

County Inspection and Evaluation of Building and Grounds

903.1 PURPOSE AND SCOPE

The purpose is to establish and implement written policy and procedures for the annual inspection of all juvenile facilities. This policy applies to all juvenile facility staff.

903.2 AUTHORITY AND REFERENCES

- Board of State and Community Corrections Title 15 § 1313;
- Welfare and Institutions Code §§ 209, 210 & 885.

903.3 POLICY

On an annual basis, or as otherwise required by law, the Chief Probation Officer shall obtain a documented inspection and evaluation from the following:

- (a) County building inspector or person designated by the Board of Supervisors to approve building safety;
- (b) Fire authority having jurisdiction, including a fire clearance as required by Health and Safety Code Section 13146.1 (a) and (b). This is a biennial requirement;
- (c) Local health officer, inspection in accordance with Health and Safety Code Section 101045;
- (d) County superintendent of schools on the adequacy of educational services and facilities as required in Title 15 Section 1370;
- (e) Juvenile court as required by Section 209 of the Welfare and Institutions Code; and
- (f) The Juvenile Justice Commission as required by Section 229 of the Welfare and Institutions Code or Probation Commission as required by Section 240 of the Welfare and Institutions Code.

903.4 CHIEF PROBATION OFFICER RESPONSIBILITIES

The Chief Probation Officer or designee shall submit a written request for inspection, each year, to the departments listed above.

The facility manager(s) shall work with the listed agencies to ensure their juvenile facilities are inspected and a written report of the inspections is received.

903.5 FACILITY MANAGER RESPONSIBILITIES

In the event an inspection is not completed or a written report is not made available, the facility manager(s) shall document the attempts to schedule the inspection and attempts to obtain a written copy of the inspection report, notifying the Chief Probation Officer as to progress made.

Riverside County Probation Department

Policy Manual

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In the event that deficiencies are noted as a result of the inspection, the facility manager(s) or designee shall take corrective action and provide a timely written response to the inspecting agency, addressing each deficiency. The written response may also request a letter of correction/compliance from the inspecting agency. Deficiencies in areas cited under Title 15 and Title 24 shall require a letter of correction/compliance for review by inspectors from the Board of State and Community Corrections (BSCC) in their biennial inspections.

Date last reviewed: 05/24/2019

Date(s) revised: 05/24/2019

02/04/2016

07/22/2014

05/23/2011

02/28/2009

Created: 03/01/2000

Attachments: None