

 <p><b>KENTUCKY CORRECTIONS</b> Policies and Procedures</p>	Policy Number	Total Pages
	Date Filed	Effective Date
References/References KRS 196.035, 197.020, 197.110, 197.120, 197.500, 197.505, 197.170, 520.015, 520.020, 520.030, 520.040	1.4	2
	May 14, 2008	September 5, 2008
	Subject <b>THE MONITORING AND OPERATION OF PRIVATE PRISONS</b>	

## I. DEFINITIONS

"Contract monitor" means a Corrections employee charged with the administrative oversight of the operation of a private prison.

"On-site contract monitor" means a Corrections employee assigned on-site at the private prison that is responsible for ensuring that operations are in compliance with contract terms.

"Private provider" is defined in KRS 197.500 and the provider has a contract with the Department of Corrections to house prisoners committed to the custody of the department.

## II. POLICY and PROCEDURES

The private provider shall operate the private prison in accordance with statutory requirements, contract terms, applicable Corrections Policies and Procedures, and ACA Standards. Corrections shall ensure that the requirements and terms provided by statute and the contract are monitored.

- A. A contract monitor in Central Office shall be appointed by Corrections to supervise the Office of Contract Management and ensure that all operations of the private prisons are in compliance with statutory requirements and contract terms. The contract monitor shall supervise the on-site contract monitor.
- B. One (1) on-site contract monitor shall be assigned to each private prison.
- C. An on-site contract monitor shall be a full-time position, and shall be supervised by the Contract Management Branch Manager or designee.
- D. The on-site contract monitor shall not normally carry out routine duties of the private prison including manning posts. However, the on-site contract monitor may provide support in the form of specialized training and advice or during an

Policy Number	Effective Date	Page
1.4		2

emergency situation, with the approval of both the Warden of the private prison and the Contract Management Branch Manager or designee.

- E. An on-site contract monitor shall report by phone and electronic mail and submit written reports as required to the Contract Management Branch Manager or designee.