

February 26, 2024

**Chapter 8, Corrections, Policing and Public Safety – Inmate Administrative Segregation,
Provincial Auditor 2022 Report-Volume 2**

Recommendation and Status at Time of Audit (Indicate whether new or outstanding)	Page	Current Status (implemented, partially implemented, not implemented)	Actions Taken to Implement Since PA Report	Planned Actions for Implementation	Timeline for Implementation
<p>New:</p> <p>1. We recommend the Ministry of Corrections, Policing and Public Safety develop a training plan to regularly provide refresher training to correctional centre staff involved in administrative segregation.</p>	60	Implemented	<p>In person/virtual refresher training was completed for correctional facility managers in May 2023.</p> <p>The Ministry has developed e-learn modules on administrative segregation for correctional officers, nurses and correctional facility managers. These were implemented in November 2023; all staff are expected to complete them by April 2024. Facilities are to report to the Director, Standards and Compliance upon completion of this initial refresher.</p> <p>The Director, Standards and Compliance will review the module annually to ensure its relevance and update it as necessary. Modules will also be updated as legislative/policy changes occur.</p> <p>Staff will be required to complete refresher training every three years.</p> <p>In addition, new staff are required to take training on administrative segregation as part of the ministry’s Induction Training Program.</p>	NA	NA

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<p>New: 2. We recommend the Ministry of Corrections, Policing and Public Safety have appropriate correctional centre staff authorize administrative segregation placement decisions.</p>	<p>62</p>	<p>Implemented</p>	<p>The quality assurance tracking sheet was updated in December 2022 to include:</p> <ul style="list-style-type: none"> • the names of the correctional facility managers who completed each placement and review; • whether all sections of the placement and review documents were properly completed; • whether the placement and review documents were signed by staff and inmates; and • whether the documents were placed in the inmate’s program file. <p>The Director, Standards and Compliance reviews Criminal Justice Information Management System content weekly to check that placements are authorized. Further, a review of paper documentation is conducted annually to ensure the forms have been properly signed by a correctional facility manager and the inmate.</p>	<p>NA</p>	<p>NA</p>

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<p>New: 3. We recommend the Ministry of Corrections, Policing and Public Safety follow its policy requirements (i.e., reviews, health care assessments) for inmates placed on administrative segregation.</p>	63	Partially Implemented	<p>The quality assurance tracking sheet was updated in December 2022 to include whether all reviews and health care assessments were completed on time. All correctional facilities were made aware of this change in January 2023. At that time, they were also reminded of legislative and policy requirements.</p> <p>As noted under recommendation number one, in person/virtual refresher training was completed for correctional facility managers in May 2023. Also, staff will be required to retake the new e-learn module (implemented in November 2023) on administrative segregation every three years.</p> <p>At a minimum, the quality assurance tracking sheet is updated weekly.</p> <p>Annual reports now contain additional statistics and information on key policy requirements as recommended by the auditor.</p>	In addition to the Director, Standards and Compliance monitoring administrative segregation placements, correctional facility directors will have added responsibility for monitoring placements in their facilities.	May 2024
<p>New: 4. We recommend the Ministry of Corrections, Policing and Public Safety have appeals by inmates placed on administrative segregation reviewed by independent adjudicators.</p>	69	Not Implemented	NA	The ministry acknowledges current best practice of having an independent adjudicator making the appeal decision and is in the process of researching this further.	To be determined.

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<p>New: 5. We recommend the Ministry of Corrections, Policing and Public Safety broaden its administrative segregation quality assurance process to include assessment of all key policy requirements.</p>	70	Implemented	<p>The quality assurance tracking sheet was updated in December 2022 to cover all key policy requirements:</p> <ul style="list-style-type: none"> • confirming inmates are signing off on placement decisions; • assessing adherence to the administrative segregation policy and reporting the results of to senior management; • providing feedback to the correctional centres on non-compliance with the policy; • reviewing if a health care assessment has been completed; and • reviewing whether daily reviews took place as required 	NA	NA
<p>New: 6. We recommend the Ministry of Corrections, Policing and Public Safety enhance its written reports to senior management about the use of administrative segregation in its adult secure-custody correctional centres.</p>	72	Implemented	<p>The ministry enhanced their annual report in February 2023 to now include:</p> <ul style="list-style-type: none"> • Detailed information on all inmates placed on administrative segregation; • Analysis of the required reviews and quality assurance results (e.g., whether correctional centre staff properly complete reviews on time); and • Reporting and analysis of inmate appeals as recommended by good practice. 	NA	NA
<p>New: 7. We recommend the Ministry of Corrections, Policing and Public Safety publicly report key information about the use of administrative segregation.</p>	72	Implemented	<p>Effective March 2023, information about the ministry's use of administrative segregation is now publicly available online through the Publications Centre.</p> <p>Information reported includes:</p> <ul style="list-style-type: none"> • Number of placements and inmates • Reasons for placement • Length of stay, broken down into three increments • Demographical (i.e., age, ethnicity, incarceration status and security threat group) information. <p>Public reporting will be updated on an annual basis.</p>	NA	NA