

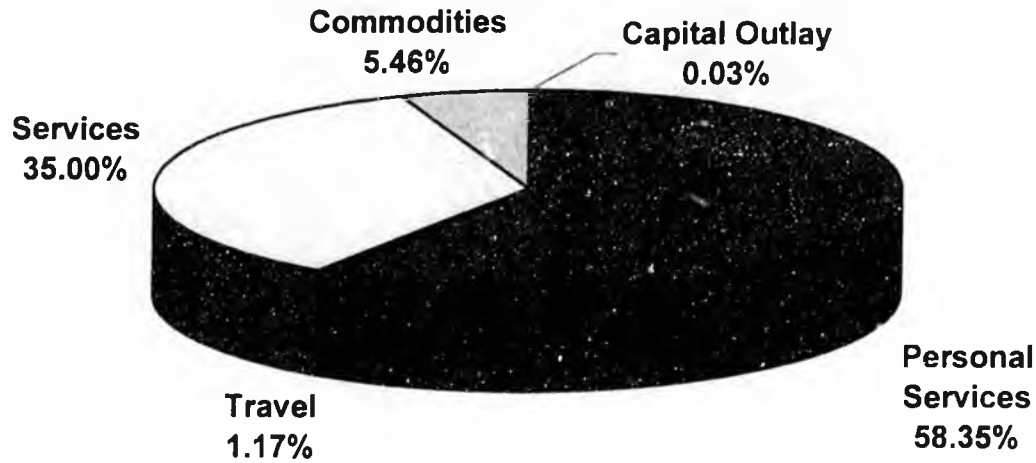
**2/7/07**

**OVERVIEWS:  
DEPT. OF LAW  
AND  
DEPT OF  
CORRECTIONS**

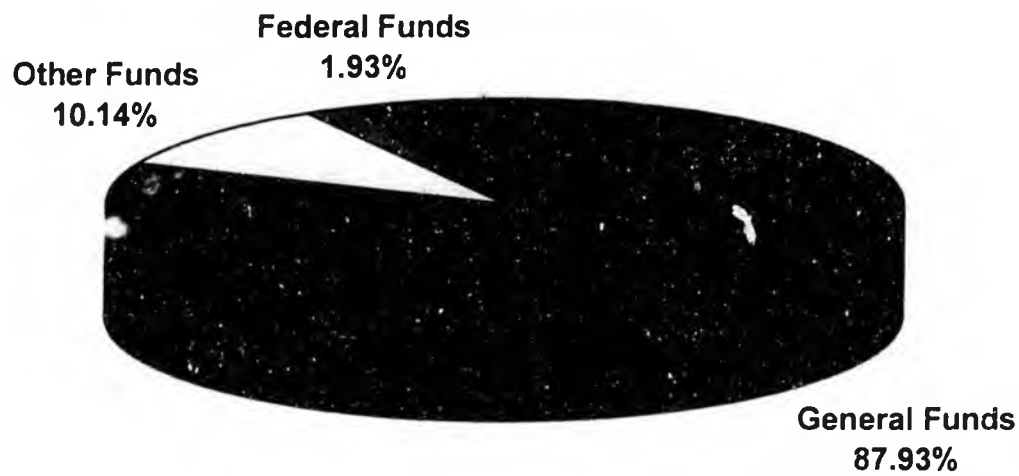
# DEPARTMENT OF CORRECTIONS HIGHLIGHTS

- 11 Correctional Institutions with 3,120 Beds  
(Emergency Capacity)
- Electronic Monitoring and Offender Supervision  
Programs
- 1 Point MacKenzie Farm - 112 Beds
- Out Of State Prison Contracts (currently 1,060 beds  
and growing)
- 15 Municipal Jails (Contracted - 153 Beds)  
(Bristol Bay Boro, Cordova, Craig, Dillingham,  
Haines, Homer, Kodiak, Kotzebue, North Slope Boro,  
Petersburg, Seward, Sitka, Unalaska, Valdez,  
Wrangell)
- 13 Regional Adult Probation Offices (case load of  
5,560)
- 7 Community Residential Centers – 614 Beds

**DEPARTMENT OF CORRECTIONS  
FY2008 BUDGET REQUEST**

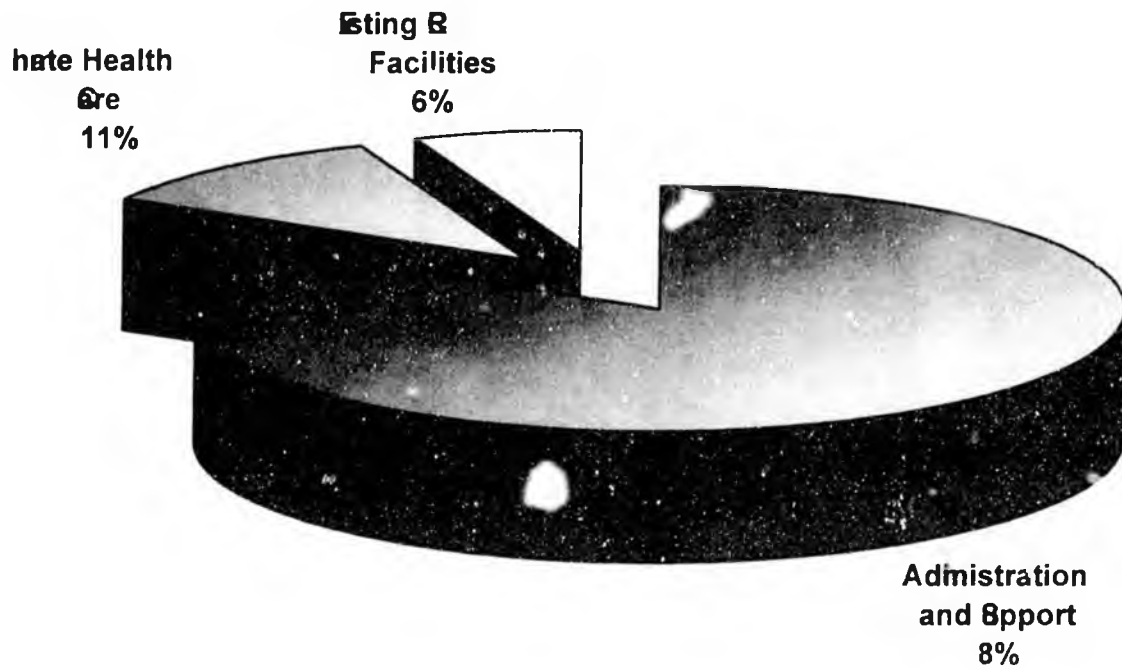


<i>Personal Services</i>	\$141,885.3
<i>Travel</i>	\$2,838.9
<i>Services</i>	\$85,097.9
<i>Commodities</i>	\$13,270.7
<i>Capital Outlay</i>	\$65.8
<b>TOTAL</b>	<u>\$243,158.6</u>



<i>Federal Funds</i>	\$4,695.6
<i>General Funds</i>	\$213,804.7
<i>Other Funds</i>	\$24,658.3
<b>TOTAL</b>	<u>\$243,158.6</u>

**Department of Corrections  
Fiscal Year 2008 Operating Budget Request  
Overview Summary**



**Department of Corrections RDUs**

<i>Administration and Support</i>	\$202,485.4
<i>Inmate Health Care</i>	\$26,776.1
<i>Existing CRC Facilities</i>	\$13,897.1

**Department of Corrections RDUs Total**

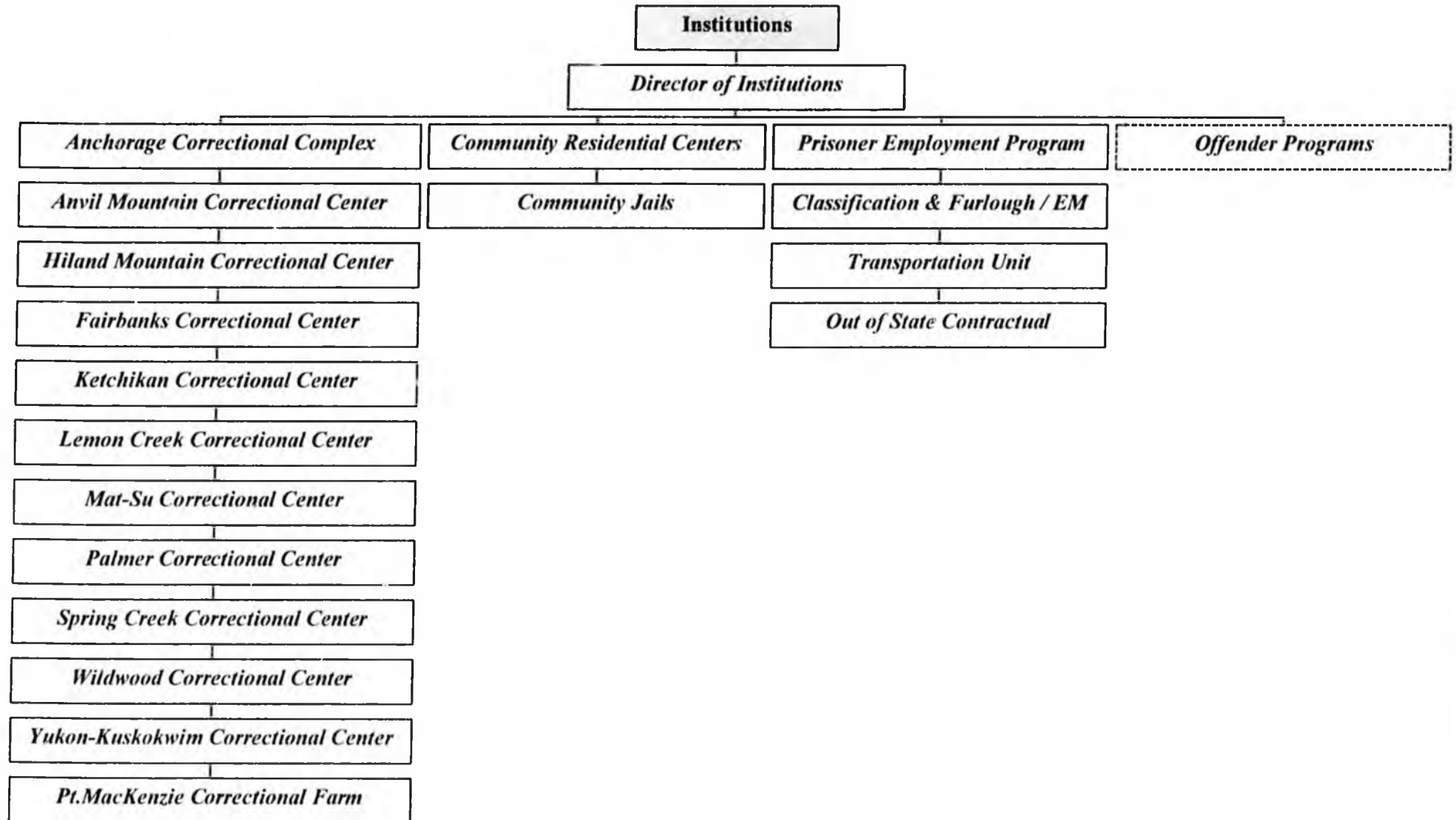
**\$243,158.6**

*Department of Corrections  
Administrative Services  
Organizational Structure*

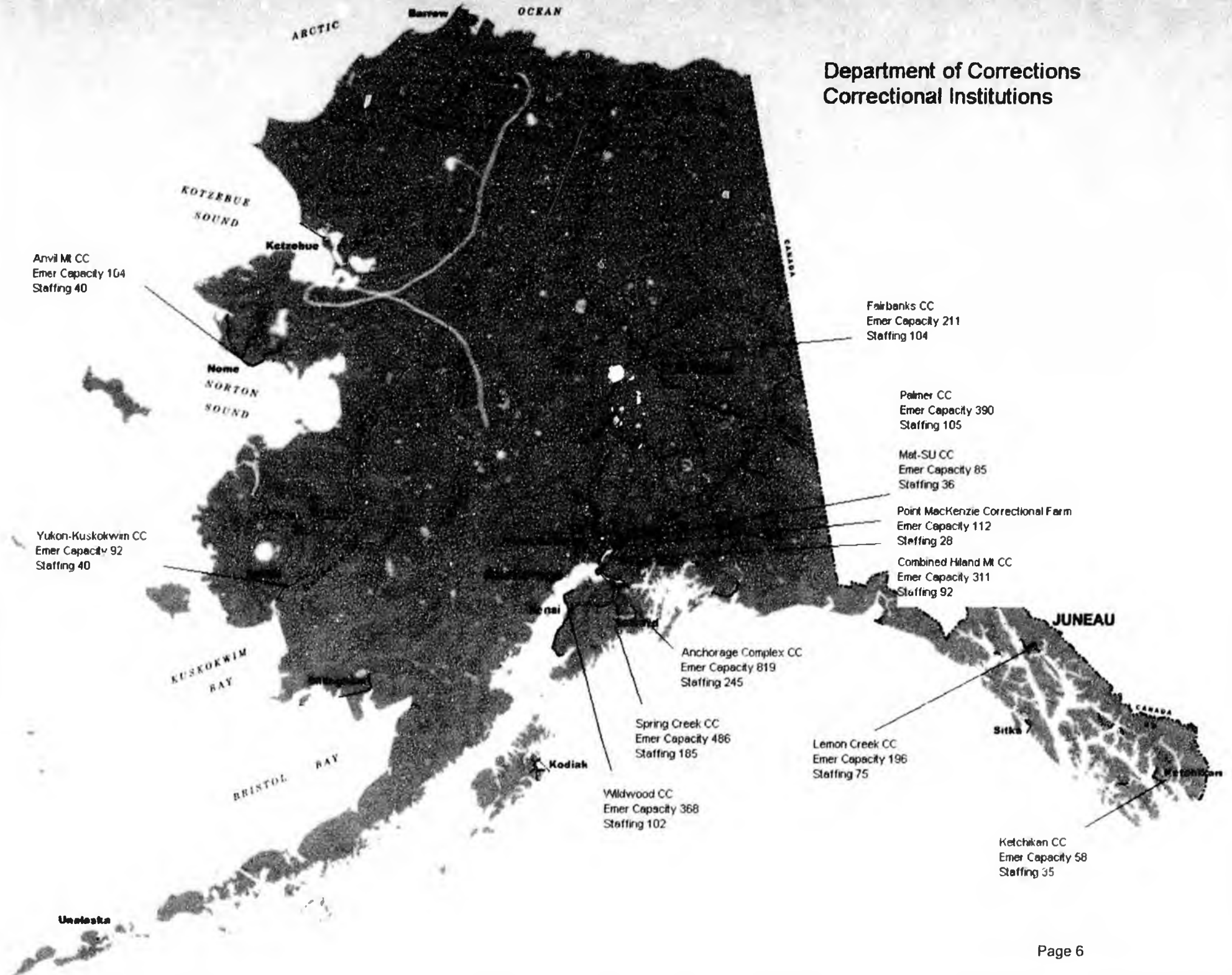
**Administrative Services**



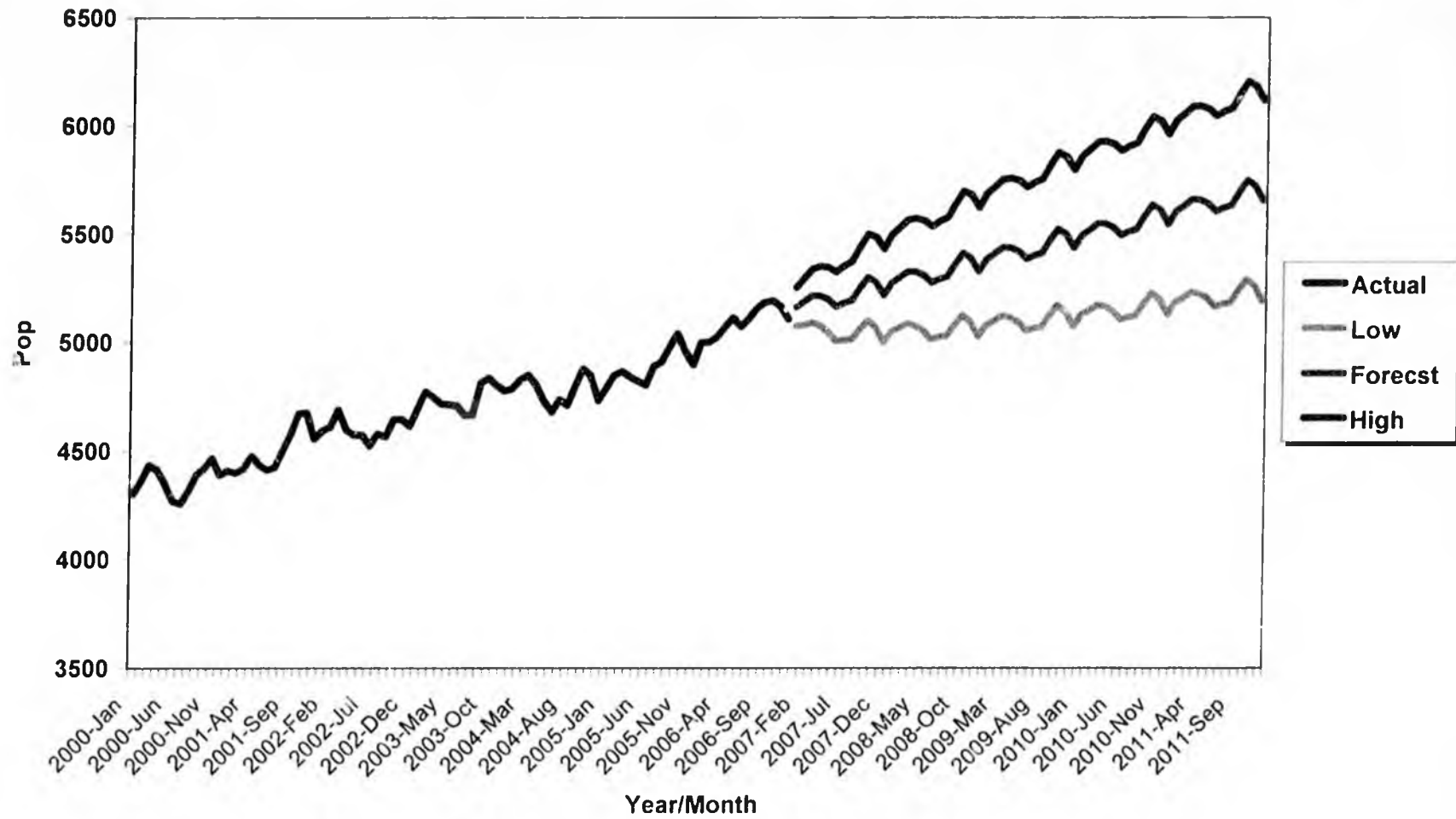
*Department of Corrections  
Institutions  
Organizational Structure*



## Department of Corrections Correctional Institutions



**Total Offender Population Projections  
Average Monthly Population  
2000 - 2011**



**DEPARTMENT OF CORRECTIONS**  
**Three Year Summary Comparison of Convictions**

Frequency Distribution for Crime Degree Code	2004		2005		2006	
	Count	Percent	Count	Percent	Count	Percent
Felony (degree unknown)	881	6.0%	811	5.7%	926	6.2%
Felony Class A	94	0.6%	107	0.7%	98	0.7%
Felony Class B	305	2.1%	325	2.3%	303	2.0%
Felony Class C	1,546	10.5%	1,753	12.2%	1,886	12.7%
Felony Unclassified	49	0.3%	55	0.4%	47	0.3%
Misdemeanor	3,837	26.0%	3,202	22.3%	2,905	19.5%
Misdemeanor Class A	6,819	46.2%	6,941	48.4%	7,495	50.3%
Misdemeanor Class B	1,211	8.2%	1,134	7.9%	1,221	8.2%
Misdemeanor Class C	20	0.1%	16	0.1%	19	0.1%
<b>Total</b>	<b>14,762</b>	<b>100.0%</b>	<b>14,344</b>	<b>100.0%</b>	<b>14,900</b>	<b>100.0%</b>

Frequency Distribution for Felony / Misdemeanor	2004		2005		2006	
	Count	Percent	Count	Percent	Count	Percent
Felony	2,875	19.5%	3,051	21.3%	3,260	21.9%
Misdemeanor	11,887	80.5%	11,293	78.7%	11,640	78.1%
<b>Total</b>	<b>14,762</b>	<b>100.0%</b>	<b>14,344</b>	<b>100.0%</b>	<b>14,900</b>	<b>100.0%</b>

Frequency Distribution for Offense Type	2004		2005		2006	
	Count	Percent	Count	Percent	Count	Percent
ADMIN CODE	11	0.1%	14	0.1%	19	0.1%
ALCOHOL	4,087	27.7%	3,667	25.6%	3,629	24.4%
DRIVING/TRAFFIC	1,742	11.8%	1,574	11.0%	1,572	10.6%
DRUGS	266	1.8%	300	2.1%	320	2.1%
PERSON	2,304	15.6%	2,292	16.0%	2,378	16.0%
PROB/PAROLE VIOL	1,820	12.3%	1,911	13.3%	2,193	14.7%
PROPERTY	1,859	12.6%	1,885	13.1%	2,125	14.3%
PUBLIC ADMIN	1,362	9.2%	1,402	9.8%	1,351	9.1%
PUBLIC ORDER	392	2.7%	413	2.9%	345	2.3%
SEX/NON-REGISTERABLE	41	0.3%	71	0.5%	102	0.7%
SEX/REGISTERABLE	192	1.3%	168	1.2%	135	0.9%
WEAPONS	686	4.6%	647	4.5%	731	4.9%
<b>Total</b>	<b>14,762</b>	<b>100.0%</b>	<b>14,344</b>	<b>100.0%</b>	<b>14,900</b>	<b>100.0%</b>

Department of Corrections  
Ageing Population  
50 +

Facility	Count	Pct
Anchorage Correctional Complex (Anchorage Jail)	56	10.9%
Anvil Mountain Correctional Center	8	1.6%
Arizona Red Rock Correctional Center	193	37.5%
Anchorage Correctional Complex (Cook Inlet)	41	8.0%
Fairbanks Correctional Center	15	2.9%
Combined Hiland Mountain Correctional Center	17	3.3%
Ketchikan Correctional Center	2	0.4%
Lemon Creek Correctional Center	15	2.9%
Mat-Su Correctional Center	10	1.9%
Palmer Correctional Center (Minimum)	20	3.9%
Palmer Correctional Center (Medium)	26	5.0%
Pt. MacKenzie Correctional Farm	8	1.6%
Spring Creek Correctional Center	52	10.1%
Wildwood Correctional Center	30	5.8%
Wildwood Correctional Center (Pre-trial)	18	3.5%
Yukon-Kuskokwim Correctional Center	4	0.8%
<b>Total</b>	<b>515</b>	<b>100.0%</b>

Legal Status	Count	Pct
Sentenced	391	75.9%
Unsentenced	124	24.1%
<b>Total</b>	<b>515</b>	<b>100.0%</b>

Sex	Count	Pct
Female	26	5.0%
Male	489	95.0%
<b>Total</b>	<b>515</b>	<b>100.0%</b>

Race	Count	Pct
Asian/Pacific Island	8	1.6%
Black	53	10.3%
Caucasian	297	57.7%
Hispanic	7	1.4%
Alaska Native	149	28.9%
Unknown	1	0.2%
<b>Total</b>	<b>515</b>	<b>100.0%</b>

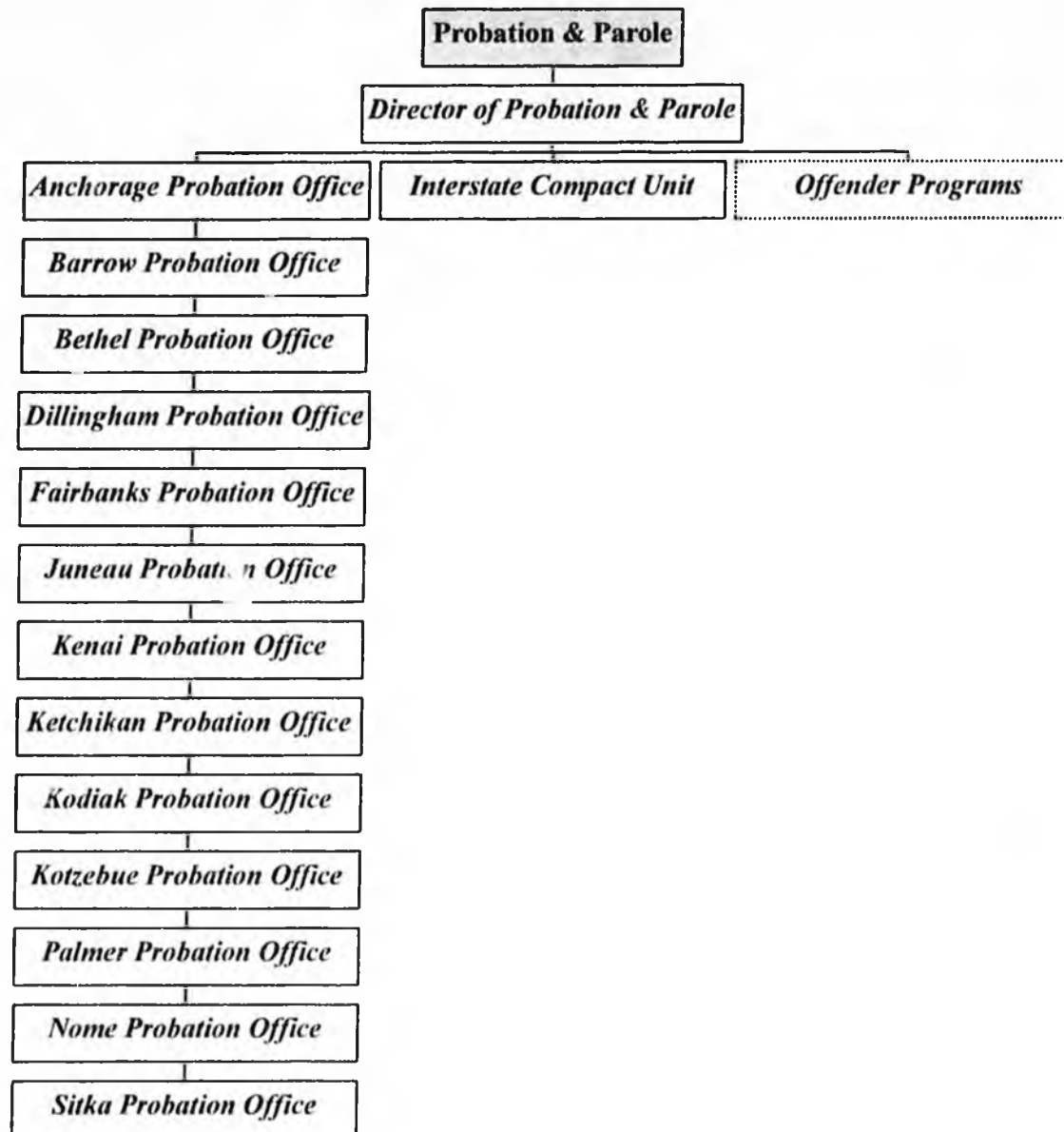
Age Groups	Count	Pct
50-54	261	50.7%
55-59	137	26.6%
60-64	62	12.0%
65-69	34	6.6%
70-74	13	2.5%
75+	8	1.6%
<b>Total</b>	<b>515</b>	<b>100.0%</b>

**Institutions and Arizona January 8, 2007  
Population by Age Groups and Sex**

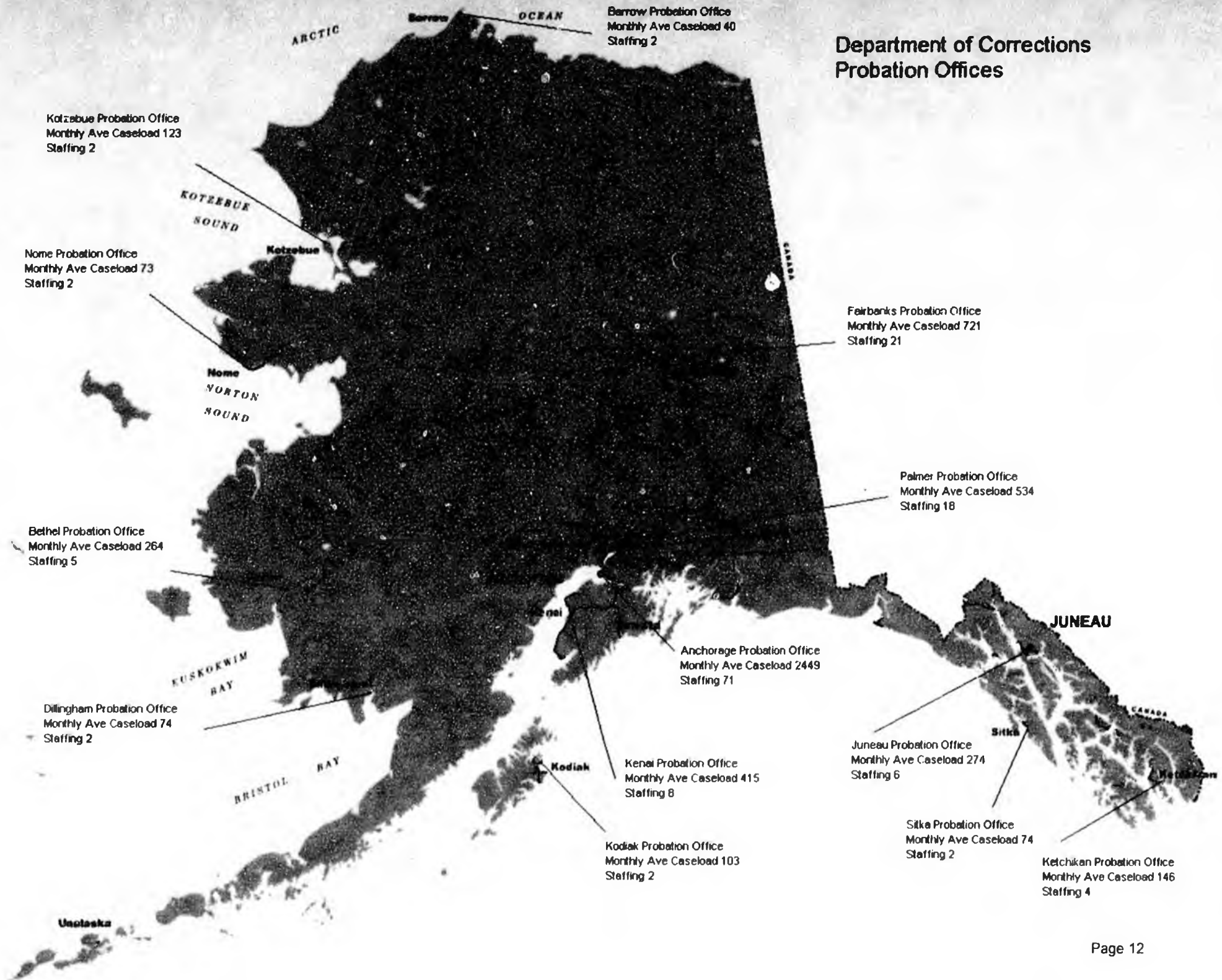
From	To	Male	Female	Total	Pct Tot	Cum Pct
15	19	97	14	111	3%	
20	24	676	65	741	17%	19%
25	29	687	64	751	17%	36%
30	34	504	68	572	13%	49%
35	39	513	57	570	13%	62%
40	44	580	58	638	14%	77%
45	49	448	62	510	12%	88%
50	54	246	16	262	6%	94%
55	59	133	4	137	3%	97%
60	64	59	3	62	1%	99%
65	69	32	3	35	1%	100%
70	74	13	0	13	0%	100%
75	79	7	0	7	0%	100%
80	84	0	0	0	0%	100%
85	89	0	0	0	0%	100%
90	94	1	0	1	0%	100%
		3996	414	4410	100%	

Averages	Male	Female	Total
Mean	36.34	35.40	36.25
Median	35.30	34.79	35.24
Mode	25.57	NA	NA

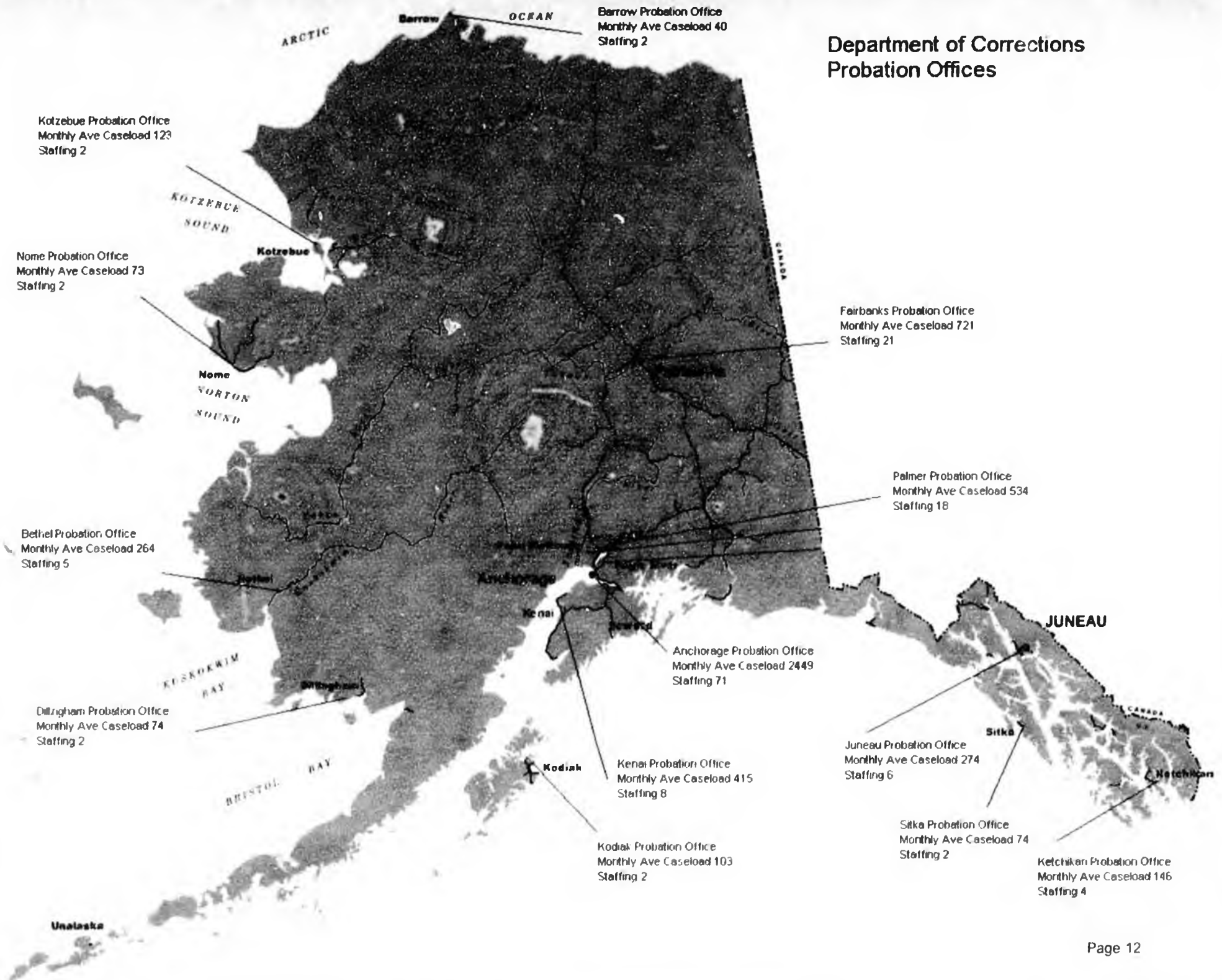
*Department of Corrections  
Probation & Parole  
Organizational Structure*



# Department of Corrections Probation Offices



## Department of Corrections Probation Offices



# STATE OF ALASKA

**SARAH PALIN**  
**GOVERNOR**

**DEPARTMENT OF CORRECTIONS**  
*Office of the Commissioner*

P.O. Box 112000  
Juneau, AK 99811-2000  
PHONE: (907) 465-4652  
FAX: (907) 465-3390

February 14, 2007

Honorable Senator French  
Honorable Representative Ramras  
State Capitol  
Juneau, Alaska 99801-1182

Dear Senator French and Representative Ramras:

The following information is provided in response to questions asked during the Joint Judiciary hearing for the Department of Corrections:

1. How many of the current pre-trial offenders have been incarcerated on a prior offense? Information has been provided from data in the Offender Tracking Information System (OTIS). A count of unsentenced offenders in custody shows that 1,460 (approximately 85%) have had one or more prior admissions.
2. How many Probation Officers have specialty caseloads? Attachment A provides the caseload statistics and a breakdown of specialty caseloads by office.
3. What is the intake protocol for health evaluation was requested. Attachments B provides detail on the intake protocol.
4. How many sex offenders are housed in state and how many are housed out-of-state? 203 sex offenders are housed in state and 171 are housed out-of-state.
5. How many offenders who are mental health clients are housed in state and how many are housed out-of-state? There are currently 328 offenders who are mental health clients on psychotropic medications housed in state and an additional 58 housed out-of-state.
6. How many electronic monitoring fees are waived? Based on the six months of data from July 1, 2006 through December 31, 2006, 876 offenders were placed on the electronic monitoring program. There were 112 (or 13%) that were approved to pay a reduced fee. There were no inmates that had a total fee waiver. All indigent inmates must pay a minimum of \$5.00 a day and indigent status is reviewed weekly for continuance or an increase in the fee.
7. Is there a lack of Community Residential Center (CRC) beds for female offenders?  
Attachment C

During testimony, Commissioner Schmidt advised the Committee that 92% of Alaska offenders have an issue with alcohol or substance abuse. The percentage of offenders that have an issue with alcohol or substance abuse was provided from the Arrestee Drug Abuse Monitoring Program (ADAM), conducted by the National Institute of Justice (NIJ), year 2001 at the Sixth Avenue and Cook Inlet Pre-trial Facilities.

Additionally, he provided information regarding some mental health statistics for the offender population. The following information was obtained from the database that is maintained by department mental health staff:

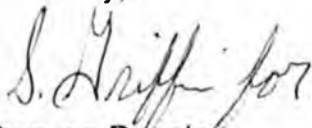
The department processes approximately 33,000 bookings annually – More than 13,000 will have some type of mental health problem.

- Approximately 40% of Alaskan inmates suffer from a mental illness, traumatic brain injury, mental retardation or developmental disability.
- 18% of inmates have a serious, chronic mental illness (Bipolar disorder, schizophrenia, etc).
- Mental health staff are seeing approximately 100 new patients each month that had previously been unidentified as having mental health diagnoses.
- Mental health staff had more than 13,000 inmate contacts in 2005 – a 23% increase since 2001.

The Department of Corrections, with funding assistance from the Alaska Mental Health Trust Authority (AMHTA), initiated a contract with Hornby Zeller Associates, Inc. to conduct a comprehensive outcome study. This study is now in draft form and will soon be available for distribution.

Please contact my office if you have further questions or need clarification on any item.

Sincerely,



Dwayne Peebles  
Deputy Commissioner

Attachments (3)

cc: Budget and Finance Files  
Legislative Finance  
Office of Management and Budget

**Division of Probation Parole  
Caseload and PSI Statistics**

Statewide Probation & Parole / February 2007							
Location	Offender Supervision Caseload (Monthly)	PO's supervising caseloads	Average Caseload per PO	PSI's and Letter Updates (annual)	PO I/II	PO III	PO Vacancies February
Barrow	37	1	37	43	0	1	0
Anchorage (DWI)	172	2	86				
Anchorage (general)	1735	17	102	412	39	8	5
Anchorage (ISSP)	47	1	47				
Anchorage (mental health)	98	2	49				
Anchorage (minimum)	335	0					
Anchorage (sex offenders)	346	6	58				
Bethel	254	3	85	78*	4	1	1
Dillingham	75	1	76	31	0	1	0
Fairbanks (general)	548	7	78	155	11	1	0
Fairbanks (mental health)	50	0.5				1	
Fairbanks (sex offender)	56	1	56				
Juneau	285	2	143	95	3	1	1
Kenai	437	4	109	205	5	1	1
Ketchikan	137	1	137	66	2	1	2
Kodiak	103	1	103	6	0	1	0
Kotzebue	124	1	124	25	0	1	0
Name	85	1	85	86	0	1	0
Palmer (general incl min)	504	4.75	106	260	11	1	3
Palmer (sex offenders)	44	0.5					
Sitka	73	1	73	42	0	1	0
<b>TOTAL :</b>	<b>5546</b>	<b>57.75</b>	<b>1553.5</b>	<b>1426</b>	<b>75</b>	<b>21</b>	<b>13</b>

In Anchorage, Palmer, Fairbanks, Juneau and Kenai, some PO's are assigned full-time to writing PSI's. However, all PO's write PSI updates. And, depending on the volume of PSI's due or other staffing issues, other officers are sometimes assigned to write full PSI's.

PO II's in Ketchikan and Juneau carry full caseloads (in excess of 100) due to staffing vacancies and difficulty recruiting.

Only the larger offices (Fairbanks, Palmer, Anchorage, Kenai) break out specialty caseload, and there are combined caseloads containing general supervision caseloads and specialty caseloads.

The smaller offices have caseloads consisting of all types of offenders.

**Description of Duties :**

**Adult Probation Officer I :**

Adult Probation Officer I is the entry trainee level. The job class is designed to provide training and experience in the adult probation process, theories and practices. Under the direction of higher level employees and through completion of the Department of Corrections Probation Officer Academy, incumbents learn the techniques of caseload management, pre-sentence investigation, intake, supervision, counseling skills, etc. Tasks are designed to advance knowledge of probation/parole programs, policies and procedures. Positions do not perform the full range of duties generally encountered at the full performance level.

**Adult Probation Officer II :**


Adult Probation Officer II is the full performance level, in which positions function under general supervision. Positions at this level are distinguished from Adult Probation Officer I by the amount of independence, judgment and discretion exercised and by the assignment of a full, usually diverse caseload requiring a working knowledge of probation programs, policies and procedures. Some positions may have a primary focus such as pre-sentence report writing. An Adult Probation Officer II may be responsible for leading or training other employees including newly hired Adult Probation Officers, however, it is distinguished from the Adult Probation Officer III class in that the latter is the first full supervisory level.

**Adult Probation Officer III :**

Adult Probation Officer III is the first line supervisory or the advance/expertise level. At this level adult probation officers are responsible for managing a probation program or supervise a probation unit or district office or perform assignments which have been recognized as having significantly greater complexity than those typically assigned at the full performance level. Positions at this level manage, train, assign, review and evaluate staff or oversee and manage a probation program. Some positions at this level manage a caseload. A majority of the positions have substantial supervisory responsibility for the exercise of independent judgment in appointing, promoting, transferring, suspending, discharging and adjudicating grievances of subordinates. It is distinguished from the Adult Probation Officer IV/V classes in that the latter are responsible for managing a complex probation office operation including the supervision of subordinate Adult Probation Officers III at a district or regional level.

**Case Classification :**

- DWI - Driving while intoxicated
- ISSP - Intensive Supervision Surveillance Program
- PSI - Pre Sentence Investigation Report
- Mental Health - Offenders with Mental health Issues
- Sex Offender - Offenders convicted of a Sex Offense
- Minimum - Offenders that have met ALL conditions of probation and have met at least half of the probation time.

 <p>State of Alaska Department of Corrections Inmate Health</p>	<p><b>Nursing Protocol</b></p> <p><b>Category: Care of Patients</b></p>
<p><b>Title: Criminal Remand Screen</b></p> <p><b>Number: 2.4</b></p>	<p><b>Date: May 2004</b></p> <p><b>Supersedes: None</b></p>

**PURPOSE:**

To provide guidelines for performing a structured evaluation of a prisoner's health and mental status within 24 hours of the prisoner's admission to a correctional institution.

**SKILL LEVEL:** RN/LPN with referrals as appropriate, (see note below, #6.)

**PROTOCOL:**

General guidelines for performing the health screening process are as follows:

1. Criminal Remand Health Care Screen utilizes for 807.14A. See attached.
2. In addition to form 807.14A, thorough documentation in the progress notes is used to elaborate on physical findings and provide details regarding interventions taken.
3. Policy 807.14: Health Examinations provides up to 24 hours for the admission health screening to be completed. When health care staff are on duty the Health Care Screen should be completed as soon as possible in order to evaluate the prisoner's current status, establish a baseline, and determine the need for further interventions.
4. Set priorities for assessment based on the prisoner's presenting signs and symptoms.
5. The nurse's judgment is needed to ensure that the screening process is relevant and inclusive.
6. LPN: Based upon your collection of data that falls outside the normal parameters, a professional judgment is required (or if you have any questions about how to proceed), you must consult with a registered nurse, mid-level practitioner or physician while the patient is still being screened.
7. Use of a systematic approach will facilitate that important information is not deleted.
8. When abnormalities or signs of problems are found appropriate referral to the Health Provider based on current prisoner status will facilitate access to health care. Referrals for abnormal findings on the Health Screen are considered "urgent" or "stat". Please refer to Nursing Protocol 3.4, Criteria for Referral.

**PROCEDURE:**

The following details the actions taken for an Inmate Remand Screening:

**ACTION:**

1. Perform intake screening prior to booking in order to visually inspect each prisoner and identify any immediate need for health care.
2. The intake screening is done before booking. Inspect each prisoner to determine apparent immediate need for health care and identify serious health problems. Complete Pre-Remand Screening, Form 807.14A, page 1 of 3, Section A.
  - a) Answer all three questions either "yes" or "no".
    - i. Evidence of serious injury or medical problem requiring immediate medical attention?
    - ii. Remand fails to respond to voice or touch (unconscious)?
    - iii. BRAC more than 300 and remand has not been approved by DOC medical staff.
  - b) Obtain BRAC if remand appears substantially intoxicated. Refer to Attachment A: Effects of Alcohol Intoxication.
  - c) If you answer "yes" to any of the above questions, and the prisoner has not been evaluated and cleared by a responsible health authority *prior* to arrival (such as an Emergency Room physician), medical staff will advise the remanding officer that the prisoner needs to be taken to the local emergency room or other appropriate responsible medical authority.

*Points of Emphasis:*

- *If the answer to any of the pre-remand screening questions is "Yes," then the remand should be taken directly to an Emergency Room for treatment (except if there is already an external medical clearance.)*
  - *Outside facilities may use form 807.14A, page 1 of 3, Section B to provide medical clearance.*
  - *Any remand requiring evaluation in the Emergency Room will be provided a copy of the form to accompany them.*
3. Complete Post Remand Screening.
    - a) Post Remand Screening can be skipped when the Health Care Screen is completed immediately.
  4. Complete Health Care Screening.
    - a) The following criteria must be addressed with each remand during the health care screen. (Please refer to form 807.14A, page 2 of 3.)

- b) Place a check mark in the box in front of any and all criteria that apply to the specific remand.

**Points of Emphasis:**

- If at any time during the screening process it is determined that the remand is in need of immediate medical attention, medical staff should stop the interview and take appropriate action to facilitate the inmate is evaluated in an Emergency Room.

**Health Care Screening**

- 1) Vital Signs are done on admission for all remands. Refer to NP 2.4: Obtaining Vital Signs.
  - a) Blood Pressure
  - b) Pulse
  - c) Temperature
  - d) Abnormal Breathing
  - e) O2 Saturation (optional)
  - f) BRAC (Should be done if remand appears intoxicated.) Please refer to Attachment A, Effects of Alcohol Intoxication.
- 2) All abnormal vital signs are followed up with repeat vital signs and referral to the Health Practitioner.

Vital Sign	High	Low
Temperature	>101.5	<96.0
Blood Pressure		
Systolic	>170 mm/Hg	<90 mm/Hg
Diastolic	>115 mm/Hg	
Pulse	>110 beats/minute	<50 beats/minute
Respirations	>30 per minute	<10 per minute
Pulse Oximetry		< 90% O <sub>2</sub>

- 3) Conscious
  - g) Is the remand alert and oriented x3?
- 4) Unconscious
  - a) A prisoner who is unconscious at this time would have gone from conscious during the pre-remand screen to unconscious.
  - b) Immediate medical attention is warranted at this time.
- 5) Obvious Pain
  - a) Identify if prisoner is in obvious pain. Assess characteristics: onset, duration, location, intensity, and quality.

- 6) Skin sores
  - a) Ask the prisoner to indicate if there are any sores that are covered by clothing. Have individual display skin sores by undressing if necessary.
  
- 7) Night Sweats
  - a) Screen the inmate for any additional signs and symptoms that may be indicative of tuberculosis:
    - i) Cough/Hemoptysis
    - ii) Fever
    - iii) Weight loss
    - iv) Malaise
    - v) Pleuritic chest pain
  
- 2) Swelling/Deformity
  - a) Instruct the prisoner to perform range of motion.
  
- 3) Head Injury
  - a) The following questions are significant in determining head injuries:
    - i) What caused the injury?
    - ii) What was the direction and force of the blow?
    - iii) Was there a loss of consciousness?
    - iv) What was the duration of the unconscious period?
    - v) Was there any bleeding from the orifices? Eyes? Ears? Nose? Mouth?
    - vi) Was there paralysis or flaccidity of the extremities?
  
- 4) Assaultive
  - a) If remand shows excessive aggressiveness/assaultiveness, screening may have to be postponed until the prisoner is better able to cooperate.
  
- 5) Vermin
  - a) Note any signs of infestation.
  
- 6) Blood in emesis
  - a) Obtain history of vomiting and when blood was noticed.
  - b) When vomiting occurs shortly after hemorrhage the vomitus is bright red. If blood has been retained in the stomach, digestive processes change the hemoglobin to brown; this gives the vomitus a coffee-ground appearance.
  
- 7) Bleeding
  - a) Note location and severity of bleeding. If bleeding requires treatment beyond basic first aid, such as bandaging, referral is indicated.
  
- 8) Cough
  - a) Obtain history of cough. When did it start? Is it productive?
  - b) Identify any other signs of infection and signs of tuberculosis.

- 9) Hearing Impaired
  - a) Obtain history of any hearing loss.
  
- 10) Obvious infection
  - a) Note any signs of infection.
  - b) An early sign of infection may be an elevated temperature.
  
- 11) Blood in stool
  - a) Note when inmate first noticed blood in stool and history of related bowel habits.
  - b) Obtain history regarding hemorrhoids.
  
- 12) Hemoptysis
  - a) Blood streaked sputum often occurs in minor upper respiratory infections or in bronchitis.
  - b) More profuse bleeding may indicate aspergillus infection, lung abscess, tuberculosis, or bronchogenic carcinoma.
  
- 13) Vision Impaired
  - a) Obtain history of vision loss, use of glasses and/or contact lenses.
  
- 14) Penile/Vaginal discharge
  - a) Penile or vaginal discharge is indicative of an infection.
  - b) Obtain information regarding type, amount, and color of discharge.
  - c) Example: In males, gonorrhea infection produces a marked purulent, usually painful urethral discharge.
  
- 15) Painful urination
  
- 16) Recent use of Rx or non-Rx drugs
  - a) Document:
    - i) Name of drug
    - ii) Dosage and frequency
    - iii) Date and time last used and recent compliance history.
    - iv) History of problems that may have occurred after ceasing use.
  
- 17) Brought medications
  - a) Refer to DOC Policy 807.05 Use of Pharmaceutical Products for handling of remand medications.
  
- 18) Influence of alcohol
  - a) Obtain history of alcohol use:
    - i) last time and amount used,
    - ii) daily average amount in past few weeks,
    - iii) history regarding withdrawal.

19) Obtain BRAC test results.

- a) Alcohol is a direct multi-system toxin and central nervous system depressant that causes drowsiness, uncoordinated movements, slurring of speech, belligerency, grandiosity, and uninhibited behavior.
- b) Look for signs of alcohol withdrawal or alcohol induced psychosis.

20) Influence of drugs

- a) Obtain as much information as possible regarding history of drug use.
- b) Although the clinical manifestations may vary with the drug used, the immediate priority is to determine if drug intoxication is compromising respiratory or cardiovascular functions. Barbiturate and benzodiazapine dependence is of concern due to the risk of severe medical problems during detoxification.
  - i) Refer to Nursing Protocol 1.1: Performing a General Survey, Attachment A: Red Flags for Suspicion of Substance Abuse.

21) Signs of alcohol/drug withdrawal

- a) Obtain results of BRAC test.
- b) Consult on-call practitioner for appropriate withdrawal protocol as it relates to the drug or alcohol the remand is withdrawing from.
- c) Signs of impending acute alcohol withdrawal include: anxiety, uncontrollable fear, tremulousness, irritability, agitation, and insomnia.
  - i) The individual will be talkative and preoccupied, and may experience visual, tactile, olfactory, and auditory hallucinations that may be terrifying.
  - ii) Physiological signs may include: tachycardia, dilated pupils, and profuse perspiration. Usually all vital signs are elevated in the alcoholic toxic state.

*Point of Emphasis:*

- *Medical staff will refer a remand that is in need of medical care to the on-call practitioner. If the institution cannot provide the necessary health care, then a referral will be made to a provider outside the institution.*

**History:**

- 1) Each issue under History is addressed with the prisoner through the interviewing process.
- 2) Note when applicable:
  - a) Allergies
  - b) Current Conditions
  - c) Medication/Dose
  - d) Private Physician
  - e) Alcohol/Drug Use Past few days
  - f) Withdrawal History (Especially Seizures)
  - g) Other Pertinent History: Injuries, Accidents, Head Trauma, Observations, TB Symptoms, and Comments
- 3) PPD given.
  - a) Yes, indicate area where to PPD was placed, such as LFA (left forearm).

- b) No, explain reason why PPD was not placed.
- c) Refer to Infection Control Nursing Protocol: Tuberculin skin testing: The Mantoux Skin Test.

*Point of Emphasis:*

- *When a remand indicates they have a pertinent medical history Medical staff are to obtain a Release of Information and obtain the health information from the community provider as soon as possible.*

**Mental Health Screening** (Form 807.14A, 3 of 3):

- 1) Mental Health Screening will be completed through direct observations of the prisoner.
- 2) Check all criteria under the following categories that apply to the prisoner:
  - a) Appearance
  - b) Attitude
  - c) Motor Behavior
  - d) Speech
  - e) Mood/Affect
  - f) Cognitive
  - g) Thought Process
  - h) Thought Content
  - i) Hallucinations

**Suicide Risk Screening:**

- 1) Answer "Yes" or "No" to questions 1 through 9.
  - a) See Suicide Screening Guidelines indicated on form 807.14A, 3 of 3.

*Point of Emphasis:*

- *Questions 1-3 are usually definite indications of risk for suicide. A suicidal Remand who wants to conceal a plan to kill themselves will deny 1-3, but usually will have a number of indicators in 4-9.*

**Assessment and Intervention:**

- 1) Is this Remand a suicide risk?
  - a) If the answer to this question is "Yes," implement appropriate suicide precautions and notify Mental Health and/or Health Practitioner for follow-up evaluation.
- 2) Does this Remand require assessment by Mental Health Staff due to psychiatric history or symptoms?
  - a) If "Yes," refer to Mental Health for further evaluation.
- 3) Is medical segregation necessary due to medical status?
  - a) If "yes," notify shift supervisor for 15-minute observations.

- 4) Other interventions:
  - a) Document all interventions taken during remand screen. Follow-up with documentation in the progress notes as needed.
  
- 5) Screener's signature
  - a) When the Health Care Screen is complete the nurse will sign, date and time the form.
  
- 6) Referral:
  - a) Abnormal health care screens will be referred to the Health Practitioner.
    - i) After the Health Practitioner has reviewed the Health Care Screen they will sign, date and time.
  - b) Prior to release, a remand that is a danger to himself or others due to mental illness will be referred for review to the on-call Mental Health provider if he or she is not going to a treatment facility.

**ATTACHMENTS:**

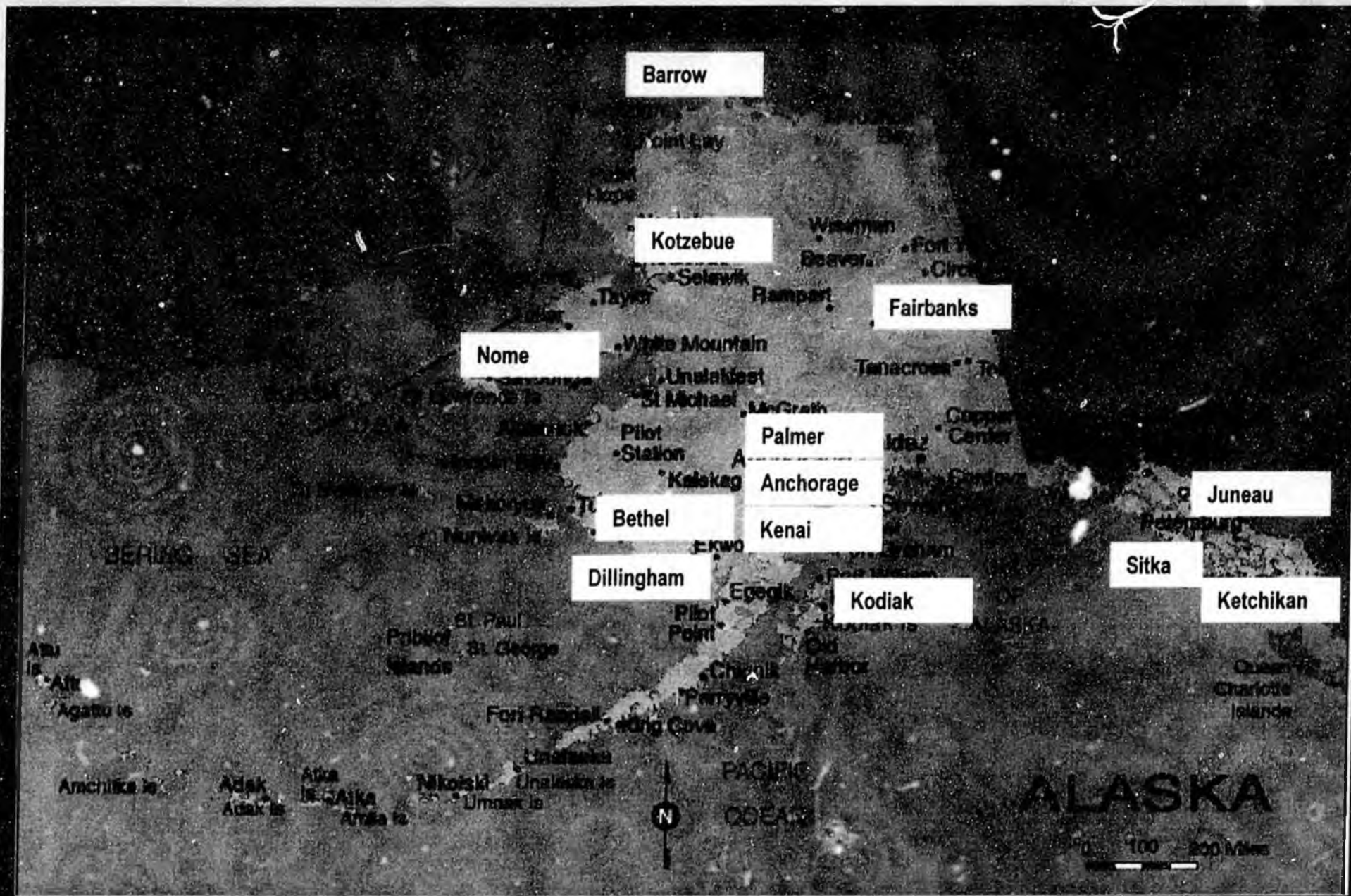
Attachment A: Effects of Alcohol Intoxication  
DOC form 807.14A

**RELATED DEPARTMENT OF CORRECTIONS POLICIES:**

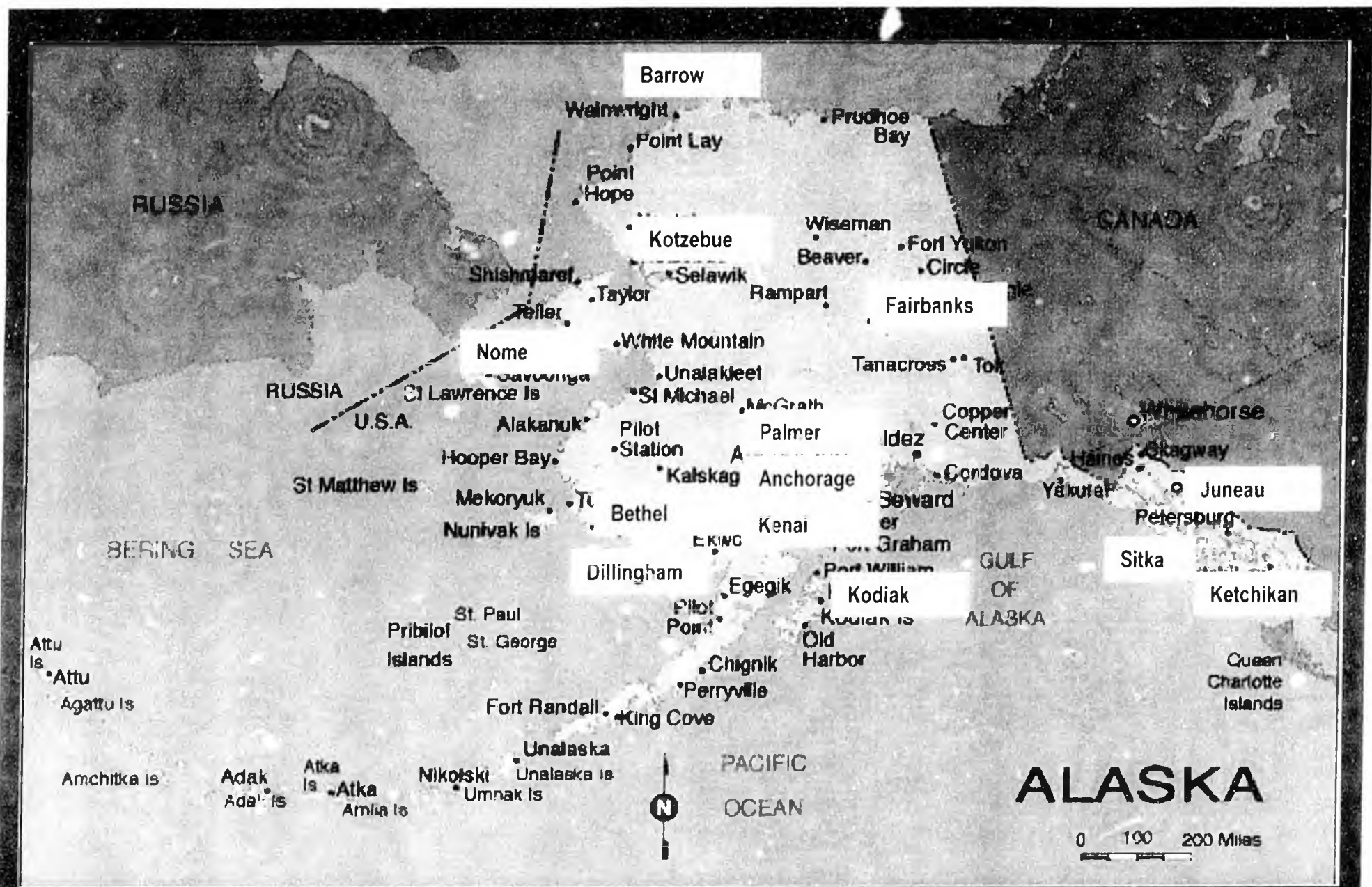
202.04 Airborne Pathogens  
807.14 Health Examinations  
807.02 Access to Health Care Services  
807.05 Use of Pharmaceutical Products

**Women Housed in CRC's**

	<b>Current Female Count</b>	<b>Beds Assigned to Females</b>	<b>Comments</b>	<b>CRC Contract bed TOTAL</b>
Parkview			NO Females / Houses males only	
Cordova	19	41	(25 for DOC / 16 for Feds)	100 beds = 85 Regular / 15 Guaranteed Per Diem
Glenwood	10	12		88 beds = 74 Regular / 14 Guaranteed Per Diem
North Star	6	19 +	Can house as many as needed	107 beds = 91 Regular / 16 Per Diem
Tundra	3	16	Potential for 19 - 20 max	85 beds = 72 Regular / 13 Per Diem
Glacier	7	15		85 beds = 72 Regular / 13 Per Diem
Seaside	9	20		50 beds = 43 Regular / 7 Per Diem
<b>TOTAL :</b>	<b>54</b>	<b>104</b>		



**Alaska's Thirteen Regional District Attorney's Offices**



**Alaska's Thirteen Regional District Attorney's Offices**

## **Regional DAO Staffing**

<b>Anchorage</b>	- 32 attorneys, 8 paralegals
<b>Fairbanks</b>	- 14 attorneys, 3 paralegals
<b>Palmer</b>	- 10 attorneys, 3 paralegals
<b>Kenai</b>	- 7 attorneys, 3 paralegals
<b>Bethel</b>	- 6 attorneys, 3 paralegals
<b>Juneau</b>	- 3 attorneys, 1 paralegal
<b>Ketchikan</b>	- 3 attorneys, 1 paralegal
<b>Nome</b>	- 2 attorneys, 1 paralegal
<b>Kodiak</b>	- 2 attorneys, 1 paralegal
<b>Sitka</b>	- 1 attorney, 1 paralegal
<b>Kotzebue</b>	- 1 attorney, 1 paralegal
<b>Dillingham</b>	- 1 attorney, 1 paralegal
<b>Barrow</b>	- 1 attorney

### **Office of Special Prosecutions and Appeals (Anchorage)**

- 8 appeals attorneys (criminal appeals)
- 8 statewide special prosecutors (environmental crimes, fish & game prosecution, welfare, PFD, child support and insurance fraud, police and official misconduct)

## **Regional DAOs - Anchorage**

### **Anchorage DAO staffing**

- 32 prosecutors
- 8 paralegals
- 20 administrative support assistant

### **Judicial staffing**

- 15 Superior Court judges
- 9 District Court Judges
- 20 magistrates

### **Case load increase:**

- 2327 felony referrals in 2003
- 2858 felony referrals in 2006

### **Outlying communities**

- Unalaska, St. Paul, Sand Point, Whittier

### **Unique problems**

- The Anchorage office often sends attorneys and paralegals to other offices around the state to help out. The office also handles juvenile delinquency matters that used to be handled in the civil division. The caseload in Unalaska nearly takes up one attorney and one support assistant full time

## **Regional DAOs - Fairbanks and Barrow DAO**

### **Fairbanks & Barrow DAO staffing**

- **14 prosecutors in Fairbanks and 1 in Barrow**
- **4 paralegals in Fairbanks; none in Barrow**
- **10 administrative support assistants in Fairbanks; 1 in Barrow**

### **•Judicial staffing**

- **5 Superior Court judges in Fairbanks; and 1 in Barrow,**
- **3 District Court judges in Fairbanks**
- **2 magistrates in Fairbanks; 1 in Barrow**
- **2 standing masters in Fairbanks**

### **•Case load increase:**

- **819 felony referrals in 2002**
- **1,078 felony referrals in 2006**

### **•Outlying communities**

• **The Fairbanks Court is served by the 5 Superior Court Judges, 3 District Court Judges, 2 Magistrates, and 2 Standing Masters. Magistrate Courts also served by the Fairbanks District Attorney's Office are: Tok, Delta, Nenana, Healy, Cantwell, Fort Yukon, Tanana and Galena.**

• **The Barrow Court is served by 2 Superior Court Judge and 1 Magistrate. Magistrate Courts also served by the Barrow District Attorney's Office are: Kaktovik, Anaktuvuk, Atkasuk, Prudhoe Bay, Wainwright, Point Lay and Nuiqsut.**

## **Regional DAOs - Fairbanks and Barrow DAO**

### **Service area:**

**Approximately one-third of the State's land mass is served by the Fairbanks and Barrow District Attorney's Offices. The Fairbanks District Attorney's Office supervises and supplements the Barrow District Attorney's Office.**

**This area is bordered on the East from the Tok-Northway area along the Alaska-Canada Highway border, North to the Arctic Ocean from Kaktovik to Point Lay; on the West by a Southerly line from Point Lay on the Arctic Ocean to Nulato on the Yukon River; and on the South by a Crooked line from Nulato southeasterly through McKinley Park, then along the Denali Highway and back to Tok-Northway on the Alaska Highway at the Alaska-Canada Highway border.**

### **Unique problems:**

**The Fairbanks District Attorney's Office works with numerous law enforcement agencies including Alaska State Troopers, Fairbanks Police Department, North Pole Police Department, Airport Police Department, University Police Department, U.S. Military, Village Police Departments and Village Public Safety Officers.**

**The Iraq war spurred a marked increase in soldiers at Fort Wainwright and airmen at Eielson Air Force Base. This triggered an increase in minor crime - such as DUI prosecution.**

## **Regional DAOs - Palmer**

### **Palmer DAO staffing**

- ten prosecutors
- three paralegals
- five admin support assistants

### **•Judicial staffing**

- Four Palmer Superior Court judges,
- four District Court Judges (one in Valdez, three in Palmer)
- three (Glennallen, Cordova, and Palmer)

### **•Outlying communities**

- Valdez, Glennallen, Cordova

### **•Case load:**

- 801 felony referrals in 2003
- 787 felony referrals in 2004
- 869 felony referrals in 2005
- 802 felony referrals in 2006

### **•Service area**

- Includes a population base of over \_\_\_\_,000;
- Palmer-Wasilla is perhaps, one of the fastest-growing areas of the State

## **Regional DAOs - KENAI**

### **Kenai DAO staffing**

- **7 prosecutors**
- **3 paralegals**
- **5 administrative support assistants**

### **Judicial staffing**

- **3 Superior Court judges (Kenai)**
- **2 District Court judges (Kenai and Homer)**
- **3 magistrates (Kenai and Seward)**

### **Case load increase:**

- **484 felony referrals in 2002**
- **913 felony referrals in 2006**

### **Outlying communities**

• **In addition to Homer and Seward, where there are courthouses, the Kenai DAO also covers Nanwalek, Port Graham, Tyonek, Beluga, Seldovia, Moose Pass, Cooper Landing, Sterling, Soldotna, Nikiski, Kasilof, Clam Gulch, Ninilchik, Anchor Point, Happy Valley, Nikolaevsk,**

### **Service area**

• **The size of the Kenai Peninsula and the outlying areas is over 20,000 square miles, which is almost the size of West Virginia**

## **Regional DAOs - KENAI**

### **•Unique problems:**

- A Kenai prosecutor travels to Homer once a month for a week at a time. That prosecutor also must cover daily Homer telephonic court hearings.**
- A Kenai prosecutor travels to Seward once a month for a week at a time.**
- Kenai prosecutors cover Division of Juvenile Justice cases.**
- In the summer, the Kenai DAO is among the state's most popular Alaska tourist destinations. The attraction is Kenai River and Homer fishing activities, as well as Seward's, Fourth of July celebration and Labor Day festivities. These events cause a significant increase in DUIs and other alcohol-related crimes as well as Fish & Game cases involving commercial and personal-use fishing, guide violations, and dip-net charges.**
- Many Kenai-area residences that are occupied only part time because of summer residencies or Slope work are a continual source of burglaries and thefts.**
- The Kenai DAO serves several communities with diverse cultures, such as the Native communities of Tyonek and Nanwalek as well as the Russian/Old Believer communities of Nikolaevsk and Voznesenka.**

## **Regional DAOs - Bethel**

### **Bethel DAO staffing**

- five prosecutors
- three paralegals
- four admin support assistants

### •**Judicial staffing**

- Two superior Court judges, one district court judge, and full-time Magistrate
- Most outlying communities have resident magistrates.

### •**Outlying communities**

- Chevak, St. Mary's, Aniak and Emmonak; travelling trials occur regularly

### •**Case load increase:**

- 76 felony referrals in 2003
- 89 felony referrals in 2006

### •**Service area**

- Includes a population base of over 6,000; 51 Yukon-Kuskokwim delta villages --an area roughly the size of the state of Ohio.

## **Regional DAOs - Bethel**

- **Unique problems**

- **Enormous logistical problems created by witness location and transportation, and follow-up investigation.**

- **Bethel Trooper Post and Bethel Police Department chronically understaffed.**

- **Tribal police officers and Village police officers are often ill-trained and often unable to complete police reports acceptable for court use.**

- **The Bethel office has more referred felony sexual assault cases and Sexual abuse of Minor cases referrals -- in absolute, not *per capita* numbers -- than does Anchorage.**

## **Regional DAOs - Juneau**

### **Juneau DAO staffing**

- **three prosecutors**
- **one paralegal**
- **three admin support assistants**

### **•Judicial staffing**

- Three Superior Court judges,**
- one district Court judge**
- six magistrates**

### **•Case load:**

- 312 felony referrals in 2003**
- 405 felony referrals in 2004**
- 414 felony referrals in 2005**
- 336 felony referrals in 2006**

### **•Outlying communities**

- Juneau, Haines, Skagway, Hoonah and Yakutat and Wrangell, Pelican, Elfin Cove, Tenakee Springs and Gustavus**

## **Regional DAOs - Ketchikan**

### **Ketchikan DAO staffing**

- **three prosecutors**
- **one paralegal**
- **two admin support assistants**

### **•Judicial staffing**

- Two Superior Court judges,**
- One District Court judges**
- two magistrates (Ketchikan, Craig)**

### **•Case load increase:**

- 221 felony referrals in 2003**
- 303 felony referrals in 2004**
- 285 felony referrals in 2005**
- 225 felony referrals in 2006**

### **•Outlying communities**

- **Craig, Klawock, Hydaburg, Thorne Bay, Metlakatla, Hyder**

## **Regional DAOs - Nome**

### **Nome DAO staffing**

- **two prosecutors**
- **one paralegal**
- **one admin support assistant**

### **•Judicial staffing**

- **One Nome Superior Court judge,**
- **two magistrates (Nome, Unalakleet)**

### **•Case load:**

- **191 felony referrals in 2003**
- **162 felony referrals in 2006**

### **•Outlying communities**

- **Little Diomedede, Wales, Shishmaref, Brevig Mission, Teller, Gambell, Savoonga, White Mountain, Golovin, Elim, Koyuk, Shaktolik, Unalakleet, Stebbins and St. Michael**

### **•Unique problems**

- **AST, Nome Police Department, Unalakleet Police Department, some villages have VPSOs, some villages have VPOs. Some at times have neither VPOs or VPSOs.**
- **Over 1,000 criminal cases last year, not including PTRPs, almost all alcohol-related.**

## **Regional DAOs - Kodiak**

### **Kodiak DAO staffing**

- **two prosecutors**
- **one paralegal**
- **one admin support assistant**

### **•Judicial staffing**

- **One Superior Court judge,**
- **one magistrate**

### **•Case load increase:**

- **131 felony referrals in 2003**
- **163 felony referrals in 2004**
- **156 felony referrals in 2005**
- **130 felony referrals in 2006**

### **•Outlying communities**

- **Akhiok, Chiniak, Karluk, Larsen Bay, Old Harbor, Ouzinkie, and Port Lions**

### **•Unique problems**

- **Routinely DOL Civil Division work; represent DHHS/Office of Children's Services on child-in-need-of-aid cases and parental rights termination cases**

## **Regional DAOs - Sitka**

- **Sitka DAO staffing:**

- **one prosecutor**
- **one paralegal**
- **one admin support assistant**

- **Judicial staffing**

- **Sitka has a resident Superior Court judge and a full-time magistrate**
- **Petersburg has one full-time magistrate**
- **Kake and Angoon both have resident magistrates**

- **Outlying communities**

- **Petersburg, Kake, Angoon, Pelican, Port Protection, Port Alexander, Point Baker**

- **Traveling calendars**

- **A Superior Court judge travels to Petersburg monthly. The Sitka DA travels to Petersburg every month**

- **Case load increase:**

- **80 felony referrals in 2003**
- **124 felony referrals in 2006**

## **Regional DAOs - Kotzebue**

### **Kotzebue DAO staffing**

- 1 prosecutor
- 1 paralegal
- 1 administrative support assistant

### • **Judicial staffing**

- 1 Superior Court judge
- 1 magistrate

### • **Case load increase:**

- 166 felony referrals in 2003
- 190 felony referrals in 2006

### • **Outlying communities**

- Point Hope, Kivalina, Noatak, Noorvik, Kiana, Shungnak, Selawik, Buckland, Deering, Ambler, Kobuk

### • **Service area**

- The Kotzebue DAO services an area the size of Indiana.

### • **Unique problems**

- Only one prosecutor to screen/prosecute 850-1000+ cases annually,
- The Kotzebue DA covers all daily district court, superior court, and juvenile delinquency hearings

## **Regional DAOs - Dillingham**

### **Dillingham DAO staffing**

- one prosecutor
- one paralegal
- one admin support assistant

### **Judicial staffing**

- One Superior Court judge,
- two magistrates (Dillingham, Naknek)

### **Case load:**

- 137 felony referrals in 2003
- 122 felony referrals in 2006

### **Outlying communities**

- Togiak, Twin Hills, Manokotak, Clark's Point, Portage Creek, Ekwok, New Stuyahok, Koliganek, Aleknagik, Naknek, King Salmon, Iliamna, New Halen, Kokhanok, Egegik, Port Heiden, Port Alsworth, Pedro Bay, Pilot Point, Perryville, Levelock, Nondalton