



STATE OF INDIANA
Department of Correction

Indiana Government Center - South

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Mitchell E. Daniels, Jr.
Governor

Bruce Lemmon
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February 9, 2012

Sheriff Mark Bowen
Hamilton County Sheriffs' Department
18100 Cumberland Road
Noblesville, Indiana 46060

**Hamilton County Juvenile Services Center
2012 Standards Inspection February 9, 2012**

Dear Sheriff Bowen:

As required by 210 IAC 6 an inspection of the Hamilton County Juvenile Services Center was conducted on February 9, 2012. Inspectors were Director, Tom Hanlon, auditors, Shannon Bowling, Esther Hinton and Vanessa Krause of the Indiana Department of Correction.

The Hamilton County Juvenile Services Center is operated by the Hamilton County Sheriff's Department, and is located at 18106 Cumberland Road, Noblesville, Indiana. The building was constructed in 2006 and opened in January of 2007. The rated bed capacity is 70 beds. The Juvenile Services Director is Captain Jeff Marcum.

This inspection constitutes the fifteenth-annual inspection of the Hamilton County Juvenile Detention Center. The inspection covered mandatory standards, and recommended standards that were determined to be highly important to the overall operation of the Center. Compliance with all mandatory standards and at least 90% of the recommended standards is required to attain "Full Compliance" as outlined by 210 IAC 6-3.

A tour of the Center was conducted and detention staff and juveniles were interviewed. Detention Staff interviewed were well versed in policy and procedures, and were supportive of administration. Residents had no complaints of mistreatment.

Summary of Tour:

- Facility was clean, well maintained, and free of odor.

Review of Folders:

- Folders containing the standards, policy and procedures, and secondary documentation were well maintained on the computer.

Hamilton County Juvenile Services

Standards that were determined to be non-compliant:

Standard # Remarks

210 IAC 6

- 3-1.45 Written policy, procedure, and practice provide that employees who have direct contact with juveniles receive a physical examination prior to job assignment. Employees receive re-examinations according to a defined need or schedule. (ACA-1C-14) **Physical exams are not being required of employees prior to job assignment but there is an annual physical performed. Plan of Action submitted request annual physicals already being practiced as sufficient documentation.**
- 3-1.75 Written policy, procedure, and practice govern the voluntary participation of juveniles in nonmedical, non pharmaceutical, and noncosmetic research programs, (ACA-1F-08) **Policy states students will sign consent forms but consent forms are not signed. Plan of action, initiate use of consent form.**
- 3-4.216 Written policy, procedure, and practice require that the facility provides for thorough cleaning and, when necessary, disinfecting of juvenile personal clothing before storage or before allowing the juvenile to keep and wear personal clothing. (ACA-4B-12) **Clothing is placed in storage containers without cleaning due to liability concerns. Plan of Action being researched.**
- 3-5.281 Facility has a qualified staff member who shall direct and supervise all recreation programs. (ACA-5E-01) **Person supervising recreation program is not educationally qualified in recreational programming. The Plan of Action includes requesting funds for hiring of a Recreation Director.**
- 3-5.296 Written policy, procedure, and practice require that incoming and outgoing letters are held for no more than 24 hours, and packages for no more than 48 hours, excluding weekends and holidays. (ACA-5G-09) **Policy states no longer than 48 hours. Standard reads no more than 24 hours. Plan of Action submitted includes reviewing policy and making corrections to mirror standard.**

The Hamilton County Juvenile Services was found to be in compliance with 100 % of the mandatory standards, and 98.2 % of the recommended standards. The facility was well maintained and organized. The staff was very cooperative and responsive. A certificate of compliance will accompany this report, which becomes public information ten days from the date of mailing.

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Please contact me at (765)720-5266 if you have any questions concerning this report.
Respectfully Submitted,

Esther Hinton
Program Review Division

Cc: Tom Hanlon, Director, Program Review Division, IDOC
Captain Jeff Marcum, Director, Hamilton County Juvenile Services
File