

*Pittsburg County Juvenile Detention Center  
1208 N. West Street  
McAlester, Ok. 74501  
Phone: 918-426-1585 Fax: 918-426-0501*

December 7, 2010

Dana S. Holden, Oversight Specialist  
Oklahoma Commission on Children and Youth  
500 N Broadway Avenue, Suite 300  
Oklahoma City, Ok. 73102--6200

Re:Corrective Action Plan

Dear Mr. Holden:

Attached is a Corrective Plan of Action for the Pittsburg County Regional Juvenile Detention Center, in response to the findings of the Oklahoma Commission on Children and Youth; during an unannounced visit on August 10 and 11, 2010.

If you have any question, or need any other information please feel free to call my office at (918) 426-1585.

Sincerely,

Ada Fox  
Superintendent

The following violations were noted during the August 10 and 11, 2010 visit.

**1. Twenty one incidents of room confinement were not documented on the room confinement log.**

Although incident reports were completed and filed, many were not properly logged in the log book. EOYS believes this is due to staff turnover issues and human error. Additional steps will be implemented to cross-reference the log and the reports to minimize the risk of this occurring in the future.

**2. Documentation indicated that residents placed on wing confinement were kept in their room in excess of the one hour time limit allowed by policy.**

Wing confinement is used as a less-restrictive alternative to placing a resident in room confinement and allows staff to have a constant line of sight to the resident. It is understood that OJA Policy, OAC 377: 3-13-44 still applies in these instances since the juvenile is separated from the general population and we recognize that there were instances of wing confinement use that exceeded the 60 minute maximum. In order to control and monitor the use of wing confinement in the future, we will implement a new practice allowing only the Program Coordinator or Superintendent to authorize its use. After authorization for wing confinement has been given by the Program Coordinator or Superintendent, they will ensure the resident is released within sixty minutes. Shift supervisors will no longer have authority to utilize wing or room confinements without approval.

**3. Residents were placed on room confinement without proper documentation.**

Similar to item #1 above, EOYS feels that staff turnover issues and human error resulted in the lack of proper documentation for the files. Clearly, staff failed to follow through with documenting the incident reports in the incident log book. As a new practice, the Superintendent will now review and initial all incident reports and cross reference them with the log book.

**4. Residents were put on room confinement for incidents that did not meet criteria.**

We are unsure exactly which incidents are being referred to since they are not mentioned in the report. As such, there is not a mechanism to review the specific incidents and discuss with staff in more detail. We genuinely believe that most or all incidents actually did meet criteria but were not properly documented. However, in light of these concerns being noted by OJSO, as well as our acknowledgement of areas we could improve (as stressed in #'s 1-3 above), we will make strides to ensure every instance of room confinement meet the spirit of the criteria as defined in policy. To help accomplish this, only the Program Coordinator or Superintendent will have authority to permit a resident to be placed (or continued) in room confinement. In most instances, this should be possible in person, though may at times occur via phone authorization when neither are present at the center during an incident.

Also, the Program Coordinator or Superintendent will review all reports before they are filed to ensure the documentation adequately describes the reason for confinement in behavioral and measurable terms.

**Pittsburg County Juvenile Detention would like to thank Mr. Holden for recognizing the strengths of the facility and the direct care workers. We are pleased that he found our files organized and complete, and that all residents interviewed gave positive responses when asked about the staff members.**