



STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS
PRISONS DIVISION
P. O. Box 41118 • Olympia, Washington 98504-1118

April 9, 2020

TO: All Classification Counselors
All Work Release Supervisors

FROM: Julie Martin, Deputy Secretary *J. Martin*
Robert Herzog, Assistant Secretary *R. Herzog*
Susie Leavell, Senior Administrator *S. Leavell*

RE: PREA Risk Assessments

PREA Risk Assessments (PRAs) are an integral part of our efforts to ensure that incarcerated individuals/residents (hereinafter referred to as individuals) at high risk of sexual victimization are housed separately from those at high risk of being sexually abusive. Completion of PRAs is a critical function that must continue pursuant to agency policy and PREA standards. We have reached out to other jurisdictions to determine what they are doing to address this situation and identified best practices and/or recommendations that have been incorporated into the following information.

Each facility is to examine procedures for individuals in quarantine or isolation to ensure Initial (72-hour) assessments are completed while maintaining the safety of those staff responsible for assessments. Options to consider include:

- Use of a no-contact booth to maintain separation between the individual and the assessor
- Implement social distancing, moving assessment locations to an area where a minimum of six feet can be maintained between the individual and the assessor
- Use of a paper assessment to collect information from a quarantined individual, with the assessment collected by gloved staff, information entered into the PRA system in OMNI and then the paper form destroyed
- Conducting interviews by providing the individual a cordless telephone on which to speak with the assessor, then immediately disinfecting the phone when the assessment is completed

If the individual is being transferred from another agency facility and immediately placed into quarantine or isolation, the most recent PRA from the current incarceration can be used until such time as a full “standard” assessment can be completed.

For cause assessments are to be completed in the same manner as initial assessments noted above as these have the potential to impact an individual’s risk designator and therefore his/her appropriate housing assignments.

“Working Together for SAFE Communities”

PREA Risk Assessments
April 9, 2020
Page 2

Follow-Up (30-day) assessments can be delayed for a short period of time as long as a recent initial assessment is on file, with a full “standard” assessment being completed as soon as the individual is released from isolation or quarantine status.

If a modified assessment process is used for any PRA, information regarding the process and basis for the modified assessment is to be included in the narrative section of the PRA as well as in the PRA chrono. A full “standard” PRA must be completed once the individual is released from quarantine or isolation status.

JM/RH/SL:jmc

CC: All Superintendents
All Correctional Program Managers
All Field Administrators
Jeneva Cotton, Deputy Director – Command B
Tomas Fithian, Deputy Director – Command C
Beth Schubach, PREA Coordinator