**PREA Audit Site Review Checklist: Prisons and Jails**

**Facility Name:**

This PREA Audit Site Review Checklist is meant to be used in conjunction with the [PREA Audit Site Review Instructions for Prisons and Jails](https://www.prearesourcecenter.org/resource/instructions-prea-site-review-prisons-and-jails).

## **Observations**:

|  |
| --- |
| **Signage[[1]](#footnote-1)** |
| **PREA Audit Notices** |
| Issue(s) Identified (e.g., unable to observe, issues with readability, accessibility, consistency, and/or placement):[ ]  Yes[ ]  No |
| Note location(s) and any issue(s), and/or additional significant information gathered through observations: |
| **Access to Outside Emotional Support Services** |
| Issue(s) Identified (e.g., unable to observe, issues with readability, accessibility, consistency, and/or placement):[ ]  Yes[ ]  No |
| Note location(s) and any issue(s), and/or additional significant information gathered through observations: |
| **How to Report Sexual Abuse and/or Sexual Harassment (External/Internal Reporting Methods)** |
| Issue(s) Identified (e.g., unable to observe, issues with readability, accessibility, consistency, and/or placement):[ ]  Yes[ ]  No |
| Note location(s) and any issue(s), and/or additional significant information gathered through observations: |
| **Civil Immigration (if applicable)** |
| Issue(s) Identified (e.g., unable to observe, issues with readability, accessibility, consistency, and/or placement):[ ]  Yes[ ]  No[ ]  N/A if the facility *never* holds confined persons detained for civil immigration purposes  |
| Note location(s) and any issue(s), and/or additional significant information gathered through observations: |
| **Third Party Reporting** |
| Issue(s) Identified (e.g., unable to observe, issues with readability, accessibility, consistency, and/or placement):[ ]  Yes[ ]  No |
| Note location(s) and any issue(s), and/or additional significant information gathered through observations: |
| **Other PREA Signage** |
| Issue(s) Identified (e.g., unable to observe, issues with readability, accessibility, consistency, and/or placement):[ ]  Yes[ ]  No |
| Note location(s) and any issue(s), and/or additional significant information gathered through observations: |
| **Supervision Practices** |
| Issue(s) Identified (e.g., unable to observe, issues with understaffing, overcrowding, poor line of sight):[ ]  Yes[ ]  No |
| Note location(s) and any issue(s), and/or additional significant information gathered through observations: |
| **Cross-gender Viewing & Searches** |
| Issue(s) Identified (e.g., unable to observe, issues with cross-gender announcement, placement of mirrors, cameras/electronic monitoring):[ ]  Yes[ ]  No |
| Note location(s) and any issue(s), and/or additional significant information gathered through observations: |
|
|
|
| **Records Storage** |
| Issue(s) Identified (e.g., unable to observe, access to secure information):[ ]  Yes[ ]  No |
| Note any issue(s) and/or additional significant information gathered through observations: |
| **Processes for Sending and Receiving Mail (Mail Drop boxes/Mailroom)** |
| Issue(s) Identified (e.g., unable to observe, accessibility of writing instruments, accessibility of drop boxes/receptacles/lockbox)[ ]  Yes[ ]  No |
| Note any issue(s) and/or additional critical observations: |

## **Testing of Critical Functions**:

|  |
| --- |
| **Intake** |
| Able to observe an actual intake or mock demo per site review instructions:[ ]  Yes (check all that apply) [ ]  PREA Information [ ]  PREA Risk Screening[ ]  No (i.e., barriers to testing)  |
| **PREA Information** |
| Issues Identified:[ ]  Yes[ ]  No |
| Briefly describe your process for testing (or barriers to testing), and note any issue(s) and/or additional significant information gathered through testing: |
| **PREA Risk Screening** |
| Issues Identified:[ ]  Yes[ ]  No |
| Briefly describe your process for testing (or barriers to testing), and note any issue(s) and/or additional significant information gathered through testing: |
| **Internal Reporting Methods**  |
| Able to test per site review instructions:[ ]  Yes[ ]  No (i.e., barriers to testing) |
| Issues Identified:[ ]  Yes[ ]  No |
| Briefly describe your process for testing (or barriers to testing), and note any issue(s) and/or additional significant information gathered through testing: |
| **External Reporting Methods** |
| Able to test per site review instructions:[ ]  Yes[ ]  No (i.e., barriers to testing) |
| Issues Identified:[ ]  Yes[ ]  No |
| Briefly describe your process for testing (or barriers to testing), and note any issue(s) and/or additional significant information gathered through testing: |
| **Staff Reporting** |
| Able to test per site review instructions:[ ]  Yes[ ]  No (i.e., barriers to testing) |
| Issues Identified:[ ]  Yes[ ]  No |
| Briefly describe your process for testing (or barriers to testing), and note any issue(s) and/or additional significant information gathered through testing:  |
| **Third-Party Reporting** |
| Able to test per site review instructions:[ ]  Yes[ ]  No (i.e., barriers to testing) |
| Issues Identified:[ ]  Yes[ ]  No |
| Briefly describe your process for testing (or barriers to testing), and note any issue(s) and/or additional significant information gathered through testing: |
| **Access to Outside Emotional Support Services** |
| Able to test per site review instructions:[ ]  Yes[ ]  No (i.e., barriers to testing) |
| Issues Identified:[ ]  Yes[ ]  No |
| Briefly describe your process for testing (or barriers to testing), and note any issue(s) and/or additional significant information gathered through testing: |
| **Comprehensive PREA Education** |
| Able to test per site review instructions:[ ]  Yes[ ]  No (i.e., barriers to testing) |
| Issues Identified:[ ]  Yes[ ]  No |
| Briefly describe your process for testing (or barriers to testing), and note any issue(s) and/or additional significant information gathered through testing: |
| **Interpretation Services** |
| Able to test per site review instructions:[ ]  Yes[ ]  No (i.e., barriers to testing) |
| Issues Identified:[ ]  Yes[ ]  No |
| Briefly describe your process for testing (or barriers to testing), and note any issue(s) and/or additional significant information gathered through testing: |

1. Signage generally refers to any posted or printed materials (e.g., posters, pamphlets, brochures, electronic signage). [↑](#footnote-ref-1)