

**OKLAHOMA COMMISSION ON CHILDREN AND YOUTH  
OFFICE OF JUVENILE SYSTEM OVERSIGHT**

---

**Name and Location of Facility:** Sac and Fox Juvenile Detention Center  
Stroud, Oklahoma

**Date of Visit:** December 9, 2008

**Oversight Reviewer:** Dana S. Holden, Oversight Specialist

**Focus of Visit:** Unannounced Visit, 2008

**Date:** February 23, 2009

---

**General Information**

The Office of Juvenile System Oversight (OJSO) conducted an unannounced visit on December 9, 2008, at the Sac and Fox Juvenile Detention Center, located in Stroud, Oklahoma. The purpose of the visit was to assess compliance with established responsibilities and facility policy and procedures. The facility was certified for twelve juveniles by the Office of Public Integrity (OPI) of the Office of Juvenile Affairs (OJA). The OJA contracted with the Lincoln County Board of Commissioners for the detention center, and the county commissioners contracted with the Sac and Fox Nation for the operation of the facility. In addition, the Sac and Fox Nation executed a memorandum of agreement with the law enforcement division of the United States Bureau of Indian Affairs to accept tribal children from in-state and out-of-state tribal courts. On the day of the OJSO visit, the census was eleven.

**Interviews Conducted**

- Entry interview with the Program Director
- Three residents
- Exit conference by telephone with the Program Director

**Documents Reviewed**

- Five resident files
- Grievance log for March through September 2008
- Room restriction/confinement log for July through September 2008
- OJA OPI annual monitoring report dated May 6, 2008, and the facility response dated July 16, 2008
- Oklahoma State Department of Health Food Inspection report dated September 4, 2008
- Office of the Oklahoma State Fire Marshal report dated June 17, 2008

## **Findings**

### Interviews

The OJSO interviewed three residents. The interview questions pertained to the residents' perceptions of safety, program services, resident rights, discipline practices, and other detention program issues. No concerns were noted from the interviews.

### File Review

The OJSO reviewed five resident files for compliance with detention certification standards. One resident file did not contain documentation authorizing the consent of medical treatment. No other issues of concern were identified from the resident files reviewed.

### Grievance Log Review

The OJSO reviewed the grievance log for March through September 2008. The OJSO noted:

- Fifteen grievances did not list the dates the grievances were issued.
- Four grievances were not properly resolved:
  - The resolution for one grievance did not contain a staff member's signature to indicate the staff member had signed off on the resolution.
  - The resolution for one grievance did not address the resident's issue.
  - The resolution for one grievance was signed by a different resident than the resident who had filed the grievance.
  - One grievance did not contain a written resolution.

### Room Confinement/Room Restriction Log Review

The OJSO reviewed the room confinement/room restriction log for July through September 2008. The OJSO noted:

- The reason documented for placing one resident on room confinement did not meet criteria for room confinement.
- Two incidents of room confinement/room restriction were not recorded on the log.
- Seven instances of room confinement and/or room restriction did not accurately document the dates and/or times the residents were placed on or released from room confinement and/or room restriction.

### Inspection Reports Review

The OJSO reviewed the most recent inspection reports by the Office of the Oklahoma State Fire Marshal and the Oklahoma State Department of Health and the most recent monitoring report by the OJA OPI. The fire marshal's office had cited the facility for the

repairs needed to the sprinkler system. The health department did not note any deficiencies. The areas of deficiency noted in the OPI report had been addressed by the facility in a corrective action plan submitted by the facility on July 16, 2008, and accepted by the OJA on September 23, 2008.

## **Violations**

1. One of the five resident files reviewed did not contain documentation authorizing consent for medical treatment. OJA policy, OAC 377:3-13-40, Records, (a), (16), in part, states, "Facility staff shall complete a confidential record for each juvenile admitted to the facility and include, at the minimum, medical consent forms, court orders authorizing medical treatment, or request for medical consent."
2. Documentation indicated that four grievances were not properly resolved. OJA policy, OAC 377:3-1-28, General grievance procedure, (a), Informal grievances, (4), states, "The assigned staff shall review each grievance and attempt to resolve the grievance with the juvenile."
3. The reason documented for placing one resident on room confinement did not meet criteria for room confinement. OJA policy, OAC 377:3-13-44, Security and control, (c), (14), Room confinement, (A), in part, states, "Room confinement is used with detained juveniles:
  - i. for self protection;
  - ii. to separate juveniles from fighting;
  - iii. to restrain juveniles in danger of inflicting harm to themselves or others;
  - iv. to restrain juveniles who have escaped or who are in the process of escaping;
  - v. to prevent destruction of property if reasonably related to (i) through (iv); and
  - vi. [to] stop behavior that incites other juveniles which jeopardizes the safety of staff and residents of the facility and is reasonably related to (i) through (iv)."
4. The facility did not maintain an accurate room confinement log. OJA policy, OAC 377:3-13-44, Security and control, (c), (15), Room confinement, (E), states, "A written record shall be maintained on any juvenile placed in room restriction or confinement. It includes a log stating who authorized the action, names of persons observing the juvenile and the time of observation, the person authorizing release, and the time of release."
5. Seven instances of room confinement and/or room restriction did not document the date and/or time the residents were assigned to or released from room confinement/restriction. OJA policy, OAC 377:3-13-44, Security and control, (c), (15), Procedure for room confinement or room restriction, (E), in part, states, "A written record shall be maintained on any juvenile placed in room restriction or confinement. It includes a log stating who authorized the action, names of persons observing the juvenile and times of observation, the person authorizing release, and the time of release."

## **Summary**

The OJSO conducted an exit conference by telephone with the program director on January 15, 2008. All findings and concerns were discussed. The OJSO had several

concerns regarding facility documentation; the changes in policy and procedures initiated by the program director should improve the documentation.

DSH:js

