

SUMMARY OF MATERIAL INCORPORATED BY REFERENCE

The total number of pages incorporated by reference in the amendment is 125.

ADDITIONS:

- EKCC 10-02-04 Restrictive Housing Unit and Special Management Unit: Operating Procedures and Living Conditions
- EKCC 14-03-01 Board of Claims
- EKCC 14-05-01 Americans with Disabilities Act and Inmate Programs Access
- EKCC 17-04-02 Provisional Assessment Center Operations and Reception Program

REVISIONS:

EKCC 01-07-01 Institutional Tours of EKCC – change title to add group visits, and totally rewrite policy.

EKCC 01-07-03 Outside Consultation and Research – update ACA references to fifth edition, add reference to EKCC 01-13-04, change the term Cabinet to departmental in section C.3, make general clarifications throughout policy.

EKCC 02-01-02 Inmate Canteen – update ACA references to fifth edition, add full institution name in the first paragraph for clarification of abbreviation, delete the inmate canteen call out schedule table, change Special Management to Restricted Housing in D.2, add Dorm 1 as a restrictive housing unit in D.2., clarify Minimum Security Unit title, change the canteen order delivery schedule to weekly or as necessary in D.3 for Minimum Security Unit, delete section E.

EKCC 02-02-01 Fiscal Management: Agency Funds – update ACA references to fifth edition, revise the internal policy numbering to match other policies, rewrite the introductory paragraph, add references to KRS 196.270 and CPP 15.7, revise inmate accounts authorization to reflect CPP 15.7 changes, delete the former section (1)(C), add new section A.8 regarding opening a new saving account, delete section (2) Trust and Agency Account, add section C.1, add new section D, various wording clarifications are made, delete the Warden’s signature line.

EKCC 02-14-01 Screening Disbursements from Inmate Personal Accounts – update ACA references to fifth edition, add a reference to CPP 15.7 in section B, make small wording changes for clarification, and revise punctuation.

EKCC 06-03-01 Case Record Management – update ACA references to fifth edition, add Authority to references box, add new statutory references, change records to Offender Information throughout policy, delete sections c. 3 & 4, change Senior Captain to Major, spell out and abbreviate references to the Kentucky Offender Management System throughout policy, abbreviate EKCC in section J.1., add the person who oversees electronic access to KOMS in section J.2, delete section O concerning the Parole Eligibility List and update subsequent renumbering, make numerous clarifications and punctuation changes throughout policy.

EKCC 11-02-01 Meal Planning – update ACA references to fifth edition, delete introductory sentence, change Department of Corrections Dietary Branch Manager to State Dietician, the

meal schedule is revised in sections B.1. and 4., change segregation to restrictive housing throughout, change hospital to medical throughout, change Food Service Manger to Food Service Director, change Senior Captain to Major, remove unnecessary wording from section B.6.b., delete section B.11., renumber section B.12., add emergency circumstances language in section C., make various clarifications throughout policy.

EKCC 11-04-01 Food Service Inspections and Sanitation – update ACA references to fifth edition, rewrite policy almost entirely, delete the Warden’s signature line, add Attachments I and II.

EKCC 11-04-02 Medical Screening of Food Handlers – update ACA references to fifth edition, add Authority to references box, replace word Issued with Filed in first page header, correct KRS reference to 196.035, add reference to KRS Chapter 217 and remove Kentucky Food Service Code, rewrite almost entire policy, change Food Service Manager to Food Service Director, update references in section B.1, include gray clothing in former section B.a, delete Warden’s signature line.

EKCC 11-05-01 Food Service: Security – update ACA references to fifth edition, delete the word Standards from ACA reference box, move Section C.4 to E and renumber subsequent sections, make minor grammar, punctuation and capitalization changes throughout policy.

EKCC 11-07-01 Dining Room Rules – update ACA references to fifth edition, delete the word Standards from references box, add reference to CPP 23.1, add requirement to wear a beard guard to section 3.

EKCC 12-01-01 Vermin and Insect Control – update ACA reference to fifth edition, remove “but not limited to” from section A.2, revise bait box locations in section A.2, remove section A.4, completely rewrite section B, delete reference to the EKCC Housekeeping Plan and add supervision by the Safety Coordinator in section D.1, spraying report shall be submitted to the Safety Coordinator instead of Captain’s Office in section D.5, revise numbering format, delete the Warden’s signature.

EKCC 12-02-01 Inmate Dress and Use of Access Areas – update ACA reference to fifth edition, delete the word Standards from references box, add lettering, update section A.c regarding pill call times, revise grammar and punctuation throughout entire policy, delete section 2.d about microwaves, revise sections 5.a-b regarding shirtless approved locations, delete section B and re-letter throughout policy accordingly.

EKCC 13-01-01 Pharmacy Policy – update ACA references to fifth edition, delete the word Standards from reference box, add CPP 5.1 to reference box, reformat to numbering, change facilities to institutions in section A.1, make grammar and punctuation corrections throughout policy, change sixty days to 180 days in reference to written orders in section C.2, delete section C.3, delete the word electronic from sections D.1.b and f, delete section D.1.e and renumber remaining sections, revise language for documenting missed dosages in renumbered section D.1.e, in section D.2 change Segregation to Restrictive Housing, revise the color of the controlled medication book from red to blue in section G.1, rewrite entire section G.3, change Nurse Service Administrator to Health Service Administrator throughout policy, rewrite section

K, make minor wording clarifications throughout policy, rewrite section O and add reference to CPP 5.1, rewrite last sentence in section P.

EKCC 13-01-02 Self-Administration of Medication (SAM) Program – update ACA reference to fifth edition, make introductory paragraph a complete sentence, make minor wording changes throughout policy, delete reference to administration building, revise the refill request days to assigned days in section F.

EKCC 13-02-03 Consultations – update ACA references to fifth edition, delete the word standards from references box, add CPP 9.9 to references box and section A.5, delete introductory sentence, clarify that an inmate’s medical information must be sealed and kept confidential in section A.5, change Medical Director to Health Service Administrator and Nurse Service Administrator to Director of Nursing throughout policy, abbreviate Eastern Kentucky Correctional Complex throughout policy.

EKCC 13-02-04 Medical Services – update ACA references to fifth edition, revise majority of policy, grammatical and punctuation corrections are made throughout policy, add that health care staff are trained in the institution’s emergency plans in C, change Infirmary to Medical Observation Unit, revise section E to remove x-ray departmental services and reflect that it shall be done through a vendor, change Nurse Service Administrator to Director of Nursing throughout, rewrite section H to end policy.

EKCC 13-02-05 Health Evaluations – update ACA references to fifth edition, delete the word Standards from references box, minor grammatical and punctuation throughout entire policy, replace “in the appropriate space” with “line” in section A.2.a, delete wording regarding EKCC not receiving disabled inmates and update that any designated institution may receive them in section A.4, abbreviate EKCC in section B.2, change physician to provider in section B.7.b, change primary care provider to Health Service Administrator in section C.

EKCC 13-02-06 Sick Call – change title to Sick Call, update ACA references to fifth edition & add reference to CPP 13.9, delete the word Standards from references box, rewrite entire policy, delete the Warden’s signature line.

EKCC 13-05-01 HIV and Hepatitis B: Precautions against Infections – Change the word Aids to HIV in policy title, update ACA references to fifth edition, move section I. Policy to former Section III., change street to personal clothing in section C, delete section F.1.j concerning mess kit locations and renumber remaining sections, change Senior Captain to Major, change Deputy Warden of Administration to Deputy Warden of Operations, change Nurse Service Administrator to Health Service Administrator.

EKCC 13-07-01 Serious Illness, Major Injuries, Death – update ACA references to fifth edition, delete section I and rename as Policy and Procedure, change Nurse Service Administrator to Health Service Administrator throughout, remove Kentucky from section A, revise language concerning coroner and autopsies in section D.3, make small clarifications.

EKCC 13-08-01 Psychiatric and Psychological Services – update ACA references to fifth edition, add the word Authority to References box, add references to CPPs 10.2; 13.7; 18.7, change references to mental health staff throughout, change psychologist to mental health

provider in section A, remove walk-in basis language from section B.1, revise section D.1 to state that an individual on a mental health watch shall be maintained until a mental health provider can perform an assessment, revise section E.1 that an inmate with a diagnosed severe emotional or psychiatric disturbance shall be evaluated for the level of treatment needed, revise section E.2 that mental health provider and accommodations shall be recommended and implemented as appropriate, revise section E.3 to remove Case Management reference, delete the last sentence in section E.4, delete section E.5, rewrite section F, change Special Management to Restrictive Housing Unit, make small clarifications.

EKCC 13-08-02 Psychiatric and Psychological Services Team – update ACA references to fifth edition, delete word Standards from References box, change psychologist to mental health provider in section A.2, change Deputy Warden of Administration to Deputy Warden of Operations in section A.3, revise section D to add “that is being followed by a mental health provider shall receive the following”, change Classification and Treatment Officer to mental health providers in section F, include seven-day and 30-day reviews in section F, change reference to a member for the Psychiatric and Psychological Services Team to psychiatrist or mental health provider, change Senior Captain to Major, change Deputy Warden of Programs to Deputy Warden of Operations.

EKCC 13-08-03 Suicide Prevention and Intervention Program – update ACA references to fifth edition, rewrite opening paragraph in section A, add mental health provider to high risk determination in section B.1.c, change Protective Custody to Segregation and delete behavior from watch name in section B.3.b, rewrite section C.

EKCC 13-08-04 Detoxification – update ACA references to fifth edition, delete the word Standards from references box, abbreviate EKCC and add clarification to who are included in the multi-disciplinary team in section A.2, small clarifications are made to section B including grammar and renumbering.

EKCC 13-08-05 Mental Health Services – update ACA references to fifth edition, revise most of policy, delete I. Policy section, add Policy and Procedure introduction, change Nurse Service Administrator to Health Service Administrator, general renumbering throughout policy as necessary, rewrite section A.6 and add A.8, delete last sentence first paragraph in section B, change Program Administrator to Health Service Administrator in section B.1, add new sections B.1.d. & e, delete former sections B.1.d. through g, add mental health providers to B.2. and rewrite B.2.c & e, change medical authority to primary care provider in B.2.e, rewrite section C, delete “whether the offender” in multiple places in section D, add sections D.1.g. & D.2.b, change offender to inmate throughout, change retarded to intellectually impaired, change Deputy Warden of Operations to Deputy Warden for Programs, change Senior Captain to Major, fix capitalization and punctuation throughout, delete first sentence in E.3.c, delete references to appendices and add new last sentence in section E.3.d, delete first and last sentences in E.3.f, change physician to primary care provider, delete G.5 & renumber remaining sections, change special management to restrictive housing, add CPTU abbreviations, add that follow up with offenders who return from an inpatient psychiatric facility shall be included, change name of psychological evaluations, delete section K.1 & renumber remaining sections, add section L.1.h, rewrite L.4 & delete L.5, rewrite sections P & Q, remove “but are not limited to”, delete section R.5.

EKCC 13-09-01 Dental Services – update ACA references to fifth edition, add EKCC 13-02-03 reference, delete sections I. and II. and revise as a separate introduction under Policy and Procedure, change Special Management Unit to Restrictive Housing Unit throughout, change resident or patient to inmate throughout, change “A guideline” to “Evaluation” in section C.2, change Nurse Service Administrator to Health Service Administrator.

EKCC 13-10-01 Optometric Services – add the word Authority to reference box, add CPP 6.1 reference, revise policy and procedure paragraph, add 501 KAR 6:150 reference to top of page, abbreviate EKCC in section A, change Medical Director to primary care provider, remove reference to Attachment I, add reference to CPP 6.1 in section E, delete that appointments are scheduled by priority in section F, add that policy shall be reviewed annually and updated as needed.

EKCC 13-12-02 Resident Transfer and Medical Profiles – update ACA references to fifth edition, change Case Manager to Backup Transfer Coordinator, add references to primary and backup transfer coordinators with responsibilities, change Nurse Service Administrator to Health Service Administrator, change Classification Board to Classification Committee, revise that profile is prepared within 24 hours instead of 3 days in section D, remove that the final profile review is sent to Deputy Warden of Administration in section E, correct grammar and punctuation throughout.

EKCC 13-13-01 Syringes, Needles and Sharps Control – update ACA references to fifth edition, change introductory policy and procedure paragraph format, general punctuation or grammar corrections, change Nurse Service Administrator to Health Service Administrator, change Senior Captain to Major, change Deputy Warden of Administration to Deputy Warden of Operations.

EKCC 13-15-01 Medical Department-General Housekeeping Sanitation and Protection Standard and Requirements – update ACA references to fifth edition, change introductory policy and procedure paragraph format, change patient to inmate throughout policy, delete section B.2, delete note in section C, delete section C.1.b, change section C.11 title to Restrictive Housing Observation Cells, change facility to institution, number the last two paragraphs in section E.

EKCC 13-16-01 Medical Records – update ACA references to fifth edition, change introductory policy and procedure paragraph format, remove list of health record file contents in section A, remove references to paper records throughout policy, insert institution’s name along with abbreviation in section C.6, change Chief Psychologist to psychiatrist for report approval in section C.6, change General Counsel to Office of Legal Services in section C.7, delete sections C.9 and 10 and renumber the remaining paragraph, change facility to institution, change Health Authority to primary care provider, change section D title to address “Physical Medical Records”, change Nurse Service Administrator to Health Service Administrator.

EKCC 14-02-01 Clothing, Bedding and Personal Hygiene Supplies – Change policy title. Update ACA references to fifth edition, delete introductory section, change three bars of soap to two and can to tube in section A.3, the shift is changed to posted schedule in section B.2., add a blanket exchange at least quarterly in section C, rewrite sections D, E, and F, add sections G and H, delete the Warden’s signature line.

EKCC 14-04-01 Inmate Legal Services – update ACA references to fifth edition, add the word Authority to references box, add CPP 15.7 and EKCC 10-02-04 to reference box, rewrite most of policy, rewrite the Policy and Procedure introductory section, renumber sections A.1-2, delete former section A.2.a.3), add new section A.3 concerning a periodic book inventory, rewrite sections B.3-4 concerning indigency, delete section B.6 and renumber the remaining sections, rewrite section B.8.b, delete sections B.8.c; B.10 & B.11, rewrite sections C.1-7, delete section C.13, delete section D.2.a, delete “Inmates Having” from section F title, make numerous minor clarifications throughout entire policy, delete the Warden’s signature line, add Attachment I.

EKCC 15-01-01 Hair and Grooming Standards, Inmate Barber Shop – update ACA references to fifth edition, add 501 KAR 6:150 reference to top of first page, add the word Authority and CPP 15.1 to References box, rewrite most of policy, delete section I, rewrite entire section A and add new sections 11 & 12, make grammatical and punctuation corrections throughout policy, change Special Management to Restrictive Housing, add a new section C.1 stating that the haircut sign-up sheet shall be delivered to the Basement Control Officer by the day before its use, change 4PM-12PM to 6AM-6PM in former section C.2, delete the Warden’s signature line.

EKCC 16-01-01 Inmate Visiting – update ACA references to fifth edition, delete the word Standards from references box, rewrite entire policy, delete Warden’s signature line.

EKCC 16-02-01 Inmate Correspondence – update ACA references to fifth edition, add KRS 196.035, 197.020 & CPP 16.2 to references box, remove the word Standards from reference box, change Issued to Filed in first page header, add 501 KAR 6:150 reference to top of first page, rewrite entire policy, delete the Warden’s signature line.

EKCC 16-03-01 Inmate Telephone Procedure – update ACA references to fifth edition, add the word Authority to References box, remove the word Standards from References box, rewrite entire policy, delete the Warden’s signature line.

EKCC 16-05-01 Inmate Access to and Communication with EKCC Staff – update ACA references to fifth edition, add 501 KAR 6:150 to top of first page, add the word Authority to Reference section, delete the word Standards from References section, change Issued to Filed in first page header, condense and revise introductory Policy and Procedure sections, add a new section A, change Deputy Warden titles in former section A, delete former section B, change Senior Captain to Major, delete sections F and G and renumber remaining sections, add that inmates may request interviews with designated key staff in renumbered section F, delete the Warden’s signature line.

EKCC 16-05-02 Unit Bulletin Boards & Inmate TV Channel – change policy title to “Unit Bulletin Board & Inmate TV Channel”, update ACA references to fifth edition, add word Authority to References header section, change Issued to Filed in first page header, rewrite majority of policy, condense and revise entire Policy and Procedure sections, revise section A. as Unit Bulletin Boards, completely revise section A. 1 and 2., add section A.3, add new section B regarding Inmate TV Channel, delete former B numbering to maintain uniformity, delete the Warden’s signature line.

EKCC 17-01-02 Personal Property Control – update ACA references to fifth edition, add reference to 501 KAR 6:150 in top right hand corner of first page, rewrite entire policy, update

grammar and punctuation throughout policy, Special Management and Segregation are changed to Restrictive Housing, add section I regarding Food Items, delete the Warden's signature line, add Attachment I, add Attachment II.

EKCC 17-02-01 Assessment and Orientation – Add “and” to title, update ACA references to fifth edition, change policy title by replacing / with the word and, add reference to 501 KAR 6:150 in the top right hand corner of first page, rewrite entire policy, add the word Authority to references box, correct grammar and punctuation throughout policy, replace word Issued with Filed in Date box, revise introductory Policy and Procedure section, add sections a-c under A.4, revise section B to state that new arrivals shall not receive a visit the first week, completely revise section C-E, delete section F, delete the Warden's signature line, delete “Issue Date” box from subsequent page headers.

EKCC 17-04-01 Inmate Reception Process – change title to delete reference to EKCC, update ACA references to fifth edition, totally rewrite policy, and delete the Warden's signature line.

EKCC 18-01-01 Inmate Classification – update ACA references to fifth edition, add reference to 501 KAR 6:150 to top right hand corner of first page, add the word Authority to reference box, delete the word Standard from reference box, add CPP references 18.5, 18.7 and delete 18.3, combine introductory Policy and Procedures sections, rewrite entire policy, revise correct grammar and punctuation throughout policy, add new section H regarding inmates not normally transferred to EKCC, add new section I regarding single occupancy cell requirements, delete Warden's signature line.

EKCC 18-02-01 LGBTI – add references to IPP and CPPs, change definitions in section I. to reflect the CPP definitions, delete unnecessary wording in B.1.a., delete roman numeral III.

EKCC 18-13-01 Meritorious Housing – update ACA references to fifth edition, add reference to 501 KAR 6:150, rewrite majority of policy, change page numbering from 4 to 3, change REFERENCE to Reference/Authority, condense and revise Policy and Procedure sections, completely revise first sentence in section B., revise B.2 directions on completing application, correct grammar and punctuation throughout entire policy, remove verbiage about location of Deputy Warden of Programs office, delete section B.6, completely revise sections C.3-6., completely revise sections D. 1-5, completely revise sections E. 1-2, reword section E. 4 for clarity, delete last sentence in section F., delete numbering in section H for uniformity, delete the Warden's signature line.

EKCC 18-13-04 Minimum Security Unit: Operating Procedures and Living Conditions – update ACA references to fifth edition, renumber the entire policy, generally revise entire policy, general corrections of grammar and punctuation, revise shift times to reflect change in shift pattern (3 shifts down to 2 shifts), in renumbered section A.4 revise that maintenance request forms are to be turned into the Deputy Warden of Operations, in renumbered section 7 change title to General Procedures, delete former section (2)(A)(4) referencing to issued keys, update that the Post I officer shall call in his count to the Minimum Security Unit, update reference from Grass Cutting to Downtown Detail, delete grass cutting service locations and add that must have Wardens or designees approval, delete Boiler Room Detail section, delete Hog Farm Detail section, update weekly canteen spending limit to \$125, completely revise Canteen section, delete Cell Furnishings section, update clothing issued in Clothing and Linen section, update Grievance

Committee procedure in new numbered section 7.d, delete 1983 Civil Action reference, update reference from Public Advocate to DPA Attorney in new numbered section 12.e, update mail delivery times and legal mail process in new numbered section 14., revise majority of Sick Call section, add reference to 3 gray storage totes for personal property in newly renumbered section 17.c, revise last sentence in Religious Services section regarding scheduling religious services, update title from Case Manager to Classification and Treatment Officer, update in Telephone Services that telephones are to be turned off according to posted schedule, delete section under Visitation referencing to visitors bringing in food.

EKCC 19-04-01 Inmate Work Program – update ACA references to fifth edition, add reference to 501 KAR 6:150, delete reference to CPP 19.4, rewrite majority of policy, change from 7 pages to 9 pages, delete “issue date” header box from each subsequent page, condense and revise introductory Policy and Procedure sections, delete section A.1 and renumber subsequent paragraphs, delete last sentence in section A.2 referring to the Program Director providing a listing of current vacancies to the Classification Committee, added general grammar and punctuation corrections throughout policy, completely revise sections B.1 and B.2., change title from Work Program Director to Inmate Job’s Coordinator throughout policy, changed verbiage facility to institution, completely revise section 5.a., delete first sentence in section 5.b., add in section 5.b. exception verbiage that if an inmate that has been released prior to working 30 days he is eligible for a job change, change Re-classification verbiage to Classification Committee, add in section C.1. that an inmate may pick up an application from his CTO, completely revise section C.2., add section C.3., add numbering to section C.4. and generally revise entire 4. Section, add that the CTO shall fill out and send form to Jobs Coordinator, add in section 4.b that Inmate Jobs Coordinator shall review and approve or deny the application in section 4.c, add denial directions in section 4.d, add descriptive information in sections 2. A and b., delete section D. 2., add sections E. d-f, add numerical verbiage clarification throughout entire policy, completely revise section G., the Warden’s signature line is deleted.

EKCC 20-01-01 Educational Courses – revise policy title to Educational Courses, update ACA references to fifth edition, revise majority of policy, add reference to 501 KAR 6:150, update References section to References/Authority, delete the ward STANDARDS from references box, revise CPP reference to 20.1, condense and revise introductory Policy and Procedure section, completely revise section A to add what educational courses shall include, remove first sentence of section B due to it already being included in section A.15, correct general grammar and punctuation through entire policy, replace ABE program verbiage for Adult Education in section A.5, delete section A.7, completely revise sections B. 1-2. Regarding technical students, completely revise section C. 2., delete section C.4, completely revise section D., completely revise section F.2, delete lettering G. section to maintain uniformity, delete Warden’s signature line, delete “Issue Date” box in pages header.

EKCC 21-01-01 Library Services – update ACA references to fifth edition, add reference to 501 KAR 6:150 in top right hand corner of first page, rewrite entire policy, add the word Authority to reference box, delete the word Standards from reference box, delete the Warden’s signature line.

EKCC 22-02-01 Recreation and Inmate Activities – update ACA references to fifth edition, add reference to 501 KAR 6:150 in top right and corner of first page, delete “Issue Date” box from header of subsequent pages, rewrite entire policy, correct grammar and punctuation throughout, add new section E regarding Arts and Crafts, delete the Warden’s signature line.

EKCC 23-01-01 Religious Services – update ACA references to fifth edition, update reference/authority section at the top of the policy, rewrite majority of policy, change Chapel to Institutional Religious Center reference throughout policy, revise and reformat policy introduction section, delete last sentence in section A.2., update screening procedure in A.4, correct grammar and punctuation throughout policy, revise title Program Director to Program Administrator, change reference from Corrections Cabinet to Department of Corrections, include that inmates may change religious affiliation every 6 months in section B.3, revise reference from Segregation Unit to Restrictive Housing Unit, change the reference from minister to volunteer, completely revise section E regarding Access to Religious Resources, add reference to Department of Corrections Religion Reference Manual, revise reference from Food Service Director to Food Service Manager in section F.2, add new section G regarding Restrictive Housing Unit, completely revise sections H, delete the Warden’s signature line.

EKCC 24-01-01 Social Services and Counseling Program – update ACA references to fifth edition, add reference to 501 KAR 6:150, revise entire policy, completely revise section A.1. about social services program administration qualifications, completely revise section B to add evaluation of staffing levels information, add title and abbreviation for EKCC and CTO throughout policy, general grammar and punctuation corrections throughout policy, update section D. to E. and rename Provision of Services, subsequent renumbering throughout remainder of policy, add title Pastoral Counseling to section D.1., delete sections D. 2-4, rename section D.2 from Violent Offenders Program to Individual Case Management and add subsequent paragraph, deleted section D.6. Individual Case Management, completely rewrite section D.7, delete last sentence referring to topics in section D.8, delete references to former ACA standards throughout policy, completely revise section D.9 from Medical to Special Programs, completely deleted section D.10., revise section D.11 to state that education counseling shall be provided upon inmate request, delete section E. 2., delete the Warden’s signature line.

EKCC 25-02-01 Inmate Discharge Procedure – update ACA references to fifth edition, almost totally rewrite policy, and delete the Warden’s signature line.

EKCC 25-03-01 Reentry Preparation – Change policy title from Pre-Release Preparation to Reentry Preparation, update ACA references to fifth edition, delete the word standard from ACA reference box, policy is totally rewritten, reformat policy and procedure introduction, revise title Parole Officer to Reentry Coordinator, revise that Reentry Program is called New Directions, add descriptive information about New Directions program in sections A.1.-3., completely revise section B to refer to Orientation Packet, delete the Warden’s signature line.

DELETIONS:

- EKCC 01-06-02 Crime Scene Camera
- EKCC 01-10-02 Organization and Assignment of Responsibility
- EKCC 01-10-03 Institutional Planning
- EKCC 01-13-01 Organization of Operations Manual
- EKCC 01-13-02 Monitoring of Operations, Policies and Procedures
- EKCC 01-13-03 Formulation and Revision of EKCC Operating Procedure
- EKCC 01-13-04 Meetings Conducted and Their Purpose

EKCC 02-05-01	Fiscal Management: Budget
EKCC 02-08-01	Property Inventory
EKCC 02-08-02	Warehouse Operation and Inventory Control
EKCC 02-08-03	Inventory Control, Nonexpendable Items
EKCC 02-08-04	Warehouse Policy and Procedure
EKCC 02-11-01	Purchase and Supply Requisition
EKCC 02-12-01	Fiscal Management: Audits
EKCC 04-02-02	Advisory Training Committee
EKCC 10-02-01	Special Management Unit: Operating Procedures and Living Conditions
EKCC 14-07-01	Inmate Rights and Responsibilities
EKCC 18-10-01	Pre-Parole Progress Report