 3.9, Sub-Section C, pages 2 & 3, KCSO will offer medical and mental evaluations and treatment to all inmates who have been victimized by sexual abuse. The evaluation and treatment of inmate victims includes follow-up services, which includes offering tests for sexually transmitted infections as medical appropriate, treatment, treatment plans and, when necessary, referrals for continued care following their transfer to another facility or their release from custody. These services are consistent with the community level of care.

Inmate victims of sexually abusive vaginal penetration will be offered pregnancy tests. If pregnancy results are positive, the inmate will receive timely and comprehensive information and timely access to all lawful pregnancy-related medical services.

All treatment services are provided to the victim without financial cost to the victim and regardless of whether the victim names the abuser or cooperates with any investigation arising out of the incident.

Subsection 115.83 (h) is not applicable to this facility.

In interview with the medical staff and mental health staff, they confirmed compliance with the requirements of this standard. In the past 12 months, there have been no inmates who required ongoing medical or mental health treatment due to being victimized by sexual abuse.
### Standard 115.86: Sexual abuse incident reviews

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

#### 115.86 (a)
- Does the facility conduct a sexual abuse incident review at the conclusion of every sexual abuse investigation, including where the allegation has not been substantiated, unless the allegation has been determined to be unfounded?  ☒ Yes  ☐ No

#### 115.86 (b)
- Does such review ordinarily occur within 30 days of the conclusion of the investigation?  ☒ Yes  ☐ No

#### 115.86 (c)
- Does the review team include upper-level management officials, with input from line supervisors, investigators, and medical or mental health practitioners?  ☒ Yes  ☐ No

#### 115.86 (d)
- Does the review team: Consider whether the allegation or investigation indicates a need to change policy or practice to better prevent, detect, or respond to sexual abuse?  ☒ Yes  ☐ No
- Does the review team: Consider whether the incident or allegation was motivated by race; ethnicity; gender identity; lesbian, gay, bisexual, transgender, or intersex identification, status, or perceived status; gang affiliation; or other group dynamics at the facility?  ☒ Yes  ☐ No
- Does the review team: Examine the area in the facility where the incident allegedly occurred to assess whether physical barriers in the area may enable abuse?  ☒ Yes  ☐ No
- Does the review team: Assess the adequacy of staffing levels in that area during different shifts?  ☒ Yes  ☐ No
- Does the review team: Assess whether monitoring technology should be deployed or augmented to supplement supervision by staff?  ☒ Yes  ☐ No
- Does the review team: Prepare a report of its findings, including but not necessarily limited to determinations made pursuant to §§ 115.86(d)(1) - (d)(5), and any recommendations for improvement and submit such report to the facility head and PREA compliance manager?  ☒ Yes  ☐ No

#### 115.86 (e)
- Does the facility implement the recommendations for improvement, or document its reasons for not doing so?  ☒ Yes  ☐ No

**Auditor Overall Compliance Determination**
☐ **Exceeds Standard** *(Substantially exceeds requirement of standards)*

☒ **Meets Standard** *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*

☐ **Does Not Meet Standard** *(Requires Corrective Action)*

Based on the Knox County Policy and Procedure Manual, Chapter 18.6, Sub-Section A, pages 1 & 2, the facility conducts a sexual abuse incident review at the conclusion of every sexual abuse investigation within 30 days in which the allegation has been determined to be substantiated or unsubstantiated.

The SART, responsible for conducting incident reviews, consists of the Director of Corrections, the PREA Coordinator, the PREA Compliance Managers, the appropriate Facility Commander, the HSA and the Investigator. The SART considers whether the incident was motivated by race, ethnicity, gender identity, perceived status or gang affiliation. They team examines the area where the incident was alleged to have occurred and assesses whether physical barriers in the area, whether monitoring technology should be deployed or augmented and whether the staffing levels at the time of the incident were adequate. A Sexual Abuse Incident Review Form (Form #1804) is used to document the incident review and upon completion is forwarded to the Director of Corrections.

The SART makes recommendations based on their review of the incident and the facility shall implement the recommendations for improvement, if any, or shall document its reasons for not doing so.

In review of investigative files, In the past 12 months, sexual abuse incident reviews were completed as per agency policy and standard requirements and maintained in the corresponding investigative files. In interview with members of the SART, they knew their responsibilities in the conduct of sexual abuse incident reviews.

**Standard 115.87: Data collection**

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

### 115.87 (a)
- Does the agency collect accurate, uniform data for every allegation of sexual abuse at facilities under its direct control using a standardized instrument and set of definitions? ☒ Yes  ☐ No

### 115.87 (b)
- Does the agency aggregate the incident-based sexual abuse data at least annually?
  ☒ Yes  ☐ No

### 115.87 (c)
- Does the incident-based data include, at a minimum, the data necessary to answer all questions from the most recent version of the Survey of Sexual Violence conducted by the Department of Justice? ☒ Yes  ☐ No
115.87 (d)  
- Does the agency maintain, review, and collect data as needed from all available incident-based documents, including reports, investigation files, and sexual abuse incident reviews?  
  ☒ Yes  ☐ No

115.87 (e)  
- Does the agency also obtain incident-based and aggregated data from every private facility with which it contracts for the confinement of its inmates? (N/A if agency does not contract for the confinement of its inmates.)  
  ☐ Yes  ☐ No  ☒ NA

115.87 (f)  
- Does the agency, upon request, provide all such data from the previous calendar year to the Department of Justice no later than June 30? (N/A if DOJ has not requested agency data.)  
  ☐ Yes  ☐ No  ☐ NA

Auditor Overall Compliance Determination

☐ Exceeds Standard (*Substantially exceeds requirement of standards*)

☒ Meets Standard (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ Does Not Meet Standard (*Requires Corrective Action*)

Information on data collection is found in the Knox County Sheriff’s Policy and Procedure Manual, Sub-Section B, page 2. The PREA Coordinator collects accurate, uniform data for every allegation of sexual abuse at all three KCSO facilities using a standardized instrument and set of definitions. Information is obtained from IMS reports and Monthly PREA Statistical Reports completed by the Personnel Office, Training Director, Classification Supervisor and the HSA.

The PREA Coordinator will aggregate the data collected and it will be at a minimum, the data necessary to answer all questions from the most recent version of the Survey of Sexual Violence conducted by the Bureau of Justice Statistics (BJS). Upon request, or no later than June 30, the agency provides aggregated data information for the previous calendar year to DOJ.

Element (e) of this standard is not applicable to this facility. KCSO does not contract for the confinement of its inmates.

**Standard 115.88: Data review for corrective action**

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.88 (a)
- Does the agency review data collected and aggregated pursuant to § 115.87 in order to assess and improve the effectiveness of its sexual abuse prevention, detection, and response policies, practices, and training, including by: Identifying problem areas? ☒ Yes ☐ No

- Does the agency review data collected and aggregated pursuant to § 115.87 in order to assess and improve the effectiveness of its sexual abuse prevention, detection, and response policies, practices, and training, including by: Taking corrective action on an ongoing basis? ☒ Yes ☐ No

- Does the agency review data collected and aggregated pursuant to § 115.87 in order to assess and improve the effectiveness of its sexual abuse prevention, detection, and response policies, practices, and training, including by: Preparing an annual report of its findings and corrective actions for each facility, as well as the agency as a whole? ☒ Yes ☐ No

115.88 (b)

- Does the agency’s annual report include a comparison of the current year’s data and corrective actions with those from prior years and provide an assessment of the agency’s progress in addressing sexual abuse? ☒ Yes ☐ No

115.88 (c)

- Is the agency’s annual report approved by the agency head and made readily available to the public through its website or, if it does not have one, through other means? ☒ Yes ☐ No

115.88 (d)

- Does the agency indicate the nature of the material redacted where it redacts specific material from the reports when publication would present a clear and specific threat to the safety and security of a facility? ☒ Yes ☐ No

Auditor Overall Compliance Determination

- Exceeds Standard (Substantially exceeds requirement of standards)
- Meets Standard (Substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (Requires Corrective Action)

According to the Knox County Sheriff’s Policy and Procedure Manual, Chapter 18.6, Sub-Section C, pages 2 & 3 and in review of KCSO’s Annual PREA Reports for the years 2014, 2015 and 2016, KCSO reviews and aggregates data collected in order to assess and improve the effectiveness of its sexual abuse prevention, detention and response policies, practices and training. In review of this data, KCSO identifies problem areas, takes corrective action on an ongoing basis and prepares an annual report of its findings and corrective actions for each of its facilities, as well as the Knox County Sheriff’s Correction Division as a whole.

This report includes a comparison of the current year’s data and corrective actions with those from the prior year and provides an assessment of the agency’s progress in addressing sexual abuse. KCSO’s report is
approved by the Director of Corrections and made readily available to the public at KCSO’s website at http://www.knoxsheriff.org/jail. Before posting the Annual PREA Report on the agency’s website, identifying information is redacted from the report and the report indicates the nature of the material that is redacted.

In review of the Annual PREA Reports in this audit cycle, the reports provide an excellent overview of the agency’s efforts in the prevention of sexual abuse and sexual harassment in its facilities; therefore, exceeding in this standard.

### Standard 115.89: Data storage, publication, and destruction

**All Yes/No Questions Must Be Answered by the Auditor to Complete the Report**

115.89 (a)

- Does the agency ensure that data collected pursuant to § 115.87 are securely retained?  ☒ Yes  ☐ No

115.89 (b)

- Does the agency make all aggregated sexual abuse data, from facilities under its direct control and private facilities with which it contracts, readily available to the public at least annually through its website or, if it does not have one, through other means?  ☒ Yes  ☐ No

115.89 (c)

- Does the agency remove all personal identifiers before making aggregated sexual abuse data publicly available?  ☒ Yes  ☐ No

115.89 (d)

- Does the agency maintain sexual abuse data collected pursuant to § 115.87 for at least 10 years after the date of the initial collection, unless Federal, State, or local law requires otherwise?  ☒ Yes  ☐ No

**Auditor Overall Compliance Determination**

☐ Exceeds Standard (*Substantially exceeds requirement of standards*)

☒ Meets Standard (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ Does Not Meet Standard (*Requires Corrective Action*)

Based on the Knox County Sheriff’s Policy and Procedure Manual, Chapter 18.6, page 3, Sub-Section D, KCSO ensures that data collected is securely retained. KCSO makes all aggregated sexual abuse data publicly available after personal identifiers are removed. According to the *Sheriff’s Record Retention Schedule*, sexual abuse data collected must be retained for at least 10 years after the date of the initial collection.
AUDITING AND CORRECTIVE ACTION

Standard 115.401: Frequency and scope of audits

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.401 (a)
- During the three-year period starting on August 20, 2013, and during each three-year period thereafter, did the agency ensure that each facility operated by the agency, or by a private organization on behalf of the agency, was audited at least once? (N/A before August 20, 2016.) ☒ Yes ☐ No ☐ NA

115.401 (b)
- During each one-year period starting on August 20, 2013, did the agency ensure that at least one-third of each facility type operated by the agency, or by a private organization on behalf of the agency, was audited? ☒ Yes ☐ No

115.401 (h)
- Did the auditor have access to, and the ability to observe, all areas of the audited facility? ☒ Yes ☐ No

115.401 (i)
- Was the auditor permitted to request and receive copies of any relevant documents (including electronically stored information)? ☒ Yes ☐ No

115.401 (m)
- Was the auditor permitted to conduct private interviews with inmates, residents, and detainees? ☒ Yes ☐ No

115.401 (n)
- Were inmates permitted to send confidential information or correspondence to the auditor in the same manner as if they were communicating with legal counsel? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ Exceeds Standard *(Substantially exceeds requirement of standards)*

☒ Meets Standard *(Substantial compliance; complies in all material ways with the standard for the relevant review period)*

☐ Does Not Meet Standard *(Requires Corrective Action)*
Based on the Knox County Sheriff’s Policy and Procedure Manual, Chapter 18.6, Sub-Section F, pages 3 & 4, during the three-year period starting on August 20, 2013 and during each three-year period thereafter, KCSO shall ensure that each facility operated by KSCO is audited at least once.

Based on policy 14-2 CC, page 28, section U-2-a, KCSO ensures that an external audit of all of its facilities is conducted every three years to ensure compliance with the agency’s policy, the PREA National Standards and federal law and regulations. The FSC Quality Assurance Department in conjunction with the PREA Coordinator ensures that the external audit is conducted by a DOJ Certified PREA Auditor.

According to the agency’s PREA Coordinator, during the three-year period beginning on August 20, 2013, KCSO ensured that each of its facilities were audited at least once and continues to ensure that its facilities are audited every three years.

The initial PREA audit of the Knox County Sheriff was conducted November 10-13, 2014 by a DOJ Certified PREA Auditor in compliance with the agency policy and the PREA National Standards.

During the audit, I was allowed access to all areas of the each of the three KCSO’s correctional facilities. I was permitted to request and receive copies of any relevant documentation, including information that was stored electronically. I was permitted to conduct private interviews with residents ensuring confidentiality to our conversation.

Residents were notified 60 days before the audit on posted facility notices in both English and Spanish that they could send confidential correspondence to me that would be handled like legal mail and were given my name and mailing address. I did not receive any correspondence from residents of the any of the KCSO correctional facilities.

Standard 115.403: Audit contents and findings

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.403 (f)

- The agency has published on its agency website, if it has one, or has otherwise made publicly available, all Final Audit Reports within 90 days of issuance by auditor. The review period is for prior audits completed during the past three years PRECEDING THIS AGENCY AUDIT. In the case of single facility agencies, the auditor shall ensure that the facility’s last audit report was published. The pendency of any agency appeal pursuant to 28 C.F.R. § 115.405 does not excuse noncompliance with this provision. (N/A if there have been no Final Audit Reports issued in the past three years, or in the case of single facility agencies that there has never been a Final Audit Report issued.) ☒ Yes ☐ No ☐ NA

Auditor Overall Compliance Determination

☐ Exceeds Standard (Substantially exceeds requirement of standards)

☒ Meets Standard (Substantial compliance; complies in all material ways with the standard for the relevant review period)

☐ Does Not Meet Standard (Requires Corrective Action)
Based on policy 14.2 CC page 28, section 2-b-ii-iv, each audit includes a certification by the auditor that no conflict of interest exists with respect to his/her ability to conduct a KCSO audit. No audit may be conducted by an auditor who has received financial compensation from KCSO within the three years prior to KCSO retaining the auditor. KCSO will not employ with or otherwise financially compensate the auditor for three years subsequent to KCSO’s retention of the auditor, with the exception of contracting for subsequent PREA audits.

I certify by my signature in the Auditor’s Certification section of this report (page 89) that no conflict of interest exists with my ability to conduct this audit.

According to policy 14-2 CC, page 29, section d, audit reports shall state whether company-wide policies and procedures comply with relevant PREA National Standards. In thorough review of KCSO Sexual Abuse Prevention and Response policy, the policy was found to be well written and comprehensive complying with the PREA National Standards.

For each standard, I made a determination of a finding of Exceeds Standard, Meets Standard or Does Not Meet Standard. See page 15 for a summary of my findings for each of the standards.

My report describes the methodology, sampling sizes and basis for my conclusions as required. I have redacted any personal identifiable resident or employee information, but I can provide such information to KCSO or the Department of Justice upon request.

Per agency policy and standard requirements, KCSO ensures that this final report will be published on their website at www.knoxsheriff.org.
AUDITOR CERTIFICATION

I certify that:

☒ The contents of this report are accurate to the best of my knowledge.

☒ No conflict of interest exists with respect to my ability to conduct an audit of the agency under review, and

☒ I have not included in the final report any personally identifiable information (PII) about any inmate or staff member, except where the names of administrative personnel are specifically requested in the report template.

Barbara Jo Denison November 11, 2017
Auditor Signature Date