Appendix C: Questionnaire

Directions

In 2012, the Liman Program working with ASCA completed a review of the formal policies on administrative segregation in the states and the federal system. The goal of this questionnaire—another joint venture of ASCA and the Liman Program—is to gather basic information about the numbers of individuals in administrative segregation and the structure of their confinement so as to compile a cross-jurisdictional overview.

The process, similar to that of the 2012 survey, entails your providing the information to us, our digesting and compiling a report and returning it for comments and corrections. Thereafter, we will summarize the findings at an ASCA meeting and then write a final report for publication. Given the interest in capturing changes in different jurisdictions, we will send the questionnaire again after an interval.

For the purposes of this questionnaire, the term “administrative segregation” refers to separating prisoners from the general population, typically in cells (either alone or with cellmates), and holding them in their cells for most of the hours of the day for thirty days or more. Common terms for this type of confinement include administrative detention, intensive management, and restrictive housing. Please note that administrative segregation does not include punitive/disciplinary segregation or protective custody.

This questionnaire is organized into five sections. The first asks for general information about your correctional system. The second asks for information about the facility that houses the largest number of male inmates in the most restrictive level of administrative segregation. The third (optional) asks about women. The fourth asks for demographic information about the population in administrative segregation. The fifth (also optional) seeks to understand changes your system has made or contemplated.

This questionnaire need not be filled out in one sitting or by only one person. The Qualtrics platform allows you to save your answers and return to the survey again at a later time. Some questions prompt you to select a response from a fixed list; others ask for more open-ended responses.

Your responses on each page will be automatically saved when you click the “next” button. To resume working after a break, click the survey link again and you will automatically be taken back to the last page you completed. Your survey answers will only be saved on your computer. If you would like to have a colleague answer some of the survey questions from a different
computer, the researchers will consolidate all survey answers given from your jurisdiction when the data is compiled. Please note that the responses are saved through a "cookie" on your computer's browser, so clearing your browser's history may make you unable to return to the survey. Please contact Joe Fenton, jfenton@asca.net if you have trouble returning to the questionnaire.

PLEASE COMPLETE AND RETURN THIS QUESTIONNAIRE NO LATER THAN NOVEMBER 14, 2014. THANK YOU.

If you have any questions regarding the questionnaire, please contact: Joe Fenton - jfenton@asca.net; or George Camp - gcamp@asca.net
What jurisdiction do you represent?

Correctional System Overview

Except where otherwise noted, please provide information as of September 15, 2014. If your agency generates monthly reports on a different date in September, use that date instead. If you are providing data that does not come from a date in September, please provide that date here (MM/DD/YYYY):

I. Correctional System Overview

1. How many inmates were confined in your system’s correctional facilities as of September 15, 2014?

   Male
   Female

2. How many inmates in total were confined in administrative segregation as of September 15, 2014?

   Male
   Female
3. To track changes over time, how many inmates were confined in your system’s correctional facilities on **September 15, 2011**?

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4. To track changes over time, how many inmates were confined in administrative segregation on **September 15, 2011**?

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5. How many inmates were confined in any form of restricted housing, including disciplinary segregation, protective custody, and administrative segregation on September 15, 2014?

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6. How many inmates in total were confined in the **most restrictive level** of administrative segregation in your system’s correctional facilities as of September 15, 2014?

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7. How many inmates were admitted to administrative segregation during 2013?

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<td>Female</td>
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8. Does your administrative segregation program use a “step-down” or “levels” approach?

○ No
○ Yes (please describe the approach and indicate how many phases/stages your system uses):

9. Must inmates stay in administrative segregation and/or particular phases for a **minimum** time period?

○ No
○ Yes (how long?)

10. Is there a **maximum** time period after which inmates must be released into the general population?

○ No
○ Yes (how long?)

11. If an inmate’s sentence is ending, can he be moved out of administrative segregation before release?

○ No
○ Yes

12. Do you have a policy related to releasing inmates from administrative segregation to the streets?

○ No
○ Yes (please explain):


13. How many inmates were released directly from administrative segregation to the streets in 2013?


14. Are inmates ever kept in segregation longer than their sentence in order to avoid releasing them directly onto the streets?

○ No  
○ Yes

15. Are they ever kept in the general prison population longer than their sentence for this reason?

○ No  
○ Yes

*Prisoners on Death Row*

16. How many prisoners in your jurisdiction are on death row?


17. How are these prisoners housed? (check all that apply)

☐ Administrative segregation

☐ Another form of separation (please explain):

☐ In the general population

☐ Other (please explain):


18. If death row inmates are housed in administrative segregation, are they housed separately from other inmates in administrative segregation, or are they housed together?

- Separately
- Together

19. Is there a state statute or regulation in your jurisdiction requiring the separation or segregation of death row prisoners?

- No
- Yes

20. Are there any other categories of inmates who, because of their sentence, are housed in something akin to administrative segregation?

- No
- Yes (please explain):

21. If yes, are they housed separately from other administrative segregation inmates, or are they housed together?

- Separately
- Together

**Primary Facility - General Info**

**II. Primary Administrative Segregation Facility**

**A. General Information**
22. In which facility was the largest number of male inmates held in administrative segregation as of September 15, 2014?

<table>
<thead>
<tr>
<th>Name of Facility</th>
<th>Number in Administrative Segregation</th>
<th>Total Number of Inmates in Facility</th>
</tr>
</thead>
</table>

23. Please specify the number of individuals that have remained in administrative segregation for the following periods of continuous days as of September 15, 2014. Continuous days are the number of consecutive days an inmate has spent in segregation, including any temporary classification changes due to inmate transfers between facilities, etc.:

<table>
<thead>
<tr>
<th>Period</th>
<th>Number</th>
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<tr>
<td>Less than 90 days</td>
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<td>90 - 180 days</td>
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<tr>
<td>6 months - 1 year</td>
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<td>1 - 3 years</td>
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<tr>
<td>More than 3 years</td>
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</tbody>
</table>

Note: If your system does not track by the categories provided above, please provide available figures according to the categories that your system does use:
24. Please specify the number of individuals that have remained in Administrative Segregation for the following periods of total days as of September 15, 2014:

- Less than 90 days
- 90 - 180 days
- 6 months - 1 year
- 1 - 3 years
- More than 3 years

Note: If your system does not track by the categories provided above, please provide available figures according to the categories that your system does use:

25. How many hours a day are inmates confined to their cells?

- Weekdays
- Weekends

26. Is the food served in administrative segregation the same as the food served in general population?

- Yes
- No (if not, please explain what food is served):

Staff

B. Staff Working in Administrative Segregation
27. Does your system have a staff rotation and/or post-rotation policy that causes staff to move in and out of the administrative segregation unit?

- No
- Yes (please briefly explain how the policy works):

28. Are staff given any extra benefits if they work in administrative segregation?

- No
- Yes (what benefits?)

29. Do staff who work in administrative segregation receive any additional training?

- No
- Yes (what training?)

**Facilities**

**C. Facilities**

30. How are inmates housed in cells in administrative segregation?

- Single-celled
- Double-celled
- Mixed (single- and double-celled)
- Other (please specify)
31. What are the dimensions of the cells?

   Single cells (if applicable):

   0 feet x 0 feet

   Double cells (if applicable):

   0 feet x 0 feet

   Other (if applicable):

   0 feet x 0 feet

32. Do cells in administrative segregation have natural light?

   ○ No
   ○ Yes

33. Does an inmate control his own in-cell lighting?

   ○ No (if not, what hours is the cell artificially lit?)

   ○ Yes

34. Are cells in administrative segregation equipped with air-conditioning?

   ○ No
   ○ Yes
35. If so, is it used?

- No
- Yes

36. How many days was air-conditioning used in July 2014?


37. If your facility sets thermostats to a target temperature during summer months, please enter it here (in degrees Fahrenheit):


38. Is **heating** available in your administrative segregation unit?

- No
- Yes

39. If so, is it used?

- No
- Yes

40. How many days was heating used in January 2014?


41. If your facility set thermostats to a target temperature during winter months, please enter it here (in degrees Fahrenheit):
Visits and Correspondence

D. Visits and Correspondence

42. Are visits, aside from legal and religious visits, permitted?
   - No
   - Yes

43. If yes, how many visits are permitted?
   - Per week?
   - Per month?

44. If yes, are visits: (check all that apply)
   - Contact
   - Non-contact
   - Video

45. Are inmates allowed phone calls other than legal or religious phone calls?
   - No
   - Yes
46. If yes, how many phone calls are permitted?

Per week?  

Per month?  

47. If yes, are phone calls monitored?

- No
- Yes

48. Are there restrictions on who may visit an inmate? (Example: Only family members or only a short list of visitors.)

- No
- Yes (please explain):

49. May inmates send and receive personal (i.e. non-legal, non-religious) correspondence?

- No
- Yes (please explain any limits):

50. Are legal visits permitted?

- No
- Yes
51. If so, are there limits on the number of legal visits an inmate may receive?

- No
- Yes (please explain):

52. Are legal visits: (check all that apply)

- Contact
- Non-contact
- Video

53. If legal visits are permitted, are they monitored?

- No
- Yes (how?)

54. If legal visits are permitted, how does a lawyer qualify to visit an inmate in administrative segregation?

55. What is the process for handling legal mail?

56. If limits are placed on legal correspondence, please describe them:
57. Do inmates have access to spiritual advisors (ministers, priests, rabbis, etc.)?

- No
- Yes

58. If yes, how is such access provided? (check all that apply)

- On request
- Routine visits by advisor(s)

59. How often do medical staff visit inmates?

60. Do medical staff visit each inmate on their rounds?

- No
- Yes

61. How often do mental health professionals visit inmates?

62. Do mental health professionals visit each inmate on their rounds?

- No
- Yes

Activities and Programs (part I)

E. Activities and Programs (part I)
63. Is in-cell programming offered to inmates?

- No

- Yes (explain what programming and how many hours per week):

64. Is individual out-of-cell programming offered to inmates?

- No

- Yes (explain what programming and how many hours per week):

65. Is there group programming?

- No

- Yes (explain what programming and how many hours per week):

66. In the week beginning September 15, 2014, how many inmates participated in:

- In-cell programming?
- Individual out-of-cell programming?
- Group programming?

67. If your system provides programming, please describe any system you have in place to monitor participation:
68. Which of the following items may inmates keep in their cells? (check all that apply)

- Books
- Magazines
- Religious materials
- Letters
- Photographs
- Blank paper
- Pens or pencils
- Food (in addition to food given for meals)
- Toiletries
- Other (please list):

69. Do inmates have access to reading materials?

- No
- Yes

70. If inmates do have access to reading materials:

- What type(s)?
- What amount?
- Are books, magazines, or newspapers provided free of charge? If yes, how?
- Are there any other restrictions on the reading materials inmates may have? If yes, please describe.
71. May inmates purchase items from the commissary?

- No
- Yes

72. If yes, please explain how items are purchased and any limits placed on what inmates may purchase (for example, spending limits or restrictions on items allowed for purchase):

73. May inmates have radios in their cells?

- No
- Yes

74. If yes, must radios be purchased or are they provided?

- Must be purchased
- Are provided

75. If yes, can inmates turn radios on and off?

- No
- Yes

76. May inmates have televisions in their cells?

- No
- Yes
77. If yes, must televisions be purchased or are they provided?

☐ Must be purchased
☐ Are provided

78. If yes, can inmates turn televisions on and off?

☐ No
☐ Yes

79. May inmates use other devices in their cells? (check all that apply)

☐ Digital or CD music players
☐ Computers
☐ Other (please specify):

Activities and Programs (part II)

E. Activities and Programs (part II)

80. How often are inmates allowed to shower?

Times per week:

If there are any other restrictions on when inmates may shower (for example, weekdays only), please explain them:
81. How many hours of exercise are permitted for inmates per week?


82. During the week of September 15, 2014, how many inmates engaged in the maximum allowable amount of exercise?


83. Please explain under what conditions an inmate may not engage in the maximum allowable amount of exercise:


84. What forms of exercise are available to inmates?

- [ ] Weight-lifting
- [ ] Running
- [ ] Yoga
- [ ] Other (please specify):


85. Can inmates exercise in groups?

- [ ] No
- [ ] Yes (what forms of exercise are available in groups?)
86. Where does exercise take place? (check all that apply)

- [ ] Indoors
- [ ] Outdoors

87. Please read the statements below and check all that apply to your facility:

- [ ] The indoor exercise area is air conditioned.
- [ ] The indoor exercise area is heated.
- [ ] The outdoor exercise area is air conditioned.
- [ ] The outdoor exercise area is heated.
- [ ] When using the outdoor exercise area, inmates are provided additional clothing for cold weather (e.g., winter coats).

88. If your facility has an outdoor exercise area, is it protected from: (check all that apply)

- [ ] Sun?
- [ ] Rain?
- [ ] Snow?

89. What are the dimensions of the indoor exercise area? (if applicable)

[ ] feet x [ ] feet

90. What are the dimensions of the outdoor exercise area? (if applicable)

[ ] feet x [ ] feet

91. Do inmates talk with one other?

- [ ] No
- [ ] Yes
92. If yes, please explain how such exchanges occur: (check all that apply)

☐ Group programming
☐ Communal opportunities for meals
☐ Between cells (i.e., through vents, doors)
☐ Other (please specify):

93. Are inmates permitted to be outside their cells for reasons other than showers, exercise, or programming?

☐ No
☐ Yes (explain when and under what conditions):

Women

III. Women in Administrative Segregation (optional)

This section has two parts. In the first part, you are asked to describe any general differences in administrative segregation for female inmates. In the second part, you are given the option of providing more detail about female inmates by completing the questions from Part II again.

A. If your system also houses female inmates in administrative segregation, please describe any differences in the facilities, staffing, programming, privileges, or other aspects of confinement that differ from what you have described above:
If you would like to provide a more detailed picture of administrative segregation for female inmates, we invite you to complete Part II of this survey again, this time focusing on the facility that houses the largest number of female inmates in your system’s most restrictive level of administrative segregation. Would you like to complete a restrictive housing survey for female inmates?

- Yes
- No

Behavior and Discipline

F. Behavior and Disciplinary Sanctions

94. Are access to any of the following restricted for disciplinary sanction? (check all that apply)

- Showers
- Exercise
- In-cell programming
- Individual out-of-cell programming
- Group programming
- Personal property
- Reading materials
- Commissary privileges
- Radio
- Television
- Other technology
- Social visits
- Social phone calls
- Social correspondence
- Legal correspondence
- Verbal exchanges between inmates
- Food (please explain):
- Others not listed (please specify):
95. Please explain under what conditions the above items are restricted and for how long:


96. Are access to any of the following increased as a reward? (check all that apply)

- Showers
- Exercise
- In-cell programming
- Individual out-of-cell programming
- Group programming
- Personal property
- Reading materials
- Commissary privileges
- Radio
- Television
- Other technology
- Social visits
- Social phone calls
- Social correspondence
- Legal correspondence
- Verbal exchanges between inmates
- Food (please explain):


- Others not listed (please specify):


97. Please explain under what conditions the above are increased, if any:


Demographics
V. Demographics of Population in Administrative Segregation

Please specify the demographics of the total inmate population in your system as of September 15, 2014 (NOTE: If your system does not track by the categories provided below, please provide available figures according to the categories that are used):

Male adult population (18 and over):

<table>
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<tr>
<th>Category</th>
<th>Number</th>
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<tbody>
<tr>
<td>Number White</td>
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<tr>
<td>Number African American</td>
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<td>Number Hispanic</td>
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<tr>
<td>Number Asian</td>
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<td>Number Other</td>
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Female adult population (18 and over):

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<tr>
<th>Category</th>
<th>Number</th>
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<tbody>
<tr>
<td>Number White</td>
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<tr>
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<td>Number Hispanic</td>
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<td>Number Asian</td>
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<td>Number Other</td>
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</tbody>
</table>
Male juvenile population (under 18):

Number White
Number African American
Number Hispanic
Number Asian
Number Other

Female juvenile population (under 18):

Number White
Number African American
Number Hispanic
Number Asian
Number Other

To track changes over time, please specify the demographics of the inmate population in administrative segregation as of September 15, 2011. (NOTE: If your system does not track by the categories provided below, please provide available figures according to the categories that are used.)

Male adult population (18 and over):

Number White
Number African American
Number Hispanic
Number Asian
Number Other
Female adult population (18 and over):

- Number White
- Number African American
- Number Hispanic
- Number Asian
- Number Other

Male juvenile population (under 18):

- Number White
- Number African American
- Number Hispanic
- Number Asian
- Number Other

Female juvenile population (under 18):

- Number White
- Number African American
- Number Hispanic
- Number Asian
- Number Other

**Changes in Administrative Segregation**
VI. Changes in Administrative Segregation (optional)

1. During the last three years, has your system reviewed its administrative segregation policies and practices?

   - No
   - Yes

2. If not, does your system have any current plans to do so?

   - No
   - Yes

3. If your system has planned or conducted a review, what process(es) are you using? (check all that apply)

   - Convene a task force with Department leadership
   - Convene a task force with Department staff
   - Consult with those within State government but outside Department (please specify)
   - Consult with outside experts (please specify)
   - Invite comments from third parties, such as reentry, religious, and other groups (please specify)
   - Take any other actions not listed to review your administrative segregation practices (please specify)

4. What are/were your goals for a review?
5. Has your system made any changes to administrative segregation during the last three years?
   - No
   - Yes

6. If yes, please explain the changes made and share any lessons learned during the transition that might be useful to your colleagues in other states. Please also explain any additional modifications that you intend to make and your expected time frame for implementation.

   Note: if it is easier to send a link or attachment, feel free to do so. Links can be pasted in the text box below, and you may attach a file here. Additional files may be e-mailed to johanna.kalb@yale.edu.

7. What aspects of Administrative Segregation (in your system or generally) do you think work?

8. What aspects of Administrative Segregation (in your system or generally) do you think should be changed?

9. In your opinion, what role do mental health issues play in inmates’ placement in administrative segregation?
10. Is there anything else that you would like to tell us to help us better understand administrative segregation in your corrections system?
Finally, we would like to understand the data specific to administrative segregation that your system currently tracks. Please check all that apply:

<table>
<thead>
<tr>
<th></th>
<th>Tracked electronically: Offender Information System</th>
<th>Tracked electronically: Electronic Log (e.g., Excel file)</th>
<th>Paper records: Scanned into electronic database</th>
<th>Paper records: Physical file unit</th>
<th>Released in public reports (e.g., included in annual report, posted on website)</th>
<th>Reported to Director: Aggregate count</th>
<th>Reported to Director: Individual reports (e.g., incident reports)</th>
<th>Not tracked</th>
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</thead>
<tbody>
<tr>
<td>1. Reason for admission (e.g., assault on staff member, disruptive behavior, etc.)</td>
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<td>2. Mental health status (e.g., diagnosis of bipolar disorder, antisocial personality disorder; or classification as suffering from &quot;serious mental illness&quot; or not)</td>
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<td>3. Formal disciplinary violations</td>
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<td>4. Informal disciplinary violations</td>
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<td>5. Inmate-on-staff assaults</td>
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<td>6. Inmate-on-inmate assaults</td>
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<td>7. Interventions by staff requiring the use of force and/or chemical agents</td>
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<td>8. Suicide attempts</td>
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<tr>
<td>Incident Description</td>
<td>Tracked electronically: Offender Information System</td>
<td>Tracked electronically: Electronic Log (e.g., Excel file)</td>
<td>Paper records: Scanned into electronic database</td>
<td>Paper records: Physical file unit</td>
<td>Released in public reports (e.g., included in annual report, posted on website)</td>
<td>Reported to Director: Aggregate count</td>
<td>Reported to Director: Individual reports (e.g., incident reports)</td>
<td>Not tracked</td>
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<td>9. Incidents of self-harm (not suicide attempts) by inmates in Administrative Segregation requiring medical attention</td>
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<td>10. Incidents of inmates in Administrative Segregation being placed in further restrictive setting within the facility, (e.g. suicide watch within a medical unit, behavioral restraints)</td>
<td>□</td>
<td>□</td>
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<td>11. Type of release from Administrative Segregation (e.g. to general population, to halfway house, to the public) Informal disciplinary violation</td>
<td>□</td>
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<td>□</td>
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<td>□</td>
</tr>
<tr>
<td>12. Recidivism rates for individuals previously housed in administrative segregation</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>13. Return rates (i.e., back to administrative segregation) within the same term of incarcerations for individuals previously housed in administrative segregation</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td></td>
<td>Tracked electronically: Offender Information System</td>
<td>Tracked electronically: Electronic Log (e.g., Excel file)</td>
<td>Paper records : Scanned into electronic database</td>
<td>Paper records: Physical file unit</td>
<td>Released in public reports (e.g., included in annual report, posted on website)</td>
<td>Reported to Director: Aggregate count</td>
<td>Reported to Director: Individual reports (e.g., incident reports)</td>
<td>Not tracked</td>
</tr>
<tr>
<td>---</td>
<td>---------------------------------------------------</td>
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<td>----------------</td>
</tr>
<tr>
<td>14. Grievances filed by individuals held in administrative segregation</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>15. Grievances (or similar complaints) filed by staff (e.g., hostile work environment, sexual harassment)</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>16. Sick days taken by staff</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>17. Workers’ compensation or other claims filed by staff</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>18. Hours of training or other professional development for staff (e.g., recognizing signs and symptoms of mental and emotional disorders, strategies for deescalating conflicts)</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
</tbody>
</table>

*
Directions

Female Inmates in Administrative Segregation

Thank you for choosing to provide additional information about female inmates. The questions in this survey are identical to those in Part II of the Administrative Segregation questionnaire.

As with the prior questionnaire, all questions need not be answered in one sitting or by only one person. The Qualtrics platform allows you to save your answers and return to the survey again at a later time. Your responses on each page will be automatically saved when you click the "next" button. To resume working after a break, click the survey link again and you will automatically be taken back to the last page you completed. Your survey answers will only be saved on your computer. If you would like to have a colleague answer some of the survey questions from a different computer, the researchers will consolidate all survey answers given from your jurisdiction when the data is compiled. Please note that the responses are saved through a "cookie" on your computer's browser, so clearing your browser's history may make you unable to return to the survey. Please contact Joe Fenton; jfenton@asca.net if you have trouble returning to the questionnaire.

What jurisdiction do you represent?

Primary Facility - General Info

II. Primary Administrative Segregation Facility

A. General Information (female inmates)

Please note that the questions below begin at "22" so that the question numbers correspond to those in Part II of the general questionnaire. Questions 1-21 are not included in this version.
22. In which facility was the largest number of female inmates held in administrative segregation as of September 15, 2014?

<table>
<thead>
<tr>
<th>Name of Facility</th>
<th>Number in Administrative Segregation</th>
<th>Total Number of Inmates in Facility</th>
</tr>
</thead>
</table>

23. Please specify the number of individuals that have remained in administrative segregation for the following periods of **continuous days** as of September 15, 2014. Continuous days are the number of consecutive days an inmate has spent in segregation, including any temporary classification changes due to inmate transfers between facilities, etc.:

<table>
<thead>
<tr>
<th>Period</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than 90 days</td>
<td></td>
</tr>
<tr>
<td>90 - 180 days</td>
<td></td>
</tr>
<tr>
<td>6 months - 1 year</td>
<td></td>
</tr>
<tr>
<td>1 - 3 years</td>
<td></td>
</tr>
<tr>
<td>More than 3 years</td>
<td></td>
</tr>
</tbody>
</table>

Note: If your system does not track by the categories provided above, please provide available figures according to the categories that your system does use:
24. Please specify the number of individuals that have remained in Administrative Segregation for the following periods of **total days** as of September 15, 2014:

- Less than 90 days
- 90 - 180 days
- 6 months - 1 year
- 1 - 3 years
- More than 3 years

Note: If your system does not track by the categories provided above, please provide available figures according to the categories that your system does use:

25. How many hours a day are inmates confined to their cells?

- Weekdays
- Weekends

26. Is the food served in administrative segregation the same as the food served in general population?

- Yes
- No (if not, please explain what food is served):

**Staff**

**B. Staff Working in Administrative Segregation (female inmates)**
27. Does your system have a staff rotation and/or post-rotation policy that causes staff to move in and out of the administrative segregation unit?

- No
- Yes (please briefly explain how the policy works):

28. Are staff given any extra benefits if they work in administrative segregation?

- No
- Yes (what benefits?)

29. Do staff who work in administrative segregation receive any additional training?

- No
- Yes (what training?)

Facilities

C. Facilities (female inmates)

30. How are inmates housed in cells in administrative segregation?

- Single-celled
- Double-celled
- Mixed (single- and double-celled)
- Other (please specify)
31. What are the dimensions of the cells?

Single cells (if applicable):

0 feet x 0 feet

Double cells (if applicable):

0 feet x 0 feet

Other (if applicable):

0 feet x 0 feet

32. Do cells in administrative segregation have natural light?

○ No
○ Yes

33. Does an inmate control her own in-cell lighting?

○ No (if not, what hours is the cell artificially lit?)

○ Yes

34. Are cells in administrative segregation equipped with air-conditioning?

○ No
○ Yes
35. If so, is it used?
   - No
   - Yes

36. How many days was air-conditioning used in July 2014?

37. If your facility sets thermostats to a target temperature during summer months, please enter it here (in degrees Fahrenheit):

38. Is heating available in your administrative segregation unit?
   - No
   - Yes

39. If so, is it used?
   - No
   - Yes

40. How many days was heating used in January 2014?

41. If your facility set thermostats to a target temperature during winter months, please enter it here (in degrees Fahrenheit):
Visits and Correspondence

D. Visits and Correspondence (female inmates)

42. Are visits, aside from legal and religious visits, permitted?

☐ No
☐ Yes

43. If yes, how many visits are permitted?

Per week?

Per month?

44. If yes, are visits: (check all that apply)

☐ Contact
☐ Non-contact
☐ Video

45. Are inmates allowed phone calls other than legal or religious phone calls?

☐ No
☐ Yes
46. If yes, how many phone calls are permitted?

Per week? 

Per month? 

47. If yes, are phone calls monitored?

○ No
○ Yes

48. Are there restrictions on who may visit an inmate? (Example: Only family members or only a short list of visitors.)

○ No
○ Yes (please explain):

49. May inmates send and receive personal (i.e. non-legal, non-religious) correspondence?

○ No
○ Yes (please explain any limits):

50. Are legal visits permitted?

○ No
○ Yes
51. If so, are there limits on the number of legal visits an inmate may receive?

- No
- Yes (please explain):

52. Are legal visits: (check all that apply)

- Contact
- Non-contact
- Video

53. If legal visits are permitted, are they monitored?

- No
- Yes (how?)

54. If legal visits are permitted, how does a lawyer qualify to visit an inmate in administrative segregation?

55. What is the process for handling legal mail?

56. If limits are placed on legal correspondence, please describe them:
57. Do inmates have access to spiritual advisors (ministers, priests, rabbis, etc.)?

☐ No
☐ Yes

58. If yes, how is such access provided? (check all that apply)

☐ On request
☐ Routine visits by advisor(s)

59. How often do medical staff visit inmates?


60. Do medical staff visit each inmate on their rounds?

☐ No
☐ Yes

61. How often do mental health professionals visit inmates?


62. Do mental health professionals visit each inmate on their rounds?

☐ No
☐ Yes

Activities and Programs (part I)

E. Activities and Programs (part I) (female inmates)
63. Is in-cell programming offered to inmates?
   - No
   - Yes (explain what programming and how many hours per week):

64. Is individual out-of-cell programming offered to inmates?
   - No
   - Yes (explain what programming and how many hours per week):

65. Is there group programming?
   - No
   - Yes (explain what programming and how many hours per week):

66. In the week beginning September 15, 2014, how many inmates participated in:
   - In-cell programming?
   - Individual out-of-cell programming?
   - Group programming?

67. If your system provides programming, please describe any system you have in place to monitor participation:
68. Which of the following items may inmates keep in their cells? (check all that apply)

- Books
- Magazines
- Religious materials
- Letters
- Photographs
- Blank paper
- Pens or pencils
- Food (in addition to food given for meals)
- Toiletries
- Other (please list):

69. Do inmates have access to reading materials?

- No
- Yes

70. If inmates do have access to reading materials:

- What type(s)?

- What amount?

- Are books, magazines, or newspapers provided free of charge? If yes, how?

- Are there any other restrictions on the reading materials inmates may have? If yes, please describe.
71. May inmates purchase items from the commissary?

○ No
○ Yes

72. If yes, please explain how items are purchased and any limits place on what inmates may purchase (for example, spending limits or restrictions on items allowed for purchase):


73. May inmates have radios in their cells?

○ No
○ Yes

74. If yes, must radios be purchased or are they provided?

○ Must be purchased
○ Are provided

75. If yes, can inmates turn radios on and off?

○ No
○ Yes

76. May inmates have televisions in their cells?

○ No
○ Yes
77. If yes, must televisions be purchased or are they provided?

- Must be purchased
- Are provided

78. If yes, can inmates turn televisions on and off?

- No
- Yes

79. May inmates use other devices in their cells? (check all that apply)

- Digital or CD music players
- Computers
- Other (please specify):
  

Activities and Programs (part II)

E. Activities and Programs (part II) (female inmates)

80. How often are inmates allowed to shower?

Times per week: 

If there are any other restrictions on when inmates may shower (for example, weekdays only), please explain them:
81. How many hours of exercise are permitted for inmates per week?

82. During the week of September 15, 2014, how many inmates engaged in the maximum allowable amount of exercise?

83. Please explain under what conditions an inmate may not engage in the maximum allowable amount of exercise:

84. What forms of exercise are available to inmates?

- [ ] Weight-lifting
- [ ] Running
- [ ] Yoga
- [ ] Other (please specify):

85. Can inmates exercise in groups?

- [ ] No
- [ ] Yes (what forms of exercise are available in groups?)
86. Where does exercise take place? (check all that apply)

☐ Indoors
☐ Outdoors

87. Please read the statements below and check all that apply to your facility:

☐ The indoor exercise area is air conditioned.
☐ The indoor exercise area is heated.
☐ The outdoor exercise area is air conditioned.
☐ The outdoor exercise area is heated.
☐ When using the outdoor exercise area, inmates are provided additional clothing for cold weather (e.g., winter coats).

88. If your facility has an outdoor exercise area, is it protected from: (check all that apply)

☐ Sun?
☐ Rain?
☐ Snow?

89. What are the dimensions of the indoor exercise area? (if applicable)

0 feet x 0 feet

90. What are the dimensions of the outdoor exercise area? (if applicable)

0 feet x 0 feet

91. Do inmates talk with one other?

☐ No
☐ Yes
92. If yes, please explain how such exchanges occur: (check all that apply)
   Group programming
   - Communal opportunities for meals
   - Between cells (i.e., through vents, doors)
   - Other (please specify):

93. Are inmates permitted to be outside their cells for reasons other than showers, exercise, or programming?
   - No
   - Yes (explain when and under what conditions):

Behavior and Discipline

F. Behavior and Disciplinary Sanctions (female inmates)
94. Are access to any of the following restricted for disciplinary sanction? (check all that apply)

☐ Showers
☐ Exercise
☐ In-cell programming
☐ Individual out-of-cell programming
☐ Group programming
☐ Personal property
☐ Reading materials
☐ Commissary privileges
☐ Radio
☐ Television
☐ Other technology
☐ Social visits
☐ Social phone calls
☐ Social correspondence
☐ Legal correspondence
☐ Verbal exchanges between inmates
☐ Food (please explain):

☐ 

95. Please explain under what conditions the above items are restricted and for how long:

☐ 

☐
96. Are access to any of the following increased as a reward? (check all that apply)

- [ ] Showers
- [ ] Exercise
- [ ] In-cell programming
- [ ] Individual out-of-cell programming
- [ ] Group programming
- [ ] Personal property
- [ ] Reading materials
- [ ] Commissary privileges
- [ ] Radio
- [ ] Television
- [ ] Other technology
- [ ] Social visits
- [ ] Social phone calls
- [ ] Social correspondence
- [ ] Legal correspondence
- [ ] Verbal exchanges between inmates
- [ ] Food (please explain):
- [ ] Others not listed (please specify):

97. Please explain under what conditions the above are increased, if any:


Block 20

Thank you very much for completing the survey. **If you are finished and ready to submit your responses, please hit the "next" button.** If you would like to return to this questionnaire later to work on your responses, please exit out of the questionnaire now. You may return to the questionnaire at any time by following the original link provided using the same computer.