

Title: A 115.332 Agency Volunteer and Contractor Training

| | |
|---|-----------------------------------|
| Agency Policies PREA Procedures Rules/Regulations/Standards Training | Next Review: 12/20/2027 |
| | Last Review: 12/20/2022 |

Printed copies are for reference only. Please refer to the electronic copy for the latest version.

Purpose: Provide staff with a listing of those trainings and resources available to them to learn more about Prison Rape Elimination Act (PREA).

Policy: Facility volunteers (including Interns) and contractors, who have contact with youth, must complete a training in PREA and their responsibilities under the Agency's sexual abuse and harassment prevention and response.

Procedure:**I. GENERAL**

- A. The level and type of training will be based on the services provided and the level of contract with the youth.
- B. All volunteers and contractors will be notified of the Agency's Zero Tolerance policy regarding sexual abuse and harassment.
- C. All volunteers and contractors will be informed how to report incidents of sexual abuse and harassment.
- D. The Agency shall maintain documentation that the volunteers and contractor understand the training they have received.

II. TRAINING

- A. Includes the following topics to be covered with copies provided to the volunteer/contractor:
 1. Prison Rape Elimination Act Background
 2. Prison Rape Elimination Act Juvenile Facility Standards
 3. Zero Tolerance Policy
 4. Reporting requirements
 5. Youth relationships
 6. Communication
 7. Signing of PREA Acknowledgement Form
 8. Signing Training Acknowledgement Form

III. PREA SIGNATURE FORM

- A. Initial
 1. Statement form will be signed prior to beginning volunteer work or contract services.
- B. Yearly
 1. Will be required prior to renewal of contracts and renewal of volunteer services.
- C. Document will be kept in the background file.

Related Documents

[PREA Resource Center Juvenile Standards](#)
[Training Acknowledgement Form](#)
[Agency Zero Tolerance Policy](#)

Title: A 115.332 Agency Volunteer and Contractor Training

[Agency PREA Signature Form](#)

[Agency Training Signature Form](#)