

**MIAMI-DADE CORRECTIONS AND REHABILITATION DEPARTMENT
TURNER GUILFORD KNIGHT INMATE COUNSELING PROGRAM
Scope of Work Agreement**

This agreement is entered into between Turner Guilford Knight Correctional Center (TGK), Roxcy Bolton Rape Treatment Center (RTC), and Just Detention International (JDI) on this [XX]th day of [MONTH] in the year 2012.

Turner-Guildford Knight Correctional Center agrees to:

- 1) Make involvement of certified RTC rape crisis counselors a component of the standard response to a report of sexual assault and/or a request for help from a survivor of sexual assault.
- 2) Provide for logistical needs, such as a private meeting space for counseling sessions, and security clearance for designated RTC staff.
- 3) Respect the nature of privileged communication between a rape crisis counselor and client.
- 4) Facilitate follow-up and ongoing contact between the client and certified rape crisis counselor without regard to the presence or status of an investigation.
- 5) Provide training for RTC staff and counselors on how to report sexual abuse and the investigative process.
- 6) Provide the following means for a detainee to request counseling from RTC, regardless of when and where the abuse occurred or whether or not it was reported:
 - Call the RTC hotline.
 - Complete an inmate form to request an appointment with an RTC counselor. TGK staff direct the request to the mental health department, who will then contact RTC.
 - Complete a request for medical services and inform the health care provider that he or she wishes to see the RTC counselor. TGK medical staff will then contact RTC.
 - Write to RTC requesting to see a counselor.
 - Inform the designated TGK staff liaison.
 - When possible, approach the RTC counselor and request an appointment.
- 7) Ensure inmates are able to receive mental health services from TGK staff, as well as RTC counselors.
- 8) Ensure that the following topics related to the inmate counseling program are included in inmate education programs and materials:
 - The difference between services provided by TGK mental health staff and RTC counselors, particularly the availability of emergency care and confidentiality.
 - RTC counseling services are available regardless of when and where the abuse occurred or whether or not it was reported.
- 9) Inform inmates about the RTC counseling program through any or all of the following means:
 - Inmate orientation classes and videos;
 - Medical and mental health providers and institutional investigators;
 - Informational brochures and placards placed throughout the institution.
- 10) Cooperate with the RTC counselor to facilitate regular appointments.
- 11) Communicate any questions or concerns to RTC or JDI.

Rape Treatment Center agrees to:

- 1) Send a counselor for one day per week, depending upon demand, to provide face-to-face confidential crisis counseling to survivors of sexual violence who are incarcerated at TGK.

- 2) Attend training on institutional policies and procedures to maintain safety and security and training about the prevalence and dynamics of sexual abuse in detention.
- 3) Work with designated TGK officials to obtain security clearance and follow all institutional guidelines for safety and security.
- 4) Contact the designated institutional staff liaison to arrange counseling sessions.
- 5) Inform the TGK staff liaison of the RTC counselor's availability for counseling appointments.
- 6) Obtain informed consent, verbally and in writing, and any additional forms required by TGK or RTC from all detainees prior to providing counseling services.
- 7) Maintain confidentiality as outlined in the informed consent form.
- 8) Inform institutional mental health staff of any emergency mental health needs of the survivor, with proper consent, and without disclosing anything beyond the immediate safety concern.
- 9) Obtain the survivors' consent and a release of information prior to contacting MDCR or other third parties about any fears or concerns the survivor has related to his/her safety or well-being.
- 10) Use professional discretion and follow agency standards and applicable laws when reporting concerns to MDCR mental health staff without the survivor's consent.
- 11) Terminate services with appropriate notice and referrals if a client's need for services is not, or is no longer, primarily motivated by a desire to heal from sexual violence.
- 12) Provide survivors with referrals for treatment after release or upon transfer to another facility.
- 13) Contact relevant community treatment programs to arrange for ongoing services after obtaining informed consent and a release of information from the survivor.
- 14) Provide training for TGK and other relevant MDCR staff, as needed.
- 15) Communicate any questions or concerns to TGK staff liaison or JDI.

Just Detention International agrees to:

- 1) Coordinate and attend inmate counseling program meetings at TGK.
- 2) Work with designated TGK officials to obtain security clearance and follow all institutional guidelines for safety and security.
- 3) Provide training for TGK and RTC project staff members.
- 4) Provide training for MDCR mental health and security staff on the following topics:
 - Techniques for handling initial disclosures from sexual assault survivors
 - Basic crisis intervention
 - Response procedures
 - Sensitivity to survivors of sexual violence
 - Confidentiality
- 5) Provide support and supervision to the RTC counselor.
- 6) Monitor and evaluate the effectiveness of the inmate counseling project.

Turner Guilford Knight Correctional Center Representative

Date

Rape Treatment Center Representative

Date

Just Detention International Representative

Date