

R.C.C.C. RIVER CITY CORRECTIONAL CENTER POLICIES AND PROCEDURES	EFFECTIVE DATE: 6/26/06
	ANNUAL REVIEW: Yes
	DATE REVIEWED: 3/3/08
SECTION: Programs	
SUBJECT: Agencies Monitor Program Implementation & Integrity	
DRC CBCF STANDARD: General Specific, #22	
ACA STANDARD: N/A	PAGE <u>1</u> OF <u>2</u> PAGES

I. POLICY

It is the policy of River City Correctional Center to monitor program implementation and program integrity. This is accomplished in the Quality Assurance process and clinical case reviews.

II. PROCEDURES

The Quality Assurance Committee meets monthly to examine Peer Review Committee results, Utilization Report, ACA Outcome Measures, Resident Satisfaction Surveys, Use of Force report, Closed File report and Sick Time/Attendance reports.

A. Peer Review is conducted monthly by program staff, chaired by the Program Director. A representative number of case files are pulled from each pod and reviewed by the committee.

B. Utilization Reports are done quarterly and report:

- Number of diversions
- LSI-R range at admission and at discharge
- Successful completions
- Unsuccessful discharges and reason for discharge
- Community Service hours
- Number of drug screens performed in the quarter
- Number of residents discharged who are employed
- Number of GED test taken and number passed
- Amount of fees/fines/restitution paid
- Number of closed charts in compliance
- Number of closed charts submitted late
- Number enrolled in Continuing Care
- Number successful completions from Continuing Care
- Number unsuccessful discharges from Continuing Care
- Illness that required medical attention
- Physical injuries/emotion trauma requiring medical attention
- Vehicular Accidents w/property damage or injury
- Grievances filed by Residents
- Grievances upheld

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All numbers are compared to the set Threshold for Evaluation (TFE) which is determined by the committee to measure performance.

TFEs are reviewed annually to determine if they should be raised or lowered.

- C. ACA outcome measures, by category, are reported.
- D. Resident satisfaction survey results are tabulated and reported quarterly. Residents are asked to rate the quality of the TC or CBT modalities, medical treatment, educational programming, drug and alcohol treatment, employment services, thinking errors classes, quality of the facility, health & well-being classes and fitness programming.
- E. Any use of force is reported monthly.
- F. The number of closed files is reported monthly. Each pod is listed with the name of the resident, case manager's name and release date.
- G. Sick Time/Attendance is reported quarterly. Employees are awarded a pin for perfect attendance each quarter.

The clinical case reviews are held weekly to review and assess each resident's current progress and the treatment goals outlined on their Master Treatment Plan.