

# Prison Rape Elimination Act (PREA)

0.3 CEU



## An E-Workbook Curriculum for NH Residential Staff

## ***Acknowledgements:***

The Education and Training Partnership at Granite State College, a contracted service of the NH Division for Children, Youth and Families is pleased to present: *Prison Rape Elimination Act (PREA) for NH Residential Providers*.

Thanks go out to the committee who contributed their guidance and technical expertise to support the development of this course.

### **Committee Members**

Kristyn Bond, Education and Training Partnership

Eric Skillings, NH Division of Children, Youth and Families

John Duffy, NH Division for Children, Youth and Families

Kathleen Talbot, NH Division for Children, Youth and Families

Jim Panzer, NH Division of Children, Youth and Families

Heidi Young, NH Division for Children, Youth and Families

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## What you will need:

You will need a minimum of three hours to complete this e-workbook. For best results, don't try to do all of the work at once. This e-workbook is divided into three sections. For best practice, complete one section at a time. After each section, there is a short assignment (review). Finish each assignment before proceeding to the next section. This will help you remember the material. Trying to complete the workbook in one sitting is not recommended.



## Website Links:

Throughout the module, there will be links to webpages. Just hold down the control key and click on them it will bring you directly to the webpage. The full link with the webpage address is listed so that you can also cut and paste into your browser if needed.

## Course Description:

This e-workbook course offers a look into the Prison Rape Elimination Act (PREA) for juvenile facilities in New Hampshire. Participants will be exposed to the history of PREA, what PREA is, and the overall investigatory process. The PREA juvenile standards will be explored along with the role of the first responder. Participants will recognize the role of the first responder, where the role fits in the investigatory process, and the expectations and limitations of being a first responder.

## Learning Outcomes:

Upon completion of this course, participants will:

- Explore the history of the Prison Rape Elimination Act (PREA).
- Recognize the role of the first responder.
- Identify the expectations and limitations of being a first responder.
- Recognize the juvenile PREA standards.
- Identify the role of the first responder in the investigatory process.
- Recognize the effect of vicarious trauma.
- Explore ways to manage stress.
- Explore how to actively listen as a first responder.

# ***Prison Rape Elimination Act (PREA)***

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# Section One

## What is PREA?

The Prison Rape Elimination ACT (PREA) sets standards for facilities to ensure that youth are not subject to sexual assault and/or sexual harassment in facilities. PREA was signed into law by George W. Bush in 2003. It is a federal law established to address the elimination and prevention of sexual abuse and rape in the correctional system. PREA applies to all federal, state, and local prisons, jails, police lockups, and community settings such as residential facilities. Although “prison” might sound like it should not apply to youth placed by the juvenile courts and you would not consider yourself as working in a prison setting, PREA applies to you.

***In fact, the Act (PREA) applies to juvenile and adult facilities but has two separate standards that differentiate practice for “juvenile facilities” from the “adult facilities” so that the two different standards of PREA are appropriate for different settings.*** PREA was the culmination of a collaborative effort between human rights, faith-based, and prison rape advocacy groups aimed at creating zero tolerance for prison rape by using the follow tools:

- ❖ Data Collection
- ❖ Development of national standards
- ❖ Grants to the states
- ❖ How does PREA apply?
- ❖ Research and guidance
- ❖ Training and technical assistance to the state to help them improve their practices

PREA seeks to ensure that residential programs to which PREA applies protect youth from sexual abuse, sexual harassment, “consensual sex” with staff, and youth sexual assault.

## What is Sexual Abuse?

Sexual abuse in custody can and often does have a lifelong effect on youth. Youth who are sexually abused or experience sexual violence can suffer higher rates of drug use, have disproportionate contact with the criminal justice system into adulthood, become victimizers, and/or have higher rates of mental illness than youth who do not suffer sexual abuse. In addition, sexual abuse by staff or other youth in custody compromises safety and security as well as the overall mission of juvenile justice systems which is to protect and rehabilitate youth. It is also a crime.

Preventing sexual abuse of youth in custody should be an ongoing effort involving everyone involved with juveniles- advocates, staff, judges, prosecutors, juvenile probation, social service providers, and families. Sexual abuse of youth in custody is a problem that occurs in community, detention and commitment facilities.

## Child Sexual Abuse Fact Sheet:

[http://www.nctsn.org/sites/default/files/assets/pdfs/ChildSexualAbuseFactSheetFIN\\_AL\\_10\\_2\\_07.pdf](http://www.nctsn.org/sites/default/files/assets/pdfs/ChildSexualAbuseFactSheetFIN_AL_10_2_07.pdf)

## What are the Primary Purposes of PREA?



- 1) Establish zero tolerance toward all forms of sexual abuse and sexual harassment in custodial settings.
- 2) Make prevention a top priority
- 3) Develop national standards for detection, prevention, reduction, and punishment.
- 4) Increase available data and information on incidences in order to improve management and administration.
- 5) Standardize definition used for collecting data on the incidences of abuse.

### Acts Prohibited Under PREA

- Sexual abuse
- Any contact between penis and vulva
- Contact between penis and anus
- Contact between mouth and penis, anus, or vulva
- Penetration of anus or genital openings
- Other intentional touching of genitalia, anus, groin, breast, inner thigh, or buttocks

### Voyeurism

- Invasion of privacy of a youth unrelated to official duties

### Sexual Harassment

- Repeated and unwanted sexual advances
- Asking for sexual favors
- Verbal comments
- Gestures
- Actions of derogatory or sexual nature

### Definition of Staff Under PREA

- Juvenile Justice Employees (sworn or civilian, managers, administrators, supervisors, line staff, and community corrections supervisors)
- Volunteers
- Contractors
- Food Service Employees
- Maintenance workers
- Medical or mental health staff members
- Clergy
- Vendors
- Teachers

## Definitions and Red Flags

Staff sexual misconduct is defined as, “Any behavior or act of a sexual nature, consensual or nonconsensual, directed toward a youth by an employee, volunteer, official visitor, or agency representative.” Such acts include:

1. Intentional touching of the genitalia, anus, groin, breast, inner thigh, or buttocks with the intent to arouse or gratify sexual desire.
2. Complete, attempted, threatened, or requested sexual acts; or occurrences of indecent exposure, invasion of privacy.
3. Staff voyeurism for sexual gratification.

### RED FLAGS

Red Flags for identifying staff sexual misconduct include:

-  Staff over identify with particular youth or their issues
-  A youth knows personal information about staff
-  A youth has letters from or photos of staff
-  Staff grants special requests or shows favoritism
-  A youth is present in unauthorized areas or is repeatedly away from assigned spaces
-  Staff spends unexplained amount of time with youth
-  Staff takes youth out of rooms at unusual times
-  Conversations between staff and youth that are sexualized in nature or refer to the physical attributes of staff or resident

Youth-on-Youth is defined as, “encompassing all incidents of youth-on-youth sexually abusive contact and sexually abusive penetration”. Such acts include:

1. Non-penetrative touching, either directly or through the clothing of the genitalia, anus, groin, breast, inner thigh, or buttocks by a resident of another resident without the latter’s consent, or of a resident who is coerced into sexual contact by threats of violence, or of a resident who is unable to consent or refuse.
2. Any sexual penetration by a resident of another resident that includes; contact between the penis and the vagina or the anus; contact between the mouth and the penis, vagina, or anus; or penetration of the anal or genital opening of another person by a hand, finger, or other object.

### RED FLAGS

Red flags for identifying *victims* of youth-on-youth sexual abuse include:

-  Refusal to shower, eat in, or be present in unsupervised areas

-  Self-abuse or suicidal behaviors
-  Withdrawal or isolation
-  Increased medical complaints and attention seeking behavior
-  Uncharacteristic acting out in an effort to stay in segregation or to facilitate transfer
-  Letters between youth
-  Bedwetting
-  Doing favors for other youth (generally for protection)
-  Homicidal threats
-  Giving away items in exchange for something

Red flags for identifying **perpetrators** of youth-on-youth sexual abuse include:

-  Verbal harassment
-  Grooming potential victims
-  Blatant sexual harassment
-  Prior history of sexual assault toward other youth
-  Past victimization by others
-  Difficulty controlling anger
-  Poor coping skills/strategies
-  Voyeuristic/exhibitionistic behaviors

**"If it is not coerced it is not PREA"**



# Go to Assignment/ Review #1 and Answer Question 1-4

## Section Two

### Investigations of Sexual Abuse of Youth in Custody:

#### **Duties of a First Responder**

*It is rare that a first responder will walk into an actual occurring sexual assault. However, if you do encounter such a situation, first secure safety by separating the individuals.*

#### **All staff have the potential to be first responders.**

*First Responders have to know the State laws and Facility policies and procedures.*



**After the initial response, investigations of sexual abuse allegations may prevent further sexual abuse of youth in custody as the culture of facilities respond in a professional manner consistent with PREA.**

### INVESTIGATIONS ARE RESPONSIVE BECAUSE:

- \* Youth may feel safer after reporting
- \* Youth will receive the medical and mental health interventions necessary for recovery from abuse as recommended by medical and mental health professionals and agreed to by victims
- \* Abusive staff who have been found to have perpetrated a sexual offense shall be prosecuted to the fullest extent of the law
- \* Criminal and/or administrative sanctions can shift the culture of an agency

### INVESTIGATIONS ARE PREVENTIVE BECAUSE:

- \* Staff and youth will know that leadership takes allegations seriously

- \* Youth might feel confident in reporting sexual abuse by staff or other youth
- \* They can help agencies create a culture where abuse of youth is not tolerated

## **FIRST RESPONDERS**

### **ARE CRITICAL TO THE SUCCESS OF THE INVESTIGATION AND SHOULD:**

- \* Ensure the scene is safe to enter
- \* Make sure the victim is safe
- \* Render first aid or refer the victim for appropriate medical and/or mental health care
- \* Secure the scene to protect the victim
- \* Report to the appropriate authorities (file incident report, including possible witnesses)
- \* Preserve evidence (not collect evidence)
- \* Follow protocol for questioning youth and staff-limited questions by the first responder (e.g. active listening, observation, documentation, and questions for safety purposes)
- \* If the first responder was not trained in first response (e.g. maintenance staff) staff should be instructed to call for immediate assistance and advise youth not to destroy any potential evidence

<http://www.ojjdp.gov/about/PubLNo108-79.txt>

**All staff, volunteers, and contractors have a duty to report any information known to them about sexual abuse, sexual solicitation, or sexual coercion.**



Not all allegations will be reported immediately after an incident occurs. Allegations may arise weeks or even months after the incident. In this situation, for both allegations of staff sexual misconduct and youth-on-youth sexual abuse, first responder duties may be different. If a report is delayed, first responders may be asked to:

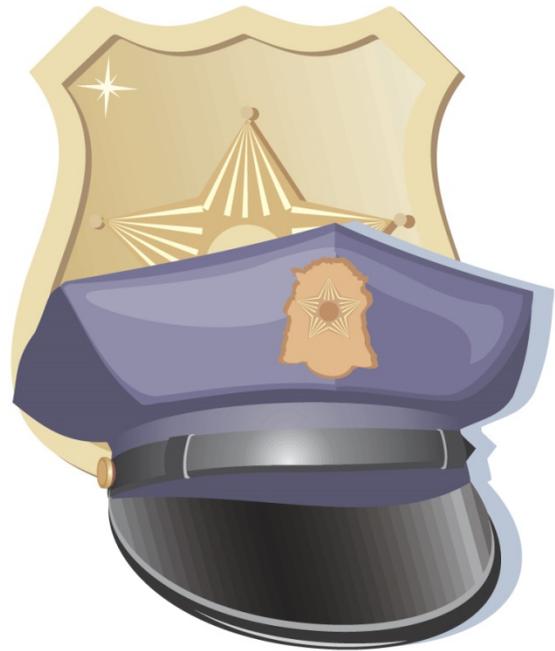
- \* Refer the victim for medical and/or mental health care

- \* Report to the appropriate authorities (file incident report, including possible witnesses)
- \* Record the date and time that the incident reportedly occurred
- \* Record the date and time the report was made.

### First responders must:

- \* Know guidelines for response
- \* Call for help
- \* Separate alleged victim and perpetrator
- \* Ensure safety

Are you injured? Do you need immediate medical attention? (Ensure your medical department is notified of all allegations.)



### Stabilize the Situation:

- \* Control movement
- \* Secure crime scene
- \* No cleaning fluids
- \* Bodies (victim and perpetrator) are treated as a crime scene (victims have rights and should be encouraged to comply with medical and forensic examinations. But they should **NEVER** be compelled to comply.)
- \* Collect items found or given to you according to uniform collection procedures or turn over to investigator. Ensure chain of custody remains intact.
- \* Note victim's appearance and demeanor; do not be judgmental, treat them with compassion according to your role, ensure medical department is notified and accurately paraphrase what was said to you.

### If there is a forensic evaluation necessary:

- \* Secure the scene
  - o This is only if you walk in on the perpetration.
  - o Distinguish between a perpetrator and a victim.
    - Do not allow anyone into the area. Lock it up if possible.
  - o This includes treating the victim and perpetrator's bodies as crime scenes. Do not allow them to shower, use the bathroom, eat, drink, etc. This may contaminate or destroy evidence.
  - o "Request" the victim do things. "Make" the perpetrator do these things.
    - This should happen only in situations where a physical exam would need to take place, which should happen quickly.

- Preserve bedding, clothing, towels, bodies, etc.
- Victims should never be compelled to undergo intrusive forensic examinations.

\* **Observe Closely**

- What is going on in the situation?
- Who are the witnesses?
- What is the demeanor of the victim and perpetrator?

\* **Obtain only basic information**

- Active listening
- Observation
- Documentation
- Questions for safety purposes

\* **Instruct the victim** Inform the victim that you are a mandated reporter, follow lead staff directions. This might include:

- Ensure victim is brought to medical attention
- Inform them about victim advocate assignment (if requested by the victim), services available, the investigatory process (internal and external), and ongoing care.
- Ensure safety, maintain proper boundaries. Do not promise that you will personally be responsible for them. State that the facility will do everything it can to keep them safe.

\* **Communicate the incident**

- Notify the investigator
- An immediate forensic exam should be sought
- Report to the supervisor on duty. The supervisor on duty must report to the Director or designee. If either are the subject of the allegation, report to staff of equal rank.
- Complete an incident report
- If you feel it will be harmful to tell the situation to the supervisor on duty, seek out another manager and relay the information.

\* **Document**

- Documentation is of the utmost importance
- Complete ASAP after securing the scene
- Recording of the incident is mandatory for return to duty
- Document only what you saw and were told. Use direct quotes whenever possible.
- Document all names and who you spoke with
- Document others at the scene even if you did not speak with them
- Document all medical and mental health staff involved

The investigator should be the first to hear the entire story. It can jeopardize a case if the victim tells the story too many times.

- Document incident on sexual assault/sexual harassment form (any and all forms appropriate)



## **Retaliation against any youth or staff is prohibited.**

### **Prevention strategies:**

Although preventing the sexual abuse of youth in custody may seem like a difficult and daunting task, internal policies and training for both staff and youth can help build a culture that has zero tolerance. To prevent and address sexual abuse of youth, staff can:

1. Maintain zero tolerance for sexual abuse and harassment of youth or anyone. This includes maintaining proper boundaries, not sharing personal jokes that include sexual innuendos, and supporting colleagues in maintaining high standards.
2. Report all sexual abuse and harassment reported by staff or youth seriously. Report and cooperate with any ensuing investigation.
3. Take all allegations of abuse or harassment reported by staff or youth seriously. Report and cooperate with ensuing investigation.
4. Implement and follow the PREA juvenile standards.
5. Provide appropriate supervision of youth in your care.
6. Take advantage of resources available for assistance.
7. Review and revise PREA related policies regularly. (If a provision of the policy is ineffective or you have a suggestion for revision, report it to your supervisor).
8. Train staff and youth (this will be guided by your Director and/or supervisor).

### **IT'S SIMPLE**

- ✓ Treat victims (staff, resident, or anyone else) with respect and understanding
- ✓ Make sure victims are referred to medical staff immediately for evaluation
- ✓ Document with an Incident report all of the information you have learned about the allegation
- ✓ Maintain confidentiality about information (i.e. do not speak to youth/residents about allegations, ongoing investigations, etc.)

**It Can Happen:** <http://www.azdjc.gov/FactsNews/PREA/Asbridge-Juvenile-PREA-Article.pdf>

## Who is targeted?

It is important to know that anyone can be a victim. Victims come in all shapes and sizes. However, there are certain characteristics that may make someone more likely to be a victim. These include:

- Youth who are younger
- Youth who are disabled
  - (e.g. Learning disabilities, Mental health diagnoses, Developmental disabilities, Autism, Physical disabilities, Mental retardation, Sensory disabilities (e.g. blindness, deafness))
- Victims of previous sexual abuse
- Biracial or multicultural
- LGBTQI individuals

## What is LGBTQI identity?

- Lesbian (homosexual female)
- Gay (homosexual male)
- Bisexual (attracted to both males and females)
- Transgender (gender identity or expression does not fit the category society has put them in)
- Questioning (people who have questions as to their gender or sexuality)
- Intersex (person is born with reproductive or sexual anatomy that doesn't fit the typical definitions of male or female other than XX or XY)



## Emotional/Psychological responses to sexual abuse (Trauma Responses)

- |                     |                            |
|---------------------|----------------------------|
| • Acting out        | • Numbness                 |
| • Anger             | • Disbelief                |
| • Anxiety           | • Difficulty concentrating |
| • Depression        | • Risk taking              |
| • Suicidal thoughts | • Retaliation              |

## Physical indicators of sexual abuse:

There are many signs of sexual abuse. The symptoms will be different for each individual. However, there are some things that are more likely to indicate sexual abuse. It is important to take them in context and to be vigilant. Being aware of these indicators may be the key to early detection and prevention.

• STI's or STD's

• Pregnancies

- ☛ Stomach or abdominal pain
- ☛ Bleeding
- ☛ Difficulty walking
- ☛ Anal, penile, vaginal discharge
- ☛ Pain
- ☛ Any unexplained injury

### Staff sexual misconduct with youth affect staff by:

- ❖ Jeopardizing staff safety
- ❖ Threatening agency and facility safety and security
- ❖ Creating legal action (both criminal and civil)
- ❖ Creating health risks harming family relationships
- ❖ Creating negative public views of correction and treatment facilities
- ❖ Diminishing trust and morale of staff and youth
- ❖ Taking away from the respect authority of staff

### Where do assaults and harassment typically take place?

- ❖ Bathrooms
- ❖ Behind closed doors (offices, bedrooms, etc.)
- ❖ Hallways
- ❖ Camera blind spots (if your facility uses cameras, make sure to be aware of camera blind spots)
- ❖ Any areas that are unsupervised
- ❖ One on one

**Consent:** An agency may prohibit youth on youth activity as inappropriate. However, if it is not coerced, it is not PREA. A youth cannot consent to a sexual encounter with a staff member. Youth-on-youth consent is defined as, “voluntary cooperation and the exercise of free will”. Although the age of consent in NH is 16, youth-on-youth sexual activity is prohibited due to the custodial status of youth committed, placed or detained. Consent cannot be granted through force, threat of force, or coercion.

**Coercion** is emotional or psychological pressure, trickery, applied threats, blackmail, promises, privileges, etc.



# Go to Assignment/ Review #2 and Answer Question 5-11

## Section Three

### PREA STANDARDS

There are many PREA standards. While you do not have to memorize them all, it will be helpful and necessary for you to have a basic idea of what they entail. For example:

- \* Each facility must have an identified PREA coordinator (if you do not know who your facility has identified as the PREA coordinator, ask your supervisor!)
- \* Policies should be rewritten in order to reflect the PREA practice
- \* Procedures should be reflective of PREA standards
- \* Orientation for staff, youth and families
  - ✓ Each youth, upon intake, must have a PREA orientation
  - ✓ Each youth's parent or guardian must have a PREA orientation
  - ✓ Each staff member needs to have a PREA orientation
  - ✓ Contractors and volunteers need to have a PREA orientation

### Role of the first responder

It would be impossible to describe everything that you will encounter during a sexual abuse situation. But there are certain things to be aware of that will be necessary in your role. Remember to be aware and vigilant.

### Things to look for in initial observation

- Multiple crime scenes
- Anything that looks out of place
- Suspicious items
- Handprints
- Puddles or stains
- Lighting in the area
- Victims appearance and demeanor
- Behavior of anyone nearby

### Limits to responsibilities

The role of the first responder is a limited one. You must always:

- Respect professional boundaries

#### **PREA POSTERS**

These should be hung around the facility so that youth know sexual assault is never permitted. Male and female units should have separate posters that best identify with that population. Check the appendix on page 26 for links to the posters.

- Listen, observe, do NOT investigate
- Don't overprotect (i.e. do not promise that you will personally protect the individual...instead state that the facility will do whatever it can to keep the youth safe)
- Don't be emotional



## ADHERE TO CONFIDENTIALITY

### There are legal implications:

- † You may be required to testify
- † Clearly identify that staff are mandated reporters.
- † You must identify that you are a mandated reporter. Keep in mind that you are mandated to report sexual abuse.
- † Limits to confidentiality: mandated reports need to disclose limitations at the beginning of services.

### Initial responders must not:

- † Interview additional witnesses
- † Collect evidence on your own
- † Act as an investigator

### You can violate PREA standards by:

- † Gossiping about an incident
- † Leaving documentation in plain view
- † Talking about the incident other than on a need to know basis
- † Making jokes

Make sure you  
are not  
compromising  
confidentiality

**Maintaining effective communication will be important in your limited role.**

### Establish effective communication by:

- † Setting the tone
- † Being aware of your words
- † Understanding a victim and perpetrator might differ in their perspectives
- † Maintaining confidentiality- ensure disclosure only as allowed by PREA, laws, and policies (i.e. need to know basis)

### Establish appropriate boundaries within your role:

- † Be calm and professional
- † Don't minimize
- † Don't act shocked

- † Don't make assumptions

## A VICTIM AND PERPETRATOR CAN BE ANYONE

- † You'll never be reprimanded for acting responsibly!
- † Allow for youth to speak with you one on one.
- \* Be aware of your body language: **shifting** (can show that you're uncomfortable), **standing over the person** (can be intimidating), **crossing your arms** (can show that you're closed off)
- \* Be calm and supportive in your tone
- \* Maintain direct eye contact
- \* Explain your role before the youth goes into detail: he or she may be under the impression his or her words are confidential
- \* Don't push for information
- \* Don't be judgmental
- \* Ensure the victim that he or she will have the opportunity to speak at length with an investigator

### There are many reasons an individual may not want to report sexual abuse or harassment

#### Youth fears when reporting/barriers to reporting are:

- \* Retaliation from other youth and/or staff
- \* STD's/STI's
- \* Pregnancy
- \* Report not being taken seriously
- \* Fear of retribution
- \* Fear that no one will believe him or her
- \* Being labeled a "snitch" or "rat"



As a first responder you must do your best to make a victim feel comfortable. **IMPORTANT:** It is not your job to obtain full disclosure. You are there to get the basics of the information (i.e. active listening, observation, documentation, and questions for safety purposes). Investigators will obtain a full report. First responders will need to document the incident. An incident report should be completed as soon as safety is achieved and before the end of his or her shift.

- \* Don't make assumptions
- \* Secure a private location if possible
- \* Be patient

- \* Use supportive tone of voice
- \* Maintain eye contact
- \* Reassure victim
- \* Explain the role of the first responder
- \* Use active listening

### **Hear What People are Really Saying**

<http://www.mindtools.com/CommSkill/ActiveListening.htm>

### **10 Tips to Effective & Active Listening Skills**

<http://powertochange.com/students/people/listen>

(This is written about loved ones, but the principles apply)

### **Active Listening Skills**

<http://www.taft.cc.ca.us/lrc/class/assignments/actlisten.html>

### **7 Barriers to Active Listening: Why we don't listen as well as we could**

<http://lawsagna.typepad.com/lawsagna/2010/03/7-barriers-to-active-listening-why-we-dont-listen-as-well-as-we-could.html>

### **Become a Better Listener: Active Listening**

<http://psychcentral.com/lib/become-a-better-listener-active-listening/0001299>

### **Empathy versus Sympathy**

<http://healthpsychologyconsultancy.wordpress.com/2011/08/11/empathy-versus-sympathy/>

Again, your role is NOT to obtain a detailed report. Simply use **active listening, observation, documentation, and questions for safety purposes.**

## **COMMUNICATION**

- \* Avoid using jargon or slang
- \* Don't correct the victim's language
- \* Use professional and focused language
- \* Don't say "I know how you feel". Say something like, "I'm sorry this happened to you".
- \* Be neutral even if the accusation is about another staff member or if you do not believe the allegation.
- \* Don't make promises
- \* Do not agree to protect the victim from attacks...say the facility will do all it can do to ensure safety
- \* Do not promise the perpetrator will be caught
- \* Don't make decisions and set up expectations...keep your role to that of an initial responder.

## BE CAREFUL NOT TO OVER INTERPRET INNOCENT SITUATIONS

# PREVENTION

Prevention is the key in avoiding sexual abuse and sexual harassment in your facility. One thing to look for is red flags. There are red flags that may indicate inappropriate situations are taking place. By being aware of these situations, staff members are more able to help potential victims avoid becoming victims at all.

### RED FLAGS

- 🚩 Overfamiliarity with staff
- 🚩 Spending excessive time with staff
- 🚩 Staff changing duties
- 🚩 Youth asking for specific staff
- 🚩 Staff having personal problems
- 🚩 Change in youth's demeanor
- 🚩 Fears and tension among youth
- 🚩 Rumors
- 🚩 Youth trying to shower together
- 🚩 Increase or decrease in physical assaults
- 🚩 Changes in social groups
- 🚩 Sexualized Behavior

### Youth-on-Youth Perpetrator Red Flags

- 🚩 Stalking or grooming another youth
- 🚩 Older youth paying attention to younger or weaker youth
- 🚩 Bragging about "getting someone"
- 🚩 Does not acknowledge youth
- 🚩 Always wanting a roommate
- 🚩 Lots of roommate rotations
- 🚩 History of violence
- 🚩 Boundary testing
- 🚩 Bullying or name calling aimed at one person
- 🚩 Opportunistic behavior
- 🚩 Has unexplained money

- 🚩 Trading favors
- 🚩 Extortion
- 🚩 Talking about youth
- 🚩 Brings attention to self
- 🚩 Perceived as intimidating
- 🚩 Exerting power or control

- 🚩 Refusing searches
- 🚩 If he or she leaves there is a sudden change in other youths' behaviors
- 🚩 Showing special interest in another youth

## Youth-on-Youth Victim Red Flags

- 🚩 Changes in routine
- 🚩 Changes in mood
- 🚩 Changes in behavior
- 🚩 Changes in eating, hygiene, or sleeping
- 🚩 Sleeping in clothes
- 🚩 Avoiding staff
- 🚩 Staying close to staff
- 🚩 Decrease in showering
- 🚩 Isolating self
- 🚩 Staying out of common areas
- 🚩 Increase in mental health symptoms
- 🚩 Irritability/mood swings
- 🚩 Suicide threats or attempts
- 🚩 Acting out
- 🚩 Increased incidents

- 🚩 Requesting room changes
- 🚩 Bruises or other injuries
- 🚩 Hiding physical injuries
- 🚩 No explanation of injuries
- 🚩 Joining a new group
- 🚩 Requesting protection
- 🚩 Writing notes to staff
- 🚩 Self-harm
- 🚩 Missing medication/cheeking meds
- 🚩 Asking for help
- 🚩 Calling a hotline
- 🚩 Faking medical or mental health problems
- 🚩 Sexualized behavior

## Staff-on-Youth Perpetrator Red Flags

- 🚩 Spending time with a particular youth
- 🚩 Calling out youth at odd times
- 🚩 Requesting to work in a particular unit
- 🚩 Distancing self from other staff
- 🚩 Too much personal knowledge of youth
- 🚩 Leaving area when other staff show up
- 🚩 Changes in mood or behavior
- 🚩 Personal problems or life changes
- 🚩 Taking breaks or hanging out where youth are

- 🚩 Coming in early or staying late
- 🚩 Infractions being ignored
- 🚩 Boundary issues
- 🚩 Drop in work performance
- 🚩 Favoring particular youth
- 🚩 Irritable or defensive
- 🚩 Being in an unassigned area or being MIA
- 🚩 Excessive socializing with youth
- 🚩 Bringing inappropriate items to work

- 🚩 Receiving letters from a particular youth
- 🚩 Secrecy
- 🚩 Change in professional boundaries
- 🚩 Comments about youth's appearance
- 🚩 Being on grounds during off hours
- 🚩 Touching a youth or standing close
- 🚩 Working OT
- 🚩 Changes in appearance
- 🚩 Youth's family calls to speak to specific staff member

- 🚩 Referring to youth in derogatory or possessive ways
- 🚩 Seeking excessive information not related to job duties
- 🚩 Requesting shifts or work assignments when youth is alone or available
- 🚩 Defending the youth/interceding on his or her behalf

## Staff-on-Youth Victim Red Flags

- 🚩 Spending time with a particular staff
- 🚩 Isolating self
- 🚩 Increased incidents
- 🚩 Unexplained money
- 🚩 Asking questions about specific staff
- 🚩 Pictures or mail from staff
- 🚩 Avoiding particular staff
- 🚩 Changes in demeanor
- 🚩 Secrecy
- 🚩 Change in social circles
- 🚩 Suicide threats, attempts, or self-harm
- 🚩 Newly diagnosed STD or HIV (STIs)
- 🚩 Youth reports sexual assault or abuse
- 🚩 Sexualized behaviors
- 🚩 Changes in appearance
- 🚩 Too much personal knowledge about staff
- 🚩 Depression
- 🚩 Trying to be around staff member
- 🚩 Possession of contraband
- 🚩 Requesting segregation
- 🚩 In unauthorized areas without explanation



- 🚩 Extra privileges
- 🚩 Receiving mail from an unknown
- 🚩 Touching or standing close to a staff member
- 🚩 Female youth is pregnant
- 🚩 Requests for STD testing
- 🚩 Acting overly familiar with staff
- 🚩 Increase in medical or mental health symptoms or requests
- 🚩 Volunteering to stay in areas with specific staff member

## How to plan for prevention in facilities

- 🔵 Increase awareness in facility culture
- 🔵 Observe daily environment carefully
- 🔵 Notice any red flags
- 🔵 Support a zero tolerance policy including harassment and enforcement of appropriate, professional yet supportive boundaries
- 🔵 Have a reporting culture
- 🔵 Have facility written response policies
- 🔵 Be familiar with all policies and procedures
- 🔵 Encourage youth to become involved with programs
- 🔵 Be trustworthy and fair in your role
- 🔵 Provide or attend staff training courses
- 🔵 Have an objective investigation process

## Secondary or Vicarious Trauma

In trauma work, it is the individual's response that determines what is or is not a traumatic event. Sometimes staff working with traumatized individuals can experience similar symptoms when indirectly exposed to their trauma. Staff witnessing a sexual assault might experience their own traumatic response. However, secondary or vicarious trauma can be a very real effect from the disclosure or witnessing of sexual abuse. According to Dr. Laurie Pearlman, secondary trauma is, "the stress resulting from helping or wanting to help a traumatized or suffering person". It is important as a caregiver to be aware of the symptoms of secondary trauma as well as ways to work through it.

### Risk factors of secondary or vicarious trauma:

- High levels of empathy
- Insufficient recovery time
- Unresolved personal trauma
- Working with child/youth victims

## Secondary Trauma

<http://secondarytrauma.org/secondarytrauma.htm>

### Managing Secondary Trauma

<http://www.csom.org/train/trauma/documents/ABCs%20Handout.pdf>

## Ways to prevent secondary traumatization

### Professional strategies:

- Balance caseloads
- Attend trainings
- Continued education
- Proper use of supervision
- Support groups
- Use of supportive colleagues

### Organizational strategies:

- Facilities provide safe working environment
- Rotation through different activities
- Institutionalization of professional strategies
- Acknowledgment of the difficulties of the work

### Personal/General Strategies:

- Seek out connection with others
- Know your own limits
- Self-care activities
- Supportive relationships
- Relaxation techniques
- Exercise
- Self-reflection and evaluation
- Reading
- Journaling
- Having fun
- Know your own trauma history and how it can impact your work

## Healthy Ways to Manage Stress

Please understand that secondary trauma and stress are completely different things. However, stress management is another important aspect of working with victims and perpetrators. It is important in this work to effectively manage our daily stress.

- Sports, clubs, groups and hobbies



### Activities to help manage stress:

- Go for a walk
- Clean
- Sing
- Draw
- Read
- Get enough sleep
- Be creative
- Exercise
- Garden
- Dance
- Play an instrument
- Write
- Watch TV

### Other Ideas

- **Supervision with supervisor**

- **Stress management:**

[http://www.helpguide.org/mental/stress\\_management\\_relief\\_coping.htm](http://www.helpguide.org/mental/stress_management_relief_coping.htm)

- **Tips to control stress:**

<http://www.webmd.com/balance/guide/tips-to-control-stress>



### Activity

Take a few minutes and make a list of the things you can do to de-stress. Separate the list into things you can do right now, thing you can do tomorrow, and things you can do in the future.

### Conclusion

You now have the basics of being a first responder. Knowing your role as a first responder will greatly benefit the youth in your care. They rely on you to keep them safe, and following the PREA guidelines will help to ensure their safety. Work closely with your facility and supervisor in order to best implement PREA standards. Implementing these standards will help to reduce and eliminate sexual abuse and harassment in your facility. Remember that it is important to create a culture of prevention and reporting.

Make sure to complete the worksheet and send it to your instructor. If you have further questions or items needing clarification ask your instructor, supervisor, or Director.

Thank you for helping us all to comply with PREA!

### Evaluation

Please complete the PREA Evaluation at the end of Review #3. Your opinion and experience is important for continuous improvement to the learning environment and material.



**Go to Assignment/ Review #3 and Answer  
Question 12-20**

# SEXUAL ABUSE IS NOT PART OF BEING HERE.

## VICTIMS TAKE ACTION ... REPORT SEXUAL ABUSE

- All staff provide visual supervision and some facilities have electronic surveillance.
- Youth are prohibited from exposing themselves to others within their rooms.
- Staff will announce when entering any area where youth are permitted to shower or be exposed.
- This facility will take immediate steps to protect youth and eliminate any risk of sexual abuse.
- Victims of sexual abuse will receive timely access to both medical and mental health evaluation and follow-up.

## THERE IS ZERO TOLERANCE FOR SEXUAL ABUSE.

If you commit sexual abuse,  
you will be prosecuted to the fullest extent of the law.

If you or someone you know has been a victim of sexual abuse, report it immediately to a staff member or by calling the DCYF Central Intake Unit at 1-800-894-5533 or 603-271-6556. Help is available.

For Sexual Abuse Victim Advocacy contact YWCA at 603-668-2299.



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# SAFETY GUIDELINES TO CONSIDER

- **Trust your instincts:** If you sense a situation is dangerous, it probably is.
- **Do not accept gifts or favors from others:** Most gifts come with strings attached.
- **Choose your associates wisely:** Look for people involved in positive groups and activities.
- **Be alert:** Contraband substances such as drugs and alcohol will weaken your ability to stay alert and stay safe.
- **Avoid high risk places:** These are places where it is difficult for others to see. Learn these places and avoid them.

If you or someone you know has been a victim of sexual abuse, report it immediately to a staff member or by calling the DCYF Central Intake Unit at 1-800-894-5533 or 603-271-6556. Help is available.

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STATE OF NEW HAMPSHIRE  
Department of Health and Human Services  
Division for Children, Youth and Families

# **THIS FACILITY HAS A ZERO TOLERANCE POLICY TOWARDS ALL FORMS OF SEXUAL ABUSE AND SEXUAL HARASSMENT.**

## **IF YOU HAVE JUST BEEN SEXUALLY ABUSED:**

- **Ask for medical attention right away;**
- **Report the abuse as soon as possible to staff; and**
- **DO NOT wash, brush your teeth, use the bathroom, change your clothes, eat, or drink.**

All employees have the responsibility to report any abuse. Reports are made immediately. We will make sure that youth with disabilities have equal ability to benefit from our efforts to prevent, identify, and respond to sexual abuse and harassment.

- **TDD Access Relay: 1-800-735-2964 (7-1-1)**
- **NH Association for the Blind: 1-800-464-3075**
- **Interpreter Services will be provided at no cost to you.**

## **IT IS NEVER TOO LATE TO SEEK MEDICAL ATTENTION!**

- **Tell a staff member;**
- **Write a note;**
- **File a grievance, in the box on the unit; or**
- **Call DCYF Central Intake at: 1-800-894-5533 or 603-271-6556.**

**For Sexual Abuse Advocacy contact the YWCA at 603-668-2299.**

### **Prison Rape Elimination Act (PREA)**

The Prison Rape Elimination Act of 2003 is a federal law established to address the elimination and prevention of sexual abuse in correctional systems. PREA applies to all federal, state, and local prisons, jails, police lock-ups and community settings such as residential facilities.





## YOUTH SAFETY

**BREAK THE SILENCE - TELL SOMEONE**

**There is **NO**  
excuse for  
sexual  
abuse or  
sexual  
harassment**



- You have the right to be safe at all times.
- No one has the right to ask you for sex or sexual favors.
- You do not have the right to ask anyone for sex or sexual favors while in custody.
- Any sexual contact between you and another youth, staff member, volunteer or contractor may be against the law.
- You will be protected if you make a report of sexual abuse or sexual harassment.
- You may face disciplinary action or possible criminal charges for making a false report of sexual abuse, or sexual harassment.

If you are a third-party and wish to report an alleged incident of sexual abuse, or sexual harassment on behalf of a youth, you may:

- Request a reporting form from the Reception desk;
- Request to speak to a staff member or the Ombudsman; or
- Call DCYF Central Intake at 1-800-894-5533 (in-state) or 603-271-6556 (out-of-state).
- For Sexual Abuse Victim Advocacy contact YWCA at 603-668-2299.



**REPORTING FORM FOR SEXUAL ABUSE, SEXUAL ASSAULT, AND SEXUAL HARASSMENT**

Reporter:     Youth     Staff     Third-party    Date completed \_\_\_\_\_

PLEASE PROVIDE THE VICTIM'S INFORMATION:

\_\_\_\_\_  
Youth Name

\_\_\_\_\_  
Facility Name

PLEASE PROVIDE DETAILS OF THE INCIDENT:

Date of incident: \_\_\_\_\_

Time of incident: \_\_\_\_\_ am pm

Who was involved:

What happened:

Where did it occur:

How did it occur:

Other pertinent information:

\*PLEASE PROVIDE YOUR INFORMATION:

\_\_\_\_\_  
Reporter's Name

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
E-mail Address

**\*REPORTERS CAN CHOOSE TO REMAIN ANONYMOUS**

The agency will protect all reporters from retaliation by other residents or staff, for reporting sexual abuse, and agency staff are prohibited from revealing any information related to a sexual abuse report to anyone other than to the extent necessary, as specified in agency policy, to make treatment, investigation, and other security and management decisions.

UPON COMPLETION OF THE FORM:

Please e-mail to:

Or send via mail to:



**INSTRUCTIONS FOR THE REPORTING FORM FOR SEXUAL ABUSE, SEXUAL ASSAULT, AND SEXUAL HARASSMENT**

**PURPOSE:**

The Reporting Sexual Abuse, Sexual Assault and Sexual Harassment form is used to obtain essential information about sexual misconduct regarding youth or staff in juvenile facilities. It is used to share confidential information about the sexual activity with the appropriate parties who have responsibility for the safety and security of the youth and staff.

**INSTRUCTIONS:**

The "Reporting Sexual Abuse, Sexual Assault and Sexual Harassment form" is a 1-page form initially completed by the youth, staff or third-party who has reason to suspect sexual misconduct. The reporter may choose to remain anonymous.

This form will be located on the agency's website, on the facility's S-drive, in the front lobby, and access will be available in residential and school areas of the facility.

Staff shall report all sexual abuse including third party and anonymous reports to the facility's designated investigator.

Residents can document reports of sexual abuse on this form or report allegations verbally, in writing, or anonymously to staff.

Staff shall document verbal reports on the Reporting form for Sexual Abuse, Sexual Assault, and Sexual Harassment form.

All documented reports are to be brought to the attention of the facility Director or designee, the PREA coordinator/monitor, and the facility investigator.

**FORM COMPLETION:**

Enter as much accurate and detailed information that identifies the youth and provides essential details about any suspected sexual misconduct, including: Who, What, Where, and How. Detail specific information to the best of your ability. Provide the information either by e-mail or mail at the specified address.

**RETENTION:**

The form will be maintained as appropriate by the PREA Coordinator.



### Juvenile PREA Intake Orientation

Checklist		Staff Initials	Juvenile Initials
1.	This facility has a ZERO TOLERANCE policy against sexual abuse/sexual harassment.		
2.	Sexual abuse can happen to males and females.		
3.	Sexual abuse can occur physically or verbally.		
4.	Physical sexual abuse occurs when a person physically touches or tries to touch another person's private parts, either on top of or under the clothes.		
5.	Verbal sexual abuse occurs when a person verbally threatens to touch the private parts of another person.		
6.	Sexual abuse can be reported to any staff member or someone you trust or by calling DCYF Central Intake at 1-800-894-5533.		
7.	Sexual abuse can also be reported by utilizing the reporting form for sexual abuse and sexual harassment.		
8.	All persons are expected to IMMEDIATELY report any sexual abuse, even if the abuse happens to another person.		
9.	Reporting sexual abuse/sexual harassment is a serious allegation.		
10.	ALL sexual abuse/sexual harassment will be investigated.		
11.	Anyone who sexually abuses another person may face criminal charges.		
12.	Retaliation against a victim or the person who reported the sexual abuse will NOT be tolerated.		
13.	All victims and reporters information will be protected.		
14.	False reporting of a sexual assault WILL have consequences.		

\_\_\_\_\_  
 Juvenile signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Staff signature

\_\_\_\_\_  
 Date



STATE OF NEW HAMPSHIRE  
 Department of Health and Human Services  
 Division for Children, Youth and Families  
 Sununu Youth Services Center

Form 2183  
 August 2013

### Juvenile Orientation Notice of Understanding

Please read and sign the following:

I \_\_\_\_\_ received orientation materials on Sexual Abuse and  
 (Juvenile's Printed Name)  
 Sexual Harassment on \_\_\_\_\_  
 (Date)

I have been given the opportunity and have been encouraged to ask questions on the materials found in "A Guide to Preventing and Reporting Sexual Abuse and Sexual Harassment PREA: What You Need to Know" brochure. (Form 2181)

I will tell staff if I have any problems reading, understanding, or if English is not my first language so that they may provide me with assistance.

\_\_\_\_\_  
 Juvenile's Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Staff Responsible for Training, Signature & Title

\_\_\_\_\_  
 Date



STATE OF NEW HAMPSHIRE  
Department of Health and Human Services  
Division for Children, Youth and Families  
Sununu Youth Services Center

Form 2185  
August 2013

### Staff Orientation Notice of Understanding

Please read and sign the following:

I \_\_\_\_\_ received orientation materials on Sexual Abuse and  
(Staff's Printed Name)  
Sexual Harassment on \_\_\_\_\_  
(Date)

I have been given the opportunity and have been encouraged to ask questions on the materials found in "PREA: What Staff Need to Know A Guide to Preventing and Reporting Sexual Abuse, and Sexual Harassment" brochure. (Form 2184)

I will tell staff if I have any problems reading, understanding, or if English is not my first language so that they may provide me with assistance.

\_\_\_\_\_  
Staff's Printed Name & Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Staff's Signature

\_\_\_\_\_  
Date



STATE OF NEW HAMPSHIRE  
 Department of Health and Human Services  
 Division for Children, Youth and Families  
 Sununu Youth Services Center

Form 2186  
 August 2013

**PARENT ORIENTATION NOTICE OF UNDERSTANDING**

Please read and sign the following:

I \_\_\_\_\_ received orientation materials on Sexual Abuse and  
 \_\_\_\_\_  
 (Parent's Printed Name)  
 Sexual Harassment on \_\_\_\_\_  
 \_\_\_\_\_  
 (Date)

I have been given the opportunity and have been encouraged to ask questions on the materials found in "A Guide to Preventing and Reporting Sexual Abuse and Sexual Harassment PREA: What You Need To Know" brochure. (Form# )

I will tell staff if I have any problems reading, understanding, or if English is not my first language so that they may provide me with assistance.

\_\_\_\_\_  
 Parent's Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Staff Responsible for Training

\_\_\_\_\_  
 Date



STATE OF NEW HAMPSHIRE  
Department of Health and Human Services  
Division for Children, Youth and Families  
Sununu Youth Services Center

Form 2188  
August 2013

### Intern/Volunteer Orientation Notice of Understanding

Please read and sign the following:

I \_\_\_\_\_ received orientation materials on Sexual Abuse and  
(Intern/Volunteer's Printed Name)  
Sexual Harassment on \_\_\_\_\_  
(Date)

I have been given the opportunity and have been encouraged to ask questions on the materials found in "A Guide to the Prevention and Reporting of Sexual Abuse for Interns, Contractors, Vendors, and Volunteers." brochure. (Form 2187)

I will tell staff if I have any problems reading, understanding, or if English is not my first language so that they may provide me with assistance.

\_\_\_\_\_  
Intern/Volunteer's Printed Name & Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Intern/Volunteer's Signature

\_\_\_\_\_  
Date

## **The PREA Resource Center has additional information and materials.**

### **Legal**

Information about the Prison Rape Elimination Act of 2003 and related laws and legal issues.

### **News Coverage**

All PREA-related news articles, including news about the law, implementation of standards, and federal and local initiatives.

### **Policy & Practice**

Sample PREA-related policies and PREA policy development guides.

### **Research**

Federally funded and academic reports and articles on a range of PREA-related topics.

### **Resources**

Tools such as training materials, handbooks, policy development toolkits, and a list of resources for survivors.

### **Standards**

Federal PREA standards and information about the development, implementation, compliance with, and enforcement of the standards.

<http://www.prearesourcecenter.org/>

<http://www.dhhs.nh.gov/dcyf/>