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# Chillicothe Correctional Institution

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**February 6, 2012**  
**February 7, 2012**  
**February 9, 2012**  
**February 14, 2012**

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**Adam Jackson,**  
**Report Coordinator**

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**CORRECTIONAL INSTITUTION INSPECTION COMMITTEE REPORT  
ON THE INSPECTION AND EVALUATION OF  
CHILLICOTHE CORRECTIONAL INSTITUTION**

**SECTION I. INSTITUTION OVERVIEW**

**A. INSPECTION PROFILE**

<b>Date of Inspection:</b>	February 6, 2012 February 7, 2012 February 9, 2012 February 14, 2012
<b>Type of Inspection:</b>	Unannounced
<b>CIIC Member and Staff Present:</b>	Joanna Saul, Director Michell Dunkle, Inspector Darin Furderer, Inspector Jamie Hooks, Inspector Adam Jackson, Inspector Carol Robison, Inspector
<b>Facility Staff Present:</b>	Warden Norman Robinson  CIIC spoke with many additional staff at their posts throughout the course of the inspection.
<b>Areas/Activities Included in the Inspection:</b>	
Inmate Dining Hall	Recreation
Kitchen	Educational Services
Housing Units	Commissary
Death Row	Medical and Mental Health
Segregation	Ohio Penal Industries

**B. INSTITUTION DEMOGRAPHICS**

Chillicothe Correctional Institution is a 72 acre facility, which opened as a state correctional facility in 1966.<sup>1</sup> The facility was originally constructed by the federal government and opened in 1936 as the United States Industrial Reformatory.<sup>2</sup> The state of Ohio purchased the facility for

<sup>1</sup> "Chillicothe Correctional Institution," DRC website, accessed at <http://www.drc.ohio.gov/Public/cci.htm>.

<sup>2</sup> Correctional Institution Inspection Committee (2006). "Inspection and Evaluation of the Chillicothe Correctional Institution." p.9. Accessible at [www.ciic.state.oh.us](http://www.ciic.state.oh.us).

\$1.00 in 1966 and used it as a reception center until the construction of the Correctional Reception Center in Orient, Ohio, which was finished in 1985.<sup>3</sup>

The facility is a Level 1 and 2 security (medium security) male institution serving primarily Level 2 inmates. In October 2011, the DRC relocated its Death Row population to Chillicothe Correctional Institution. The institution's budget is \$47,479,667 and the daily cost per inmate is \$45.94.<sup>4</sup> The date of the most recent ACA accreditation was September 13 through 15, 2010.<sup>5</sup> The institution was 100 percent compliant on mandatory standards and 98.3 percent complaint on non-mandatory standards. The main areas of non-compliance were in regard to overcrowding and the inability to provide adequate cell space for inmates. A plan of action is in place to address the issue of overcrowding with initiatives that support reentry. The institution received waivers for issues related to inadequate space. The original design and construction of the facility prevents the institution from accommodating inmates based on the ACA standards.<sup>6</sup>

The most recent DRC Internal Management Audit was conducted June 14 and 15, 2011. There were a total of eight ACA standards (only one of which was mandatory) and four Ohio standards that were found to be non-compliant and subject to a plan of action or an appeal. Issues of non-compliance included an unauthorized distribution of a tool, evaluations for probation employees were not submitted in a timely manner, employee annual reviews were not submitted by the end of their review period, lack of unencumbered living space and dayroom space for inmates, completion of initial progress notes for inmates on suicide watch, preparing accountability reports for inmate group fundraising activities, and reviewing monthly telephone bill to screen daily long distance call activity.<sup>7</sup>

The rated capacity for Chillicothe Correctional Institution is 1,673.<sup>8</sup> The inmate count as of February 6, 2012 was 2,656 or 158.8 percent of the institution's rated capacity.<sup>9</sup> The average age of the inmate population was 44.5 years as of February 2012.<sup>10</sup>

Of the 535 total staff at Chillicothe Correctional Institution as of February 1, 2012, 76 percent were male and 24 percent were female. Of the total staff, 92 percent were classified as white, 7 percent as black, and 1 percent other.<sup>11</sup>

The following chart provides a comparison of both staff and inmate race demographics at the facility and across the DRC.

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<sup>3</sup> Ibid.

<sup>4</sup> "Chillicothe Correctional Institution," DRC website, accessed at <http://www.drc.ohio.gov/Public/cci.htm>.

<sup>5</sup> Commission on Accreditation for Corrections Standards Compliance Reaccreditation Audit, CCI Audit, September 13-15, 2010.

<sup>6</sup> Ibid.

<sup>7</sup> Internal Management Audit Report for the Chillicothe Correctional Institution, June 14-15, 2011.

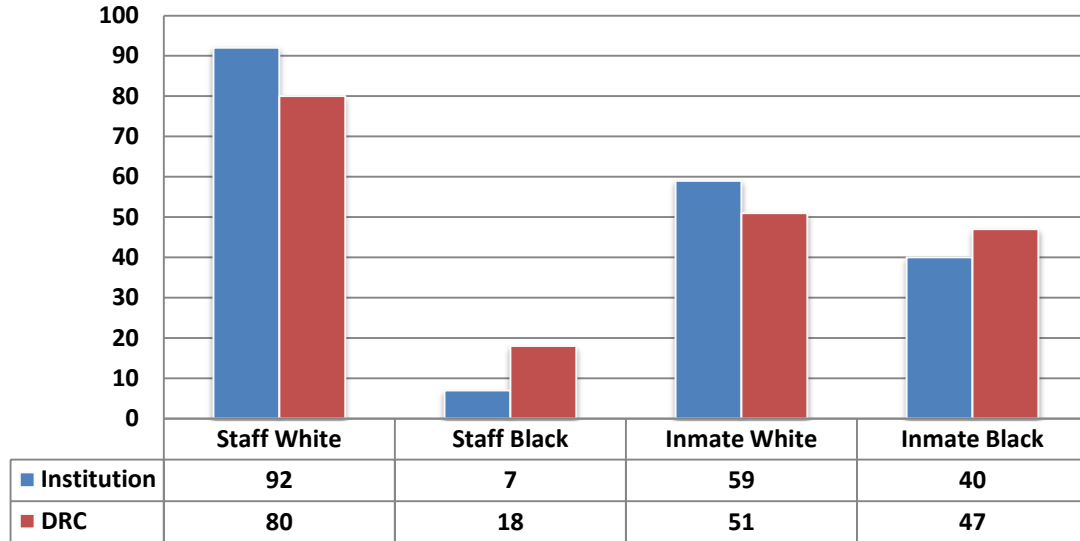
<sup>8</sup> Commission on Accreditation for Corrections Standards Compliance Reaccreditation Audit, CCI Audit, September 13-15, 2010.

<sup>9</sup> Chillicothe Correctional Institution Warden's Office Institution Count, February 6, 2011.

<sup>10</sup> ODRC data provided to CIIC, February 14, 2012.

<sup>11</sup> ODRC Workforce Composition, February 1, 2012, Ohio Department of Rehabilitation and Correction website, <http://www.drc.state.oh.us/web/Reports/staffing/February%202012.pdf>

**Chart 1  
Staff and Inmate Comparison by Percentage of Race<sup>12</sup>  
February 2012**



\*-The DRC staff percentages include employees working in one of the 29 DRC institutions, and exclude employees working at Lake Erie Correctional Institution and North Central Correctional Complex. On December 31, 2011, the North Coast Correctional Treatment Facility became part of the Grafton Correctional Complex.

### C. FISCAL REVIEW

CIIC’s fiscal evaluation focuses on three primary areas: (1) review of most recent fiscal audit; (2) staffing, including overtime hours; and (3) cost savings initiatives.

#### Review of Fiscal Audit

Chillicothe Correctional Institution provided the most recent fiscal audit performed by an external auditor, dated May 27, 2010. The audit covered the period of December 31, 2007 through August 31, 2009. There were seven major concerns noted in the fiscal audit

- The bank reconciliation for August 2009 was not prepared in the Cashier and Commissary Trust Accounting System (CACTAS). As a result, the balance sheet financial statement was not provided for the fiscal review audit period.
- Funds from the Inmate trust fund were not deposited into the Commissary fund in four months of the 21-month audit period.

<sup>12</sup> Information received post inspection, Chillicothe Correctional Institution, February 14, 2012 and DRC Monthly Fact Sheet, February 2012. <http://www.drc.state.oh.us/web/Reports/count/February%2013%202012.pdf>

- \$5,098.71 in a combined total of inventory overage occurred in four months of the 21-month audit period. The overage was a result of inaccuracy in recording deliveries in CACTAS.
- 64 non concurrent payables were open in CACTAS on August 31, 2009. The purchase orders totaled \$261,799.61 and created an inaccurate balance sheet for Accounts Payable.
- Records of 17 disbursements to vendors were not entered in CACTAS. In addition, 23 applicable transactions regarding the Request-To-Purchase (RTP) was dated after the invoice date and the same date as the Receiving Report.
- Data entry errors during created an out-of-balance amount of \$3,788.81 in the CACTAS checkbook on August 31, 2009.
- During CY 2008, two inmate barbers each earned more than \$1,200 which violated Administrative Rule 5120-5-06 entitled “Industrial Arts.” Section D-1 of A.R. 5120-5-06 states prohibits inmates from earning more than \$1,200 in net profits for the industrial arts calendar year. The inmates earned \$1,510.80 and \$1,616.40 respectively.

## Staffing

Adequate staffing has a direct effect on the safety and security of an institution. Of the total number of allotted positions, 22 are vacant.<sup>13</sup> The list of vacancies consists of the following: miscellaneous/other positions (8 vacancies); mental health (6 vacancies); medical (4 vacancies); Ohio Penal Industries (2 vacancies); education (1 vacancy); and recovery services (1 vacancy).

In addition, two staff were on administrative leave on the date of the inspection. There were 18 employees on extended leave including six on disability/family medical leave; five on disability; four on workers compensation/occupational injury leave; and three on military leave.

Vacancies and employees on leave result in staff being mandated to work extra shifts; however mandated shifts may vary from day to day and week to week. During a six-month period from June 2011 to November 2011, staff at the Chillicothe Correctional Institution worked a total of 16,324.91 hours of overtime. The custody staff (correctional officers) comprised 64.2 percent of overtime with 10,470.76 hours worked during the six-month period.<sup>14</sup> The volume of overtime hours should reportedly reduce once staffing levels have increased.

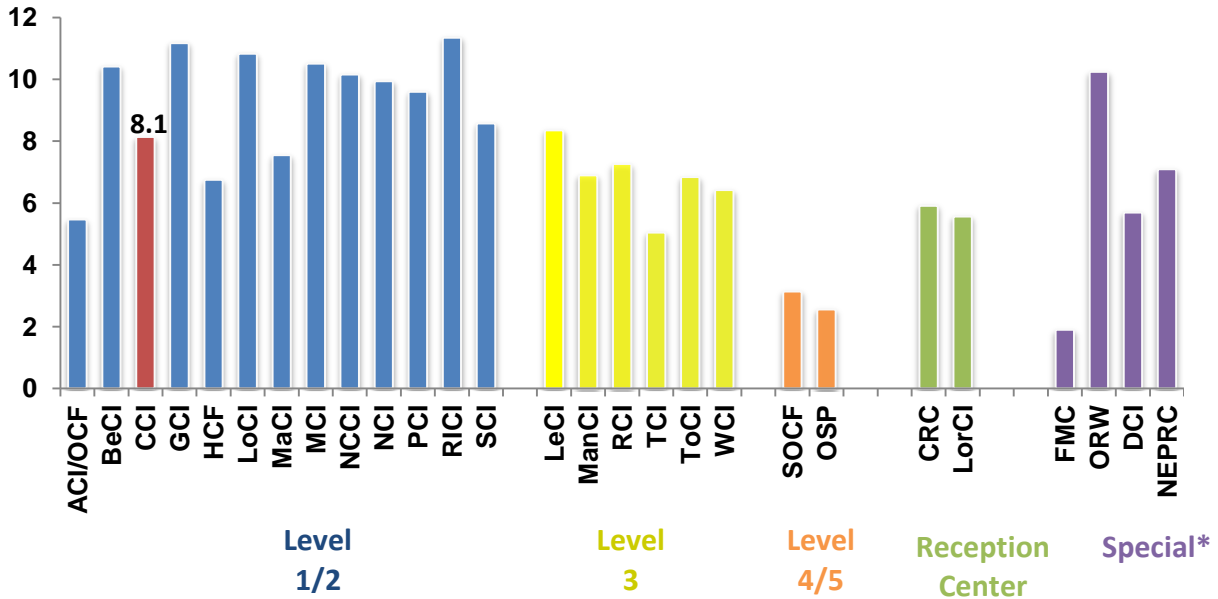
The following chart compares staffing across the DRC by the number of inmates per corrections officer (based on the total amount of staff on the payroll, including staff on leave).

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<sup>13</sup> Statistics provided post inspection, Chillicothe Correctional Institution, February 14, 2012.

<sup>14</sup> Ibid.

**Chart 2**  
**DRC Institutional Staffing: Number of Inmates per Corrections Officer<sup>15</sup>**  
**January 2012**



\*-The order of institutions in the above chart is different than subsequent charts due to transition of the female population at the end of 2011 and the consolidation of several facilities.

### Cost Savings Initiatives

In the 129th General Assembly biennium, one of CIIC’s goals is to identify cost savings across the DRC. Staff relayed the following cost savings measures implemented at the Chillicothe Correctional Institution:<sup>16</sup>

- An estimated annual cost savings of **\$60,000 (\$5,000 monthly)** in food service costs after the closure of the staff dining room in May 2011.
- CCI conducts a recycling program that generated \$33,955.64 for FY 2011 including **\$16,977.82** that was returned to the facility. The savings from the program also includes the reduction in disposal costs and the overall benefit to the environment.
- An estimated cost savings of **\$12,500** by eliminating approximately 150 desktop printers and multiple fax machines from the facility. The printers and fax machines were replaced with less expensive models that have print, copy, fax, and scan capabilities.
- An annual cost savings of **\$8,000** after the purchase of new laundry equipment in 2010. The new washers and dryers provide a more efficient use of electric, water, and laundry detergent.

<sup>15</sup> DRC Monthly Fact Sheet, “ODRC Workforce Composition,” January 1, 2012 and DRC Weekly Count, January 3, 2012.

<sup>16</sup> Documentation provided at the inspection, Chillicothe Correctional Institution, February 6, 2012.

- CCI monitors the usages of all cleaning chemicals and purchases the supplies as needed. Although no dollar amount was provided by staff, monitoring the purchases reportedly provided a considerable cost savings.
- All institution mattresses will be converted to pillow top mattresses in an effort to save the costs of purchasing pillows and pillowcases. CCI anticipates the project will net a significant annual cost savings. No dollar amount was provided by staff.
- CCI placed their fire suppression/detection system up for bid between two vendors which resulted in a substantial annual cost savings. No dollar amount was provided by staff.

In addition to their own cost savings initiatives, Chillicothe Correctional Institution also created an estimated \$85,000 in annual cost savings for Circleville Juvenile Correctional Facility by providing all of their laundry services.



**SECTION II. INSPECTION SUMMARY**

Overall, the inspection revealed many positives, but also some areas in need of improvement. The following is a summary of the key findings from the inspection. The DRC action plan in response to the identified concerns follows the summary.

<b>KEY STATISTICS</b>				
<b>AREA</b>	<b>DECREASED &gt;10%</b>	<b>NO CHANGE (WITHIN 10%)</b>	<b>INCREASED &gt;10%</b>	<b>COMMENTS</b>
<b>Use of Force</b>	X			Total reported uses of force decreased by 10.8 percent in two years (102 in 2009 to 91 in 2011).
<b>Assaults</b>	X			Total inmate-on-inmate and inmate-on-staff assaults decreased from 2009 to 2011, by 12.5 and 34.1 percent, respectively.
<b>Suicide Attempts</b>	X			From CY 2009 to CY 2011, total suicide attempts decreased from eight to five, respectively.
<b>OPERATIONAL MANAGEMENT</b>				
<b>AREA</b>	<b>EXCELLENT</b>	<b>ACCEPTABLE</b>	<b>IN NEED OF IMPROVEMENT</b>	<b>COMMENTS</b>
<b>Operations</b>				
<b>Medical Services</b>			X	The following major concerns were noted: (1) high chronic care backlog; (2)

				inmate reports that health service requests are not answered within two days; <sup>17</sup> (3) CCI has four infirmary beds for 2600 inmates; and (4) issues involving the emergency response vehicle.
<b>Mental Health Services</b>			X	The institution has a high level of mental health vacancies, including the lack of a permanent Mental Health Administrator for months.
<b>Food Services</b>		X		One concern noted: the quality and taste of the meal on the day of inspection.
<b>Housing Units</b>			X	See below concerns in “Additional Comments” section regarding facility conditions and the conditions of the showers and restrooms.
<b>Commissary</b>	X			No concerns noted.
<b>Programs</b>				
<b>Program Evaluation</b>	X			Many inmates stated they were satisfied or very satisfied with the education services offered by CCI. Although inmates relayed concern regarding the age of the textbooks and the material, they believe the teachers were qualified individuals who made the best of the material provided. Some inmates who had resided at other institutions believed that the educational services was the best they had seen.
<b>Library</b>	X			No concerns noted.
<b>Recreation</b>	X			CCI staff and inmates converted an old building into a large recreation facility that was similar to a local neighborhood fitness center. Inmates relayed very positive comments about the equipment and activities. The recreational facilities included six billiard tables, a basketball court, music room, and multiple Stairmasters and treadmills. The building also included a large workout area that was complete with several sets of universal and nautilus equipment.
<b>Staff Accountability</b>				
<b>Officer Staffing</b>	X			The facility reported zero vacancies in correctional officer positions.
<b>Inmate Grievance Procedure</b>		X		Staff response rates to informal complaints and grievances, while not ideal, were within acceptable ranges. 40% of inmates interviewed stated that they knew who the Inspector was and a relatively large percentage of inmates

<sup>17</sup> DRC staff relayed the following: A review of the 2011 HSR process by the QIC indicates there was an 87% compliance rate for seeing inmates within 48 hours of receiving HSR. The Bureau of Medical has established that 80% is the threshold of compliance.

				who reported that they had filed informal complaints stated that the informal complaint had been resolved fairly.
<b>Inmate Safety</b>	X			96.8 percentage of interviewed inmates relayed that they felt safe at CCI. The facility reported a decreasing number of assaults since 2009 and no disturbances.
<b>Executive Staff Rounds</b>			X	CIIC documented a slight deficiency in staff rounds in most housing units in the month prior to the inspection; however, all housing units were seen by at least one executive staff member within the previous month. In addition, this same time period covered the implementation of Death Row, which understandably required extensive executive staff time in the Death Row units. Furthermore, staff were in the process of developing an accountability system for executive staff rounds during the inspection period.
<b>Shakedowns (Cell Searches)</b>	X			Staff documented the requisite number of shakedowns per shift for the institution (three) and had a clear system of accountability in place, with the exception of unit E2 (see checklists).
<b>Officer Security Checks</b>	X			Housing unit logs indicated that housing unit officers were appropriately documenting security checks at the requisite intervals (see checklists).
<b>ADDITIONAL COMMENTS</b>				
<b>AREA</b>	<b>COMMENTS</b>			
<b>Facility Conditions</b>	The age of the facility (originally opened in 1936) creates unavoidable challenges. Facility conditions were considered a serious issue of concern by CIIC staff, particularly the windows and cells in many of the housing units. Several windows were cracked and had old frames. One window in F-2 had toilet paper stuffed in a crack to block the airflow. Inmate cells in F-1 were in need of a fresh coat of paint as well.			
<b>Shower and Bathroom Conditions</b>	<p>Almost every unit's restrooms contained heavy layers of rust, missing chunks of plaster, peeling paint, and soap scum. In addition, several showers had missing tiles from the floor. The large number of inoperable showers and toilets (see the checklists) may be the most that CIIC has seen during any inspection in this biennium. Considering the large institution population, this is a concern.</p> <p>It should be noted that a capital improvement request was submitted to the DRC Operation Support Center for repairs to the bathrooms and showers. It should also be noted that the</p>			

	institution used its own resources, including inmate labor, to repair the bathrooms in the Death Row unit, which is commendable.
<b>Death Row</b>	The level of staff resources needed to activate Death Row, especially under the supervision of a new Warden, cannot be understated and the positive feedback from both inmates and staff indicate that the facility did a tremendous job. Overall, staff should be commended for their work.
<b>Staff Morale</b>	The individual interviews of a cross section of officers and lieutenants revealed the highest level of staff morale that CIIC has seen at any facility inspected in this biennium. Multiple staff stated that CCI is “like a family.” Staff relayed enormous respect for former Warden (now Regional Director) Knab and current Warden Robinson.
<b>Staff Ownership</b>	<p>A second characteristic evident through the staff interviews was the level of staff ownership. One staff said that rather than point the inmate to someone else to fix his problem, she will pick up the phone and attempt to help him herself. Another staff relayed that when the wheels on the mop buckets broke, rather than buying new buckets, staff simply fixed the wheels. These are small things, but they indicate a level of staff ownership and proactiveness that can be rare in a large state bureaucracy.</p> <p>Even more telling is the fact that none of the security staff at the supervisors level have taken a day of sick leave in two years. As sick leave and FMLA leave is reportedly regularly abused in both adult and juvenile prison systems, this is remarkable and indicates that staff want to be at their jobs, that they enjoy their jobs, and that they can work together to exchange hours when one person needs time off. Again, this may seem a small matter to the public, but in actuality, it is a very positive indicator of staff culture at CCI.</p>
<b>Aquarium Society</b>	The Aquarium Society is a unique program at CCI that allows inmates to have aquariums within their cells. It appears to provide a source of responsibility to inmates similar to the dog program (in that inmates must be responsible for the care of the fish and tanks). In addition, the aquariums provide a sense of serenity and calm to inmates and they incentivize good behavior.

**DRC RESPONSE/ACTION PLANS**

<p><b>Issue</b></p>	<p><b>Problem noted by CIIC – Access to Medical Staff</b></p> <p>48 inmates stated they had filed an HSR at the institution. 28 (61%) reported that they had not been seen in two days. There is a 14% backlog among patients enrolled in chronic care clinics.</p>	
	<p><b>Tasks</b></p> <ol style="list-style-type: none"> <li>1. HSR’s will be reviewed within 24 hours of receipt. A process will be developed to monitor the progress through CQI monthly. The Chronic Care Clinics list will be reviewed to identify the outliers of the overdue inmates.</li> <li>2. The Chronic Care Clinics will be evaluated monthly through CQI to ensure the continuity of care inmates receive throughout this process.</li> </ol>	<p><b>Person Responsible</b></p> <ol style="list-style-type: none"> <li>1. HCA/QIC</li> <li>2. HCA and Chief Medical Officer</li> </ol>
	<p><b>Comments:</b></p>	
	<ol style="list-style-type: none"> <li>1. A review of the 2011 HSR process by the QIC indicates there was an 87% compliance rate for seeing inmates within 48 hours of receiving HSR. The Bureau of Medical has established that 80% is the threshold of compliance.</li> </ol>	
	<ol style="list-style-type: none"> <li>2. As of February 21, 2012 the Chronic Care backlog had been reduced to 8.1 and continues to be reviewed through the QI process to continue to reduce backlogs.</li> </ol>	

<p><b>Issue</b></p>	<p><b>Problem noted by CIIC – Improved orientation of Medical Staff</b></p> <p>A focus group of staff was conducted and problems presented included a need for better orientation for new staff and difficulty getting staff away from the institution for training.</p>	
	<p><b>Tasks</b></p> <ol style="list-style-type: none"> <li>1. Conduct 40 hours of On the Job Training for all new medical employees. This is to include a Mentorship/Shadowing program that will involve 20 hours with the Chief Medical Officer and HCA.</li> <li>2. Training opportunities will be provided through monthly staff meetings and on-line opportunities. Departmental training will be scheduled as soon as curriculum becomes available through CTA. Continuing educational opportunities for medical staff are available through Educational Development Funds.</li> </ol>	<p><b>Person Responsible</b></p> <ol style="list-style-type: none"> <li>1. Chief Medical Officer and HCA</li> <li>2. HCA and Training Officer</li> </ol>
	<p><b>Comments:</b></p>	
	<p>HCA &amp; AHCA will research possible training opportunities for employees.</p>	

<p><b>Issue</b></p>	<p><b><i>Problem noted by CIIC – Medical service – staff communication</i></b></p> <p>A focus group of staff was conducted and problems presented included a need for modernized exam rooms and related equipment. Medical staff expressed concerns that the emergency response vehicle is unreliable and they cannot take all their equipment when using alternate transportation.</p>	
	<p><b><i>Tasks</i></b></p> <ol style="list-style-type: none"> <li>1. A reallocation of space project is underway that will provide additional exam rooms, infirmary beds, programming space and a staff assembly area.</li> <li>2. Maintain preventative maintenance and repairs as needed within a timely manner. Create a backup plan that will assist in event that the primary vehicle is out of service.</li> </ol>	<p><b><i>Person Responsible</i></b></p> <ol style="list-style-type: none"> <li>1. DWO, DWSS, HCA and Maintenance Superintendant</li> <li>2. Mechanic, AHCA</li> </ol>
	<p><b><i>Comments:</i></b></p>	
	<p>2. In 2010, CCI refurbished the current medical vehicle and provides timely maintenance and repairs through the onsite service facility.</p>	

<p><b>Issue</b></p>	<p><b><i>Problem noted by CIIC – Over the counter medications</i></b></p> <p>Chronic care and general medicine patients had concerns about having to purchase over-the-counter medications through the Commissary.</p>	
	<p><b><i>Tasks</i></b></p> <ol style="list-style-type: none"> <li>1. Patients will be educated at chronic care appointments regarding medications available to them through commissary purchase.</li> <li>2. Medical staff will be able to identify indigent patients and provide over-the-counter medications during clinic appointment as needed.</li> <li>3. Commissary lists with available medications and prices will be available in all housing areas.</li> </ol>	<p><b><i>Person Responsible</i></b></p> <ol style="list-style-type: none"> <li>1. CMO and HCA</li> <li>2. CMO and HCA</li> <li>3. CMO, HCA and Commissary Manager</li> </ol>
	<p><b><i>Comments:</i></b></p>	
	<p>2. Through CACTUS, medical staff will be able to review commissary purchases and lists to provide educational opportunities with patients during appointment.</p>	
	<p>3. HCA, CMO and the Commissary Manager will have ongoing communication regarding over-the-counter medications provided to the population.</p>	



<b>Issue</b>	<p><b><i>Problem noted by CIIC – Access time to see doctor or nurse</i></b></p> <p>General medicine and chronic care patients expressed concerns about the length of time it takes to see a doctor or nurse – whether for nurse sick call, doctor sick call or follow-up appointments.</p>	
	<p><b><i>Tasks</i></b></p> <p>1. Nurses sick call, doctor sick call and follow-up appointments will be monitored monthly through the QI process to determine any deficiencies in delivery of service and timeliness of appointments.</p>	<p><b><i>Person Responsible</i></b></p> <p>1. QIC, Chief Medical Officer and HCA</p>
	<p><b><i>Comments:</i></b></p>	
	<p>1. Any deficiencies identified will be addressed at the monthly at QI meeting and a plan will be implemented for improvement.</p>	

<p><b>Issue</b></p>	<p><b><i>Problem noted by CIIC – Mental Health staffing</i></b></p> <p>At the time of the inspection, the facility had vacancies for one Human Services Program Administrator 3, one Psychiatric Nurse Supervisor, one Psychologist 2, one Correctional Nurse Practitioner and two Social Worker 2 positions.</p>	
	<p><b><i>Tasks</i></b></p> <ol style="list-style-type: none"> <li>1. Human Services Program Administrator 3 has been posted and applicants are currently being screened.</li> <li>2. Psychiatric Nurse Supervisor position, a request to fill has been submitted to OSC.</li> <li>3. Psychologist 2 position, a request to fill has been submitted to OSC.</li> <li>4. Correctional Nurse Practitioner is currently in the recruitment process through OSC.</li> <li>5. Social Worker 2 positions are both currently in the screening process for interviews.</li> </ol>	<p><b><i>Person Responsible</i></b></p> <ol style="list-style-type: none"> <li>1. DWSS</li> <li>2. OSC</li> <li>3. Personnel</li> </ol>
	<p><b><i>Comments:</i></b></p>	

### **SECTION III. INMATE GRIEVANCE PROCEDURE EVALUATION**

Pursuant to Section 103.73 of the Ohio Revised Code, the CIIC is required to evaluate the inmate grievance procedure<sup>18</sup> at each state correctional institution. This evaluation generally includes a review of grievance data, individual inmate interviews conducted by the CIIC inspection team on-site during the inspection process, and shadowing the Institutional Inspector by a member of the CIIC inspection team.

In 2011, there were 253 grievances filed and 1,572 informal complaints received by the Inspector at the facility.<sup>19</sup> Of the 252 grievances completed, 88.9 percent were denied, 10.3 percent were granted, and 0.8 percent were withdrawn by the inmate. The top three categories with the most grievances were Health Care with 118, Personal Property with 32 and Supervision with 17.<sup>20</sup> The Inspector's Activity Report for January 2011 through January 2011 is provided in Table 1 of the Appendix.

Timely staff responses to informal complaints have a large impact on inmates' perception of the effectiveness of the grievance procedure. While the DRC only requires an action plan for untimely response rates above 15 percent, CIIC believes that an untimely response rate above 10 percent is unacceptable and five percent is both achievable and preferred. Of the total number of informal complaints received in 2011, 13.5 percent were answered untimely at Chillicothe Correctional Institution. Of the total number of grievance dispositions, 10.7 percent required an extension. The following charts provide a comparison of untimely response rates across the DRC in 2011.<sup>21</sup>

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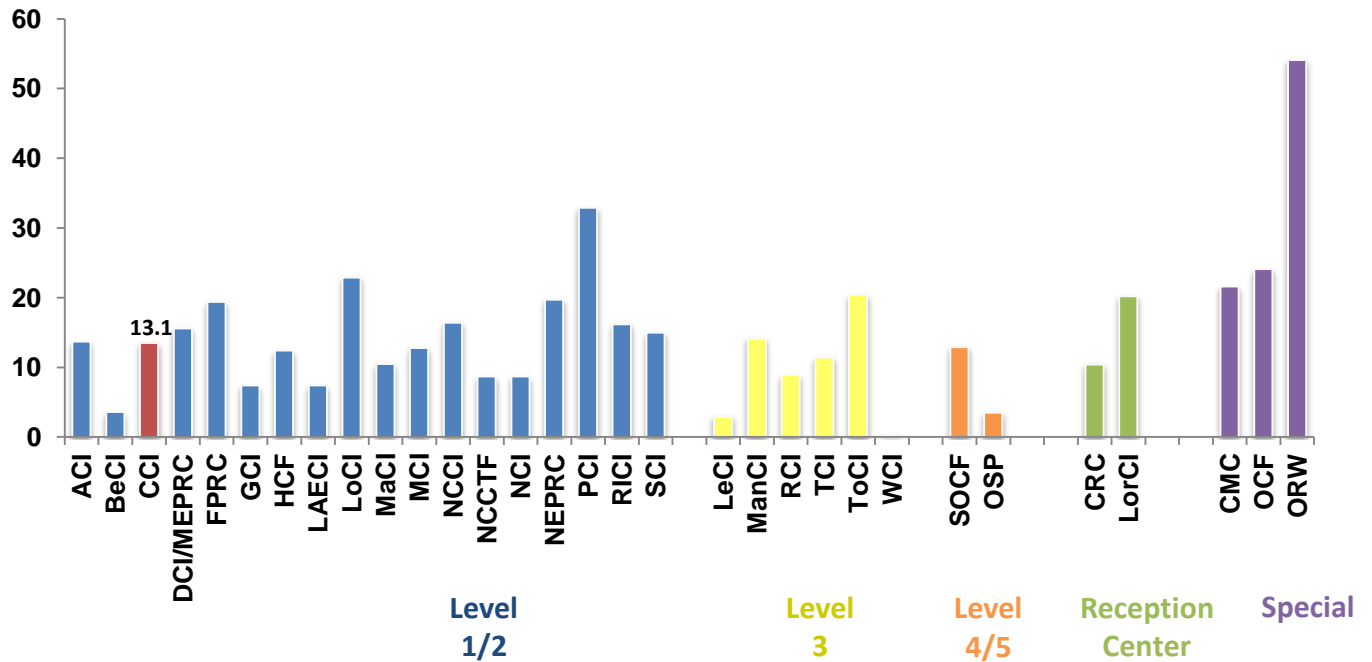
<sup>18</sup> Please see the Glossary for an explanation of the inmate grievance procedure.

<sup>19</sup> Institution Grievance Statistics for 2011, Chillicothe Correctional Institution, February 2, 2012.

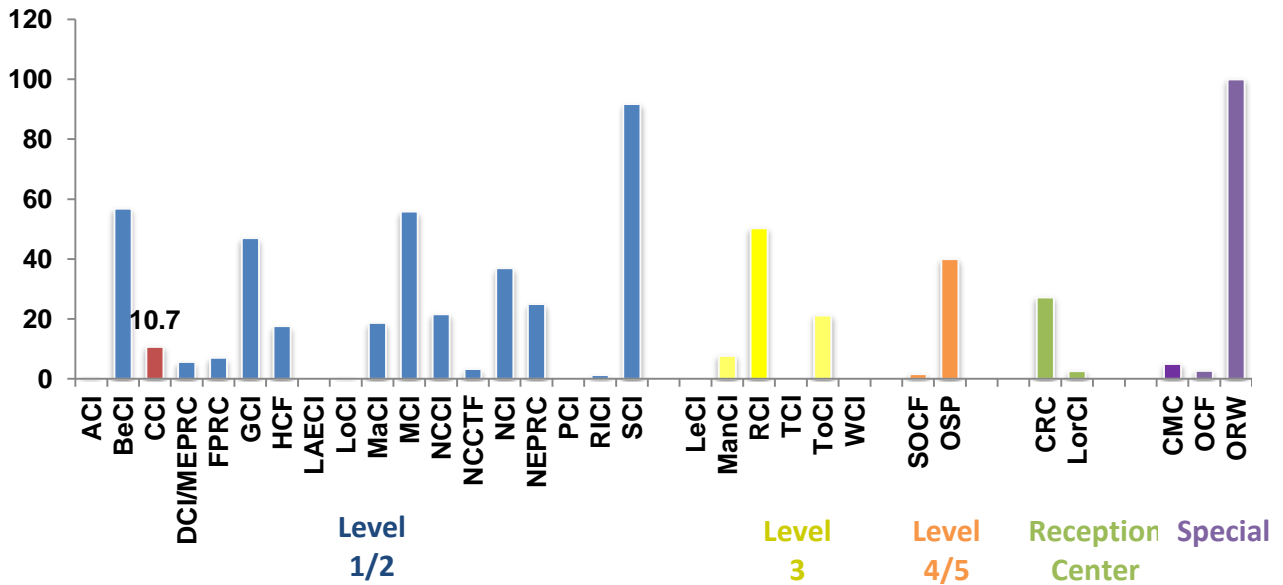
<sup>20</sup> Ibid.

<sup>21</sup> Institution Grievance Statistics for all institutions 2011, Department of Rehabilitation and Correction, CIIC Annual Report, January 2012.

**Chart 3**  
**Untimely Response Rates to Informal Complaints by DRC Institution<sup>22</sup>**  
**CY 2011**



**Chart 4**  
**Percent of Grievance Dispositions Requiring Extensions by Institution<sup>23</sup>**  
**CY 2011**



<sup>22</sup> Institution Grievance Statistics for all institutions 2011, Department of Rehabilitation and Correction, CIIC Annual Report, January 2012.

<sup>23</sup> Institution Grievance Statistics for all institutions 2011, Department of Rehabilitation and Correction, CIIC Annual Report, January 2012.

During the inspection, the CIIC inspection team interviewed 95 inmates. The following responses were collected:<sup>24</sup>

- 40.0 percent of inmates said they knew who the Inspector was
- 58.9 percent of inmates said that the grievance procedure was explained to them
- 84.2 percent of inmates said that they know how to use the grievance procedure
- 88.4 percent of inmates said that they try to resolve issues by first speaking with staff
- 43.3 percent of the 30 inmates who said that they had filed an informal complaint at the institution reported that the informal complaint was resolved fairly
- 14.3 percent of the 14 inmates who said that they had filed a grievance at the institution reported that the grievance was resolved fairly
- 11.1 percent of the nine inmates who said that they had filed an appeal with the Chief Inspector reported that the appeal was resolved fairly

Further information regarding inmates' perception of the inmate grievance procedure, obtained during a 2007 CIIC survey of inmates across the DRC, can be found in the CIIC Biennial Report to the 129<sup>th</sup> General Assembly: Inmate Grievance Procedure, which is available on the CIIC website ([www.ciic.state.oh.us](http://www.ciic.state.oh.us)).

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<sup>24</sup> Chillicothe Correctional Institution, inmate interviews, February 6, 2012.

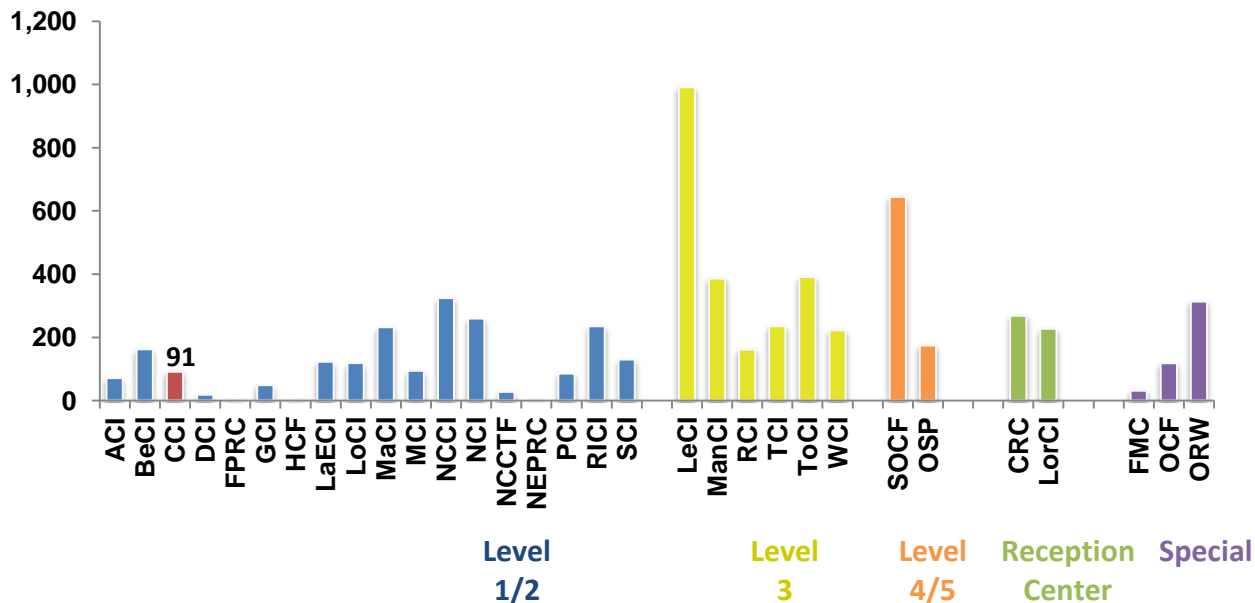
## SECTION IV. KEY STATISTICS

### A. USE OF FORCE

In 2011, the facility reported 91 use of force<sup>25</sup> incidents.<sup>26</sup> Of the total, 48.4 percent incidents involved black inmates and 51.6 percent involved white inmates. Compared to 2009, in which 102 uses of force were reported, total uses of force decreased by 10.8 percent in two years.<sup>27</sup> In the six months (July 2011 to December 2011) prior to the inspection date, the institution reported 52 uses of force. Tables 2 and 3 of the Appendix provide an explanation of use of force and a breakdown of the use of force incidents in 2011.

In 2011, chemical agents (mace) were used 29 times. This is 34.1 percent less than chemical agents were used in 2010, where chemical agents were used 44 times.<sup>28</sup> In the six months (August 2011 to January 2012) prior to the inspection date, chemical agents were used 15 times.<sup>29</sup>

**Chart 5**  
**Use of Force by Institution<sup>30</sup>**  
**CY 2011**



<sup>25</sup> Further information regarding use of force incidents can be found in the Glossary.

<sup>26</sup> Use of Force Monthly Reports, Chillicothe Correctional Institution, January – December 2011.

<sup>27</sup> Use of Force Monthly Reports, Chillicothe Correctional Institution, January- December 2010.

<sup>28</sup> Significant Incident Summary reports provided by Chillicothe Correctional Institution for the following periods: January- December 2010, and January – December 2011.

<sup>29</sup> Significant Incident Summary reports provided by Chillicothe Correctional Institution for the following periods: August 2011 to January 2012.

<sup>30</sup> Use of Force Monthly Reports for all institutions, Chillicothe Correctional Institution, January – December 2011. January 2012.

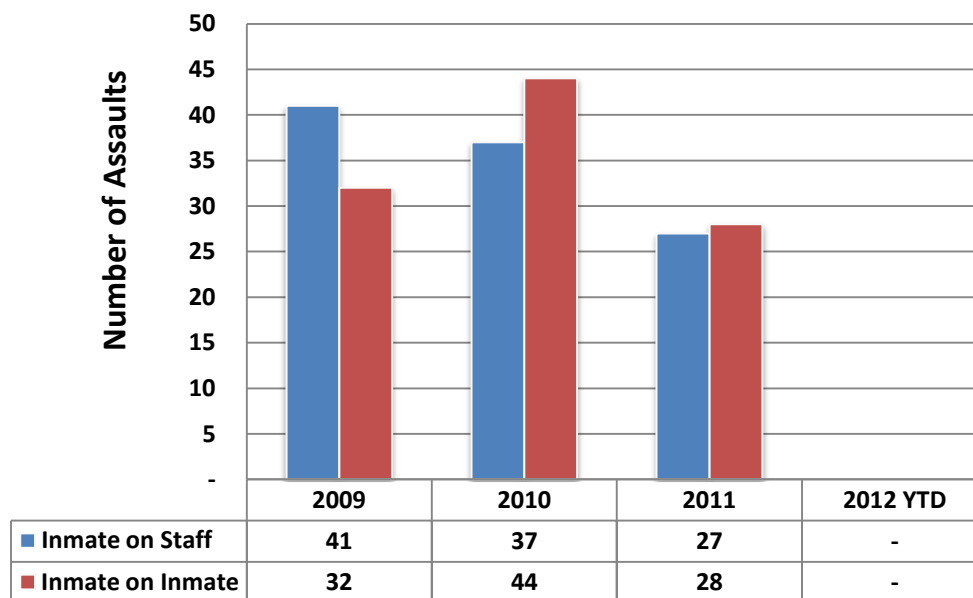
## B. ASSAULTS

In 2011, there were 28 reported inmate on inmate assaults.<sup>31</sup> Of the total, 50 percent were harassment assaults, 46.4 percent were physical assaults, and 3.6 percent were sexual assaults.<sup>32</sup> Total inmate on inmate assaults decreased by 12.5 percent from 2009 to 2011.<sup>33</sup>

In 2011, the institution also reported 27 inmate on staff assaults.<sup>34</sup> Of the total, 48.1 percent were physical assaults, 40.7 percent were harassment assaults, 7.4 percent were sexual assaults, and 3.7 percent were inappropriate contact.<sup>35</sup> Total inmate on staff assaults decreased by 34.1 percent from 2009 to 2011.<sup>36</sup>

Tables 4 and 5 provide a snapshot of the assault data at Chillicothe Correctional Institution from 2009 to the date of inspection. There were no inmate on inmate or inmate on staff assaults during January 2012.<sup>37</sup> The following chart provides a comparison of the number of assaults at the institution over time.

**Chart 6**  
**Total Assaults**  
**CY 2009, 2010, 2011, and 2012 YTD**



<sup>31</sup> Significant Incident Summary, Chillicothe Correctional Institution, January-December 2011.

<sup>32</sup> Ibid.

<sup>33</sup> Significant Incident Summary reports provided by Chillicothe Correctional Institution for the following periods: January-December 2009, January- December 2010, and January – December 2011.

<sup>34</sup> Significant Incident Summary reports provided by Chillicothe Correctional Institution for the following periods: January – December 2011.

<sup>35</sup> Ibid.

<sup>36</sup> Significant Incident Summary reports provided by Chillicothe Correctional Institution for the following periods: January- December 2009, January-December 2010, and January – December 2011.

<sup>37</sup> Significant Incident Summary reports provided by Chillicothe Correctional Institution for the following periods: January 2012.

**C. INMATE DEATHS**

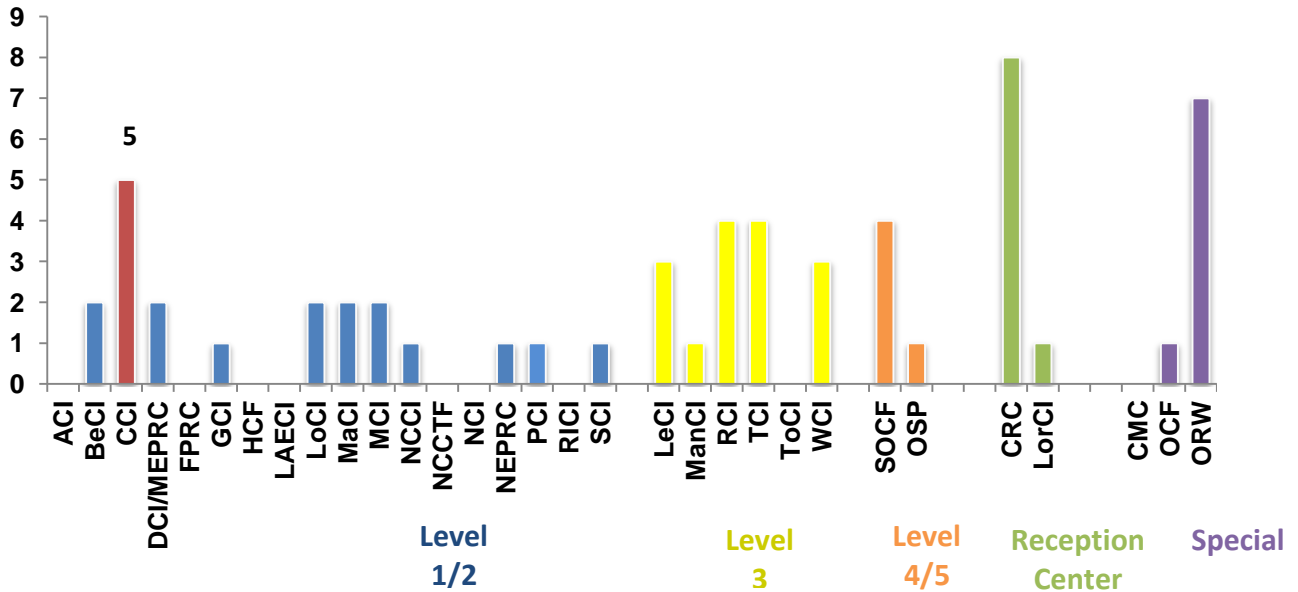
The institution experienced the following deaths in CY 2010, 2011, and 2012 year-to-date:<sup>38</sup>

- 0 homicides
- 0 suicides
- 6 unexpected deaths
- 5 expected deaths (generally due to natural causes or terminal illnesses)

The immediate causes of death for the six unexpected deaths were not determined. Although the incident reports provided some detail regarding the death, the immediate cause of death was considered “unknown” on the day of the incident. The five expected deaths were natural deaths due to cardiac arrest and liver cancer.

The DRC shares data on suicide attempts with CIIC. In 2011, the DRC reported 57 attempted suicides, five of which occurred at CCI.<sup>39</sup> Compared to 2009, in which year the facility reported eight total suicide attempts, suicide attempts decreased by 37.5 percent in two years. The following chart provides a breakdown of the suicide attempts by institution in 2011.

**Chart 7**  
**Suicide Attempts by Institution<sup>40</sup>**  
**CY 2011**



<sup>38</sup> The significant incident summary reports for this time period indicated 12 deaths: four expected and eight unexpected. The reason for the discrepancy is not known to the CIIC, but we are relying on the information relayed to us by the Acting Health Care Administrator.

<sup>39</sup> Monthly Reports on Attempted Suicides, Department of Rehabilitation and Correction. January-December 2011. CIIC Annual Report, January 2012.

<sup>40</sup> Ibid.



**D. INVESTIGATOR DATA**

The role of the Institutional Investigator is an essential component to ensuring the safety and security of the institution. Investigators are generally focused on investigating illegal substances, assaults, or issues regarding the professional misconduct of staff members. Investigator-initiated investigations do not constitute the total number of investigations conducted regarding contraband or any other matter in the institution, which may be initiated by other staff persons. In 2011, the Investigator initiated 296 investigations. The majority of the activity involved background checks. There were a 119 background checks conducted in 2011.<sup>41</sup>

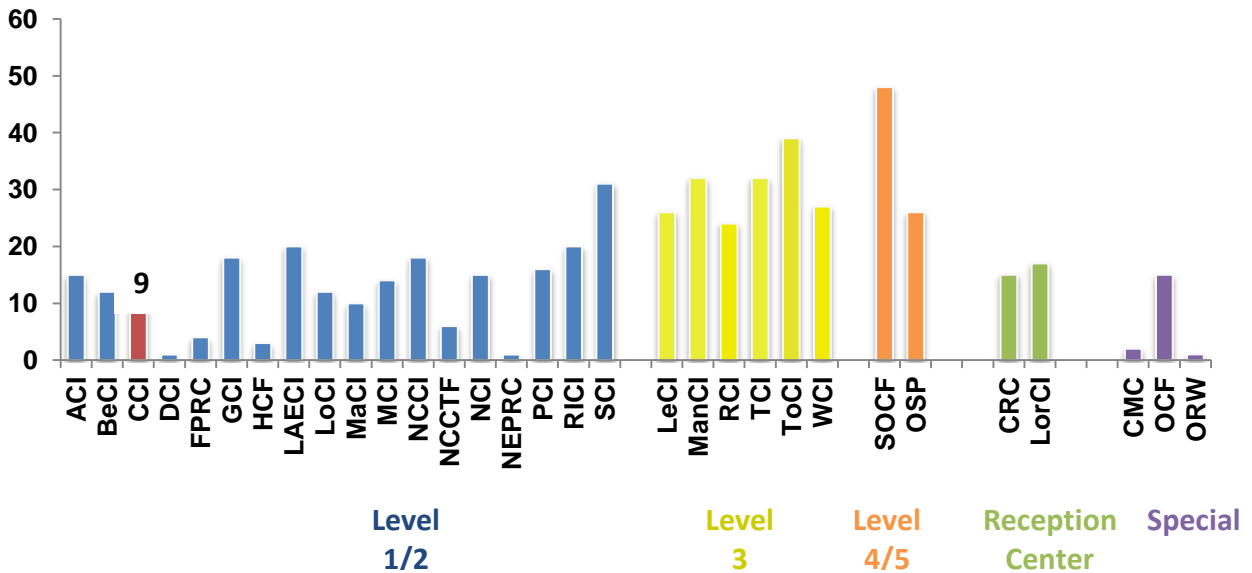
The Investigator’s Caseload also included 96 investigations in the other category. This includes contraband items found in an inmate’s possession such as an alcoholic substance (hooch), weapons (shanks), and tobacco.

Table 6 in the Appendix provides a breakdown of cases by type.

**E. SECURITY THREAT GROUPS (STG)**

There were 252 STG-affiliated inmates as of December 7, 2011, or nine percent of the institutional population.<sup>42</sup> In comparison, 18 percent of the total DRC population was identified as having some form of STG affiliation in 2011.<sup>43</sup> The following chart provides a breakdown of DRC institutions by percentage of the inmate population identified as having STG affiliation.

**Chart 8**  
**STG Members by Percent of Inmate Population**  
**2011**



<sup>41</sup> Investigator’s Monthly Caseload, Chillicothe Correctional Institution, January-December 2011.

<sup>42</sup> Correctional Institution Inspection Committee, Security Threat Group Brief, January 2012.

<sup>43</sup> Ibid.

STG-affiliated inmates are broken up into three groups based on their participation level.<sup>44</sup> There were 17 inmates listed as disruptive (level 3), 4 inmates listed as active (level 2), and 231 inmates listed as passive (level 1).<sup>45</sup>

## F. INMATE SAFETY RATING

CIIC uses three factors to determine inmate safety: (1) inmate safety ratings, collected by the CIIC inspection team as part of inspection procedures; (2) the number of medical referrals as a result of injuries sustained by inmates based on an assault, forced move, disturbance, or other incident; and (3) the number of reported disturbances. Overall, inmate safety at Chillicothe Correctional Institution is rated by the CIIC inspection team as acceptable. The rating is based the response from inmates regarding their safety and the lack of disturbances that have occurred from January 1, 2009 to December 31, 2011.

**Inmate Safety Ratings.** Inmates were asked to rate their level of safety from other inmates on a scale that ranges from very safe to very unsafe. Of the 95 inmates interviewed, 72.6 percent stated they feel safe and 24.2 percent indicated they feel very safe. Only three inmates relayed that they feel unsafe at the institution.

**Medical Referrals.**<sup>46</sup> The institution reported one medical referral for inmate injuries sustained as a result of an incident at the institution from January 2009 through January 2012 (as of February 15, 2012).<sup>47</sup>

**Disturbances.**<sup>48</sup> The institution reported zero disturbances from January 2009 through January 2012 (as of February 15, 2012).<sup>49</sup>

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<sup>44</sup> Types of participation that determine STG classification levels range from having STG-affiliated tattoos or paraphernalia, to actively inciting a riot.

<sup>45</sup> STG information relayed to the CIIC by the DRC Operation Support Center, December 7, 2011.

<sup>46</sup> A medical referral is defined as an inmate receiving treatment at an outside medical facility due to an incident that occurred at the institution, including assaults, forced cell moves, restraints, officer use of OC spray, and disturbances.

<sup>47</sup> Significant Incident Summary reports provided by Chillicothe Correctional Institution for the following periods: January- December 2009, January-December 2010, January – December 2011, and January 2012.

<sup>48</sup> A disturbance is defined as a violent incident involving four or more inmates.

<sup>49</sup> Significant Incident Summary reports provided by Chillicothe Correctional Institution for the following periods: January- December 2009, January-December 2010, January – December 2011, and January 2012.

## SECTION V. EVALUATION OF OPERATIONS

### A. MEDICAL SERVICES

CIIC's inspection of medical services in a correctional facility focuses on three primary areas: cleanliness of facilities, staffing, access to medical staff, and staff/inmate communication. The inspection includes information collected from interviews with the Acting Healthcare Administrator (HCA)/Continuous Quality Improvement Coordinator (CQI), observations of the facilities and focus group discussions.<sup>50</sup> Overall, the CIIC inspection team rated medical services at Chillicothe Correctional Institution as **IN NEED OF IMPROVEMENT** in the following areas: facilities, access to medical staff, and concerns regarding the emergency response vehicle.

#### Facilities

Medical facilities at Chillicothe Correctional Institution include four exam rooms, one emergency treatment room, four infirmary beds, a dental clinic and one teled room. There are also multiple records rooms, staff offices and storage areas. Overall, the CIIC inspection team rated the facilities as very good. While the areas were excellent in terms of overall cleanliness, they were cluttered and there were general maintenance issues like loose and missing ceiling tiles. Additionally, four infirmary beds are inadequate given the size of CCI's population.

The Acting HCA explained that CCI has a plan to improve their medical facilities in place that includes re-allocating existing space in a way that better fits current service needs. For example, moving a records room to add more infirmary beds and making a storage area in the basement so that existing storage areas could be converted to exam areas. There are also plans for a satellite clinic to be added near the death row housing units to facilitate medical treatment while maintaining the high level of security needed with that population.

#### Staffing

Adequate staffing has a clear and direct connection to patient care. At the time of the inspection, the facility had two Registered Nurse vacancies and two Licensed Practical Nurse vacancies. According to the Acting HCA, staff turnover is usually rare but the recent layoff and bumping resulted in having eight new nurses. Health Information Technologist, Lab Technologist and X-Ray Technologist positions were recently contracted out due to departmental initiatives<sup>51</sup>.

#### Access to Medical Staff

Access to medical staff is evaluated based on several factors: (1) time period between inmate submission of a health service request form and appointment with medical staff; (2) time period between referral to the doctor and appointment with the doctor; (3) response times to kites and informal complaint forms; and (4) current backlogs for nurse sick call, doctor sick call, and chronic care clinic.

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<sup>50</sup> One focus group was comprised of staff and two, comprised of inmates (one group of chronic care and one group of general medicine patients).

<sup>51</sup> Chillicothe Correctional Institution, personal communication, February 7, 2012.

Staff reported that the average time period between submission of a health service request (HSR) form and appointment with nursing staff was within two days; however, CIIC staff ask inmates about response times to HSRs as part of the standard survey. Of the 48 inmates who stated that they had filed an HSR at the institution, 28 (61%) reported that they had not been seen in two days.<sup>52</sup>

Staff reported that the average time period between referral to the doctor and appointment with the doctor was within seven days. The average response time to kites was within seven days, with an average of 406 kites answered per month over the last six months. Staff reported that the average response time to informal complaints (the HCA receives an average of 41 per month) was within seven days. There is no current backlog for nurse sick call or doctor sick call; however, there is a 14% backlog among patients enrolled in chronic care clinics.<sup>53</sup>

### **Staff and Inmate Communication**

A focus group of staff was conducted and problems presented included a need for modernized computer systems, a need for better orientation for new staff and difficulty getting time away from the institution for nursing staff to attend training. They expressed the need for modernized exam rooms and related equipment. Medical staff also expressed concerns that the emergency response vehicle is unreliable and that they cannot take all of their equipment when using alternate transportation. For example, their gurney will not fit on the vehicle they usually use as a backup and this led to a need for an ambulance to come on grounds to transport an inmate who otherwise could have gone on the institutional emergency vehicle if it had been working.

Positively, the staff described positive teamwork and morale in their everyday interaction. They described recent job satisfaction with the change in management style and presence of new staff through the re-organization. They were proud of the work that they are doing with the inmates and were supportive departmental initiatives like collegial review and the inmate over-the-counter medication purchase program.

Many inmates write to CIIC in regards to their healthcare needs. From July 1, 2011 until January 1, 2012, CIIC received a total of 36 concerns regarding healthcare services at CCI. Issues communicated included: improper/inadequate care (14), delay/denial of medication (eight), delay in receiving care (four), disagreement with diagnosis (four), medical transfer (one), and medical aide/device (one). Four concerns were related to dental care.<sup>54</sup>

During the inspection, CIIC conducted a focus group of inmates (both chronic care and general medicine patients.) Both groups had concerns about having to purchase over-the-counter medications through the Commissary and some inmates felt that they were cost-prohibitive.<sup>55</sup>

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<sup>52</sup> DRC staff relayed the following: A review of the 2011 HSR process by the QIC indicates there was an 87% compliance rate for seeing inmates within 48 hours of receiving HSR. The Bureau of Medical has established that 80% is the threshold of compliance.

<sup>53</sup> Statistics provided post inspection, Chillicothe Correctional Institution, February 7, 2012.

<sup>54</sup> CIIC Database of Contacts and Concerns, Chillicothe Correctional Institution, July 1, 2011-January 1, 2012.

<sup>55</sup> Chillicothe Correctional Institution, personal communication, February 7, 2012.

Inmates also expressed dissatisfaction with what they described as the medical staff not listening to or taking their concerns seriously and claimed that patients are frequently told they have minor conditions and are later found to be suffering from life threatening illnesses instead. Both general medicine and chronic care patients expressed concerns about the length of time it takes to see a doctor or nurse – whether for Nurse Sick Call, Doctor Sick Call or a follow-up appointment.<sup>56</sup>

Positively, dental services at CCI were described as “good” and some of the chronic care inmates reported that nursing staff shows compassion and interest in providing good care.<sup>57</sup>

Further information regarding medical services can be found in the inspection checklist in the Appendix.

## **B. MENTAL HEALTH SERVICES**

CIIC’s inspection of Mental Health Services in a correctional facility focuses on four primary areas: cleanliness of facilities, staffing, access to mental health staff, and inmate communication. The inspection includes information gathered from interviewing the Acting Mental Health Manager and observation of the facilities. Overall, the CIIC inspection team rated mental health services as **IN NEED OF IMPROVEMENT** in the following area: staffing.

### **Facilities**

Mental health facilities at Chillicothe Correctional Institution include four crisis cells (all in segregation), 18-20 offices for meeting with inmates (depending on use), several classrooms and four conference rooms. Overall, the CIIC inspection team rated the facilities as excellent in terms of overall cleanliness and orderly appearance due to lack of clutter and debris.

### **Staffing**

Adequate staffing has a clear and direct connection to patient care. At the time of the inspection, the facility had vacancies for one Human Service Program Administrator 3, one Psychiatric Nurse Supervisor, one Psychologist 2, one Correctional Nurse Practitioner and two Social Worker 2 positions. The Acting Mental Health Manager said that the overall Table of Organization is unclear at this time as positions are to be added due to recent mental health services reorganization throughout DRC.<sup>58</sup>

### **Access to Mental Health Staff**

Access to mental health staff is evaluated based on several factors: (1) time period between inmate submission of a mental health service request form and appointment with mental health staff, (2) time period between referral and appointment with the psychologist or psychiatrist, (3) response time to kites and informal complaint forms, and (4) current backlogs.

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<sup>56</sup> Chillicothe Correctional Institution, personal communication, February 7, 2012.

<sup>57</sup> Ibid.

<sup>58</sup> Ibid.

Based on a review of data provided by institutional staff, the average time period between submission of a mental health service request form and appointment with mental health staff was 14 days. The average time period between referral to the psychologist or psychiatrist and the appointment was 14 days. The average response time to kites was within seven days. The Acting Mental Health Manager reported that she has not handled any Informal Complaints since being named to the position in September 2011.

Staff expressed excitement about implementing the new initiatives in mental health services. The Acting Mental Health Manager reported that CCI is slated to operate as a “step-down” day treatment program for individuals with psychotic disorders who are discharged from residential treatment units. Since CCI staff operated in an RTU environment until recently, they are used to that population but the new system will provide them with more flexibility and allow them to be more aligned with community models, making the inmates’ transition to society easier in regard to their treatment needs.

Positively, mental health services at CCI offers an extensive list of programming to caseload inmates that include: anger management, stress management, interpersonal communication, conflict resolution, depression, anxiety, dysfunctional relationships, sleep hygiene, Thinking for a Change and Post Traumatic Stress Disorder groups as well as activity therapy for death row inmates.

### **Inmate Communication**

Many inmates write to CIIC in regards to their mental health needs. One mental health related communication was received regarding mental health services at CCI between July 1, 2011 and January 1, 2012.

Further information regarding mental health services at CCI can be found in the inspection checklist in the Appendix.

## **C. FOOD SERVICES**

The overall inspection of the Chillicothe Correctional Institution’s food services consisted of the dining hall, the kitchen preparation area, the loading dock, and attending the general meal. CIIC also attended the general meal period and spoke with staff regarding the inmate workforce.

Overall, the Chillicothe Correctional Institution food service was considered **ACCEPTABLE**. The dining hall floor and tables were clear of any debris or food particles. The kitchen prep and loading dock were clean and orderly. However, there were some concerns regarding the quality and taste of the main entrée served during the lunch meal.

In 2011, CIIC received 11 concerns regarding food services from inmates at the Chillicothe Correctional Institution.<sup>59</sup> The top concern reported to CIIC regarding Chillicothe Correctional

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<sup>59</sup> CIIC Database of Contacts and Concerns, Chillicothe Correctional Institution, from January 1, 2011- December 31, 2011.

Institution was in regard to the quality of the meal (2). Additional concerns relayed to CIIC were food portions and the food not properly prepared. As of 2012 year-to-date, no inmates had relayed any concerns to CIIC regarding food service.

### **Meal**

Pursuant to Section 103.73 of the Ohio Revised Code, a general meal period was attended on the day of the Inspection. The menu consisted of one meatloaf patty, mashed potatoes and gravy, green peas, pineapple, corn bread, and cake. CIIC and most inmates rated the meal as needed to be improved. The meatloaf patty was undercooked and hard to consume as it appeared to be slightly pink in the middle. In comparison, the peas were overcooked and watered down. During the inspection some inmates also stated that the quality of the food needs to be improved.

As of 2011, the cost per inmate meal at Chillicothe Correctional Institution was \$0.97 per meal.<sup>60</sup> In comparison, the average DRC cost per inmate meal for FY 2011 was \$1.07.<sup>61</sup>

### **Dining Hall**

On the day of the inspection, the atmosphere in the dining hall was calm. There are four officers assigned to the dining hall during each meal period. Inmates were racially segregated at most tables, which unfortunately is a common site at most institutions. The cleanliness of the dining hall was rated excellent. The area was clear of any debris when CIIC first entered the dining hall. Later, CIIC observed the food service workers mopping the floors and wiping the counters soon after the last unit completed their meal.

### **Kitchen Prep Area**

The conditions of the kitchen prep area were acceptable. Although the kitchen floor was in need of repair, most of the area was clean. Staff were in the process of mopping the floors and cleaning the counters after recently preparing the lunch meal. According to staff, Chillicothe Correctional Institution passed its most recent health inspection in June 2011.<sup>62</sup> The fire equipment was fully operational and last inspected in February 2012.<sup>63</sup>

The kitchen consisted of six ovens, six grilles, five coolers, five kettles, and two freezers. The only maintenance concern was in regard to the freezer door that was scheduled to be replaced the day after the inspection.<sup>64</sup>

### **Inmate Workers**

There were 367 inmates assigned to food service. The inmates are classified as food service workers and assigned by their unit staff when they arrive at the institution. Inmates earn a

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<sup>60</sup> Ohio Department of Rehabilitation and Correction, personal communication, January 7, 2011.

<sup>61</sup> Ibid.

<sup>62</sup> Chillicothe Correctional Institution, personal communication, February 6, 2012.

<sup>63</sup> Ibid.

<sup>64</sup> Chillicothe Correctional Institution, personal communication, February 6, 2012.

monthly wage of \$18 per month.<sup>65</sup> Inmates receive performance evaluations after their first 30 days. Additional performance reviews are given after three months, six months, and one year. Inmates can receive wage increases to \$19 and \$20 per month if they are promoted to a Line Server II and Food Service Worker II respectively. Inmates can receive additional wage increases if promoted to a Cook (\$20 per month) or a Cook 7<sup>66</sup> (\$24 per month) position.<sup>67</sup>

### **Incentive Program**

During inspections and in separate correspondence to CIIC, inmates have relayed that working in food service is considered a punishment.<sup>68</sup> As a result, some institutions have developed incentive programs to make food service more attractive to inmates. Chillicothe Correctional Institution did not have an incentive program. However, current staff would like to offer inmates more incentives. The current food service staff was responsible for implementing the original incentive program at the Ross Correctional Institution more than 12 years ago. They hope to get the approval to implement the same program at Chillicothe Correctional Institution.

### **Loading Dock**

The loading dock was clean and clear of any debris. CIIC observed the dumpster and trash compactor were placed next to the loading dock. In previous inspections, CIIC has relayed concerns regarding the placement of the trash compactors at the institutions. CIIC has found that institutions with pests and vermin concerns often have their trash compactors next to or on top of their loading dock. Staff relayed that the institution does not have any pest issues. Reportedly, the facility is exterminated once per week.<sup>69</sup>

Additional information regarding the inspection of food services is available on the food service checklist located in the Appendix.

## **D. HOUSING UNITS**

Chillicothe Correctional Institution consists of both celled and dormitory-style housing. There are a total of 18 housing units including 11 general population units (C 1-2, D 1-5, E 1-2, and F 1-2), three Death Row units (DR 1-3), two units for inmates enrolled in programs (A 1-2), and two segregation units (S 1-2). CIIC observed a calm atmosphere in the units as inmates actively participated in activities in their cell and in the common areas. Overall, CIIC rated the housing units as **IN NEED OF IMPROVEMENT** due to the level of need for renovation of the showers and restrooms.

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<sup>65</sup> Ibid.

<sup>66</sup> Cook “7” represents the pay grade for inmates who are promoted to a highest cook position.

<sup>67</sup> Ibid.

<sup>68</sup> “Evaluation of Correctional Food Services.” <http://www.ciic.state.oh.us/food-services/view-category.html>.  
February 14, 2011

<sup>69</sup> Chillicothe Correctional Institution, personal communication, February 6, 2012.



## **Housing Unit Conditions**

The average level of cleanliness was rated as acceptable, based on inmates neatly placing their items under their bed and the lack of a clutter or excess clothes on the floor. The common areas were considered excellent based on the cleanliness of the floors and the tables. Several of the common areas were very bright from the natural sunlight that came through the large windows that were present in nearly every building.

## **Program Units**

Inmates involved in the horizon and re-entry programs are housed in A-1 (72 inmates) and A-2 (108 inmates). Inmates are housed in three and four-person rooms that resemble cells without doors. The living areas were excellent as there were no visible signs of needed repairs. In addition, inmates kept their bunk areas clear of any debris or loose clothing.

The number of showers varied in each unit. However, the conditions of the showers were in significant need of improvement. Similar to the conditions of the general population unit, each unit contained rust and water stains in the showers, soap scum, and missing tiles.

## **General Population**

The number of dormitory showers, sinks, and toilets varied according to the layout of the unit. For example, one unit had seven toilets and 12 showers while another contained six toilets and nine showers. There were an average of 201 inmates in the 11 general population housing units.

Most of the bathrooms were in need of significant cleaning and repair. CIIC relayed serious concerns regarding plumbing and maintenance issues that appeared to not have been neglected. The average level of restroom cleanliness was in need of improvement, due to rust buildup on some toilets and urinals. The average level of shower cleanliness was also rated as in need of improvement, due to the presence of water stains and soap scum in the showers.

There are four celled general population units with approximately 201 inmates depending on the unit. There was one inoperable shower reported during the inspection. The average level of shower cleanliness was rated as in need of improvement, due to a chipped floor and multiple water stains and soap scum. Every cell is outfitted with a toilet and on the date of the inspection there was reportedly one inoperable toilet.

## **Segregation**

The segregation count in S-1 on the day of the inspection was 93 with 44 inmates under Local Control (LC) status, 29 inmates in Disciplinary Control (DC) and nine inmates under Security Control (SC). In addition, there were 11 inmates under investigation.

The segregation count in S-2 on the day of the inspection was 42 with 19 inmates under Local Control (LC) status, 17 inmates in Security Control (SC) and six inmates under Disciplinary

Control (DC). The cleanliness of each segregation unit was rated as acceptable, based on the cleanliness of most cells including the two crisis cells in each unit.

### **Death Row**

Beginning in November 2011, the DRC moved Death Row inmates from Mansfield Correctional Institution and the Ohio State Penitentiary to new housing at Chillicothe Correctional Institution, as part of a system reorganization to open up maximum security bedspace. CIIC toured the new Death Row accommodations as part of a legislator tour on January 26, 2012, and inspected the facility as part of its planned biennial inspection.

Overall, CCI staff should be commended for the work that they have done to activate Death Row, which is essentially an entirely new institution within CCI. CCI staff have had to reorganize its operations, draft new post orders, train staff, increase security, and take on the increased workload that Death Row necessarily brings (e.g. increased contacts and scrutiny from the legal community, supervision of visitation, etc.). Based on CIIC's own observations and the inmates' comments, CCI staff have done an excellent job.

Key differences from prior Death Row housing include access to an outdoor recreation yard. Inmates have reportedly relayed to staff their appreciation for being able to feel grass under their feet for the first time in decades. In addition, as compared to the darker tones of the Ohio State Penitentiary, the Death Row units are brighter, lighter, and painted in pastel colors. The inmates also relayed appreciation for their ability to operate their own window and have access to fresh air. Staff relayed that they allow Death Row inmates to have full contact visits – meaning that the inmates are now allowed to hug visitors at the start and conclusion of the visit. Similar to the outside recreation and ability to operate their own window, this is a meaningful improvement to the quality of life for Death Row inmates and the DRC is to be applauded for these provisions. Death Row inmates also relayed very positive comments regarding CCI staff, saying that they were more accommodating than staff at other facilities.

During the inspection, CIIC interviewed twelve inmates at random in DR-2 and DR-3 (six each). In response to the question, "What is one change you would make at the institution?" inmates relayed requests for more recreation time (both exercise on unit and time in the gymnasium); concerns regarding the phone system, which reportedly drops calls; concerns regarding the open front doors of the cells (i.e. lack of privacy); concerns regarding the water (note: staff relayed on site that the water is regularly tested); and concerns regarding the reported greater use of cuffing during escorts at CCI than OSP.

CIIC also asked the inmates, "What do you think is the one thing this institution does well?" Inmates responded that the facility is more open, staff are more flexible and try to work with the inmates, inmates appreciate the gym and the windows, and that the food is good. One inmate responded, "everything."

CIIC had previously spoken to inmates in DR-1 as part of the legislator tour. The inmates who had transferred from OSP relayed similar comments to the above; the primary complaints from

inmates who transferred from MANCI involved the openness of the cell doors and the lack of mirrors.

In terms of its own observation, CIIC viewed Death Row inmates congregating together to watch television or play cards. The atmosphere was relaxed. The cells were clean and orderly. The common areas were also clean, particularly the floor, which appeared to have been recently mopped by an inmate porter. The showers, recently renovated in preparation for the Death Row population, had stainless steel walls and tile floors. Overall, both inmates and CIIC were satisfied with the housing.

More information regarding Death Row housing can be found in the checklists in the Appendix.

## **E. COMMISSARY**

Each institution maintains and operates a commissary for inmates to purchase food/snacks, hygiene products, and other small items.<sup>70</sup> CIIC's inspection of the commissary in a correctional facility focuses on three primary areas: facilities/inventory, inmate access to the commissary, and financials. Overall, the CIIC inspection team rated the commissary as **EXCELLENT**, with no areas in need of improvement.

### **Facilities/Inventory**

The commissary facility at Chillicothe Correction Institution is considerably large compared to other correctional institutions, which allows operations to run efficiently. However, staff explained that even with the large storage space, they spread out the deliveries to avoid heavy traffic from delivery trucks as well as possible problems associated with mass unloading and stocking. The area was very clean, well maintained, and inventory was neatly organized.

### **Access to Commissary**

Inmates at Chillicothe Correctional Institution are permitted to shop at the commissary every two weeks and may spend \$225 per visit.<sup>71</sup> Throughout the inspection there were no concerns from inmates regarding their access to the commissary.

### **Financials**

The average profit margin for the Chillicothe Correctional Institution commissary is 11.13 percent.<sup>72</sup> The 18 inmates who work in the commissary make on average \$18 to \$22 a month.<sup>73</sup> Staff explained that the commissary would be more efficient/profitable if they could expand

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<sup>70</sup> To order commissary items, the inmates must turn in their commissary sheet, which is a form indicating items they wish to purchase. From there an inmate worker will fill the order, staff will charge the inmate account, and items will be given to the inmate. The profits are placed in the institution's Industrial and Entertainment (I and E) funds, which are reinvested back into the institution. All inmate property must fit within a 2.4 cubic foot storage box.

<sup>71</sup> Chillicothe Correctional Institution, personal communication, February 9, 2012.

<sup>72</sup> Ibid.

<sup>73</sup> Ibid.

profit restrictions for certain items. For example staff relayed that they are only permitted to markup postage and over the counter medications seven percent, which they reported puts them at a loss on those items.<sup>74</sup> It was relayed that the institution's Vendors are located in Ohio. More information regarding the commissary can be found in the Appendix.

## F. OHIO PENAL INDUSTRIES

Chillicothe Correctional Institution's OPI shop consists of three operations: chairs, mattresses, and vehicle modification. Overall, CIIC rated the OPI shop at CCI as **EXCELLENT**, with no areas in need of improvement.

The vehicle modification shop operates independently from the chair and mattress production and employees approximately 336 inmates.<sup>75</sup> The shop provides inmates with training in welding, sand blasting, and vehicle painting, as they work to make various modifications to heavy vehicles.<sup>76</sup> Aside from van conversions into offender transport vehicles, this industry's primary customer is the Ohio Department of Transportation. Truck cabs and chassis are modified into snow removal and salt-spreading vehicles as well as refurbish current ODOT district fleets.<sup>77</sup> Staff relayed that they complete on average 18 trucks per month. The shop offers certifications in paint, respirator, and welding.

The chair and mattress factory employs approximately 57 inmates. The shop trains inmates to manufacture and upholster high-quality office seating as well as several different styles of institutional mattresses and pillows.<sup>78</sup>

In FY 2011, operations reported a profit of 106,032. Both shops appeared to have a steady flow of work, but staff believes that production can be increased with additional marketing to outside agencies. For more information regarding the CCI OPI shops, please refer to the checklist in Appendix.

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<sup>74</sup> Ibid.

<sup>75</sup> Ibid.

<sup>76</sup> Overview of OPI Shops and Farms, Shop Summary 2011.

<sup>77</sup> Ibid.

<sup>78</sup> Ibid.

## SECTION VI. EVALUATION OF PROGRAMS

### A. PROGRAM EVALUATION

Ohio Revised Code Section 103.73 requires CIIC to evaluate an educational or rehabilitative program as part of each inspection. CIIC's evaluation of educational programs in a correctional facility focuses on four primary areas: facilities, staffing, access to programs, and quality of programs. Overall, the CIIC inspection team rated academic and vocational programming at the facility as **EXCELLENT**, with zero areas in need of improvement.

#### Facilities

Educational facilities at Chillicothe Correctional Institution are housed in a building with multiple classrooms around the perimeter and one classroom in the center. All classrooms are well-lighted, most of them with natural light. The interior walls are half-glass panels, so there is a high level of visibility to ensure safety and security. Correctional officers in the school walk around the complex and also maintain a centralized desk/station. Classroom size, ventilation, and temperature were excellent. Overall, the CIIC inspection team rated the facilities as excellent.

#### Staffing

At the time of the inspection, the facility had 13 positions for academic and vocational programming, of which zero were vacant. In addition to teachers, the facility has one Principal, one Assistant Principal, one Librarian, and one Guidance Counselor. Separate from the full-time teaching and administrative staff, there are nine contracted instructors who work for a college in providing some post-secondary options.<sup>79</sup> The current staffing levels were considered to be adequate.

#### Access to Programming

Access to programming is evaluated based on the current waitlist. As of the December 2011 education monthly report submitted from Chillicothe Correctional Institution to CIIC, there were 396 inmates enrolled in academic programming and 84 inmates on the academic waitlist, a ratio of 1.0 inmate academic enrollee to 0.21 inmates on academic wait list.<sup>80</sup> In comparison, there were 5,836 inmates enrolled in academic programming across the DRC and 8,076 inmates on the academic waitlist, producing a ratio of 1.0 inmate academic enrollee to 1.38 inmates on the academic wait list.<sup>81</sup>

#### Quality of Programming

The quality of programming is evaluated based on two factors: (1) outcome measures, including GED passage rates and program completion rates, and (2) an on-site observation of an academic

<sup>79</sup> Requested data, Chillicothe Correctional Institution, February 7, 2012.

<sup>80</sup> Ohio Central School System Monthly Enrollment Reports, Chillicothe Correctional Institution, December 2011.

<sup>81</sup> Ohio Central School System Monthly Enrollment Reports, DRC institutions, December 2011.

or vocational program during the inspection. The Chillicothe Correctional Institution was rated excellent for outcome measures and on-site observations.

*Outcome Measures:* In FY 2011, ending June 2011, there were 118 inmates who received a GED at the facility. In comparison, an average of 65.7 inmates received a GED at institutions of similar security levels during the same time period. In addition, there were 323 inmates at Chillicothe Correctional Institution who completed and received a certificate in an academic or vocational program in FY 2011.

*On-Site Observation:* During the inspection, a member of the CIIC inspection team observed the following programs: GED and Carpentry/Building Maintenance. Key findings included well-managed classrooms that engaged multiple inmate tutors, small groups working in teams on projects, individualized instruction, instructor team teaching, well-documented safety procedures, and numerous types of instructional strategies applicable to the content being taught.

A full list of Academic/Vocational, Recovery Service, Mental Health, Recreation, and Religious Services programs and related schedules can be found in Appendix A. Further information regarding the educational program observations can be found in the program checklists in the Appendix.

## **B. LIBRARY/LAW LIBRARY SERVICES**

Each institution has a library and a law library. The library area at Chillicothe Correctional Institution is somewhat small in size for the number of books, but reportedly functions well, and is highly valued by the inmates. Overall, CIIC rated the library as **EXCELLENT**, with zero areas in need of improvement.

### **Facilities**

The Chillicothe Correctional Institution library facilities were inspected by CIIC staff and found to be well-organized. The library was a bright, clean area with tall stacks of books at full capacity. The library staff includes a full-time librarian position. There are approximately 17 inmates assigned to work in the library. There are seven computers (Westlaw equipped) and three typewriters available for inmate use.

### **Materials**

The library maintains a collection of approximately 14,565 total items.<sup>82</sup> During January 2012, inmates frequented the library 5,899 times and generated 7,302 transactions of materials. The use of library materials was 1.24 items per visit during January 2012.<sup>83</sup> The per capita availability of library materials, based on the institution's total inmate population of 2,689 inmates and a total number of 14,565 items in the general library in January 2012 was 5.42 items per inmate. The library includes an unknown number of ethnic-based publications for African-American and Hispanic inmates. New ethnic materials are added through donations or purchases.

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<sup>82</sup> Library Monthly Report, Chillicothe Correctional Institution, January 2012.

<sup>83</sup> Ibid. This calculation was based on a population of 5,899 inmate visits to the library.

Ethnic materials are stickered on the spine and integrated into the stacks with other materials. An inter-library loan system is currently limited to nonfiction materials. In January 2012, inmates made only two requests through the inter-library loan program.<sup>84</sup>

### **Access to the Library and Law Library**

Access to both main library and law library remains a primary issue of concern for CIIC, as numerous letters have indicated inmates' dissatisfaction with the number of hours allowed, particularly when inmates wish to perform legal research.

According to the Library Monthly Report, the Chillicothe Correctional Institution library was open for a total of approximately 229 hours during the month of January 2012.<sup>85</sup> There were reportedly 5,899 inmate visits to the library during January 2012. There were reportedly 44,171 inmates cumulatively served by the library during visits for the seven-month period from July 2011 through January 2012. Further information regarding the inspection of the library and the library schedules can be found in the Appendix.

## **C. RECREATION**

CIIC's evaluation of recreational programs in a correctional facility focuses on three primary areas: facilities, activities, and access. Overall, the CIIC inspection team rated recreational vocational programming at the facility as **EXCELLENT**, with zero areas in need of improvement.

### **Facilities**

The recreational facilities at Chillicothe Correctional Institution were observed as one of the best among the adult institutions. The indoor recreation complex included a gymnasium consisting of two half courts and multiple basketball hoops, an adjacent weight and fitness center that offered weight machines, cardio machines, and chin and dip bars. Among the equipment were five Universal Multi-Machines, 26 Individual Muscle machines for every muscle group, three pull-up bars, two dip bars, and two sit-up benches.<sup>86</sup> In addition, the center maintains an adjacent pool table room with six pool tables and four smaller tables for table-top games.

Another adjacent room serves as a music room. The inventory of the music room includes two mixers, assorted amplifiers, keyboards, guitars, drum sets, coronet, trombone, saxophone, and other ancillary items used with the instruments and electronic sound systems. There are reportedly eight organized inmate bands that practice and perform within Chillicothe Correctional Institution.

The recreation facility is kept clean at all times. There are reportedly 100 inmates who work as recreation porters. In addition to continuously cleaning the machines, the porters clean the restrooms six times a day on six days per week.

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<sup>84</sup> Library Monthly Report, Chillicothe Correctional Institution, January 2012.

<sup>85</sup> Ibid.

<sup>86</sup> Requested data, Chillicothe Correctional Institution, February 6, 2012.

## Activities

There are many different recreational activities at the facility. Leagues include softball, basketball, fantasy football, horseshoes, corn hole, kickball, ping pong, and a form of tennis known as pickleball. Softball and basketball are reportedly the most popular sports among inmates.<sup>87</sup> Additional activities include movies, which are cabled into the housing units weekly. There are arts and crafts available as a somewhat separate activity from recreation. Approximately 150 inmates participate in arts and crafts. One unique option is the use of a kiosk, made available from Access Company, enabling inmates to use their inmate account card to purchase and download music to their MP3 players.

## Access

Access to recreation remains an issue of concern for CIIC, as numerous letters have indicated inmates' dissatisfaction with hours allowed. The hours of recreation at Chillicothe Correctional Institution are extensive, running seven days per week for more than 12 hours per day. Due to much access and use, the operations of the recreation department and facilities are supported by 100 inmate recreation porters as their institutional job to keep the facility clean and disinfected at all times.<sup>88</sup> Cleaning chemicals were found to be in compliance with requirements for storage and use.

The incentive for appropriate conduct in recreation is effective, as misconduct findings will cause an inmate to be denied access to recreation for six months. There are reportedly few incidents of misconduct.<sup>89</sup>

Additional information regarding the inspection of the recreation complex and the schedules can be found in the Appendix.

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<sup>87</sup> Chillicothe Correctional Institution, Personal communication, February 6, 2012.

<sup>88</sup> Ibid.

<sup>89</sup> Ibid.

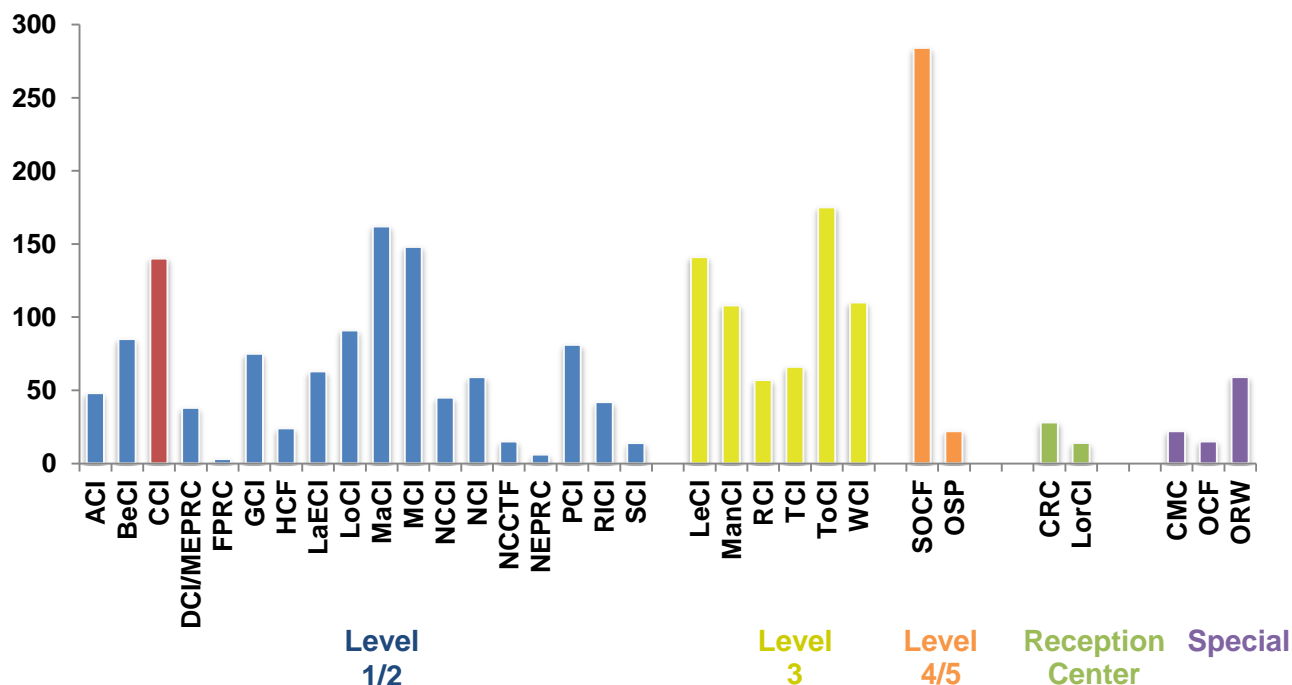


## SECTION VII. INMATE COMMUNICATION

Inmates interviewed during the inspection were asked what changes they would make at the Institution. Of the 95 inmates interviewed, the top three suggestions made by inmates fall into the following categories: (1) staff concerns-improve communication with inmates including staff accessibility and how they address inmate concerns (13 of inmates); (2) medical concerns-improve the medical procedures particularly the delays in being seen by the medical staff (11 of inmates); and (3) food service issues- including the need for larger portions and an improved quality in the taste of the meals (nine of inmates).<sup>90</sup>

In CY 2011, CIIC received 140 contacts from or regarding inmates at Chillicothe Correctional Institution, of which 458 concerns were reported. The institution ranked seventh among all DRC institutions for total number of contacts.<sup>91</sup> The top three concerns reported to CIIC regarding Chillicothe Correctional Institution were: Health Care, Supervision, and a two-way tie between the Inmate Grievance Procedure and RIB/Hearing Officer.

**Chart 9**  
**2011 CIIC Contacts with Institutional Breakdown (DRC)<sup>92</sup>**



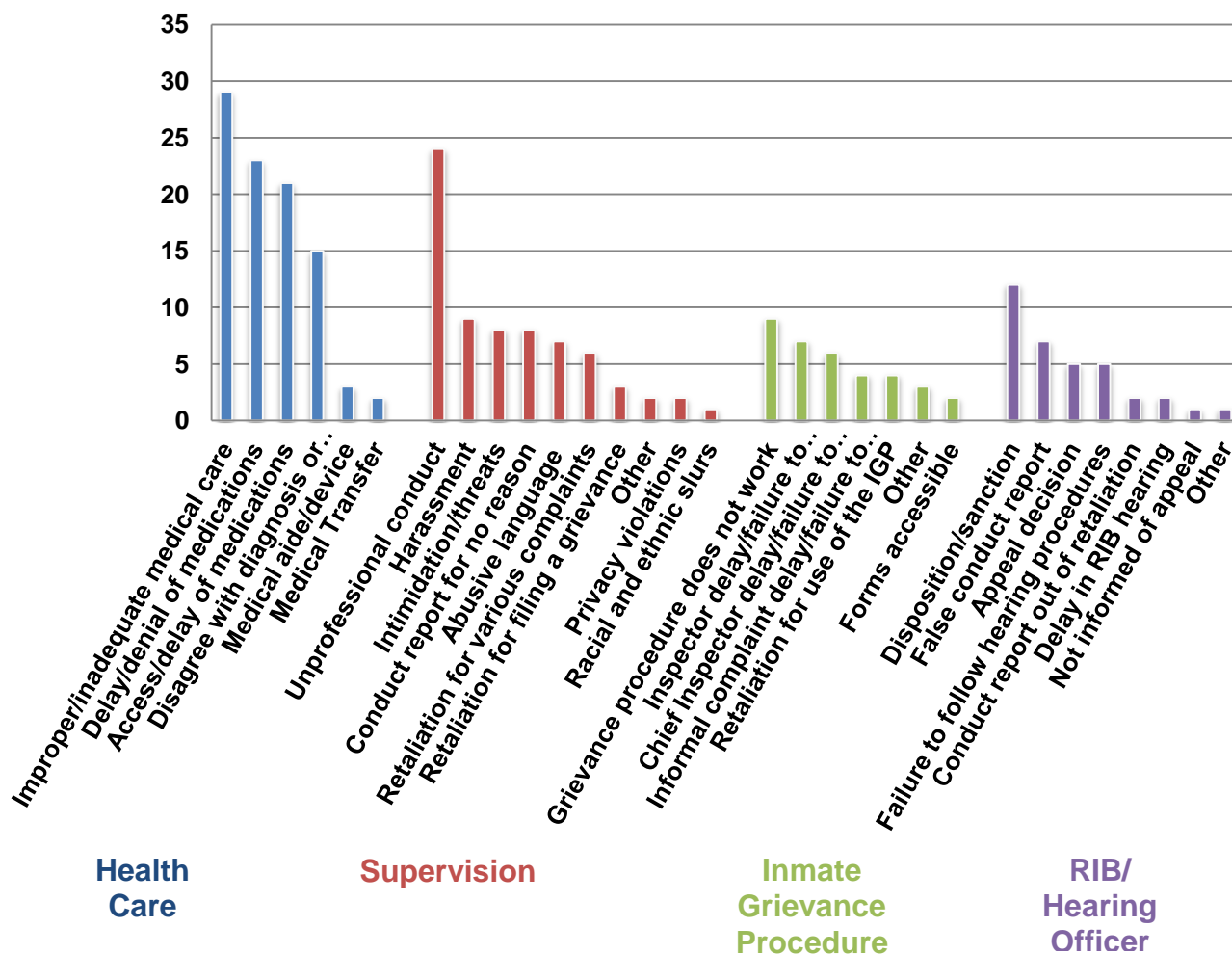
<sup>90</sup> Chillicothe Correctional Institution, personal communication, February 6, 2012.

<sup>91</sup> CIIC Database of Contacts and Concerns, January 1, 2011- December 31, 2011.

<sup>92</sup> Ibid.

In comparison, the following chart provides a breakdown of the top four reported concerns regarding the facility within the past 12 months (January 1, 2011 through December 31, 2011).

**Chart 10**  
**Breakdown of Top Four Reported Concerns (Chillicothe Correctional Institution)<sup>93</sup>**  
**January 1, 2011 through December 31, 2011**



**A. INQUIRIES**

Written inquiries are conducted for the most serious concerns communicated to CIIC such as personal safety, medical, and use of force. CIIC conducted eight written inquiries regarding inmates at Chillicothe Correctional Institution since January 2011. Six of the inquiries were in regard to inadequate medical service. Additional inquiries were made in regard to staff misconduct including excessive force.

<sup>93</sup> CIIC Database of Contacts and Concerns, January 1, 2011- December 31, 2011.

## SECTION VIII. APPENDIX

### A. FULL LIST OF PROGRAMS

#### CCI Recovery Services Department

##### Renaissance Residential Treatment-3 Phases

The participants live in A-2 (Program Dorm) during Phase One and Phase Two.

##### Phase One:

- The ***Treatment Readiness Program*** is to prepare a person to participate in the Intensive Outpatient Program.
- This phase will assist participants in learning the expectations of recovery and how to recognize barriers that block progress towards change.
- The program consists of 60 hours of treatment: group therapy, morning motivation, two weekly AA/NA support group meetings, two individual counseling sessions and completion of the Orientation Workbook.
- Currently there are 12 offenders participating in Phase One.

##### Phase Two:

- The ***Outpatient Intensive Program*** is to provide a therapeutic, evidence based, Cognitive Behavioral Therapy-based model of treatment.
- This phase will assist participants in changing both criminal and substance use disordered behavior and engage them in the process of life change and recovery.
- The program consist of 180 hours of treatment: group therapy, morning motivation, two weekly AA/NA support group meetings, two individual counseling sessions monthly and completion of the Rational Thinking, Criminal Lifestyles, and Living with Others Workbooks.
- Currently there are 22 offenders participating in Phase Two.

##### Phase Three:

- The ***Continuing Care Program*** is to provide education, information, support, accountability and experiences which will allow participants to lead healthy and productive lives without the use of alcohol and and/or other drugs.
- This phase will assist graduates of Phase One and Phase Two in continuing and strengthening their recovery skills and add an environment of support, accountability and resources to draw upon to live and maintain an alcohol and/or other drug free lifestyle.
- The program consist of eight weeks, 16 hours: of group therapy, one individual counseling session monthly, two weekly AA/NA support group meetings and completion of Recovery Maintenance and Transition Workbooks.
- Currently there are 7 offenders participating in Phase Three.

##### ***Long Term Continuing Care***

- Provides a consistent participation in AA/NA support group meetings and requires attendance of four meetings a month.
- Currently there are 60 offenders in attendance.

##### ***24 hour Alcohol and Drug Education Program***

- Is a twelve week (24 total hours program) which educates the participants on the Disease of Addiction, the criteria for Substance Dependence and Abuse, the physical and the mental effects of alcohol and

drugs on the body, mind and family. The concepts of denial, relapse prevention, thinking errors and the Stages of Change are also investigated.

- Currently there are 69 offenders in attendance.

***Wardens Drug Sanction Program***

- A voluntary program for offenders found guilty of a drug/alcohol related offense during incarceration. The program is a twelve week (18 total hours) AOD educational program, which is mandatory for the inmate once he volunteers to participate during the RIB hearing process. The offender completes an AOD Orientation workbook and must attend NA/AA meetings weekly during the 12 weeks of group.
- Currently there are 16 offenders in attendance.

***Narcotics Anonymous***

- Voluntary meetings are conducted on Tuesday evenings in the auditorium from 6:00 pm - 7:00 pm.
- Currently there are 120 offenders in attendance.

***Alcoholics Anonymous***

- Voluntary meetings are conducted on Wednesday evenings in the auditorium at 6:00 pm - 7:00 pm.
- Currently there are 125 offenders in attendance.

***12-Step AA/NA Discussion***

- A voluntary meeting is conducted on Saturday mornings from 7:00 am - 8:00 am in A-2 for the **Horizon Program** offenders unable to attend AA/NA meetings on Tuesday and Wednesday evenings in the auditorium due to mandatory programming.
- Currently there are 25 offenders in attendance.

**C.C.I. RECREATION DEPARTMENT  
2011 QUARTERLY REPORT  
October-November-December**

Clever's Gym open 7 days per week – Monday-Sunday from 7:30 A.M.– 8:00PM with 6 Pool Tables for open playing – 4 Game Tables for cards, checkers, etc. – Weight Room open for each Institution Number 3 hours per week. Gym is open for 40 & Over inmates on Wednesday Evenings from 5:00pm – 8:00pm and Sunday mornings from 7:30am through 10:30am. Inmate allowed 3 hours per week. Outside Recreation Yard open 7 days per week from 7:00AM – 8:15PM with ¼ mile Paved Track, 2 Physical Fitness Courses with 6 stations each, 2 Pentagon Work-out Station, 10 Basketball Courts, 2 Sand Volleyball Courts. 1 Hackey Sack Court Outdoors. 2 Pickle ball Courts. Gym and yard activities supervised by five Activity Therapist.

**October 2011**

Started Fantasy Football League in the Auditorium every Sunday  
Finished Horseshoes League & Tournament  
Started a Corn Hole League  
Pickleball Tournament  
Showed Ohio State Game every Saturday

**November 2011**

Continued Fantasy Football League Auditorium every Sunday  
Continued Corn Hole League  
Ran a Turkey Bowl Basketball Tournament  
Showed Ohio State Game every Saturday  
Showed Ohio State vs Michigan Football Game

**December 2011**

Accepted kites for Winter League Basketball A,B,C,& 40 & Over leagues  
Finished Turkey Bowl Basketball Tournament (E-2 & D-1,2,3 Units)  
Finished Corn Hole League & Tournament  
Showed some of the Bowl Championship Football Games  
Started Winter Basketball Leagues for A, B, C, D, & 40+.

B. SCHEDULES

**HORIZON/Reentry Complex  
Program Schedule - 1<sup>ST</sup>. QUARTER/2012 - A1 & A2 DORM (MENTAL HEALTH ROOMS AS DIRECTED)**

Room A	Monday	Tuesday	Wednesday	Thursday	Friday A1 DORM	MENTAL HEALTH ROOM
8:15 - 9:30	REENTRY/A2 COMPUTER LAB	REENTRY (A2) COMPUTER LAB	OCC. COMPUTER PROGRAM - HAUSWIRTH	THINKING FOR A CHANGE - SUTHERLAND & HAUSWIRTH	HORIZON (A1) COMPUTER LAB	
9:30 - 10:30 AM	OCC. COMPUTER PROGRAM - LOVELY	PATHFINDER CHILD SUPPORT SERV. (9:00 TO 10:30)	HORIZON (A1) COMPUTER LAB	HORIZON (A1) COMPUTER LAB	REENTRY (A2) COMPUTER LAB	
1:30 - 2:45 PM	REENTRY/A2 COMPUTER LAB	HORIZON (A1) COMPUTER LAB	HORIZON (A1) COMPUTER LAB	HORIZON (A1) COMPUTER LAB	HORIZON (A1) COMPUTER LAB	VICTIM AWARENESS - HEARD (1:00 TO 2:30)
2:45 - 4:00 PM	OCC. COMPUTER PROGRAM - HEARD	THINKING FOR A CHANGE - ALFORD/JHRIG		THINKING FOR A CHANGE - ALFORD/JHRIG	REENTRY (A2) COMPUTER LAB	
5:15 - 7:00 PM	HORIZON (A1) COMPUTER LAB	REENTRY (A2) COMPUTER LAB - (6:00 TO 8:00 PM)		REENTRY COMPUTER (A2) LAB - (6:00 TO 8:00 PM)	REENTRY (A2) COMPUTER LAB - (6:00 TO 8:00 PM)	

ROOM C	Monday	Tuesday	Wednesday	Thursday	Friday	FRIDAY A2 DORM
8:30 - 9:00 AM	MAN I NEED A JOB - LOVELY (8:30 TO 9:30 AM)	ANGER MANAGEMENT - JEPSON (8:00 AM TO 9:00 AM)		Rel. Prep - MH/Med.	APA @ 9:00 - AS SCHEDULED	
9:30 - 10:30 AM	INSIDE OUT DAD (1:30 TO 3:30 PM) - RAGLAND	INSIDE OUT DAD (1:30 TO 3:30 PM) - ROWLAND	Release Prep.-Rel Srv., Unit Mgt. & AOD (Time Slot - 1:00pm)	Restorative Justice - Bill Harris	HORIZON FAITH SPECIFIC - 2 - 4:00 PM	
1:00 - 3:30 PM		HORIZON OUTSIDE BROTHERS	HORIZON PROGRAM BUILD COMMUNITY 6-8:00 PM	HORIZON AWAKE. (6:00 TO 6:00)		
5:15 - 7:00 PM	LATE NIGHT PROGRAMS - PASSES WILL BE ISSUED FOR 4:45 PM SO INMATES CAN GO TO CHOW THEN REPORT TO CLASS					

CCI Mental Health Programming Information

**Sexual Offender Programming:**

**Mandatory:** *Designed for sex offenders that pose a medium to high risk to sexually reoffend as determined by a validated sex offender risk assessment instrument. The program consists of 25 psycho educational sessions. Currently 12 offenders participate.*

Tuesday	2:30 pm - 4:00 pm
Wednesday	1:00 pm - 2:30 pm
Wednesday	2:30 pm - 4:00 pm
Friday	1:00 pm - 2:30 pm

**Comprehensive:** *A voluntary program designed for sex offenders that pose a medium-high to high risk to sexually reoffend (offenders will have completed the Mandatory Sex Offender Education Program and admit to their offenses). Currently 30 offenders participate.*

Tuesday	9:00 am - 10:30 am (x 2)
Tuesday	1:00 pm - 2:30 pm
Thursday	2:30 pm - 4:00 pm
Friday	9:00 am - 10:30 am

**Supervised Study Hall:** *Provides assistance with completion of various assignments to be completed through the sex offender program. Currently 75 offenders participate.*

Monday	2:00 pm - 4:00 pm
Wednesday	9:00 - 10:30 pm (x2)
Friday	2:30 pm - 4:00 pm

**Community Service:** *Provides learning tools and supplies to schools through items assembled by offenders. Currently 39 offenders participating with 24 volunteers.*

Tuesday	8:00 am - 10:30 (x 2)
Wednesday	8:00 am - 10:30 (x 2)
Friday	8:00 am - 10:30 (x 2)
Friday	12:00 pm - 2:00 pm (x 2)

**Interpersonal Communication:** *This is an eight week curriculum focusing on further developing each group member's communication skills. Currently 12 offenders participate.*

Tuesday	2:00 pm - 3:00 pm
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**Conflict Resolution:** *This is an eight week group that addresses resolving conflict. The group helps to develop skills in everyday problem-solving. Currently 12 offenders participate.*

Wednesday	2:00 pm - 3:00 pm
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**Depression:** This is an eight week program designed to provide a supportive environment where offenders can discuss symptoms, causes, types of treatments and coping skills for various levels of depression. Currently 36 offenders participate.

Monday	2:00 pm - 3:00 pm
Tuesday	2:00 – 3:00 pm

**Dysfunctional Relationships:** This is a six week program designed to help offenders obtain knowledge regarding the dynamics of interpersonal relationships and learn effective communication skills. Currently 16 offenders participate.

Thursday	9:00 am – 10:00 am
Thursday	1:00 pm – 2:00 pm

**Sleep Hygiene:** This is a six week program providing offenders with a forum to discuss sleep structure, ways to improve sleep environment, activities for sleep improvement and relaxation techniques. Currently 7 offenders participate.

Thursday	2:00 pm – 3:00 pm
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**Anxiety:** This is a six week program to provide an elementary rendition about the neurobiology of anxiety and the affects of medication, the physiology of anxiety, coping strategies and an overview of anxiety disorders and the accompanying symptoms. Currently 20 offenders participate.

Thursday	3:00 pm – 4:00 pm
Friday	2:00 – 3:00 pm

**Stress Management:** A ten week program designed to assist offenders with identifying stressors and tools to adequately manage the stressors. Currently 50 offenders participate.

Monday	12:00 pm – 1:00 pm
Monday	1:00 pm – 2:00 pm
Monday	2:00 pm – 3:00 pm

**Anger Management:** This is a six to eight week course exploring thinking errors, anger styles and effective ways to express anger appropriately. Currently 30 offenders participate.

Monday	1:15 pm – 2:15 pm
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**Thinking for a Change:** This curriculum is comprised of twenty-two lessons with a capacity to extend the program indefinitely, depending upon how many cognitive skills are taught. Currently 18 offenders participate.

**PTSD:** Ongoing groups providing programming to veterans as well as non veterans separately. It is designed to assist offenders plagued with symptoms resulting from trauma in their lives.

Monday	1:00 pm – 2:00 pm
Wednesday	1:00 pm – 2:00 pm

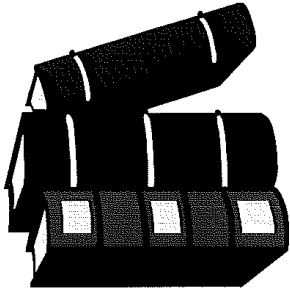


*Death Row: Activity therapy provides current events, board games, and indoor/outdoor recreation. Times and days vary with recreation provided daily. Currently 37 offenders on death row participate.*

# CIIC Report: Chillicothe Correctional Institution 50

## Religious Services Program

Day	Time	Service
Sunday	8:30 AM	Protestant Worship Service with various ministers
	5:45 PM	Protestant Worship Service with Chaplain Dr. Freeman
Monday	1:30 PM	Religious video
	2:00 PM	Chapel library
	2:00 PM	Pastoral Care with Chaplain Dr. Freeman
	2:00 PM	Jewish library
	6:00 PM	1st and 3rd Yokefellows Bible study with local volunteers
	6:00 PM	2nd and 4th Philemon Bible study/ Celebrate Recovery Inside
	6:00 PM	Catholic Mass with Father Hummer
	7:00 PM	Catholic - RCIA with Father Hummer
Tuesday	12:30 PM	Jewish study with Rabbi Kalmanson
	2:00 PM	International Sunday School Lessons - Chaplain Dr. Freeman
	2:00 PM	Chapel library
	2:30 PM	Catholic - Prayer and Meditation
	3:00 PM	Protestant - Prayer and Meditation
	6:00 PM	Protestant Worship Service with various churches
	6:00 PM	Catholic choir rehearsal
	6:00 PM	Seventh Day Adventist: Video teaching/library/choir rehearsal
Wednesday	8:30 AM	Christian Union Bible College class
	1:00 PM	Faith based reentry class with Chaplain Dr. Freeman
	5:30 PM	Islamic 'asr Prayer with Imam Sunni-Ali Islam
	5:50 PM	Islamic Program with Imam Sunni-Ali Islam
Thursday	7:30 AM	Native American Smudging Ceremony
	9:30 AM	Protestant Bible study with Reverend Donald Ringer
	12:30 PM	Inter Faith Priase Team rehearsal
	1:30 PM	Protestant Gospel Choir rehearsal
	2:00 PM	Chapel library
	2:30 PM	Catholic prayer and meditation
Friday	8:15 AM	Inter Faith Cantato Choir rehearsal
	8:30 AM	Christian Union Bible College class
	9:30 AM	Protestant Inspiration Choir rehearsal
	9:30 AM	Catholic Rosary Prayer
	12:30 PM	Islamic Jumu'ah Prayer with Imam Sunni Ali Islam
Saturday	8:30 AM	Chapel library
	8:30 AM	Jehovah's Witness Study with local volunteers
	8:30 AM	Seventh Day Adventist Worship Service with various ministers



# LIBRARY HOURS

*(Refers to the last digit of Inmate's Number)*

MONDAY	MORNING CLOSED	2:00-3:30	5:30-8:15	EVENS
TUESDAY	7:00-10:30	2:00-3:30	5:30-8:15	ODDS
WEDNESDAY	7:00-10:30	12:30-3:30	5:30-8:15	EVENS
THURSDAY	MORNING CLOSED	12:30-3:30	5:30-8:15	ODDS
FRIDAY	7:00-10:30	12:30-3:30	5:30-8:15	
	EVENS	ODDS	EVENS & ODDS	
SATURDAY	7:00-10:30	12:30-3:30	5:30-8:15	EVENS
SUNDAY	7:00-10:30	12:30-3:30	5:30-8:15	ODDS

SCHEDULE APPLIES TO BOTH MAIN & LAW LIBRARIES

UPDATED 1-18-2012

**C. DATA TABLES**

<b>Table 1. Inspector's Report January 2011 through December 2011</b>				
<b>Grievance Numbers</b>				
<b>Total Number of Grievances Filed During Year</b>	<b>253</b>			
<b>Total Number of Inmates Who Filed Grievances During Year</b>	<b>160</b>			
<b>Highest Number of Grievances Filed by Single Inmate</b>	<b>11</b>			
Grievances on Hand at Beginning of This Period	4			
<b>Grievances Received during this period</b>	<b>253</b>			
Total	257			
Grievances Completed During This Period	252			
Grievances on Hand at End of This Period	5			
Total	257			
<b>ICR Summary</b>				
<b>Number of Informal Complaints Received</b>	<b>1,572</b>			
Number of Informal Complaint Responses Received	1,540			
Number of Informal Complaint Responses Untimely	212			
<b>Granted</b>				
	<b>W</b>	<b>B</b>	<b>O</b>	<b>Total</b>
Granted – Problem Corrected	7	14	0	21
Granted – Problem Noted, Correction Pending	2	3	0	5
Granted – Problem Noted, Report/Recommendation to the Warden	0	0	0	0
<b>Subtotal Granted</b>	<b>9</b>	<b>17</b>	<b>0</b>	<b>26</b>
<b>Denied</b>				
Denied – No Violation of Rule, Policy, or Law	43	31	1	75
Denied – Staff Action Was Valid Exercise of Discretion	61	30	1	92
Denied – Insufficient Evidence to Support Claim	14	24	0	38
Denied – False Claim	0	0	0	0
Denied – Failure to Use Informal Complaint Procedure	1	0	0	1
Denied – Not within the Scope of the Grievance Procedure	10	5	0	15
Denied – Not within Time Limits	2	1	0	3
<b>Subtotal Denied</b>	<b>131</b>	<b>91</b>	<b>2</b>	<b>224</b>
Withdrawn at Inmate's Request	0	2	0	2
Pending Disposition	2	2	0	4
<b>TOTALS</b>	<b>142</b>	<b>112</b>	<b>2</b>	<b>256</b>
<b>Percent</b>	<b>55.5</b>	<b>43.8</b>	<b>0.8</b>	<b>100.1</b>
<b>Extensions</b>				

14-Day Extensions	24
28-Day Extensions	3
Total	27

<b>Table 2. Use of Force with Racial Breakdown CY 2011</b>				
	<b>Black</b>	<b>White</b>	<b>Other</b>	<b>Total</b>
<b>Use of Force Incidents</b>	<b>44</b>	<b>47</b>	<b>0</b>	<b>91</b>
<b>Percentage</b>	<b>48.4</b>	<b>51.6</b>	<b>0.0</b>	<b>100.0</b>
<b>Action Taken on Use of Force Incidents:</b>				
Assigned to Use of Force Committee for Investigation*	4	12	0	16
Logged as "No Further Action Required"	38	36	0	74
Referred to the employee disciplinary process	1	0	1	1
Referred to the Chief Inspector	0	0	0	0
<b>Number of investigations not completed within 30 days and extended</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>3</b>
<b>Number of extended investigations from previous month that were:</b>				
<b>Completed</b>	<b>4</b>	<b>5</b>	<b>0</b>	<b>9</b>
<b>Not Completed</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Table 3. Use of Force with Racial and Monthly Breakdown CY 2011</b>				
	<b>Black</b>	<b>White</b>	<b>Other</b>	<b>Total</b>
<b>January</b>	<b>3</b>	<b>5</b>	<b>0</b>	<b>8</b>
<b>February</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>March</b>	<b>4</b>	<b>3</b>	<b>0</b>	<b>7</b>
<b>April</b>	<b>7</b>	<b>1</b>	<b>0</b>	<b>8</b>
<b>May</b>	<b>3</b>	<b>5</b>	<b>0</b>	<b>8</b>
<b>June</b>	<b>4</b>	<b>3</b>	<b>0</b>	<b>7</b>
<b>July</b>	<b>5</b>	<b>5</b>	<b>0</b>	<b>10</b>
<b>August</b>	<b>1</b>	<b>6</b>	<b>0</b>	<b>7</b>
<b>September</b>	<b>7</b>	<b>5</b>	<b>0</b>	<b>12</b>
<b>October</b>	<b>3</b>	<b>7</b>	<b>0</b>	<b>10</b>
<b>November</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>5</b>
<b>December</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>8</b>
<b>Total</b>	<b>44</b>	<b>47</b>	<b>0</b>	<b>91</b>

\*-Some investigations assigned to the Use of Force Committee may carry over to following month.

**Table 4.**  
**Assaults: Inmate on Inmate**  
**CY 2009 to 2012 YTD**

Category of Assault	2009	2010	2011	2012 YTD
Physical Assault	20	21	13	0
Harassment Assault	11	22	14	0
Sexual Assault	1	1	1	0
<b>Total</b>	<b>32</b>	<b>44</b>	<b>28</b>	<b>0</b>

**Table 5.**  
**Assaults: Inmate on Staff**  
**CY 2009 to 2012 YTD**

Category of Assault	2009	2010	2011	2012 YTD
Physical Assault	16	10	13	0
Harassment Assault	24	18	11	0
Sexual Assault	0	2	2	0
Inappropriate Contact	1	7	1	0
<b>Total</b>	<b>41</b>	<b>37</b>	<b>27</b>	<b>0</b>

**Table 6.**  
**Investigator Monthly Report Summary by Type of Investigation**  
**CY 2011**

Investigations	Cases Initiated
Drugs (Staff/Inmate)	0
Drugs (Inmate/Visitor)	3
Drugs (Mail/Package)	1
Drugs (Staff)	0
Drugs (other)	2
Positive Urinalysis	2
Staff/Inmate Relationship	3
Staff Misconduct	9
Assault-(Inmate on Staff)	27
Assault (Inmate on Inmate)	24
Sexual Assault (Inmate on Inmate)	10
Other:	96
Background Investigations	119
<b>Total</b>	<b>296</b>

**D. INSPECTION CHECKLISTS**

Inspector: Dunkle

Facility: CCI  
Date: 2/7/12

**INFIRMARY:**

	FACILITY		
			Cluttered + shared spaces
1	Overall appearance: Excellent, Acceptable, In Need of Improvement		Ceiling tiles optical + podiatry cluttered pointing out logistics / physical changes
1a	Ask to see documentation of cleaning schedule for all functional areas.		in place
1b	Work areas of the infirmary appear organized? (Observe for cluttered exam rooms etc.)	<input checked="" type="radio"/> YES <input type="radio"/> NO	see above
1c	Exam rooms conducive to confidentiality?	<input type="radio"/> YES <input type="radio"/> NO	1 exam room in seg
1d	Document the number of exam rooms, beds for medical, and crisis cells.	Exam Rooms: 5 in medical area and ER room Beds for Medical: 4 infirmary beds - construction plans for at least double bed Crisis Cells: 4 in seg	
1e	Staff uses personal protective equipment (gloves, masks, etc) to control risks for acquiring and transmitting infections. 68-MED-18	<input checked="" type="radio"/> YES <input type="radio"/> NO	space
1f	Clearly marked sharps containers and other bio-medical waste containers are present in all exam rooms (68-MED-18, 10-SAF-13). (Look in all exam rooms. If possible, observe where waste is stored prior to disposal.)	<input checked="" type="radio"/> YES <input type="radio"/> NO	
1g	Are inmate porters trained to use personal protective equipment to clean up and dispose of infectious waste? (10-SAF-13)	<input checked="" type="radio"/> YES <input type="radio"/> NO	specially trained in area porter to handle blood spills
2	Is all medical and dental equipment operational? (Are there any broken pieces?)	<input checked="" type="radio"/> YES <input type="radio"/> NO	X ray machine just serviced pharmacy printer replaced
2a	Do you have any special equipment needs?		another EKG machine for Death Row Clinic, more pulse oximeters
	STAFFING		
3	Review the Table of Organization: vacancies. How many positions are outsourced? How is the agency performing?		just got 8 staff in bumping 2 LPN vacancies, 2 RNS - agency have been stable since last 2 started 1/2 X ray tech w/ RCI contract FT lab tech contract, 4 HIT contract Rough transition A/C, potential for being OK

CIIC Report: Chillicothe Correctional Institution 56

Inspector: Dunkle

Facility: CCI

Date: 2/7/12

3a	How long have these positions been vacant?	2 LPN RNs	Just added w/in 2 mos vacant - approx 6 mos one covering a disability leave employee
3b	Do the Health Care supervisors work late shifts periodically to monitor infirmity operations? (How often)	<input checked="" type="radio"/> YES <input type="radio"/> NO	Weekly 3rd 1st + 2nd daily
3c	Is overtime of RNs most often mandated or voluntary? What is the average number of hours each month?		Hours: Usually voluntary RN = 63.43 hrs. LPN 12.62 hrs.
3d	What steps are taken to address staff burnout? (Peer support groups, counseling, etc.)		Morale has been horrible and now trying to take team approach + increase communication and have "open door"
3e	What is the annual average turnover of nurses at the institution?		2, maybe 3 a year
	ACCESS TO MEDICAL STAFF		just got 8 bumpouts in reorganization
4	How many inmates are enrolled in chronic care clinics at the institution? (68-MED-19)	Inmates: Clinics:	1,336 enrolled (2510 clinics) 7 clinics/services
4a	What is the backlog of inmates enrolled in chronic care clinics?		14% 189 overdue - OTCs inmates waiting - AMAs (11 in last 90 days 42 in last 6 mos)
4b	What percentage of CC inmates have been no-shows/AMAs?		
4c	How much time between submitting a health services request form and actually being seen?		triaged- immediate to 2 days (usually try for 24 hrs.)
4d	How much time between being referred by a nurse to being seen at DSC?		within 7 days
4e	What is the back log of Nurse/Doctor Sick Call?	NSC: DSC:	none none
5	Review kite log (6 months): how many answered? How many pending? How long between submission and response?		ave. 41/mo <del>40</del> 2333 total 24 pending w/in 7 days
6	Review ICR log (6 months): how many answered? How many pending? How long between submission and response?		Ave 41/mo 244 total 4 pending w/in 7 days



Inspector: Dunkle

Facility: CCI  
Date: 2/7/12

7	What are the most common outside referrals made? What is most commonly offered an alternate treatment plan?	Outside ref: Ortho., CT scans, PET scans, Oncology Offered alternate treatment plan: <u>4/0</u> X ray locally, splints, GIPS - nutrition plans, diet patient education plans	
8	Verify these numbers (since January 2010)	1. # Expected Deaths: 2 2. # Unexpected Deaths: 2 3. # Suicides: 0 4. # Homicides: 0 5. # Deaths at Local Hospital: 2 6. # Deaths at OSU: 1 7. # Deaths at CMC: 1 8. # of MRSA cases: 40 9. # of broken jaws: 3 10. # of HIV cases: 1	
9	Is information provided to inmates on how and when to seek health care services during orientation? (68-MED-01)	<input checked="" type="radio"/> YES <input type="radio"/> NO	Medical services handbook given w/ education at intake on 1st day
9a	Is an ongoing teaching program to promote health and hygiene practices provided to inmates by staff? (If not, why not?) (68-MED-01)	YES <input checked="" type="radio"/> NO	not formal right now w/ teaching had healthy heart program & health info on TV this past summer (sun exposure + dehydration)
9b	Are inmates with special needs, infectious diseases, and other health needs provided counseling and education as needed? (Describe type.)	<input checked="" type="radio"/> YES <input type="radio"/> NO	brochures + education to specific conditions - patient centers
10	Is there an emergency management plan in place to deal with either emergencies or disasters to address larger than normal amounts of inmate/staff injuries? (Individual medical emergency, tornado, fire, or mass disturbances.)	<input checked="" type="radio"/> YES <input type="radio"/> NO	Follow CMI process and follow set plans "CCI Critical Incident Medical Operations Directives"
10a	How often is medical staff trained on the emergency management plan?	yes, mock drills	
<b>DOCUMENTATION</b>			
11	Medical records are kept in a secure location and handled to ensure confidentiality. (Observe for records that are kept in open areas that could be picked up by anyone).	locked w/ medical staff only keys in records room	

Inspector: Dumelle

Facility: CCI  
Date: 2/7/12

**MENTAL HEALTH SERVICES:**

	FACILITY/DATA		
1	Document the number of crisis cells and offices and classrooms/conference rooms	Crisis Cells: Offices: Conference rooms:	4 - all in seq 18-20 4
1a.	How many inmates are on the MH caseload?	Total MH Caseload: On Psychotropic Medication:	500-596 530
1b.	How many inmates are on mandated medications?		9
1c.	Number of suicide attempts since January 2011 (Any completed?)		14 attempts, NO successful
2	Work areas of the offices appear organized?	<input checked="" type="radio"/> YES <input type="radio"/> NO	
3	Are Mental Health records kept in a secure location and handled to ensure confidentiality? (Observe for records that are kept in open areas that could be picked up by anyone).	<input checked="" type="radio"/> YES <input type="radio"/> NO	
3a	Does each inmate have an individual mental health file completed within 14 days? 07-ORD-11	<input checked="" type="radio"/> YES <input type="radio"/> NO	
3b	How frequently are patient records audited for accuracy and errors or missing data?		CCI audit monthly
3c	How frequently is staff training conducted related to patterns of errors identified by records audits? (What is the process?)		NO training since current MHM took over 9/11 - would be as problems were identified
3d	Are targets for improving patient care set for staff to achieve? (Ask for an example)		MH reorganization - adding groups adding training opportunities
	STAFFING/PROGRAMS		J.D. unwell - May get ATs & SW from reorganization
4	Table of Organization (vacancies)		SW2 - X2 NWA HSP43 NP Psy Nurse Supervisor Psychologist
4a	What is the annual average turnover of independently licensed staff at the institution?		Since Sept. 2011 - 1 left

Inspector: Dunkle

Facility: CC1

Date: 2/7/12

4b	What steps are taken to address staff burnout? (Peer support groups, counseling, etc.)		carry in, holiday decoration, rumor control, share information, cards
5	Do you make weekly rounds in segregation? What issues are most frequently reported?		yes - many go to seg because they can't deal with dorm environment bc they come from cells
6	What is the back log of inmates waiting to be seen by staff?		Psychiatry? none Non-Psychiatry? none have group w/.
6a	What programs are currently offered to the inmates on mental health caseload?		interpersonal comm. - dylst relationships conflict resolution - sleep hygiene depression - PTSD Anxiety, Stress Mgt Thinking from Change Anger Mgt
6b	If an inmate needs an RTU, how long before they are transferred?		haven't had to transfer one since CC1 RTU closed
7	Is information provided to inmates on how and when to seek mental health care services during orientation? (68-MED-01)	<input checked="" type="radio"/> YES <input type="radio"/> NO	during Detailed MH Screen or individ.
7a	Is there education for inmates regarding mental health issues? What & how? (other than programs)	YES <input checked="" type="radio"/> NO	
<b>DOCUMENTATION</b>			
8	Is DOTS maintained for each inmate?	<input checked="" type="radio"/> YES <input type="radio"/> NO	
8a	Is the Institutional Active Caseload distributed weekly?	<input checked="" type="radio"/> YES <input type="radio"/> NO	
9	Number of Kites/month: →	Answered within 7 days?	yes "at least a complete a week"
9a	Number of ICRs/month: N/A	Answered within 7 days?	- current MTHM says she hasn't answered any ICRs since 9/11
9b	Average response time to MH referrals?	14 days	
9c	Length of wait for initial psychiatry appointment? (new to caseload or new arrival)	14 days	
9d	Active CQI Action Plans?	none	
9e	Subject of Action Plans/Plan to Address	N/A	
10	How many Healthcare Occurrences in last 6 months?	at least 2	
10a	Types of HCOs?	ER trips cutms → MTHM says generally does not know because not involved in tracking monthly the HCOs	

Inspector: Dunkle

Facility: CCI

Date: 2/7/12

10b	Identified factors contributing to HCOs?	Current MTHM doesn't do investigations done by CCI
10c	Recommendations resulting from HCO investigations?	Current MTHM doesn't do investigations done by CCI

How often do interdisciplinary meetings occur with the leadership of other departments (i.e. medical services, security, re-entry)?

Monthly - dept. head, CCI, Operations  
 Quarterly - SMART

Additional Information:

- MTHM said she still needs to be more involved - has been a slow training process since she was new to corrections + CCI in 9/2011.
- Very vague on information provided. Did not seem to be out of easiveness - just lack of knowledge

Inspector: Jackson

Facility: CCI  
Date: 2-6-2012

AREA INSPECTED: FOOD SERVICES

DINING HALL		COMMENTS
1. What is the atmosphere of the dining hall upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	
2. How many staff are assigned to supervise inmates in the dining hall?	1 <sup>st</sup> - <u>4 on line, businstruments</u> 2 <sup>nd</sup> - <u>by back</u>	
3. Menu on the day of the inspection.	<del>Spaghetti</del> Meatloaf, Mashed Potatoes Peas, Pineapple, Corn bread, cake	
4. The inmate meal rated:	Excellent <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	<u>Inmates feel need improvement</u> <u>meal was real / save</u>
5. Are groups of inmates predominately mixed races or segregated races?	<u>Segregated</u>	
6. How clean is the dining area?	Excellent <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
7. What is the temperature of the food in the serving line?	Before - 180 (meat) 170 (corn) 174 (Potatoes) (800 Peas) During - <u>&gt; checked by staff</u> After -	
8. Are trays scraped in a different area from the food serving line?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
KITCHEN PREP AREA (including tools and equipment)		COMMENTS
9. How clean is kitchen area?	Excellent <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	<u>water on floor</u> <u>cleaner from previous meal</u>
10. Does the equipment appear to be clean?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
11. Is a chit system used to issue tools to inmate workers?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	<u>Observed</u>
12. Is the quantity of the food served according to the menu?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
13. Is soap available in the inmate/staff bathroom?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
14. Are knives issued according to procedure?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
15. Are inmates supervised while using knives?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	<u>By FS Coordinators</u>
16. Is fire equipment operational and inspected according to schedule?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	<u>February 2012</u>
17. What is the date of the last inspection by health inspectors? Did the facility pass?	<u>June 2011</u>	<u>- Area of concern</u> <u>No critical violations</u> <u>Huss up inspection - overall</u>
18. Have there been any recent concerns regarding inmate health issues due to food?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	<u>flow of food from entrance to production</u>

Locust

flow of food from entrance to production

CIIC Report: Chillicothe Correctional Institution 62

Inspector: Jackson

Facility: CCI  
Date: 2-6-12

19. How often is the cooking equipment sanitized?	yes	After every use
20. Is a kite log maintained?	YES NO	on computer
21. Are all chemicals secured?	YES NO	
22. Are the surrounding walls, floors, and the receiving racks that hold washed meal trays clean and sanitized on a regular basis?	YES NO	
23. Are there open trash containers near food preparation or dish wash areas?	YES NO	
FOOD STORAGE AND APPLIANCES		COMMENTS
24. The number of appliances?	Freezers- 2 Coolers- 5 Ovens- 5 Kettles- 5	Grilles - 6
25. Are any appliances in need of repair?	Grille - broken along with monthly work order - part order	
26. Are there any standing puddles of water on the ground? Is there ice on the floor of coolers?	YES NO	
27. Do the coolers and freezers appear orderly and clean?	YES NO	
28. Is stored food wrapped and dated?	YES NO	
29. Are containers of food stored off of the ground?	YES NO	
30. Is a safe distance maintained from the top of the stored food to the ceiling?	YES NO	
31. Are dishes/utensils washed/rinsed at appropriate temperatures (wash 150 degrees/rinse 180 degrees)?	YES NO usually 186°	no issues only 2 years old
INMATE WORKERS		COMMENTS
32. How many inmate workers are assigned to the food services department?	307	
33. How are inmates selected?	Assigned by Unit	
34. What is the monthly wage?	\$ 18 month	
35. Do inmates receive performance evaluations?  Is so; are raises available for good performance?	1-30 days 3 months 6 months 1 year	Cook - \$20 Cook 7 - 6 mos - 12 mos. (8) \$24 Position

Porter Jobs - 18  
FS Worker I - 18  
II - 20  
Line Secur I - 18  
Canteen - 19  
Leads - 20

Line Set-up  
people - 6  
(Cook 7 - 24)

Inspector: Jackson

Facility: CCI  
Date: 2-6-12

36. Are all inmate workers trained regarding proper hygiene?	YES	NO	
37. Are all inmate workers trained on proper handling of equipment?	YES	NO	
38. Are all inmate workers and staff wearing hair nets?	YES	NO	
39. Are all inmate workers and staff handling food wearing gloves?	YES	NO	
40. How could the current program be improved?	More incentives		

INCENTIVE PROGRAMS		COMMENTS
41. Are incentive programs offered to increase inmate participation?	YES	NO
42. How many inmates participate in the program(s)?		
43. How are inmates selected?		
44. What is the monthly wage?		
45. Do inmates receive performance evaluations?	YES	NO
If so, are raises available for good performance?	YES	NO
46. How could the program(s) be improved?		

LOADING DOCK		COMMENTS
47. Is the trash dock free of odors, loose garbage bags, and bugs?	YES	NO
48. Are there any current pest issues?	YES	NO
49. How clean is the dock area?	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	

ADDITIONAL COMMENTS:

- Should like to see higher incentive pay
- could do more with less inmates
- No apprenticeship program

Bread - 2x per week  
produce - 2x

Center Washroom  
Dry Goods - 1x per week  
Frozen - 2x 1x  
Floor needs repaired

1x waste (1 vs 2 day)  
exterminator  
12 years ago  
order for 10 days - Dry Goods  
order for delivery to - amphetamines  
delivered

\* Note \*  
started  
R.C.I.  
Incentive  
program  
12 years ago

CIIC Report: Chillicothe Correctional Institution 64

Inspector: Jackson

Facility: CC-1  
Date: 2-6-12

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: A-1

Inmate Count: 72

		COMMENTS
1. What is the activity of the unit upon entrance?	Lockdown <input type="checkbox"/> Active <input checked="" type="checkbox"/> Disruptive <input type="checkbox"/>	
2. What is the atmosphere of the unit upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	
<b>FACILITIES</b>		
3. How clean are cells?	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many cell door windows are obstructed?	<u>0</u>	
5. How clean are common areas?	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	<i>2 common day rooms</i>
6. How many are inoperative?	Toilets - <i>1 (unwind)</i> Sinks - <i>0</i> Showers - <i>1</i>	<i>Exhaust Fan in 1st Bathroom</i>
7. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
8. How quickly are maintenance work orders completed?	<i>5-7 days</i>	
9. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	<i>All Showers all old and outdated</i>
10. How often are shower facilities cleaned? - Inmate porter asked <input checked="" type="checkbox"/>	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	<i>3x per day 2 days per week</i>
11. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
12. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
<b>STAFF ACCOUNTABILITY</b>		
13. Are cleaning materials kept secure?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
14. Are appropriate cleaning materials in locked container and at least half full? -Container checked <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
15. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	



CIIC Report: Chillicothe Correctional Institution 65

Inspector: Jackson

Facility: CCI  
Date: 2-6-12

16. How many officers are on duty per shift?	1 <sup>st</sup> - 1 2 <sup>nd</sup> - 1 3 <sup>rd</sup> - 1											
17. Are officers performing regular security checks? -Log observed <input checked="" type="checkbox"/>	<u>YES</u> NO											
18. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>	3											
<b>ACCESS TO CIIC, PROGRAMS, STAFF</b>												
19. Is the current CIIC memo posted?	<u>YES</u> NO											
20. Are the commissary, programs, and library schedules posted?	<u>YES</u> NO											
21. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>	Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input checked="" type="checkbox"/>	<i>Kept in desk at officers station</i>										
<b>STAFF ROUNDS</b>												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/6	5:55 pm	8 pm	1/8	8:20 am	8:28 am						
DWO	1/8	8:20 am	8:28 am									
DWSS	1/8	8:20 am	8:28 am	1/24	3:20 pm	3:25 pm						
IIS												
UMA	1/6	8:02 am	8:20 am	1/20	4:40 am	4:55 am	2/1	9:10 am	9:26 am			
ADDITIONAL COMMENTS (including inmate communication): <i>- Capital Improvement Request - 3 years ago                  reviewed copies of work orders - locks, toilets clogged</i>												

CIIC Report: Chillicothe Correctional Institution 66

Inspector: Robison

Facility: CC1  
Date: 2-6-12

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: A-2

Inmate Count: 106

		COMMENTS
1. What is the activity of the unit upon entrance?	Lockdown <input type="checkbox"/> Active <input checked="" type="checkbox"/> Disruptive <input type="checkbox"/>	
2. What is the atmosphere of the unit upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	
<b>FACILITIES</b>		
3. How clean are cells? <i>(banks)</i>	Excellent <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many cell door windows are obstructed?	<i>none</i>	
5. How clean are common areas?	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
6. How many are inoperative?	Toilets- <u>2</u> Sinks - <u>0</u> Showers - <u>0</u>	
7. If any of the above are inoperative, have maintenance work orders been submitted?	<input checked="" type="radio"/> YES <input type="radio"/> NO	<i>don't know</i>
8. How quickly are maintenance work orders completed?	<i>slow since Death Row refurbishing was started.</i>	
9. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	
10. How often are shower facilities cleaned? - Inmate porter asked <input checked="" type="checkbox"/>	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	<i>3x day</i>
11. What is the room temperature? <i>~ 70°</i>	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
12. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
<b>STAFF ACCOUNTABILITY</b>		
13. Are cleaning materials kept secure? <i>chemicals in locked box</i>	<input checked="" type="radio"/> YES <input type="radio"/> NO	<i>supply closet locked w/ non-chemicals</i>
14. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO	<i>one bottle out - in use by porter</i>
15. Is the first aid box secured? - First Aid box checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO	

*inspected Jan. 2012*

CIIC Report: Chillicothe Correctional Institution 67

Inspector: Robison

Facility: CCI

A-2 (pg. 2)

Date: 2-6-12

16. How many officers are on duty per shift?	1 <sup>st</sup> - 1 2 <sup>nd</sup> - 1 3 <sup>rd</sup> - 1											
17. Are officers performing regular security checks? -Log observed <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO	<i>~ every 30 min</i>										
18. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>	3 on each shift (1st + 2nd)											
<b>ACCESS TO CIIC, PROGRAMS, STAFF</b>												
19. Is the current CIIC memo posted?	<input checked="" type="radio"/> YES <input type="radio"/> NO											
20. Are the commissary, programs, and library schedules posted?	<input checked="" type="radio"/> YES <input type="radio"/> NO											
21. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>	Kites <input checked="" type="checkbox"/> ICRs <input type="checkbox"/> HSRs <input checked="" type="checkbox"/>	<i>out of - Kites currently available @ dispensary</i>										
<b>STAFF ROUNDS</b>												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/18	7:50 <i>am</i>	8:05 <i>am</i>									
DWO	1/18 <i>3<sup>rd</sup> shift</i>	9:49 <i>12:30</i>	9:58 <i>1:00</i>	1/18	7:50 <i>am</i>	8:05 <i>am</i>	2/6	10:05 <i>am</i>	10:35 <i>am</i>			
DWSS	1/19	12:30 <i>3:46 pm</i>	1:00 <i>3:46 pm</i>	1/24	3:30 <i>pm</i>	3:46 <i>pm</i>						
JIS												
JMA	1/6	7:50 <i>am</i>	8:00 <i>am</i>	1/20	10:03 <i>am</i>	11:05 <i>am</i>	2/1	7:20 <i>am</i>	10:25 <i>am</i>	2/6	10:05 <i>am</i>	10:35 <i>am</i>
ADDITIONAL COMMENTS (including inmate communication):  												

*hills open off hrs*

*major: 1/9 10:09-10:20 1/9 12:10-12:15 pm 1/31 9:49-9:58 am*

CIIC Report: Chillicothe Correctional Institution 68

Inspector: Robison

Facility: CCI  
Date: 2-6-17

AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: C-1

Inmate Count: 196

		COMMENTS
1. What is the activity of the unit upon entrance?	On Bunk <input checked="" type="checkbox"/> Active <input type="checkbox"/> Disruptive <input type="checkbox"/>	
2. What is the atmosphere of the unit upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	
FACILITIES		
3. How clean are bunk areas?	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. Are views of beds in dorms obstructed?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
5. How clean are common areas?	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
6. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
7. Bathroom facility count	Toilets - 5 Urinals - 5 Sinks - 5 Showers - 12	
8. How many are inoperative? - Inmate porter asked <input checked="" type="checkbox"/> <i>couple leaks (sink + toilet)</i>	Toilets - 0 Urinals - 0 Sinks - 0 Showers - 0	<i>urinals "run" / leak faucets sh. to be replaced - leak</i>
9. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
10. How quickly are maintenance work orders completed?	<i>Sometimes quick; sometimes a month</i>	
11. How clean are toilets/urinals? - Inmate porter asked <input checked="" type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	<i>needs infrastructural repairs so cleaning can be addressed properly.</i>
12. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	<i>Some odors - water leaks</i>
13. How often are shower/toilet facilities cleaned?	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	<i>at least once fans were blowing</i>
14. Are the following all operational? - Phones <u>(3)</u> - Laundry Facilities <u>2 + 2</u> - Drinking Fountains <u>1</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	<i>in opposite sides of common area</i>

*ceiling leak/roof*

CIIC Report: Chillicothe Correctional Institution 69

Inspector: Robison  
 C-1 (pg. 2)

Facility: CCI  
 Date: 2-6-12

STAFF ACCOUNTABILITY												
15. Are cleaning materials kept secure?				<input checked="" type="checkbox"/> YES		NO						
16. Are appropriate cleaning materials in locked container and at least half full? -Container checked <input checked="" type="checkbox"/>				<input checked="" type="checkbox"/> YES		NO						
17. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>				<input checked="" type="checkbox"/> YES		NO						
18. How many officers are on duty per shift?				1 <sup>st</sup> - 1		2 <sup>nd</sup> - 1		3 <sup>rd</sup> - 1				
19. Are officers performing regular security checks? -Log observed for 1 week <input checked="" type="checkbox"/>				<input checked="" type="checkbox"/> YES		NO						
20. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>				3/shift								
ACCESS TO CIIC, PROGRAMS, STAFF												
21. Are the following posted? - Current CIIC Memo - Commissary Schedule - Program Schedule				Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		in IM handbook		
22. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>				Kites <input checked="" type="checkbox"/>		ICRs <input checked="" type="checkbox"/>		HSRs <input checked="" type="checkbox"/>		avail. on request of (M. Wall, Captain)		
STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	2/3	8:30	8:40 am									
DWO	1/6	5:05	5:12 pm	2/2	3:19	3:23 pm	2/6	2:10	2:35 pm			
DWSS	1/13	8:10	8:20 am	1/20	4:58	5:07 pm	1/27	3:35	3:40 pm			
IIS												
UMA	2/1	8:40	8:52 am	2/6	2:10	2:35 pm						
ADDITIONAL COMMENTS (including inmate communication):												
Majori 1/24 10:30 am - 10:55 am 1/31 12:45 - 12:50 pm												
IIS doing double duty as Warden's assistant												

CIIC Report: Chillicothe Correctional Institution 70

Inspector: Robison

Facility: cc1  
Date: 2-6-12

AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: C-2

Inmate Count: 184

		COMMENTS
1. What is the activity of the unit upon entrance?	On Bunk <input checked="" type="checkbox"/> Active <input type="checkbox"/> Disruptive <input type="checkbox"/>	<i>some in day room watching TV</i>
2. What is the atmosphere of the unit upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	
FACILITIES		
3. How clean are bunk areas?	Excellent <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. Are views of beds in dorms obstructed?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
5. How clean are common areas?	Excellent <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
6. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
7. Bathroom facility count	Toilets - <u>6</u> Urinals - <u>4</u> Sinks - <u>5</u> Showers - <u>12</u>	
8. How many are inoperative? - Inmate porter asked <input checked="" type="checkbox"/>	Toilets - <u>0</u> Urinals - <u>0</u> Sinks - <u>0</u> Showers - <u>0</u>	<i>lot of leakage</i>
9. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
10. How quickly are maintenance work orders completed?		<i>w/in 24 hours</i>
11. How clean are toilets/urinals? - Inmate porter asked <input checked="" type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	
12. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	<i>- mold gets worse - paint peeling</i>
13. How often are shower/toilet facilities cleaned?	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	<i>2/shift + periodically</i>
14. Are the following all operational? - Phones <u>(4)</u> - Laundry Facilities <u>2 + 2</u> - Drinking Fountains <u>1</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	

Inspector: Robison

Facility: CC1  
Date: 2-6-12

C-2 (pg. 2)

STAFF ACCOUNTABILITY		
15. Are cleaning materials kept secure?	<input checked="" type="radio"/> YES <input type="radio"/> NO	5 in. 0 out / no ID
16. Are appropriate cleaning materials in locked container and at least half full? -Container checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO	
17. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO	
18. How many officers are on duty per shift?	1 <sup>st</sup> - 1 2 <sup>nd</sup> - 1 3 <sup>rd</sup> - 1	
19. Are officers performing regular security checks? -Log observed for 1 week <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO	
20. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>	3/shift	

ACCESS TO CIIC, PROGRAMS, STAFF		
21. Are the following posted? - Current CIIC Memo - Commissary Schedule - Program Schedule	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	in 1m staff book
22. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>	Kites <input type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input checked="" type="checkbox"/>	on request

no \*  
15  
days  
avail.  
alle

STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	2/3	8:38	8:48 am									
DWO	1/21	5:06	5:11 pm	2/6	2:40	3:00 pm						
DWSS	1/20	5:05	5:12 pm	1/27	2:04	2:07 pm						
IIS												
UMA	2/1	8:52	9:05 am	2/6	2:40	3:00 pm						

ADDITIONAL COMMENTS (including inmate communication):  
Major: 1/24 10:36-10:41 am 1/31 12:35 pm - 12:43 pm.

CIIC Report: Chillicothe Correctional Institution 72

Inspector: Saul

Facility: CCI  
Date: 2/10

AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: D1

Inmate Count: 132

		COMMENTS
1. What is the activity of the unit upon entrance?	On Bunk <input type="checkbox"/> Active <input checked="" type="checkbox"/> Disruptive <input type="checkbox"/>	
2. What is the atmosphere of the unit upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	
<b>FACILITIES</b>		
3. How clean are bunk areas?	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. Are views of beds in dorms obstructed?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
5. How clean are common areas?	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
6. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
7. Bathroom facility count	Toilets - 4 each side Urinals - 1 Sinks - 4 urinals + 3 sinks Showers -	
8. How many are inoperative? - Inmate porter asked <input checked="" type="checkbox"/>	Toilets - 1 Urinals - 0 Sinks - 0 Showers - 0	
9. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
10. How quickly are maintenance work orders completed?	few weeks	
11. How clean are toilets/urinals? - Inmate porter asked <input checked="" type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	bathroom is missing tiles; badly needs repainted
12. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	needs repainted
13. How often are shower/toilet facilities cleaned?	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	
14. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	



CIIC Report: Chillicothe Correctional Institution 73

Inspector: SOUL

Facility: OCT  
Date: 2/10

STAFF ACCOUNTABILITY												
15. Are cleaning materials kept secure?	<input checked="" type="radio"/> YES		NO									
16. Are appropriate cleaning materials in locked container and at least half full? -Container checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES		NO									
17. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES		NO									
18. How many officers are on duty per shift?	1 <sup>st</sup> - \		2 <sup>nd</sup> - \		3 <sup>rd</sup> - \							
19. Are officers performing regular security checks? -Log observed for 1 week <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES		NO									
20. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>	3 per shift											
ACCESS TO CIIC, PROGRAMS, STAFF												
21. Are the following posted? - Current CIIC Memo - Commissary Schedule - Program Schedule	Y <input checked="" type="checkbox"/>		N <input type="checkbox"/>									
	Y <input checked="" type="checkbox"/>		N <input type="checkbox"/>									
	Y <input checked="" type="checkbox"/>		N <input type="checkbox"/>									
22. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>	Kites <input checked="" type="checkbox"/>		ICRs <input checked="" type="checkbox"/>		HSRs <input checked="" type="checkbox"/>							
STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/17	2:35	2:45	2/10	1:25	1:30						
DWO	1/17	2:35	2:45	1/19	11:25	11:30	1/31	1:10	1:20			
DWSS	1/5	2:25	2:35	1/12	10:20	10:30	1/20	5:17	3:25	1/27	2:17	2:55
IIS												
UMA	1/6	9:20	9:31	1/31	12:10	12:35						
ADDITIONAL COMMENTS (including inmate communication):												
main porter closet sink has been broken for <u>6 mos.</u>												

1/5 -  
2/10

CIIC Report: Chillicothe Correctional Institution 74

Inspector: Funderer

Facility: CCF

Date: 2-6-12

AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: D2

Inmate Count: 142

		COMMENTS
1. What is the activity of the unit upon entrance?	On Bunk <input type="checkbox"/> Active <input checked="" type="checkbox"/> Disruptive <input type="checkbox"/>	
2. What is the atmosphere of the unit upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	
FACILITIES		
3. How clean are bunk areas?	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. Are views of beds in dorms obstructed?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
5. How clean are common areas?	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
6. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
7. Bathroom facility count	Toilets - 7 Urinals - 2 Sinks - 2 Showers - 12	
8. How many are inoperative? - Inmate porter asked <input checked="" type="checkbox"/>	Toilets - 3 Urinals - 0 Sinks - 0 Showers - 6	
9. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
10. How quickly are maintenance work orders completed?	as soon as possible	- Some take longer or do not have money for
11. How clean are toilets/urinals? - Inmate porter asked <input checked="" type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	- water stains and soap scum
13. How often are shower/toilet facilities cleaned?	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	
14. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	

CIIC Report: Chillicothe Correctional Institution 75

Inspector: Furderer

Facility: CCI

Date: 2-6-12

STAFF ACCOUNTABILITY												
15. Are cleaning materials kept secure?		<input checked="" type="radio"/> YES		NO								
16. Are appropriate cleaning materials in locked container and at least half full? -Container checked <input checked="" type="checkbox"/>		<input checked="" type="radio"/> YES		NO		one bottle empty, but other bottles had that cleaning solution						
17. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>		<input checked="" type="radio"/> YES		NO								
18. How many officers are on duty per shift?		1 <sup>st</sup> - 1		2 <sup>nd</sup> - 1		3 <sup>rd</sup> - 1						
19. Are officers performing regular security checks? -Log observed for 1 week <input checked="" type="checkbox"/>		<input checked="" type="radio"/> YES		NO								
20. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>		3										
ACCESS TO CIIC, PROGRAMS, STAFF												
21. Are the following posted? - Current CIIC Memo - Commissary Schedule - Program Schedule		Y <input checked="" type="checkbox"/>		N <input type="checkbox"/>								
22. Are the following forms in stock on the unit? --Forms observed <input checked="" type="checkbox"/>		Kites <input checked="" type="checkbox"/>		ICRs <input checked="" type="checkbox"/>		HSRs <input checked="" type="checkbox"/>						
STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/17	2:50	3:05									
DWO	1/17	2:50	3:05	1/19	11:48	11:56						
DWSS	1/5	2:40	2:50	1/12	10:11	10:3	1/20	3:3	3:3	1/27	2:14	2:25
IIS	2/6	2:07										
UMA	1/6	9:32	9:45	1/31	11:40	11:53						
ADDITIONAL COMMENTS (including inmate communication):												
- toilets do not have dividers - sink runs continuously - windows do not close in north bathroom												

1/5/12  
through  
2/6/12

CIIC Report: Chillicothe Correctional Institution 76

Inspector: Saul

Facility: CCT  
Date: 2/10

AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: D3

Inmate Count: 155

		COMMENTS
1. What is the activity of the unit upon entrance?	On Bunk <input type="checkbox"/> Active <input checked="" type="checkbox"/> Disruptive <input type="checkbox"/>	
2. What is the atmosphere of the unit upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	
FACILITIES		
3. How clean are bunk areas?	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. Are views of beds in dorms obstructed?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
5. How clean are common areas?	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
6. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
7. Bathroom facility count	Toilets - 4 toilets each side Urinals - 1 urinal Sinks - 4 + 3 Showers -	
8. How many are inoperative? - Inmate porter asked <input checked="" type="checkbox"/>	Toilets - 0 Urinals - 0 Sinks - 1 Showers - 1	
9. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
10. How quickly are maintenance work orders completed?	1 - 2 wks	
11. How clean are toilets/urinals? - Inmate porter asked <input checked="" type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	
12. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	Needs repainted rust, mildew
13. How often are shower/toilet facilities cleaned?	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	
14. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	

CIIC Report: Chillicothe Correctional Institution 77

Inspector: Saul

Facility: CCJ  
Date: 2/10

STAFF ACCOUNTABILITY												
15. Are cleaning materials kept secure?		<input checked="" type="radio"/> YES		NO								
16. Are appropriate cleaning materials in locked container and at least half full? -Container checked <input checked="" type="checkbox"/>		<input checked="" type="radio"/> YES		NO								
17. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>		<input checked="" type="radio"/> YES		NO								
18. How many officers are on duty per shift?		1 <sup>st</sup> - 1		2 <sup>nd</sup> - 1		3 <sup>rd</sup> - 1						
19. Are officers performing regular security checks? -Log observed for 1 week <input checked="" type="checkbox"/>		<input checked="" type="radio"/> YES		NO								
20. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>		3 per shift										
ACCESS TO CIIC, PROGRAMS, STAFF												
21. Are the following posted? - Current CIIC Memo - Commissary Schedule - Program Schedule		Y <input checked="" type="checkbox"/>		N <input type="checkbox"/>		Y <input checked="" type="checkbox"/>		N <input type="checkbox"/>		Y <input checked="" type="checkbox"/>		N <input type="checkbox"/>
22. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>		Kites <input checked="" type="checkbox"/>		ICRs <input checked="" type="checkbox"/>		HSRs <input checked="" type="checkbox"/>						
STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/17	3:15	3:25									
DWO	1/17	3:15	3:25	1/19	11:35	11:48						
DWSS	1/5	2:48	2:58	1/12	10:00	10:15	1/20	3:31	3:40	1/27	2:04	2:12
IIS												
UMA	1/10	9:45	10:00	1/31	11:54	12:10						
ADDITIONAL COMMENTS (including inmate communication): ceiling needs repainted/repaired												

YS-  
2/10

CIIC Report: Chillicothe Correctional Institution 78

Inspector: Saul

Facility: CST  
Date: 2/6

AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: D4

Inmate Count: 73

		COMMENTS
1. What is the activity of the unit upon entrance?	On Bunk <input type="checkbox"/> Active <input checked="" type="checkbox"/> Disruptive <input type="checkbox"/>	
2. What is the atmosphere of the unit upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	
FACILITIES		
3. How clean are bunk areas?	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. Are views of beds in dorms obstructed?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
5. How clean are common areas?	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
6. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
7. Bathroom facility count	Toilets - 3 Urinals - 2 Sinks - 1 Showers - 3	
8. How many are inoperative? - Inmate porter asked <input type="checkbox"/>	Toilets - 0 Urinals - 0 Sinks - 0 Showers - 0	
9. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input type="checkbox"/> NO <input type="checkbox"/>	N/A
10. How quickly are maintenance work orders completed?		N/A
11. How clean are toilets/urinals? - Inmate porter asked <input type="checkbox"/>	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	stained walls, rusty pipes
13. How often are shower/toilet facilities cleaned?	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	
14. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	

CIIC Report: Chillicothe Correctional Institution 79

Inspector: Saul

Facility: CCI  
Date: 2/6

STAFF ACCOUNTABILITY												
15. Are cleaning materials kept secure?				<input checked="" type="radio"/> YES		NO						
16. Are appropriate cleaning materials in locked container and at least half full? -Container checked <input checked="" type="checkbox"/>				<input checked="" type="radio"/> YES		NO						
17. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>				<input checked="" type="radio"/> YES		NO						
18. How many officers are on duty per shift?				1 <sup>st</sup> - 1		2 <sup>nd</sup> - 1		3 <sup>rd</sup> - 1				
19. Are officers performing regular security checks? -Log observed for 1 week <input checked="" type="checkbox"/>				<input checked="" type="radio"/> YES		NO						
20. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>				3 per shift								
ACCESS TO CIIC, PROGRAMS, STAFF												
21. Are the following posted?				Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
- Current CIIC Memo												
- Commissary Schedule												
- Program Schedule												
22. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>				Kites <input checked="" type="checkbox"/>		ICRs <input checked="" type="checkbox"/>		HSRs <input checked="" type="checkbox"/>				
STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	2/1	6:07	6:18									
DWO	2/1	6:07	6:18									
DWSS												
IIS	2/3	1:15	1:25									
UMA	1/31	12:37	1:15									
ADDITIONAL COMMENTS (including inmate communication): ceiling breaking off												

1/27  
2/6

CIIC Report: Chillicothe Correctional Institution 80

Inspector: Furderer

Facility: CCF  
Date: 2-6-12

AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: D5

Inmate Count: 115

		COMMENTS
1. What is the activity of the unit upon entrance?	On Bunk <input type="checkbox"/> Active <input checked="" type="checkbox"/> Disruptive <input type="checkbox"/>	
2. What is the atmosphere of the unit upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	
<b>FACILITIES</b>		
3. How clean are bunk areas?	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. Are views of beds in dorms obstructed?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
5. How clean are common areas?	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
6. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
7. Bathroom facility count	Toilets - 6 Urinals - 2 Sinks - 5 Showers - 9	
8. How many are inoperative? - Inmate porter asked <input checked="" type="checkbox"/>	Toilets - 0 Urinals - 0 Sinks - 0 Showers - 6	
9. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
10. How quickly are maintenance work orders completed?	as soon as possible	- has been slow recently
11. How clean are toilets/urinals? - Inmate porter asked <input checked="" type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	- rust build up
12. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	- soap scum and water stains
13. How often are shower/toilet facilities cleaned?	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	
14. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	



CIIC Report: Chillicothe Correctional Institution 81

Inspector: Furderer

Facility: CCI

Date: 2-6-12

STAFF ACCOUNTABILITY														
15. Are cleaning materials kept secure?		<input checked="" type="radio"/> YES		NO										
16. Are appropriate cleaning materials in locked container and at least half full? -Container checked <input checked="" type="checkbox"/>		<input checked="" type="radio"/> YES		NO										
17. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>		<input checked="" type="radio"/> YES		NO										
18. How many officers are on duty per shift?		1 <sup>st</sup> - 1		2 <sup>nd</sup> - 1		3 <sup>rd</sup> - 1								
19. Are officers performing regular security checks? -Log observed for 1 week <input checked="" type="checkbox"/>		<input checked="" type="radio"/> YES		NO										
20. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>		3												
ACCESS TO CIIC, PROGRAMS, STAFF														
21. Are the following posted? - Current CIIC Memo - Commissary Schedule - Program Schedule		Y <input checked="" type="checkbox"/>		N <input type="checkbox"/>		Y <input checked="" type="checkbox"/>		N <input type="checkbox"/>		Y <input checked="" type="checkbox"/>			N <input type="checkbox"/>	
22. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>		Kites <input checked="" type="checkbox"/>		ICRs <input checked="" type="checkbox"/>		HSRs <input checked="" type="checkbox"/>								
STAFF ROUNDS														
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out		
Ward	2/1	6:18	6:24											
DWO	2/1	6:18	6:24											
DWSS	1/5	2:14	2:24	1/12	10:09	10:20	1/20	3?	3:50					
IIS	2/6	1:14												
UMA	1/31	1:16	1:37											
ADDITIONAL COMMENTS (including inmate communication):														

1/5/12  
through  
2/6/12

CIIC Report: Chillicothe Correctional Institution 82

Inspector: Furderer

Facility: CCI

Date: 2-6-12

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: E1

Inmate Count: 307

		COMMENTS
1. What is the activity of the unit upon entrance?	Lockdown <input type="checkbox"/> Active <input checked="" type="checkbox"/> Disruptive <input type="checkbox"/>	
2. What is the atmosphere of the unit upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	
<b>FACILITIES</b>		
3. How clean are cells?	Excellent <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many cell door windows are obstructed?	0	
5. How clean are common areas?	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
6. How many are inoperative?	Toilets - 1 Sinks - 0 Showers - 0	
7. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
8. How quickly are maintenance work orders completed?	same day or following day	
9. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	- floor chipped - soap and water stains
10. How often are shower facilities cleaned? - Inmate porter asked <input checked="" type="checkbox"/>	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	
11. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
12. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
<b>STAFF ACCOUNTABILITY</b>		
13. Are cleaning materials kept secure?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
14. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
15. Is the first aid box secured? - First Aid box checked <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

CIIC Report: Chillicothe Correctional Institution 83

Inspector: Furderer

Facility: CCI  
Date: 2-6-12

16. How many officers are on duty per shift?	1 <sup>st</sup> - 1 2 <sup>nd</sup> - 2 3 <sup>rd</sup> - 1											
17. Are officers performing regular security checks? -Log observed <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO											
18. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>	3											
<b>ACCESS TO CIIC, PROGRAMS, STAFF</b>												
19. Is the current CIIC memo posted?	YES <input type="radio"/> <input checked="" type="radio"/> NO											
20. Are the commissary, programs, and library schedules posted?	<input checked="" type="radio"/> YES <input type="radio"/> NO											
21. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>	Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input type="checkbox"/>	- NO HSR forms										
<b>STAFF ROUNDS</b>												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	2/1	6:37	6:45									
DWO	1/12	9:27	9:39	2/1	6:33	6:45						
DWSS	1/5	3:10	3:21	1/12	10:31	10:40	1/20	3:55	?	1/27	11:50	12:10?
IIS	2/3	12:00	12:20	2/6	12:25	12:50						
UMA	1/6	10:04	10:25	1/30	9:30	?	2/3	10:35	10:38			
ADDITIONAL COMMENTS (including inmate communication):												

1/5/12  
through  
1/6/12

CIIC Report: Chillicothe Correctional Institution 84

Inspector: Sawt

Facility: CC1  
Date: \_\_\_\_\_

AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: EZ

Inmate Count: 294

		COMMENTS
1. What is the activity of the unit upon entrance?	On Bunk <input type="checkbox"/> Active <input checked="" type="checkbox"/> Disruptive <input type="checkbox"/>	waiting for chow
2. What is the atmosphere of the unit upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	
FACILITIES		
3. How clean are bunk areas?	Excellent <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	somewhat cluttered but orderly
4. Are views of beds in dorms obstructed?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
5. How clean are common areas?	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
6. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
7. Bathroom facility count	Toilets - 5 low Urinals - 2 low Sinks - 2 low Showers - 7 low	
8. How many are inoperative? - Inmate porter asked <input checked="" type="checkbox"/> <i>not a crew</i>	Toilets - 2 upper Urinals - 0 Sinks - 0 Showers - 0	
9. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input type="checkbox"/> NO <input type="checkbox"/>	N/A - relief CO does not know
10. How quickly are maintenance work orders completed?		N/A - relief CO does not know
11. How clean are toilets/urinals? - Inmate porter asked <input checked="" type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	tiles stained, missing, needs painted BADLY
12. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	
13. How often are shower/toilet facilities cleaned?	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	
14. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	

CIIC Report: Chillicothe Correctional Institution 85

Inspector: Saul

Facility: CC1  
Date: 2/10

STAFF ACCOUNTABILITY												
15. Are cleaning materials kept secure?			<input checked="" type="radio"/> YES		NO							
16. Are appropriate cleaning materials in locked container and at least half full? -Container checked <input checked="" type="checkbox"/>			<input checked="" type="radio"/> YES		NO							
17. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>			<input checked="" type="radio"/> YES		NO							
18. How many officers are on duty per shift?			1 <sup>st</sup> - 2		2 <sup>nd</sup> - 2		3 <sup>rd</sup> - 1					
19. Are officers performing regular security checks? -Log observed for 1 week <input checked="" type="checkbox"/>			<input checked="" type="radio"/> YES		NO							
20. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>			3 per shift		not up to date log		-2nd only 2					
ACCESS TO CIIC, PROGRAMS, STAFF												
21. Are the following posted? - Current CIIC Memo - Commissary Schedule - Program Schedule			Y <input type="checkbox"/> N <input checked="" type="checkbox"/>		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>					
22. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>			Kites <input checked="" type="checkbox"/>		ICRs <input type="checkbox"/>		HSRs <input type="checkbox"/>		→ sgt has them → only at medical			
STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward												
DWO	1/12	9:28	9:40									
DWSS	1/5	8:58	4:00	1/12	10:40	10:45	1/20	4:30	4:46	1/27	1:25	1:30
IIS	2/3	1:00	1:20									
UMA	1/6	10:30	10:45	1/30	10:32	10:50	2/3	10:43	10:55			
ADDITIONAL COMMENTS (including inmate communication): - missing light. - unhal is actually PVC pipe w/running water												

1/25 -  
1/10

CIIC Report: Chillicothe Correctional Institution 86

Inspector: Furderer

Facility: CCI  
Date: 2-6-13

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: F1

Inmate Count: 322 - 45 out

		COMMENTS
1. What is the activity of the unit upon entrance?	Lockdown <input checked="" type="checkbox"/> Active <input type="checkbox"/> Disruptive <input type="checkbox"/>	
2. What is the atmosphere of the unit upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	
<b>FACILITIES</b>		
3. How clean are cells?	Excellent <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	-Some cells could use painting
4. How many cell door windows are obstructed?	○	
5. How clean are common areas?	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
6. How many are inoperative?	Toilets - ○ Sinks - ○ Showers - 1	
7. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
8. How quickly are maintenance work orders completed?	as quickly as possible	
9. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
10. How often are shower facilities cleaned? - Inmate porter asked <input checked="" type="checkbox"/>	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	
11. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
12. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
<b>STAFF ACCOUNTABILITY</b>		
13. Are cleaning materials kept secure?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
14. Are appropriate cleaning materials in locked container and at least half full? -Container checked <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	- one bottle empty, but three others of same chemical full
15. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

CIIC Report: Chillicothe Correctional Institution 87

Inspector: Furderer

Facility: CCI  
Date: 2-6-12

16. How many officers are on duty per shift?	1 <sup>st</sup> - 1 2 <sup>nd</sup> - 1 3 <sup>rd</sup> - 1											
17. Are officers performing regular security checks? -Log observed <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES    NO											
18. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>	3											
<b>ACCESS TO CIIC, PROGRAMS, STAFF</b>												
19. Is the current CIIC memo posted?	YES <input checked="" type="radio"/> NO	-did not see										
20. Are the commissary, programs, and library schedules posted?	<input checked="" type="radio"/> YES    NO											
21. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>	Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input checked="" type="checkbox"/>											
<b>STAFF ROUNDS</b>												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward												
DWO	1/9	1:37	1:47									
DWSS	1/5	3:25	3:35	1/9	1:35	1:45	1/20	4:55	5:06	1/27	11:44	11:50
IIS	1/4	2:25	2:35	1/6	10:55	11:37						
UMA	1/6	11:10	11:22	1/30	11:05	11:32						
ADDITIONAL COMMENTS (including inmate communication): - Privilege housing unit												

1/5/12  
through  
1/5/12

CIIC Report: Chillicothe Correctional Institution 88

Inspector: Saul

Facility: CCF  
Date: 2/6

AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: FZ

Inmate Count: 272

		COMMENTS
1. What is the activity of the unit upon entrance?	On Bunk <input type="checkbox"/> Active <input checked="" type="checkbox"/> Disruptive <input type="checkbox"/>	
2. What is the atmosphere of the unit upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	
FACILITIES		
3. How clean are bunk areas?	Excellent <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. Are views of beds in dorms obstructed?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
5. How clean are common areas?	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
6. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
7. Bathroom facility count	Toilets - 5 up Urinals - 2 up Sinks - 2 up Showers - 7 lower	
8. How many are inoperative? - Inmate porter asked <input checked="" type="checkbox"/>	Toilets - 1 up Urinals - 0 Sinks - 0 Showers - 3	
9. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
10. How quickly are maintenance work orders completed?	same day	
11. How clean are toilets/urinals? - Inmate porter asked <input checked="" type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	stained tiles needs repainted
12. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	rust on walls due to calcium
13. How often are shower/toilet facilities cleaned?	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	
14. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains	Y <input checked="" type="checkbox"/> N <input checked="" type="checkbox"/> → Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	out of order since 1/1/12



CIIC Report: Chillicothe Correctional Institution 89

Inspector: Saul

Facility: CCI  
Date: 2/10

STAFF ACCOUNTABILITY												
15. Are cleaning materials kept secure?				<input checked="" type="radio"/> YES		NO						
16. Are appropriate cleaning materials in locked container and at least half full? -Container checked <input checked="" type="checkbox"/>				YES		<input checked="" type="radio"/> NO		not enough boxes for each unit a little low on 2 bottles				
17. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>				<input checked="" type="radio"/> YES		NO						
18. How many officers are on duty per shift?				1 <sup>st</sup> - 2		2 <sup>nd</sup> - 2		3 <sup>rd</sup> - 2				
19. Are officers performing regular security checks? -Log observed for 1 week <input checked="" type="checkbox"/>				<input checked="" type="radio"/> YES		NO						
20. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>				3 (min)								
ACCESS TO CIIC, PROGRAMS, STAFF												
21. Are the following posted? - Current CIIC Memo - Commissary Schedule - Program Schedule				Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				
22. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>				Kites <input checked="" type="checkbox"/>		ICRs <input checked="" type="checkbox"/>		HSRs <input type="checkbox"/>		⇒ not on unit, @ dispensary		
STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward												
DWO	1/9	1:55	2:10									
DWSS	1/9	1:55	2:10	1/20	4:55	4:25	1/29	1:53	1:41			
IIS												
UMA	1/10	10:45	11:05	1/30	10:50	11:05						
ADDITIONAL COMMENTS (including inmate communication):												

1/10 -  
2/10

CIIC Report: Chillicothe Correctional Institution 90

Inspector: Furderer

Facility: CCI  
Date: 2-9-12

AREA INSPECTED: SEGREGATION **I**

		COMMENTS
1. What is the atmosphere of the unit upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	
2. Inmate Count	SC - 9 DC - <del>29</del> 29 LC - 44	~ 93 - 11 investigation (inmates under investigation)
3. How clean are cells?	Excellent <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How clean are the <u>2</u> crisis cells?	Excellent <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	- 2 crisis cells in Seg I and 2 in Seg II
5. How many are inoperative?	Toilets - 0 Sinks - 2 Showers - 0	- both cells with sink issues are closed
6. How often are toilet facilities sanitized?	inmates can clean daily	
7. How clean are shower facilities?	Excellent <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
8. How often are shower facilities cleaned?	daily	
9. How clean are vents?	Excellent <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
10. What is the room temperature?	do not keep logs	- temperature checks in summer
11. Are officers performing regular security checks? -Log observed <input checked="" type="checkbox"/>	<b>YES</b> NO	
12. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>	1 <sup>st</sup> - 5 2 <sup>nd</sup> - 5 3 <sup>rd</sup> - 0	- 5 occupied cells per shift
13. Are individual log sheets maintained and <u>up to date</u> ? • Meals • Recreation in/out • Linen/towel exchange • Razor issue • Cell cleaning	<b>YES</b> NO	
14. How often are medical rounds conducted?	every day	

CIIC Report: Chillicothe Correctional Institution 91

Inspector: Furderer

Facility: CCF  
Date: 2-9-12

15. How often are mental health rounds conducted?	at least twice per week	
16. Are kites in stock on the unit?	<input checked="" type="radio"/> YES <input type="radio"/> NO	
17. Are informal complaint forms in stock on the unit?	<input checked="" type="radio"/> YES <input type="radio"/> NO	
18. Are health service request forms in stock on the unit?	<input checked="" type="radio"/> YES <input type="radio"/> NO	
19. Describe inmate access to library and legal services?	- Kite librarian who will bring what they need	
20. How many cell door windows are obstructed?	0	-open cage front
21. Are inmates provided with the required cell furnishings, clothing, toilet paper, soap, etc?	<input checked="" type="radio"/> YES <input type="radio"/> NO	
22. Do religious services personnel have access to inmates in segregation?	<input checked="" type="radio"/> YES <input type="radio"/> NO	-once per week

STAFF ROUNDS

1/8/12  
through  
1/8/12

Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/12	3:25	3:40	1/24	2:30	?	2/3	7:50	8:03			
DWO	1/12	8:20	8:30	1/20	7:32	?	2/6	8:05	8:15			
DWSS	1/11	12:50	1:05	1/20	6:00	6:14	<del>2/3</del>	11:55	1:45			
IIS	1/31	8:55	?									
Major	1/12	3:25	3:40	1/20	9:30	9:45	1/23	9:17	9:35	1/24	2:30	?

1/31 8:28  
8:44  
2/2 9:05  
9:17  
2/8 8:40  
9:00

ADDITIONAL COMMENTS (including inmate communication and breakdown of inmates):

UMA 1/13 12:50 1:30 1/20 8:50 9:15 2/3 8:05 8:22

- Seg II - 42  
SC-17  
DC-6  
LC-19

2 Crisis cells

CIIC Report: Chillicothe Correctional Institution 92

Inspector: Dunkle

Facility: CEL  
Date: 2/7/12

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: DCL Inmate Count: 38

		COMMENTS
1. What is the activity of the unit upon entrance?	Lockdown <input type="checkbox"/> Active <input checked="" type="checkbox"/> Disruptive <input type="checkbox"/>	moving cells but rest of population locked in their cells
2. What is the atmosphere of the unit upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	
<b>FACILITIES</b>		
3. How clean are cells?	Excellent <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many cell door windows are obstructed?	upon cell doors	clear - outer windows blocked - 8 cells
5. How clean are common areas?	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	"curtains"
6. How many are inoperative?	Toilets - Sinks - 2 Showers -	had been leaking just fixed yesterday some maint hasn't reported that any weren't fixed
7. If any of the above are inoperative, have maintenance work orders been submitted?	YES NO	N/A
8. How quickly are maintenance work orders completed?		usually unless parts needed
9. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	stainers - some debris - soap wrapper
10. How often are shower facilities cleaned? - Inmate porter asked <input type="checkbox"/>	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	
11. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
12. Are the following all operational? - Phones - Laundry Facilities - Drinking Fountains	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/>	cordless phones under construction
<b>STAFF ACCOUNTABILITY</b>		
13. Are cleaning materials kept secure?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	bottles appropriate inside
14. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	empty - said just cleaned
15. Is the first aid box secured? - First Aid box checked <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

CIIC Report: Chillicothe Correctional Institution 93

Inspector: Dunkle

Facility: CC1  
Date: 2/7/12

16. How many officers are on duty per shift?	1 <sup>st</sup> - 3 2 <sup>nd</sup> - 3 3 <sup>rd</sup> - 3											
17. Are officers performing regular security checks? -Log observed <input checked="" type="checkbox"/>	YES NO											
18. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>	3 - shift - 1 <sup>st</sup> + 2 <sup>nd</sup> 3 <sup>rd</sup> shift - comm. areas											
<b>ACCESS TO CIIC, PROGRAMS, STAFF</b>												
19. Is the current CIIC memo posted?	YES NO											
20. Are the commissary, programs, and library schedules posted?	YES NO											
21. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>	Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input checked="" type="checkbox"/>											
<b>STAFF ROUNDS</b>												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/18	350	405	1/23	1057	11:15	1/24	135	206	2/2	5:10	602
DWO	1/18	305p	405p	1/23	845a	901a	1/26	2:35	206	2/1	5:10	602
DWSS	1/20	2:40	3:00	1/24	120p	1:04p						
IIS	2/6	301	307									
UMA	1/20	657a	737a	1/26	207p	311p						
ADDITIONAL COMMENTS (including inmate communication):												

CIIC Report: Chillicothe Correctional Institution 94

Inspector: Jackson

Facility: CCI  
Date: 2-6-12

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: DR-2

Inmate Count: 49

		COMMENTS
1. What is the activity of the unit upon entrance?	Lockdown <input checked="" type="checkbox"/> Active <input type="checkbox"/> Disruptive <input type="checkbox"/>	<i>Count time</i>
2. What is the atmosphere of the unit upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	
FACILITIES		
3. How clean are cells?	Excellent <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many cell door windows are obstructed?	0	
5. How clean are common areas?	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
6. How many are inoperative?	Toilets - <u>2</u> Sinks - <u>3</u> Showers - <u>0</u>	<i>Steam leak 1-29-12</i>
7. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	<i>1-29-2012</i>
8. How quickly are maintenance work orders completed?	<i>Currently in progress</i>	
9. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	<i>Some Soap Saucer Renovated last October 2011</i>
10. How often are shower facilities cleaned? - Inmate porter asked <input type="checkbox"/>	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	<i>once per shift</i>
11. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
12. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
STAFF ACCOUNTABILITY		
13. Are cleaning materials kept secure?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
14. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
15. Is the first aid box secured? - First Aid box checked <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

CIIC Report: Chillicothe Correctional Institution 95

Inspector: Jackson

Facility: CCI  
Date: 2-10-12

16. How many officers are on duty per shift?	1 <sup>st</sup> - 3 2 <sup>nd</sup> - 3 3 <sup>rd</sup> - 2	plus 2 escort C/O's										
17. Are officers performing regular security checks? -Log observed <input checked="" type="checkbox"/>	YES NO											
18. How many shakedown are performed on each shift? -Log observed <input checked="" type="checkbox"/>	3 per shift	All common areas every shift										
<b>ACCESS TO CIIC, PROGRAMS, STAFF</b>												
19. Is the current CIIC memo posted?	YES NO											
20. Are the commissary, programs, and library schedules posted?	YES NO	Institution Memo										
21. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>	Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input checked="" type="checkbox"/>	provided when asked by inmate										
<b>STAFF ROUNDS</b>												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/10	2:45 pm	3 pm	1/10	5:45 pm	?	1/12	5:49 pm	6:28 pm	1/17	10:25 am	10:49 am
DWO	1/10	5:49 pm	?	1/12	3:33 pm	3:45 pm	1/12	5:49 pm	6:08 pm	1/18	4:17 pm	?
DWSS	1/10	12:02 pm	2:22 pm	1/20	5:59 pm	?						
IIS	1/17	9:20 am	9:45 am	1/24	9:45 am	10 am						
UMA	1/20	7:39 am	7:57 am									
ADDITIONAL COMMENTS (including inmate communication):												
<p>Warden: 1/18 4:17pm-(?) 1/20 2:20pm-2:45pm 1/23 11:28am-11:41am</p> <p>Dwo: 1/20 2:20pm-2:45pm 1/23 8:20-8:40am 11:28am-?</p>												

CIIC Report: Chillicothe Correctional Institution 96

Inspector: Jackson

Facility: CCT  
Date: 2-6-12

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: B2-3

Inmate Count: 46

		COMMENTS
1. What is the activity of the unit upon entrance?	Lockdown <input type="checkbox"/> Active <input checked="" type="checkbox"/> Disruptive <input type="checkbox"/>	
2. What is the atmosphere of the unit upon entrance?	Calm <input type="checkbox"/> Tense <input checked="" type="checkbox"/>	Inmates upset regarding water
FACILITIES		
3. How clean are cells?	Excellent <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	Some clutter
4. How many cell door windows are obstructed?	0	
5. How clean are common areas?	Excellent <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	toilet paper on desk / table
6. How many are inoperative?	Toilets - Sinks - (4-5) Showers -	Slow drain in sinks
7. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	no copies available
8. How quickly are maintenance work orders completed?	Usually 7 days	depends on issue
9. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Excellent <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	only one shower head on 2nd level
10. How often are shower facilities cleaned? - Inmate porter asked <input type="checkbox"/>	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	
11. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
12. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	Upper level fountain doesn't work
STAFF ACCOUNTABILITY		
13. Are cleaning materials kept secure?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
14. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
15. Is the first aid box secured? - First Aid box checked <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	was opened 1 missing item



CIIC Report: Chillicothe Correctional Institution 97

Inspector: Jackson

Facility: CCT  
Date: 2-6-12

16. How many officers are on duty per shift?	1 <sup>st</sup> - 3 2 <sup>nd</sup> - 3 3 <sup>rd</sup> - 2											
17. Are officers performing regular security checks? -Log observed <input checked="" type="checkbox"/>	YES NO											
18. How many shakedowns are performed on each shift? -Log observed <input type="checkbox"/>	3 per Shift											
<b>ACCESS TO CIIC, PROGRAMS, STAFF</b>												
19. Is the current CIIC memo posted?	YES NO											
20. Are the commissary, programs, and library schedules posted?	YES NO											
21. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>	Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input checked="" type="checkbox"/>											
<b>STAFF ROUNDS</b>												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/10	11:18 am	—	1/10	6:18 pm	6:30 pm	1/12	4:34 pm	4:52 pm	1/12	6:20 pm	6:31 pm
DWO	1/9	9 am	9:20 am	1/10	6:18 pm	6:30 pm	1/12	4:34 pm	4:52 pm	1/12	6:20 pm	6:31 pm
DWSS	1/11	11:16 pm	11:35 pm	1/20	5 pm	6:10 pm	1/24	1:47 pm	2 pm			
IIS	1/17	9:45 am	9:58 am	1/24	10:00 am	10:10 am	1/24	10 am	10:15 am			
UMA	1/12	12:55 pm	1:10 pm	1/20	8:01 am	8:44 am						
ADDITIONAL COMMENTS (including inmate communication):												
<p><u>Warden</u> : 1/17 (9:51am-10:25am) 1/18 (4:45pm-5:05pm) 1/20 (1:34pm-2:10pm)</p> <p><u>DWO</u> : 1/17 (9:51am-10:25am) 1/18 (4:45pm-5:00pm) 1/20 (1:34pm-2:10pm)</p>												

CIIC Report: Chillicothe Correctional Institution 98

Inspector: Furderer

Facility: CCI  
Date: 2-9-12

AREA INSPECTED: COMMISSARY

		COMMENTS
1. How many inmates work in the commissary at this institution?	TO-27 Current-18	
2. How many staff members supervise the inmates during the hours of operation?	3	
3. How much money are inmates permitted to spend?	\$225 every two weeks	
4. How often are commissary prices increased?		- changed quarterly not necessarily increased
5. Are inmates notified of changes to commissary prices?	YES NO	- new price updated quarterly
6. What items are most popular?	- Soups - Tuna - Pop - chips	
7. Which types of juice do you sell in the commissary?	- grape - orange - V8 + V8 splash	
8. Are there any items you think should be added or removed from the commissary?	YES NO	- constantly evaluate products
9. How clean is commissary?	Excellent <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
10. Have you had any issues with pests/rodents?	YES NO	
11. How often does the exterminator visit?	weekly or as needed	
12. Is the inventory organized and stored properly?	YES NO	
13. Is inventory taken monthly?	YES NO	
14. Have you had any inventory issues? (missing items, etc)	YES NO	- nothing major
15. Have there been any issues of inmate theft from the commissary?	YES NO	- handled immediately - not frequent - 1 or 2 a year

CIIC Report: Chillicothe Correctional Institution 99

Inspector: Furderer

Facility: CCI  
Date: 2-9-12

16. Are inmates searched before and after their shifts?	<input checked="" type="radio"/> YES    NO	-after
17. How often are there problems of inmates using stolen IDs?	Very rare	
18. What procedures are in place to ensure that inmates do not steal and then use other inmates' IDs?	- check name, ID, and picture - ID to officer exchange with Commissary pass	
19. How often are deliveries made?	daily	- spread out to reduce problems
20. How often do you run out of OTC Meds -Tylenol -Prilosec -Fish Oil	only run out when Central pharmacy	- Keep two month supply on shelves
21. Where are your vendors located?	all but one in ohio	
22. What is the average hourly/monthly wage for inmates in commissary?	\$18-22	
23. What is the average profit margin per month?	11.13%	- Feb'11 - Jan'12
24. What is the average amount of money inmates spend per month?		- inmates spend as much as they can
25. How could the commissary be more efficient/profitable?	expand profit restrictions	- otc, postage - only 7% lose money
<b>ADDITIONAL COMMENTS (including description of area):</b> - additional staff member would increase profitability - need another store keeper - overtime when deliveries are taken to DR		

CIIC Report: Chillicothe Correctional Institution 100

Inspector: Furderer

Facility: CCI  
Date: 2-9-12

AREA INSPECTED: OPI

		COMMENTS
1. What OPI shops are located at this facility?	-mattress -chair -vehicle Mod.	
2. How many inmates work in OPI at this institution?	M+C = 57 V = 336	- med, sand blast, welding fabrication, machine
3. How many staff members supervise the inmates during the hours of operation?	M+C = 3 V = 5	vacancy
4. Are all inmate workers trained on proper handling of equipment?	<sup>M+C</sup> <input checked="" type="radio"/> YES <input type="radio"/> NO	
5. Are there any certifications available for this shop?	<sup>V</sup> <input checked="" type="radio"/> YES <sup>M+C</sup> <input checked="" type="radio"/> NO	- paint - respirator - welding
6. What is the average hourly/monthly wage?	\$60 M+C \$70-80-V	- V due to overtime
7. Are there any maintenance issues with the equipment?	YES <sup>V</sup> <input checked="" type="radio"/> NO <sup>M+C</sup>	
8. How often is equipment checked per safety standards?	at least monthly	V - every quarter - some weekly
9. Are inmates searched before and after their shifts?	<sup>M+C</sup> <input checked="" type="radio"/> YES <input type="radio"/> NO	- after
10. Have you had any inventory issues?	YES <sup>V</sup> <input checked="" type="radio"/> NO <sup>M+C</sup>	
11. Do you evaluate inmate performance? If so, how often?	<sup>M+C</sup> <input checked="" type="radio"/> YES <input type="radio"/> NO	- monthly and quarterly - special if needed V - weekly + monthly depends on status
12. Can inmates obtain documentation regarding their OPI work performance upon their release?	<input checked="" type="radio"/> YES <input type="radio"/> NO	- print out form, evaluations, and work experience V - put in file and get copy
13. Do you feel production could be increased/decreased/or remain the same?	<sup>M+C</sup> <input checked="" type="radio"/> increased	will give return
14. How could your shop be more efficient/profitable?	- increased orders	- fill vacancy - V - no
15. How could OPI be more efficient/profitable?	- show products more,	- period of the month - marketing with outside agency - another staff member

Inspector: Furderer

Facility: CCI  
Date: 2-9-12

**ADDITIONAL COMMENTS (including description of OPI area):**

- Working to get clear cover contract
- DRC, MH, VA, some soils
  - Still working on college contracts
  - worked on some for HC
- <sup>trucks</sup> 24 best in June
- average 18 trucks per month

CIIC Report: Chillicothe Correctional Institution 102

Inspector: Robison

Facility: CCI  
Date: 2-6-12

AREA INSPECTED: RECREATION

		COMMENTS
1. Are activities available to all inmates?	<input checked="" type="radio"/> YES    NO	
2. How many staff are assigned to supervise inmates?	1 <sup>st</sup> - 2 2 <sup>nd</sup> - 2	
3. Are activities posted for inmate information?	<input checked="" type="radio"/> YES    NO	Post. Bd. under glass
4. Is equipment cleaned and sanitized on a regular basis?	<input checked="" type="radio"/> YES    NO	Every hour - weights towel each use - all other machines
5. Are cleaning materials kept secure?	<input checked="" type="radio"/> YES    NO	
6. Does recreation equipment appear to be in good working order?	<input checked="" type="radio"/> YES    NO	Parts are replaced as needed.
7. How many inmate workers are assigned to the recreation department?	100 inmate workers	Each inmate worker is assigned ~ 7 hours per week.
8. Are inmate workers trained and is this documented?	<input checked="" type="radio"/> YES    NO	Restrooms cleaned 6/day - 6 days/week. Staff developing rec. portion training documentation. Sports officials are trained to meet ACA standards.
9. Is a kite log maintained?	<input checked="" type="radio"/> YES    NO	Movies = most common issue
10. Are activities available for inmates with disabilities?	<input checked="" type="radio"/> YES    NO	NSCAR and factory football are popular of disabled inmates. Weights aerobic machines (sorry) may be used collectively
<p>ADDITIONAL COMMENTS (including description of recreational areas):</p> <ul style="list-style-type: none"> <li>250 inmates may use facility at one time</li> <li>Softball &amp; basketball = 2 most popular sports</li> <li>Outside professionals &amp; videos are used to train inmates as "officials" - to meet ACA standards</li> <li>Ramps into bldg. enable wheelchair access.</li> <li>Music: steel drums are highly monitored, but ok under supervision.</li> <li>Biggest rec. complaint is TV channels (IMS want more).</li> <li>Movies provided weekly into housing units via cable system.</li> <li>arts &amp; crafts (~ 150 inmates participate)</li> <li>Cleaning Chemicals - Box met inspector approval - 8 bottles in, 2 bottles out -&gt; 2 IDs in Box</li> <li>MP3 player kiosk machine - from company - \$1.60 per song.</li> </ul>		

Inspector: Robison

Facility: CC1  
Date: 2-7-12

PROGRAM NAME: GED - Writing lesson

		COMMENTS
1. Are programs available to all inmates?	<input checked="" type="radio"/> YES    NO	
2. How many students are in the observed class?	10	
3. What is the student/teacher ratio?	10/1	
4. Are instructional materials provided to every student?	<input checked="" type="radio"/> YES    NO	
5. Are instructional materials copyrighted or teacher-made?		Stech-Vaugh 2002
6. Do students have use of technology as part of the observed program?	YES <input checked="" type="radio"/> NO	
7. Was the teacher using technology during the observed program?	YES <input checked="" type="radio"/> NO	
8. Was the technology functioning correctly?	<del>YES</del> <del>NO</del>	
9. Was the classroom appropriate in size, safety, acoustics, and lighting?	<input checked="" type="radio"/> YES    NO	
10. Is security staff on duty in the area during programming?	<input checked="" type="radio"/> YES    NO	
11. Is the teacher using a <u>lecture/demonstration</u> style of instruction, <u>question/answer</u> , or group discussion?		lectured the instructions to inmates. Reviewed basics regarding sentence structure, punctuation, grammar, etc.
12. Do students appear to be responsive and engaged in the lesson?	<input checked="" type="radio"/> YES    NO	
ADDITIONAL COMMENTS: Classroom included multiple posters showing mathematical formulas, vocabulary, equations, etc. formulas, etc.) (i.e. perimeter, circumference, coordinate geometry, etc.)		

CIIC Inspection – Correctional Educational Program Evaluation  
OBSERVATION and EVALUATION FORM  
(With RATING SCALES)

Name of Program: GED Institution CCI Date Observed: 2-7-12  
 Number of Teachers or Facilitators: 1 Specific Course/Class GED-Writing  
 Number of Students: 10 Is there a wide range of student -- AGES: Y(N) Races: (N) (all except 2 IMs were older men only 2 were younger)  
 Topic or Specific Subject of Lesson or Session Observed: writing assignment

Physical Room and Session Management [Indicate Y (yes), N (no), or NA (not applicable).]

1. Y Classroom ergonomics is acceptable to learning (visibility, lighting, seating, heat and air, etc.)
2. Y Class behavior and communication expectations and norms are apparent, posted, and known.
3. Y Session start-up time was timely and on schedule. waited several minutes for delayed inmates
4. Y Session start-up technique was welcoming, engaging, interesting, motivating, and encouraging. (evidenced in verbal communication, body language, enthusiasm, & lesson 'drama or interest hook')

Explain observed strategies used by this teacher to garner the full attention of all the students from the moment the class starts, and throughout the session.

verbally explained graphic organizer

Session or Class Materials [Indicate Y (yes), N (no), or NA (not applicable).]

Rate the presence, quality, and use of instructional materials observed in the session.

5. Y There is evidence that a course/session textbook, manual, & ancillaries are used in the session.
6. Y Instructional materials are current (not outdated) and reflect course, industry core standards.
7. Y Curriculum observed in the class/session reflects acceptable breadth and depth in industry/course content and skill development.
8. Y Lesson Plans and Instructional Aides are prepared and readily accessible during class/session.
9. NA Technology, audio, video, computer applications, etc. as instructional technologies are integrated into the pedagogy observed within the class/session.
10. NA Laboratory materials and workstations used for applications and skills development are observed to be safe, up-to-date, security-proof, and represent industry standards.

Instructional Leader/Teacher Attributes

[Rate the observed indicators of instructional pedagogy and evidence of instructional strategies that are associated with effective teaching style and conducive to behavior management.]

11. A Leader/teacher is knowledgeable of course and lesson content being presented?  
 Unacceptable ----- Acceptable ----- Exceptional verbal review dealt with rules of writing, not much on the concepts that were to be written about - or visual would have supported the explanation.
12. A Leader encourages participation from all students?  
 Unacceptable ----- Acceptable ----- Exceptional
13. A Leader rewards pro-social behaviors and statements?  
 Unacceptable ----- Acceptable ----- Exceptional
14. E Leader recognizes anti-social behavior or statements?  
 Unacceptable ----- Acceptable ----- Exceptional Individual counseling by one student regarding truancy from morning class.
15. E Leader uses appropriate corrections to stop anti-social behaviors/communication?  
 Unacceptable ----- Acceptable ----- Exceptional Dialogue on why infractions and on how to prevent it; self-management.
16. E Leader uses redirection techniques to draw student attention from anti-social behavior or communication (to replace with pro-social behavior/communication)?  
 Unacceptable ----- Acceptable ----- Exceptional Strongly created own solution to the problem.
17. A Leader affirms, encourages, and praises all students' positive efforts?  
 Unacceptable ----- Acceptable ----- Exceptional

\* Music/pod station was playing while class was in session. Could have been a distraction to students.



18. U Leader *models* appropriate and expected learning and social behaviors to students? *Did not show visual*  
 Unacceptable ----- Acceptable ----- Exceptional *examples of essays*
19. NA Leader *embeds formative assessments* as well as *summative assessments* in instruction? *rules of writing, but*  
 Unacceptable ----- Acceptable ----- Exceptional *provided them verbally.*
20. A Leader is *interactive and engaging* in instruction? *pre-instruction dialogue was*  
 Unacceptable ----- Acceptable ----- Exceptional *good. Class lecture was one-*
21. A Leader uses *peer teaching and peer interaction* in instruction? *sided.*  
 Unacceptable ----- Acceptable ----- Exceptional *one peer tutor for class*
22. NA Leader *embeds analogies and applications* in instruction?  
 Unacceptable ----- Acceptable ----- Exceptional
23. A Leader provides clear *examples, illustrations, demonstrations, and definitions, etc.?* *vocabulary terms*  
 Unacceptable ----- Acceptable ----- Exceptional *were reiterated during*
24. NA Leader uses higher-level thinking in instruction: *open-ended questions, reflective, analytical, and creative processing of content?* *assignment explanation.*  
 Unacceptable ----- Acceptable ----- Exceptional *Some direct instruction*
25. E Leader *clarifies* student questions by *restating and/or reframing* questions?  
 Unacceptable ----- Acceptable ----- Exceptional
26. E Leader *individualizes instruction* as much as possible?  
 Unacceptable ----- Acceptable ----- Exceptional
27. E Leader *embeds direct instruction strategies* into instructional delivery?  
 Unacceptable ----- Acceptable ----- Exceptional
28. A Leader *embodies a joy for teaching the subject, love of exploration and learning?*  
 Unacceptable ----- Acceptable ----- Exceptional
29. A If co-facilitated, *did both leaders and/or inmate tutors participate actively* in instruction?  
 Unacceptable ----- Acceptable ----- Exceptional
30. A Leader *kept all students on task?*  
 Unacceptable ----- Acceptable ----- Exceptional

Lesson Extensions and Assignments

[Indicate Y (yes), N (no), or NA (not applicable) for the following observations.]

31. Y Leader *reviews content of prior lessons* before advancing forward in content?
32. Y Leader *clarifies any assigned homework and review goals* for succeeding sessions?
33. Y Did leader *review steps, process, and prior knowledge or skills needed* to successfully complete homework?
34. Y Did leader *ask students if they had questions* regarding homework assignment?

OTHER OBSERVATIONS:

*\*writing assignment: Essay due 7/8/12. Which do you feel is most important: freedom of speech, right to privacy, or right to a fair trial? Explain your view in an essay of approximately 200 words.*

CIIC Report: Chillicothe Correctional Institution 106

Inspector: Robison

Facility: CC1

Date: 2-7-12

PROGRAM NAME: Carpentry & Bldg. Maintenance

		COMMENTS
1. Are programs available to all inmates?	<input checked="" type="radio"/> YES    NO	admission from wait list must be close to out date
2. How many students are in the observed class?	16	(on insp. date) could be 19 if all present
3. What is the student/teacher ratio?	16/2	
4. Are instructional materials provided to every student?	<input checked="" type="radio"/> YES    NO	texts and toolbox (chip toolbox) paper
5. Are instructional materials copyrighted or teacher-made?	Both	
6. Do students have use of technology as part of the observed program?	<input checked="" type="radio"/> YES    NO	
7. Was the teacher using technology during the observed program?	<input checked="" type="radio"/> YES    NO	Series circuit board
8. Was the technology functioning correctly?	<input checked="" type="radio"/> YES    NO	uses PPT on occasion for parts of NCCRC curriculum/content
9. Was the classroom appropriate in size, safety, acoustics, and lighting?	<input checked="" type="radio"/> YES    NO	
10. Is security staff on duty in the area during programming?	<input checked="" type="radio"/> YES    NO	2 yard officers rove the area + vocational shop
11. Is the teacher using a lecture/demonstration style of instruction, question/answer, or group discussion?	all + mostly hands-on	
12. Do students appear to be responsive and engaged in the lesson?	<input checked="" type="radio"/> YES    NO	students actively engaged
ADDITIONAL COMMENTS: 9 teams - building a 8x8' mini house. 5 computers used for work keys, PPT, etc. on wish list: screen for PPT projection (rather than the wall)		

CIIC Inspection – Correctional Educational Program Evaluation  
OBSERVATION and EVALUATION FORM  
(With RATING SCALES)

Name of Program: Carpentry (Body Maintenance) Institution CCI Date Observed: 2-7-12  
 Number of Teachers or Facilitators: 2 Specific Course/Class electrical  
 Number of Students: 16 (male) Is there a wide range of student -- AGES: YN, Races: YN 25-40 yrs. age  
 Topic or Specific Subject of Lesson or Session Observed: doorbells and circuits systems in series

Physical Room and Session Management [Indicate Y (yes), N (no), or NA (not applicable).]

1. Y Classroom ergonomics is acceptable to learning (visibility, lighting, seating, heat and air, etc.)
2. Y Class behavior and communication expectations and norms are apparent, posted, and known.
3. Y Session start-up time was timely and on schedule.
4. NA Session start-up technique was welcoming, engaging, interesting, motivating, and encouraging. (evidenced in verbal communication, body language, enthusiasm, & lesson 'drama or interest hook')

Explain observed strategies used by this teacher to garner the full attention of all the students from the moment the class starts, and throughout the session.

modeling, questioning, students may select a project (choice)

Session or Class Materials [Indicate Y (yes), N (no), or NA (not applicable).]

Rate the presence, quality, and use of instructional materials observed in the session.

5. Y There is evidence that a course/session textbook, manual, & ancillaries are used in the session.
6. Y Instructional materials are current (not outdated) and reflect course, industry core standards.
7. Y Curriculum observed in the class/session reflects acceptable breadth and depth in industry/course content and skill development.
8. Y Lesson Plans and Instructional Aides are prepared and readily accessible during class/session.
9. Y Technology, audio, video, computer applications, etc. as instructional technologies are integrated into the pedagogy observed within the class/session.
10. Y Laboratory materials and workstations used for applications and skills development are observed to be safe, up-to-date, security-proof, and represent industry standards.

Instructional Leader/Teacher Attributes

[Rate the observed indicators of instructional pedagogy and evidence of instructional strategies that are associated with effective teaching style and conducive to behavior management.]

11. E Leader/teacher is knowledgeable of course and lesson content being presented?  
Unacceptable ----- Acceptable ----- Exceptional
12. E Leader encourages participation from all students?  
Unacceptable ----- Acceptable ----- Exceptional
13. A Leader rewards pro-social behaviors and statements?  
Unacceptable ----- Acceptable ----- Exceptional
14. NA Leader recognizes anti-social behavior or statements?  
Unacceptable ----- Acceptable ----- Exceptional
15. NA Leader uses appropriate corrections to stop anti-social behaviors/communication?  
Unacceptable ----- Acceptable ----- Exceptional
16. NA Leader uses redirection techniques to draw student attention from anti-social behavior or communication (to replace with pro-social behavior/communication)?  
Unacceptable ----- Acceptable ----- Exceptional
17. E Leader affirms, encourages, and praises all students' positive efforts?  
Unacceptable ----- Acceptable ----- Exceptional

affirmations given for even small successes, no matter the level of difficulty

CCI - Carpentry/Body maint - ps. 2

Educ PROG EVAL at INSP - Observation Form with Rating Scales - 10-20-11. Page 2.

- 18. E Leader *models* appropriate and expected learning and social behaviors to students?  
Unacceptable ----- Acceptable ----- Exceptional
- 19. A Leader *embeds formative assessments* as well as *summative assessments* in instruction?  
Unacceptable ----- Acceptable ----- Exceptional
- 20. E Leader is *interactive* and *engaging* in instruction?  
Unacceptable ----- Acceptable ----- Exceptional
- 21. E Leader uses *peer teaching* and *peer interaction* in instruction?  
Unacceptable ----- Acceptable ----- Exceptional *group & team work is ongoing and well-developed.*
- 22. E Leader embeds *analogies* and *applications* in instruction?  
Unacceptable ----- Acceptable ----- Exceptional *All applications in All cases*
- 23. E Leader provides clear *examples, illustrations, demonstrations, and definitions, etc.*?  
Unacceptable ----- Acceptable ----- Exceptional *in All cases*
- 24. E Leader uses higher-level thinking in instruction: *open-ended questions, reflective, analytical, and creative processing of content*?  
Unacceptable ----- Acceptable ----- Exceptional *If an attempt does not work, student must analyze & redesign it.*
- 25. NA Leader *clarifies* student questions by *restating* and/or *reframing* questions?  
Unacceptable ----- Acceptable ----- Exceptional *redesigns it.*
- 26. E Leader *individualizes instruction* as much as possible?  
Unacceptable ----- Acceptable ----- Exceptional *dividing students into matched & unmatched levels of knowledge*
- 27. A Leader embeds *direct instruction* strategies into instructional delivery?  
Unacceptable ----- Acceptable ----- Exceptional *encourages learning & teaching to each other*
- 28. E Leader *embodies a joy for teaching the subject, love of exploration and learning*?  
Unacceptable ----- Acceptable ----- Exceptional
- 29. E If co-facilitated, *did both leaders and/or inmate tutors participate actively* in instruction?  
Unacceptable ----- Acceptable ----- Exceptional
- 30. E Leader *kept all students on task*? *All inmates were busy at a task as part of a project. No idleness at all.*  
Unacceptable ----- Acceptable ----- Exceptional

Lesson Extensions and Assignments

[Indicate Y (yes), N (no), or NA (not applicable) for the following observations.]

- 31. Y Leader *reviews content of prior lessons* before advancing forward in content?
- 32. Y Leader *clarifies any assigned homework and review goals* for succeeding sessions?
- 33. Y Did leader *review steps, process, and prior knowledge or skills needed* to successfully complete homework?
- 34. NA Did leader *ask students if they had questions* regarding homework assignment?

OTHER OBSERVATIONS:

*\* photos of projects are taken & sent home so im can tell family.*  
*\* Student progress talked done in private.*

Inspector: Robison

Facility: CCI  
Date: 2-7-17

AREA INSPECTED: LIBRARY/LAW LIBRARY

		COMMENTS
1. Does the area appear to be clean and well-maintained?	<input checked="" type="radio"/> YES NO	Could benefit from more square footage/space
2. Are DRC Administrative Rules (5120-9 series) available to inmates upon request?	<input checked="" type="radio"/> YES NO	Also in binders & ARs on computer
3. How many computers/typewriters are available for inmates' use?	7 PCs Westlaw 3 typewriters	How many are inoperable at this time? 0 Work orders submitted? NA
4. How often are computers/typewriters cleaned?	PCs typewriters	for word processing Keyboards
5. Are library services available daily, including weekends and evenings?	<input checked="" type="radio"/> YES NO	7 days/week 7am → 8:15 pm → 9 days/week often more than 60 hrs./week
6. Does the library participate in inter-library loan programs?	<input checked="" type="radio"/> YES NO	What is an average number of items requested per week through interlibrary loan? ~ 3/month currently limited to non-fiction currently limited currently - until librarians position filled
7. How many inmate workers are assigned to the library/law library?	12 - main library 5 - law library = 17	What duties do the library aides fulfill? clean check books out shelves, cataloging, sort, process new books
8. Are inmates housed in special management areas permitted to use the law library? How?	<input checked="" type="radio"/> YES NO	How often does a cart of materials go to special management housing units? at least once per month ~ 50 books
9. Is a kite log maintained?	<input checked="" type="radio"/> YES NO	What is the most frequent issue kited to the librarian? request for legal materials to registration
10. Are there separate sections for African-American/Hispanic/ethnic literature?	<input checked="" type="radio"/> YES NO	Approximately how many titles or items exist in each ethnic literature group? unknown # Are ethnic collections growing, and if so, from what sources? donations or purchases
11. Are forms on hand to allow inmates to file court actions?	<input checked="" type="radio"/> YES NO	Is there assistance (from whom) available to inmate in completing these forms? help from IM clerks inmates pay 5¢/page
12. How often are new materials added to the library?	main library ~ 4 months intervals of ~ 200 books at a time (new purchases)	What are your sources for new library materials? purchases or donations

donations from Half-Price Books  
(\* mail order books; librarians screens books; then clerk finishes the screening process)

Inspector: Robison

Facility: CCI  
Date: 2-7-12

pg 2.

<p>13. Is there a cap or limit on the number of inmates who may use the library at one time? If so, what is the limit? <u>no - but if there is no</u></p>		<p><u>seat available, IM must return at a later time.</u></p>
<p>14. What is the minimum amount of time that most inmates are able to use the library, based on the hours the library is open? <u>28.5 hrs. per week for</u></p>	<p><u>OD # inmates and</u></p>	<p><u>29 hours per week for EVEN # inmates.</u></p>
<p>15. How would you describe your 'reentry section' of the library? What types of materials and specific resources are included in that part of the library? <u>tries to get books that support progress &amp; connects.</u></p>	<p><u>typewriter also available</u></p>	<p>Are there computers dedicated for preparing resumes, cover letters, etc., and is assistance available? <u>use of computers in the computer lab AND the teacher of such courses.</u></p>
<p>16. What specific materials and resources exist related to employment, companies, and job searches?</p>	<p><u>series for offenders job searching</u> <u>corporation directory</u> <u>job fair thru institution</u></p>	
<p>17. Describe your library stock of post-secondary educational materials and textbooks and other expository text.</p>	<p><u>several English, Textbooks given donated</u> <u>college address directory</u></p>	
<p>18. Has there been any effort to locate nonfiction or fiction resources from websites and offer them to inmates through a closed network (local area network or LAN)?</p>	<p><u>discussions held re use of NOOK or Kindle.</u> <u>uniform computer systems for multiple catalogs - borrow internally statewide.</u></p>	<p>Please describe efforts and/or issues in that regard.</p>
<p>19. What is the most frequent use of the library by the inmates who live here? <u>help books &amp; help newspapers (mostly fiction)</u></p>		
<p>ADDITIONAL COMMENTS (including library/law library schedule):</p>		
<p><u>even IM #s certain days</u> <u>odd " #s " "</u> <u>both on Fri. nights.</u></p> <p><u>* The library does well even though space is at a premium.</u></p>		

## SECTION IX. GLOSSARY OF TERMS

### A

- Administrative Assistant (AA) – Staff member who is an assistant to the Warden and typically responsible for reviewing RIB (Rules Infraction Board) decisions and RIB appeals.
- Adult Basic Education (ABE)/Literacy – Literacy classes are for student with reading levels at 226 and below the CASAS. The ABE/Literacy Unit consist of two afternoon sessions. Students attend school approximately 1 ½ hours each day on Monday – Thursday. Students work individually or in small groups with tutors and focus on improving their reading and math skills. All tutors in the ABE/Literacy Unit are certified through a 10 hour training course.

### B

- Brunch – Served on weekends as a cost savings initiative.
- Bureau of Classification – Office located at the DRC Operation Support Center responsible with the ultimate authority for inmate security levels, placement at institutions, as well as transfers.
- Bureau of Medical Services – Office located at the DRC Operation Support Center responsible for direct oversight of medical services at each institution.
- Bureau of Mental Health Services – Office located at the DRC Operation Support Center responsible for direct oversight of Mental Health Services at each institution.

### C

- Case Manager – Staff member responsible for assisting inmates assigned to their case load and conducting designated core and authorized reentry programs.
- Cellie/Bunkie – An inmate’s cellmate or roommate.
- Chief Inspector – Staff member at the DRC Operation Support Center responsible for administering all aspects of the grievance procedure for inmates, rendering dispositions on inmate grievance appeals as well as grievances against the Wardens and/or Inspectors of Institutional Services.
- Classification/Security Level – System by which inmates are classified based on the following: current age; seriousness of the crime; prior offenses; most recent violence (not including the current offense); gang activity before going to prison; and present and past escape attempts.
- Close Security – See Level 3
- Computer Voice Stress Analysis (CVSA) – A device, which electronically detects, measures, and charts the stress in a person’s voice following a pre-formatted questionnaire. Used as a truth seeking device for investigations.
- Conduct Report/Ticket – Document issued to inmate for violating a rule.
- Contraband – items possessed by an inmate which, by their nature, use, or intended use, pose a threat to security or safety of inmates, staff or public, or disrupt the orderly operation of the facility. items possessed by an inmate without permission and the location in which these items are discovered is improper; or the quantities in which an allowable item is possessed is prohibited; or the manner or method by which the item is obtained was improper; or an allowable item is possessed by an inmate in an altered form or condition.

## D

- Deputy Warden of Operations (DWO) – Staff member at each institution in charge of monitoring the Major, custody staff, the Unit Management Administrator, Unit Managers, Case Managers, and the locksmith. Other areas include count office, mail/visiting, Rules Infraction Board, segregation unit, and recreation. The Deputy Warden of Operations is also responsible for reviewing use of force reports and referring them to a Use of Force Committee when necessary for further investigation.
- Deputy Warden of Special Services (DWSS) – Staff member at each institution in charge of monitoring education, the library, inmate health services, recovery services, mental health services, religious services, Ohio Penal Industries, and food service.
- Disciplinary Control (DC) – The status of an inmate who was found guilty by the Rules Infraction Board and his or her penalty is to serve DC time. An inmate may serve up to 15 days in DC.

## F

- Food Service Administrator – An employee within the Office of Administration Services educated in food service management and preparation, to manage DRC food service departments.

## G

- GED/PRE-GED – Pre-GED classes are for those who have a reading score between a 227 through 239 on level C or higher of the CASAS test. GED classes are for those who have a reading score of 240 on level C or higher on the CASAS test. Students attend class 1 ½ hours each day, Monday – Thursday. Students study the five subjects measured by the GED. In addition to class work, students are given a homework assignment consisting of a list of vocabulary words to define and writing prompt each week. All GED and Pre-GED tutors are certified through a 10-hour training course.
- General Population (GP) – Inmates not assigned to a specialized housing unit.

## H

- Health Care Administrator (HCA) – The health care authority responsible for the administration of medical services within the institution. This registered nurse assesses, directs, plans, coordinates, supervises, and evaluates all medical services delivered at the institutional level. The HCA interfaces with health service providers in the community and state to provide continuity of care.
- Hearing Officer – The person(s) designated by the Managing Officer to conduct an informal hearing with an inmate who received a conduct report.
- Hooch – An alcoholic beverage.

## I

- Industrial and Entertainment (I and E) Funds – Funds created and maintained for the entertainment and welfare of the inmates.
- Informal Complaint Resolution (ICR) – The first step of the Inmate Grievance Procedure (IGP). Inmates submit ICRs to the supervisor of the staff member who is the cause of the complaint. Staff members are to respond within seven calendar days. Timeframe may be waived for good cause.



- Inmate Grievance Procedure (IGP) – The inmate grievance procedure is a three step administrative process, established in DRC Administrative Rule 5120-9-31. The grievance procedure allows for investigation and nonviolent resolution of inmate concerns. The first step is an informal complaint resolution, which the inmate submits to the supervisor of the staff person or department responsible for the complaint. The second step is a notification of grievance, submitted to the Inspector. The final step is an appeal of the Inspector's disposition to the Chief Inspector at the DRC Operation Support Center.
- Inspector of Institutional Services (IIS) – Staff person at the institution in charge of facilitating the inmate grievance procedure, investigating and responding to inmate grievances, conducting regular inspections of institutional services, serving as a liaison between the inmate population and institutional personnel, reviewing and providing input on new or revised institutional policies, procedures and post orders, providing training on the inmate grievance procedure and other relevant topics, and any other duties as assigned by the Warden or Chief Inspector that does not conflict with facilitating the inmate grievance procedure or responding to grievances.
- Institutional Separation – An order wherein two or more inmates are not assigned to general population in the same institution due to a concern for the safety and security of the institution, staff, and/or other inmates.
- Intensive Program Prison (IPP) – Refers to several ninety-day programs, for which certain inmates are eligible, that are characterized by concentrated and rigorous specialized treatment services. An inmate who successfully completes an IPP will have his/her sentence reduced to the amount of time already served and will be released on post-release supervision for an appropriate time period.
- Interstate Compact – The agreement codified in ORC 5149.21 governing the transfer and supervision of adult offenders under the administration of the National Interstate Commission.

## **K**

- Kite – A written form of communication from an inmate to staff.

## **L**

- Local Control (LC) – The status of an inmate who was referred to the Local Control Committee by the Rules Infraction Board. The committee will decide if the inmate has demonstrated a chronic inability to adjust to the general population or if the inmate's presence in the general population is likely to seriously disrupt the orderly operation of the institution. A committee reviews the inmate's status every 30 days for release consideration. The inmate may serve up to 180 days in LC.
- Local Separation – An order wherein two or more inmates are not permitted to be assigned to the same living and/or work area, and are not permitted simultaneous involvement in the same recreational or leisure time activities to ensure they are not in close proximity with one another.

## **N**

- Notification of Grievance (NOG) – The second step of the Inmate Grievance Procedure (IGP). The NOG is filed to the Inspector of Institutional Services and must be responded to within 14 calendar days. Timeframe may be waived for good cause.

## **M**

- Maximum Security – See Level 4
- Medium Security – See Level 2
- Mental Health Caseload – Consists of offenders with a mental health diagnosis who receive treatment by mental health staff and are classified as C-1 (SMI) or C-2 (Non-SMI).
- Minimum Security – See Level 1

## **O**

- Ohio Central School System (OCSS) – The school district chartered by the Ohio Department of Education to provide educational programming to inmates incarcerated within the Ohio Department of Rehabilitation and Correction.
- Ohio Penal Industries (OPI) – A subordinate department of the Department of Rehabilitation and Correction. OPI manufactures goods and services for ODRC and other state agencies.

## **P**

- Parent Institution – The institution where an inmate is assigned to after reception and will be the main institution where the inmate serves his or her time. The parent institution is subject to change due to transfers.
- Protective Control (PC) – A placement for inmates whose personal safety would be at risk in the General Population (GP).

## **R**

- Reentry Accountability Plan (RAP) – Plan for inmates, which includes the static risk assessment, dynamic needs assessment, and program recommendations and participation.
- Residential Treatment Unit (RTU) – The Residential Treatment Unit is a secure, treatment environment that has a structured clinical program. All offenders enter at the Crisis and Assessment Level (Level 1). This level is designed to assess conditions and provide structure for the purpose of gaining clinical information or containing a crisis. The disposition of the assessment can be admission to the treatment levels of the RTU, referral to OCF, or referral back to the parent institution.
- Rules Infraction Board (RIB) – A panel of two staff members who determine guilt or innocence when an inmate receives a conduct report or ticket for disciplinary reasons.

## **S**

- Security Control (SC) – The status of an inmate who is pending a hearing by the Rules Infraction Board for a rule violation, under investigation or pending institutional transfer and needs to be separated from the general population. Inmates may be placed in SC for up to seven days. The seven day period can be extended if additional time is needed.
- Security Level/Classification – System by which inmates are classified based on the following: current age; seriousness of the crime; prior offenses; most recent violence (not including the current offense); gang activity before going to prison; and present and past escape attempts.
  - Level 1A Security (Minimum) – The lowest security level in the classification system. Inmates classed as Level 1 have the most privileges allowed. Inmates in Level 1 who meet criteria specified in DRC Policy 53-CLS-03, Community Release

Approval Process, may be eligible to work off the grounds of a correctional institution. Level 1A inmates may be housed at a correctional camp with or without a perimeter fence and may work outside the fence under periodic supervision. Level 1A replaces the classification previously known as “Minimum 1 Security.”

- Level 1B Security (Minimum) – The second lowest level in the classification system. Level 1B inmates may be housed at a correctional camp with a perimeter fence and may work outside of the fence under intermittent supervision. However, Level 1B inmates who are sex offenders are not permitted to work or house outside of a perimeter fence. Level 1B inmates may not work off the grounds of the correctional institution. Level 1B replaces the classification previously known as “Minimum 2 Security.”
- Level 2 Security (Medium) – A security level for inmates who are deemed in need of more supervision than Level 1 inmates, but less than Level 3 inmates. Level 2 replaces the classification previously known as “Medium Security.”
- Level 3 Security (Close) – This is the security level that is the next degree higher than Level 2, and requires more security/supervision than Level 2, but less than Level 4. Level 3 replaces the classification previously known as “Close Security.”
- Level 4 Security (Maximum) – This is the security level that is the next degree higher than Level 3, and requires more security/supervision than Level 3, but less than Level 5. It is the security level for inmates whose security classification score at the time of placement indicates a need for very high security. It is also a classification for those who are involved in, but not leading others to commit violent, disruptive, predatory or riotous actions, and/or a threat to the security of the. Level 4 replaces the classification previously known as “Maximum Security.”
- Level 4A Security (Maximum) – A less restrictive privilege level, which inmates may be placed into by the privilege level review committee with the Warden/Designee’s approval, after a review of the inmate’s status in level 4.
- Level 4B Security (Maximum) – The most restrictive privilege level assigned to an inmate classified into level 4.
- Level 5 Security (Supermax) – A security level for inmates who commit or lead others to commit violent, disruptive, predatory, riotous actions, or who otherwise pose a serious threat to the security of the institution as set forth in the established Level 5 criteria. Level 5 replaces the classification previously known as “High Maximum Security.”
- Level 5A Security (Supermax) – A less restrictive privilege level, which inmates may be placed into by the privilege level review committee with the Warden/Designee’s approval, after a review of the inmate’s status in level 5.
- Level 5B Security (Supermax) – The most restrictive privilege level assigned to an inmate classified into level 5.
- Security Threat Group (STG) – Groups of inmates such as gangs that pose a threat to the security of the institution.
- Separation – See Institutional Separation and Local Separation
- Seriously Mentally Ill (SMI) – Inmates who require extensive mental health treatment.
- Shank – Sharp object manufactured to be used as a weapon.
- Special Management Housing Unit (SMHU)/Segregation – Housing unit for those assigned to Security Control, Disciplinary Control, Protective Control, and Local Control.

- Supermax Security – See Level 5

## T

- Telemedicine – A two-way interactive videoconferencing system that allows for visual and limited physical examination of an inmate by a physician specialist while the inmate remains at his/her prison setting and the physician specialist remains at the health care facility. It also includes educational and administrative uses of this technology in the support of health care, such as distance learning, nutrition counseling and administrative videoconferencing.
- Transitional Control – Inmates approved for release up to 180 days prior to the expiration of their prison sentence or release on parole or post release control supervision under closely monitored supervision and confinement in the community, such as a stay in a licensed halfway house or restriction to an approved residence on electronic monitoring in accordance with section 2967.26 of the Ohio Revised Code.
- Transitional Education Program (TEP) – Learn skills to successfully re-enter society. Release dated within 90-180 days.

## U

- Unit Management Administrator (UMA) – Staff member responsible for overseeing the roles, responsibilities and processes of unit management staff in a decentralized or centralized social services management format. The UMA may develop centralized processes within unit management, while maintaining the unit based caseload management system for managing offender needs. The UMA shall ensure that at least one unit staff member visits the special management areas at least once per week and visits will not exceed seven days in between visits.
- Unit Manager (UM) – Staff member responsible for providing direct supervision to assigned unit management staff and serving as the chairperson of designated committees. Unit Managers will conduct rounds of all housing areas occupied by inmates under their supervision.
- Use of Force – Staff is authorized to utilize force per DRC Policy 63-UOF-01 and Administrative Rule 5120-9-01, which lists six general circumstances when a staff member may use less than deadly force against an inmate or third person as follows:
  1. Self-defense from physical attack or threat of physical harm.
  2. Defense of another from physical attack or threat of physical attack.
  3. When necessary to control or subdue an inmate who refuses to obey prison rules, regulations, or orders.
  4. When necessary to stop an inmate from destroying property or engaging in a riot or other disturbance.
  5. Prevention of an escape or apprehension of an escapee.
  6. Controlling or subduing an inmate in order to stop or prevent self-inflicted harm.

Administrative Rule 5120-9-02 requires the Deputy Warden of Operations to review the use of force packet prepared on each use of force incident, and to determine if the type and amount of force was appropriate and reasonable for the circumstances, and if administrative rules, policies, and post orders were followed. The Warden reviews the submission and may refer any use of force incident to the two person use of force committee or to the Chief Inspector. The Warden must refer an incident to a use of force

committee or the Chief Inspector. The Warden **must** refer an incident to a use of force committee or the Chief Inspector in the following instances:

- Factual circumstances are not described sufficiently.
- The incident involved serious physical harm.
- The incident was a significant disruption to normal operations.
- Weapons, PR-24 strikes or lethal munitions were used.

**W**

- Warden – Top administrator at each correctional institution.

**Ohio Department of Rehabilitation and Correction Institution Acronyms**

Allen Correctional Institution .....	ACI
Belmont Correctional Institution .....	BeCI
Chillicothe Correctional Institution .....	CCI
Correctional Reception Center .....	CRC
Dayton Correctional Institution .....	DCI
Franklin Medical Center .....	FMC
Grafton Correctional Institution .....	GCI
Hocking Correctional Facility .....	HCF
Lake Erie Correctional Institution .....	LaeCI
Lebanon Correctional Institution .....	LeCI
London Correctional Institution .....	LoCI
Lorain Correctional Institution .....	LorCI
Madison Correctional Institution .....	MaCI
Mansfield Correctional Institution .....	ManCI
Marion Correctional Institution .....	MCI
Noble Correctional Institution .....	NCI
North Central Correctional Institution .....	NCCI
North Coast Correctional Treatment Facility .....	NCCTF
Northeast Pre-Release Center .....	NEPRC
Oakwood Correctional Facility .....	OCF
Ohio Reformatory for Women .....	ORW
Ohio State Penitentiary .....	OSP
Pickaway Correctional Institution .....	PCI
Richland Correctional Institution .....	RiCI
Ross Correctional Institution .....	RCI
Southeastern Correctional Institution .....	SCI
Southern Ohio Correctional Facility .....	SOCF
Toledo Correctional Institution .....	ToCI
Trumbull Correctional Institution .....	TCI
Warren Correctional Institution .....	WCI