

103 CMR 936.00: COUNTY CORRECTIONAL FACILITIES -- INMATE SERVICES AND PROGRAMS

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936.01: General Provisions

- (1) Written policy and procedure shall provide that inmate programs and services be available and include, but not be limited to, the following:
 - (a) social services;
 - (b) religious services;
 - (c) recreation and leisure time activities;
 - (d) library services; and,
 - (e) educational/vocational services and counseling.
- (2) Written policy and procedure shall govern inmate services and programs, and shall include the following provisions:
 - (a) eligibility criteria for programs;
 - (b) identification and use of available community resources;
 - (c) provision that inmates have the option to refuse to participate in facility programs, except work assignments, adult basic education and other programs required by statute;
 - (d) refusals to participate in required programs shall be documented in writing and shall not prejudice an inmate for future participation; and,
 - (e) when incarcerated within the same facility, males and females shall have equal opportunities for participation in programs and services.

936.02: Academic and Vocational Education

- (1) Written policy and procedure shall provide for an education program available to all eligible inmates that includes, but is not limited to, the following components:
 - (a) basic literacy training;
 - (b) preparation for the general education development test; and
 - (c) instruction in the English language for those for whom English is not the native language.
- (2) Written policy and procedure shall provide, where possible, inmate access to vocational training programs, relevant to skills demanded in the local job market.

This requirement shall not be applicable to jail facilities.
- (3) The county correctional facility shall ensure that all academic and vocational education personnel meet certification requirements as stipulated by the Commonwealth's Department of Education or are working toward said certification.
- (4) The county correctional facility's educational program shall allow for flexible scheduling that permits inmates to enter and to proceed at their own learning pace.
- (5) The county correctional facility shall provide academic and vocational counseling so that inmates are placed in the phase of the educational/vocational programs most suited to their needs and abilities.
- (6) The county correctional facility shall ensure that each educational program is supported by specialized equipment, including classrooms, administrative space, chalkboards, and necessary teaching supplies and equipment.

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- (7) The county correctional facility shall ensure that a record is kept of each inmate's participation in any educational/vocational programs.
- (8) The county correctional facility shall provide for formal recognition of inmates for specific educational accomplishments.
- (9) The Sheriff/facility administrator shall submit the individual's educational record to the parole board pursuant to M.G.L. c. 127, § 135 for use in considering the individual's eligibility for parole.

936.03: Social Services

- (1) Written policy and procedure shall provide for a social service program that provides a range of resources appropriate to the needs of inmates, including individual counseling, community services and crisis intervention services. The program may include family counseling, family planning, and parental education.
- (2) Written policy and procedure shall provide that the county correctional facility staff identify at least annually the needs of the inmate population to ensure that the necessary programs and services are available.
- (3) Written policy and procedure shall provide counseling and program services for inmates with drug and alcohol addiction problems.
- (4) The county correctional facility's social services program shall be administered and supervised by appropriately trained personnel with a minimum of a bachelor's degree in social or behavioral sciences or a related field.
- (5) Written policy and procedure shall require that each inmate receive an orientation to the county correctional facility by a member of the social services staff within one calendar week of admission.
- (6) Written policy and procedure shall require that a counselor or caseworker be assigned to every sentenced inmate.
- (7) Pre-trial detainees may have a counselor or caseworker assigned upon request, or when deemed appropriate by the facility administrator or designee. Crisis intervention shall be available to all individuals held in the county correctional facility.

936.04: Library Services

- (1) The county correctional facility shall provide library services to all inmates. These services, when possible, shall include an inter-library loan program.
- (2) The county correctional facility shall provide for a staff member or trained volunteer to coordinate and supervise library services.

936.05: Recreational and Leisure Activities

Written policy and procedure shall provide opportunities for inmates to participate in recreational and leisure time activities outside the cell on a daily basis. This shall include access to recreational equipment, and at least one hour daily of physical exercise outside the cell, and outdoors when weather permits.

936.06: Religious Services

- (1) Written policy and procedure shall grant inmates the right to their religious beliefs, subject only to the limitations necessary to maintain institutional order and security.

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(2) The Sheriff/facility administrator shall provide the opportunity for inmates to participate in religious services and counseling on a voluntary basis.

REGULATORY AUTHORITY

103 CMR 936.00: M.G.L. c. 124, § (1), (c), (d) and (q); c. 127, §§ 1A and 1B.

NON-TEXT PAGE