

Enhanced Inspection Process: Annual, targeted and unannounced

As part of the Enhanced Inspection Process approved by the Board of State and Community Corrections, staff will begin conducting annual inspections in the 2023/2024 Biennial Inspection Cycle. This cycle begins on Jan. 1, 2023 and will end on December 31, 2024. As explained below, BSCC Field representatives will conduct both annual and unannounced inspections.

Annual Inspections

During Year One of the inspection cycle (2023), BSCC Field Representatives will conduct a comprehensive inspection of each adult and juvenile facility. A comprehensive inspection will include inspection of all applicable Title 15 and Title 24 Minimum Standards and will follow the same format as biennial inspections in past cycles. A comprehensive inspection will be accompanied by a pre-inspection briefing. The comprehensive inspection will be planned in advance and will not be unannounced.

During Year Two (2024), BSCC Field Representatives will conduct a targeted inspection of each Juvenile Hall, Camp, Secure Youth Treatment Facility, and Type II, III and IV adult facilities. While targeted inspections may be unannounced, not all will be unannounced. Targeted inspections will focus on a subset of Title 15 or Title 24 Minimum Standards and will include, but not be limited to, the following considerations:

- Follow up on items of noncompliance from Comprehensive Inspection in Year One
- Focus on items susceptible to “compliance drift,” i.e., items that may become noncompliant without further inspection
- Reviewing conditions of confinement relating to a Title 15 or Title 24 Minimum Standard
- Confirming facility sanitation or hygiene for people housed at the facility
- Inspecting for violations of Titles 15 or 24 based on specific complaints or allegations of noncompliance.
- General technical assistance related to a Title 15 or Title 24 Minimum Standard
- Verifying physical plant compliance with Title 24 minimum standards as outlined on the facility’s Living Area Space Evaluation or Physical Plant Checklist

When targeted inspections are announced, the BSCC Field Representative will notify the agency of the specific Title 15 and Title 24 Minimum Standards that will be the focus.

Unannounced Inspections

The purpose of unannounced inspections is to observe and inspect a local detention facility during typical operations, outside of the regular inspection process. Unannounced Inspections may be conducted to follow up on past items of noncompliance.

Not every facility will receive an unannounced inspection during the 2023/2024 Biennial Inspection Cycle. Reasons the BSCC may conduct an unannounced inspection may include, but not be limited to, the following:

- Items of noncompliance from the previous inspection
- Verifying continued compliance after CAP period
- Reviewing conditions of confinement relating to a Title 15 or Title 24 Minimum Standard
- Confirming facility sanitation or hygiene for people housed at the facility
- Inspecting for violations of Titles 15 or 24 based on specific complaints or allegations of noncompliance.
- Other reasons as determined by the FSO Deputy Director

Upon arrival at the facility, the BSCC Field Representative will inform the agency of the purpose of the unannounced inspection and will outline the purpose and any findings of the inspection in an inspection report. When items of noncompliance are identified, Field Representatives will notify the agency with an Initial Inspection Report and work with agency representatives on a corrective action plan pursuant to the Enhanced Inspection Process.

Questions about annual, targeted, and unannounced inspections may be directed to your assigned Field Representative.