

 <p><b>KENTUCKY CORRECTIONS</b> Policies and Procedures</p>	Policy Number	Total Pages
	13.15	2
	Date Filed	Effective Date
	August 12, 2016	January 6, 2017
Authority/References KRS 196.035, 197.020	Subject <b>INMATE OBSERVER PROGRAM</b>	

## I. DEFINITIONS

None

## II. POLICY and PROCEDURE

The intent of the Inmate Observer Program is to utilize trained, specially selected offenders to monitor other offenders that have been placed on watch status.

### A. Selection

1. Because of the sensitive nature of observation assignments, the selection of Inmate Observers shall be done with great care. Inmates wishing to be trained and employed as Inmate Observers shall be considered on an individual basis and shall require approval from mental health, medical, and administrative staff. The assignment shall be posted as required; except, an inmate shall not be considered for selection without a written endorsement from staff.
2. Criteria that may be used in the selection process includes:
  - a. Disciplinary history
  - b. Nature of crime
  - c. Mental and medical health status
  - d. Educational achievement
  - e. Interaction skills

### B. Training

1. Selected Inmate Observers shall also complete a training program offered by a member of the mental health or health staff. The Classification and Treatment Officer (CTO) shall document completion of this training in the Inmate Observer's Institutional Record.
2. The training program shall include the following topics:

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- a. Confidentiality and privacy considerations
- b. Signs and symptoms of mental illness and self injurious behavior
- c. How to summon staff during any shift
- d. Appropriate recording of behavior
- e. Appropriate interaction with inmate being observed

3. Additional training may be offered or required for Inmate Observers

#### C. Hours of Compensation

1. Inmate Observers shall work eight (8) hour shifts and occasionally may be required to work seven (7) days per week. They shall receive a rate of pay commensurate with the assignment.
2. Inmate Observers shall have at least one (1) ten (10) minute break every hour and one (1) thirty minute break for a meal during the shift.

#### D. Monitoring of Inmate Observers

Although Inmate Observers are carefully selected, they shall be supervised by staff. The supervision shall be provided by staff in the immediate area and shall consist of checks, at least every fifteen (15) minutes. An inmate shall not be assigned to a watch without adequate provisions for staff supervision and the ability to obtain rapid assistance.

#### E. Removal

An inmate Observer may be removed from his positions as observer, upon the recommendation of any two (2) staff members. Removal may be a result of inattentiveness or other acts of indiscretion.