



_____ Correctional Institution Confidential Outside Support Services for Sexual Assault

Memorandum of Understanding

This agreement is entered between _____ Correctional Institution and _____ (Rape Crisis Center) on this ____ day of _____ in the year _____. We agree that this MOU begins _____, 20__ and ends _____, 20__ with the option to renew following a program evaluation between the two parties. Should either party need to cancel this agreement before _____, 20__ (end date above), the party will provide a 30 day written notice of such cancellation.

_____ Correctional Institution agrees to:

- 1) Make involvement of _____ (RCC) by phone and/or in writing a component of the standard response to a report of sexual assault and/or as a request for assistance from a survivor of sexual assault.
- 2) Provide for logistical needs, such as making facility telephones available to inmates for confidential conversations with _____ (RCC) Advocates.
- 3) Respect the nature of privileged communication between the advocate and inmate by allowing for inmates to contact _____ (RCC) Advocates in writing and letters will be treated as legal mail or by phone at no cost and the call will not be recorded.
- 4) Facilitate follow-up and on-going contact between the advocate and inmate without regard to the presence or status of an investigation.
- 5) Provide advocate with information on _____ Correctional Institution's response to sexual assault allegations.
- 6) Establish and maintain an operating document (poster) that outlines how to provide the means for an inmate to contact a _____ (RCC) Advocate via mail, regardless of when and where the abuse occurred or whether or not it was reported. Posters will be placed throughout the facility with name and mailing address of the advocate.
- 7) Ensure that information related to this avenue for support services is included in inmate education programs and materials, along with information on outside and third party reporting options.
- 8) Communicate any questions or concerns to the _____ (RCC) Advocate.
- 9) Ensure that the location of _____ (RCC) remains confidential.



_____ (RCC) agrees to:

- 1) Provide crisis intervention and emotional support services to inmates of sexual abuse in _____ Correctional Institution custody, via phone, mail, hospital accompaniment, or in-person services.
- 2) Attend necessary training on _____ Correctional Institution's policies and procedures to maintain safety and security and training about the prevalence and dynamics of sexual abuse in detention.
- 3) Maintain confidentiality and privileged communication with clients as required by state and federal law and as outlined in _____ (RCC)'s policies.
 - a. _____ (RCC) is not required to disclose any information that is acquired during the provision of services, including verbal communication with the victim on the crisis lines and _____ (RCC) records. This information is only available for release if the victim waives permission or in the case that such evidence is subpoenaed by a court of law, as stated in the NC General Statute 8-53.12
- 4) Notify the _____ (Correctional Institution)'s Health Care Services staff of any emergency mental health needs of the inmate, with proper consent, and without disclosing anything beyond the immediate concern.
- 5) Obtain the inmate's consent and a release of information prior to contacting _____ Correctional Institution or other third parties about any fears or concerns the inmate has related to his safety or well-being.
- 6) Use professional discretion and follow _____ (RCC)'s standards and laws when reporting concerns to _____ Correctional Institution staff without the inmate's consent.
- 7) Terminate communication with the inmate if the inmate's need for services is not, or is no longer primarily motivated by the desire to heal from sexual violence.
- 8) Provide inmates with referrals for treatment after release or upon transfer to another facility.
- 9) Communicate any questions or concerns to _____ Correctional Institution's PREA Compliance Manager or Facility Head.
- 10) If requested by the inmate, a victim advocate from _____ (RCC) will accompany and support the victim through investigatory interviews and provide emotional support, crisis intervention, information, and referrals.
- 11) Ensure that background checks are completed for advocates who may come into _____ Correctional Institution for sessions with the victim.

Signatures:

811 Spring Forest Road, Suite 900 Raleigh, NC 27609
Phone: (919)871-1015 Fax: (919)871-5895 nccasa@nccasa.org

North Carolina Coalition Against Sexual Assault



Superintendent, _____ Correctional Institution

Date

Executive Director, _____ (RCC)

Date

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