

103 CMR: DEPARTMENT OF CORRECTION

103 CMR 979.00: COUNTY CORRECTIONAL FACILITIES -- VOLUNTEERS AND CITIZEN INVOLVEMENT

Section

979.01: General

979.02: Authority and Responsibilities

979.03: Screening, Selection, and Orientation

979.01: General

In order to foster reintegration of offenders into the community, and augment existing programs, the facility shall establish written policy and procedure for volunteer programs. 103 CMR 979.00 shall not be applicable to jail facilities.

979.02: Authority and Responsibilities

The volunteer plan shall include written policy and procedure governing the following:

- (1) The lines of authority, responsibility, and accountability for the program;
- (2) Goals and objectives of the program;
- (3) Types of services generally offered. Volunteers may perform professional services only when certified or licensed to do so. Documentation of credentials shall be provided;
- (4) Assignment of a staff member to coordinate volunteer activities;
- (5) Approval of all volunteers or volunteer organizations prior to entry into the county correctional facility by the Sheriff/facility administrator or designee; and
- (6) Procedures to curtail, postpone, or discontinue the services of a volunteer or volunteer organization.

979.03: Screening, Selection, and Orientation

The written volunteer plan shall include written policy and procedure specifying:

- (1) Methods for application, screening and selection of volunteers;
- (2) Recruitment of volunteers from all cultural and socioeconomic segments of the community;
- (3) Provisions for an orientation/training program prior to any assignments, to include:
 - (a) lines of authority within the facility, its history, policies, emergency procedures and any other relevant regulations;
 - (b) the role for volunteer programs and the specific duties of each volunteer; and
 - (c) type of inmate population, their needs, attitudes and lifestyles.
- (4) Provisions for volunteers to agree in writing to abide by all county correctional facility policies and regulations, particularly those relating to security and confidentiality; and
- (5) Provisions for identification of volunteers while they are in the county correctional facility.

REGULATORY AUTHORITY

103 CMR 979.00: M.G.L. c. 124, § (1), (c), (d) and (q); c. 127, §§ 1A and 1B.

NON-TEXT PAGE