

Australian Capital Territory

Corrections Management (PDC: Induction) Policy 2011

Notifiable instrument NI2011-447

made under the

***Corrections Management Act 2007*, section 14(1) (Corrections policies and operating procedures)**

1 Name of instrument

This instrument is the *Corrections Management (PDC: Induction) Policy 2011*.

2 Commencement

This instrument commences on the day after it is notified.

3 Policy

I make the

PDC: INDUCTION POLICY

attached to this instrument, to facilitate the effective and efficient management of correctional services.

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PERIODIC DETENTION CENTRE: INDUCTION POLICY



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Purpose

To outline the policy for inducting detainees at the Periodic Detention Centre (PDC).

Authority

Legislation

Corrections Management Act 2007, section 14.

Crimes (Sentence Administration) Act 2005, chapter 5.

Policy

Principles

When a detainee is received at the PDC they will be advised of their entitlements, privileges and responsibilities and how to access services.

Induction

The induction program for new detainees includes a detailed induction process which occurs within 24 hours of attendance at the PDC.

Detainees are advised that all detainees will be breath tested on admission to the PDC.

Initial induction

As part of the initial induction, detainees will be:

- given a copy of the PDC Induction package;
- asked to sign a Confirmation of Receipt of Information; and
- given the detainee's release date.

Detailed induction

New admissions will be required to attend the induction program conducted by ACT Corrective Services staff. The content of the Induction Package is covered and explained in detail. Detainees will be asked to “sign off” each section, as it is explained.

The following areas will be covered in the induction:

PDC Issues

- PDC routine
- Property
- Standards of behaviour
- Sentence details
- Legislative information in the management of their sentence

Safety and Security

- Muster / Head Counts
- Searching
- Directions from the Chief Executive on acceptable behaviour at PDC
- Movement within and external to the centre
- External escorts

Facilities, Programs and Activities

- Case Management
- Education / Programs
- Activities
- Work
- Medical requests
- Religious Observance

Dispute Resolution & Grievances

- Internal Complaints Process
- Official Visitor
- Ombudsman
- Human Right Commissioner

Forms/Templates

Detainee Induction Package

Detainee Request Form (Blue form)

Related policies and procedures

PDC Admission Procedure