

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: Program Director input in Development & Review of Policies and Procedures	
DRC CBCF STANDARD: General Specific #8	
ACA STANDARD: N/A	PAGE <u>1</u> OF <u>1</u> PAGES

I. POLICY

The Program Director shall have input in the development and review of program policies and procedures.

II. PROCEDURES

- A. The Program Director is responsible for the development, review and revision of program policies and procedures.
- B. Policy changes are reviewed by the facility directors for approval and forwarded to clerical staff to be typed into acceptable format.
- C. Annual reviews of policy and procedures concerning programming are conducted by the Program Director.
- D. The Program Director is responsible for the development, enhancement and implementation of internal program curriculum and involved in the delivery of direct services to offenders. Program staff has the opportunity to provide input into the modification of the program and its provisions. Offenders also have the opportunity to provide input into the program.
- E. When necessary, contractual services are utilized to provide program services. The Program Director assists in monitoring these services.
- F. All programs are designed to reduce offender risk and or needs and ensure individualized as well as criminogenic needs are targeted.
- G. The program design is evidence-based, addressing target needs of the criminogenic lifestyle. The Program Director is responsible for reviewing research and monitoring outcomes of River City Correctional Center. The Program Director is responsible for monitoring and maintaining program implementation and integrity.