

# Guide to Preventing and Reporting Sexual Misconduct

*For Contractors and Volunteers*



## Prison Rape Elimination Act

The Prison Rape Elimination Act (PREA) is a federal law established to address the prevention and elimination of sexual abuse in correctional systems. PREA applies to all federal, state, and local prisons, jails, police lock-ups, private facilities, juvenile facilities, and community settings such as residential facilities.

The Washington State Department of Children, Youth, and Families (DCYF) Juvenile Rehabilitation (JR) has a zero-tolerance policy (5.90) for any form of sexual abuse, sexual harassment, and report-related retaliation toward residents in our care. All staff, contractors, and volunteers are responsible for reviewing and complying with JR policies.

JR policies regarding sexual misconduct apply to all individuals in JR custody as well as employees, contractors, volunteers, and any other person providing services in JR facilities and offices.

All JR staff are trained in preventing, detecting, reporting, and responding to sexual abuse and sexual harassment. JR staff educate all residents on their right to be free from sexual abuse and sexual harassment and how to report such incidents.

## Prevention

The following actions will help support a zero-tolerance environment for everyone:

- Know and follow JR PREA policies and maintain zero tolerance for resident sexual abuse and sexual harassment.
- Encourage residents to report sexual abuse and sexual harassment.
- Treat any suggestion or allegation of sexual abuse or sexual harassment seriously.
- Be professional and use ethical judgment at all times.
- Maintain healthy physical and emotional boundaries.
- Don't borrow anything from or lend anything to residents.
- Report "red flag" behaviors.

## Detection

Red flags are warning signs that a resident may be a victim of sexual abuse or sexual harassment. They can also signal that an employee may be in danger of engaging in sexual misconduct with a resident.

Red flag behaviors exhibited by residents include:

- Withdrawing or isolating themselves.
- Developing anxiety, fear, or paranoia.
- Lashing out in anger or frustration.
- Self-abuse or suicidal behaviors.
- Refusal to shower, eat, or be in certain less supervised areas.
- Increased medical complaints, particularly increased concerns regarding sexually transmitted diseases.



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Red flag behaviors exhibited by staff include:

- Isolating from coworkers.
- Spending too much time with one resident.
- Notable changes in behavior/appearance.
- Deviating from policy.
- Inappropriate jokes, comments, or horseplay.
- Doing favors for a resident or their family.
- Consistently volunteering for a specific assignment/shift.
- Coming to work early/leaving late.
- Flirting with a resident.

## Duty to Report

As a contractor or volunteer, you have a duty to immediately report any knowledge, suspicion, or information you receive, including anonymous and third-party reports regarding an incident of sexual abuse or sexual harassment. This also includes related retaliation and knowledge of staff actions or neglect that may have contributed to an incident.

People and agencies you can report to include, but are not limited to:

- Any JR staff team member.
- Child Protective Services: 1-866-END HARM.
- Law enforcement (local, sheriff, WSP).
- Facility PREA compliance manager.
- Headquarters PREA administrator.

## Sexual Abuse and Harassment

Sexual abuse is any attempt, threat, or request by a staff member, contractor, or volunteer to engage in the activities described below.

- Contact between the penis and the vulva or the penis and the anus, including penetration, however slight.
- Contact between the mouth and the penis, vulva, or anus.
- Penetration of the anal or genital opening, however slight, by a hand, finger, object, or other instrument, that is unrelated to official duties
- Any other intentional contact, either directly or through the clothing, of or with the genitalia, anus, groin, breast, inner thigh, or buttocks that is unrelated to official duties.
- Sexual harassment includes verbal comments or gestures of a sexual nature, including demeaning references to gender, sexually suggestive or derogatory comments, or obscene language or gestures.

**There is no such thing as consensual sexual contact between a staff and a resident.**

## Response

JR is serious when it comes to the safety of its residents. Sexual abuse and sexual harassment will not be tolerated.

Any contractor or volunteer who engages in sexual abuse shall be immediately prohibited from contact with residents and shall be reported to law enforcement agencies (unless the activity was clearly not criminal) and to relevant licensing bodies.

JR will take appropriate remedial measures and shall consider whether to prohibit further contact with residents in cases where a contractor or volunteer violates JR sexual abuse and harassment policies.

For additional information, visit [www.dcyf.wa.gov/practice/practice-improvement/prea](http://www.dcyf.wa.gov/practice/practice-improvement/prea)

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