Australian Capital Territory

**Corrections Management (****Detainee Hygiene) Policy 2019**

**Notifiable instrument NI2019-408**

made under the

**Corrections Management Act 2007, s14 (Corrections policies and operating procedures)**

**1 Name of instrument**

This instrument is the *Corrections Management* (*Detainee Hygiene) Policy 2019.*

**2** **Commencement**

This instrument commences on the day after its notification day.

**3 Policy**

I make this policy to facilitate the effective and efficient management of correctional services.

**4 Revocation**

This policy revokes the *Corrections Management* (*Cleaning and Hygiene) Policy 2009* [NI2009-121], *Corrections Management (Hair Clippers) Policy 2009* [NI2009-129], *Corrections Management (Infectious Diseases) Policy 2014 (No 1)* [NI2014-536], *Corrections Management (Management of Razors) Policy 2010* [NI2010-512], and *Corrections Management (Management of Razors) Procedure 2010* [NI2010-509].



Jon Peach

Executive Director

ACT Corrective Services

24 June 2019

**DETAINEE Hygiene**

**policy no. D20**

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**ACT Corrective services**

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# PURPOSE

ACT Corrective Services (ACTCS) is committed to ensuring that detainees can maintain their personal hygiene in a clean, decent and humane conditions that minimise the risk of transmission of disease.

This policy provides instructions for the promotion and maintenance of hygiene and sanitation in a correctional centre.

# SCOPE

This policy applies to all correctional centres in the ACT.

Where required, the General Manager Custodial Operations will establish operational procedures under this policy.

# PRINCIPLES

* 1. ACTCS provides and maintains a healthy and safe correctional centre environment to ensure that the health and safety of detainees and staff is not put at risk in accordance with the ACT Government *WHS-03-2013 - Workplace Health & Safety Act 2011 – Responsibilities Policy*.
  2. ACTCS promotes good hygiene as a pro-social behaviour to assist detainees in maintaining their health and wellbeing.
  3. Detainees are responsible for:

1. maintaining a high standard of personal hygiene;
2. keeping their cell in a good, clean condition; and
3. reporting any defective or damaged items which require repair.
   1. Detainees will be informed of the hygiene standards expected of them on induction to a correctional centre (*Induction Policy*).
   2. To uphold expectations under this policy, staff are required to:
4. lead by example by maintaining officer areas in a clean, decent and humane condition in accordance with the *WHS-03-2013 - Workplace Health & Safety Act 2011 – Responsibilities Policy*;
5. conduct regular inspections in accordance with section 6 and address any non-conformance; and
6. ensure the storage, issue and use of cleaning equipment is monitored, maintained and accounted for at all times.
   1. The General Manager Custodial Operations (GMCO) is responsible for:
7. the monitoring and regular inspection of hygiene and cleanliness in all areas of a correctional centre;
8. ensuring clear instructions are in place to confirm responsibility for cleaning;
9. the management and disposal of contaminated waste;
10. the consistent treatment of all blood and bodily fluids beyond the responsibility of Justice Health Services to minimise the risk of transmission of disease; and
11. the supply of appropriate cleaning products and equipment to detainees to maintain their property and cell in a clean and sanitary condition.
    1. The Head of Facility Management is responsible for ensuring that:
12. controls are maintained to prevent insect and vermin infestation; and
13. a maintenance schedule is maintained for infrastructure and repairs.

# DETAINEE PERSONAL HYGIENE

* 1. To support the maintenance of general hygiene, detainees are provided with access to:

1. a shower with hot water; and
2. a toilet and handwashing facilities.
   1. Detainees are expected to shower at least once each day.
   2. Detainees managed under the *Management of At-Risk Detainees Policy* without in-cell access to a shower:
3. must be provided access to shower once each day in accordance with section 4.1, unless:
   1. there is a significant risk of self-harm that cannot be mitigated; and/or
4. may be required to shower under supervision in accordance with any observation regime.
   1. The GMCO will ensure that detainees can access the following toiletries to maintain their personal hygiene in accordance with the *Detainee Property Policy*:
5. toilet paper;
6. toothbrush and toothpaste;
7. bar of soap;
8. towels;
9. disposable razors (see section 4.13);
10. shaving cream; and
11. sanitary items.
    1. Detainees will be provided with clean bedding, and consistent access to laundry facilities in accordance with the *Detainee Property Policy*.
    2. Detainees are expected to maintain their clothing in a clean condition through frequent laundering.
    3. Detainees can access the following through Justice Health Services:
12. assess and maintain their immunisation;
13. screen and receive treatment for blood-borne viruses or sexually-transmitted infections;
14. access to condoms and dental dams; or
15. access bleach sachets to protect against the transmission of blood-borne viruses.
    1. Detainees can access haircuts in accordance with their accommodation area regime, or by submitting a *Detainee Request Form*.

**Sexual health**

* 1. To protect against the transmission of sexually-transmitted infections, the GMCO will ensure that detainees can access condoms (for male detainees) or dental dams (for female detainees) in their accommodation area.
  2. Staff must not interfere with or restrict a detainee’s access under section 4.9.

**Blood-borne viruses**

* 1. Detainees can access sachets of bleach powder in each accommodation area via Justice Health Services for use to minimise the transmission of blood-borne viruses through prohibited injecting or tattooing equipment.

**Disposable razors**

* 1. Detainees can access disposable razors:

1. as a buy-ups purchase under the *Detainee Trust Fund Management Policy*; or
2. by making a request to a custodial officer in their accommodation area.
   1. Detainees must not tamper or remove any blades from a disposable razor.
   2. Any misuse of a disposable razor by a detainee may be managed under the *Discipline Policy*.
   3. All disposable razors must be disposed of in accordance with section 7.
   4. Detainees managed under the *Management of Segregation and Separate Confinement Policy* and *Management of At-Risk Detainees Policy* may only be permitted access to, and disposal of, a disposable razor under constant supervision.

# WORK HYGIENE

* 1. The GMCO will ensure that detainees working in a correctional centre are:

1. required to complete mandatory training in ‘Blood-borne Virus Awareness’, ‘Blood and Bodily Fluids’ and ‘First Aid’; and
2. provided with appropriate Personal Protective Equipment to maintain their personal hygiene and protect against the transmission of disease.

**Barber**

* 1. Only detainees appointed to the work role of ‘barber’ under the *Detainee Work Policy* will be permitted access to hair clippers.
  2. Detainees working as barbers must:

1. only use hair clippers in the designated work area;
2. thoroughly clean hair clippers after each haircut in accordance with their training; and
3. return hair clippers to the appropriate staff member immediately after use.
   1. Correctional Officers Grade 2 must account for all sets of hair clippers at the end of each duty period.
   2. Where a detainee misuses hair clippers, this may be managed under the *Discipline Policy*.

# ACCOMMODATION AREA SANITATION

* 1. All areas will be inspected:

1. for a detainee’s cell, at least once each week for cleanliness;
2. for all accommodation areas, inspected daily; and
3. for food preparation areas, inspected daily to ensure detainees are maintaining each area in a sanitary condition*.*
   1. As far as practicable, staff will ensure that a detainee is directed to thoroughly clean their cell prior to vacating it.

# CONTAMINATED WASTE DISPOSAL

* 1. The GMCO will ensure that an identifiable contaminated waste and sharps container is in each accommodation area in a correctional centre.
  2. Staff and detainees must dispose of any contaminated item in the contaminated waste container, including but not limited to:

1. used disposable razors;
2. sharps;
3. used sanitary items;
4. used condoms and dental dams; and
5. used toothbrushes.
   1. Contaminated clothing, bedding and other items that do not pose a risk of cutting or piercing skin must be placed in yellow plastic bags marked with a biohazard label for a specific laundry sanitation wash or disposal.
   2. All full contaminated waste containers and bags are to be taken immediately to the designated area for collection and/or disposal.

# RELATED DOCUMENTS

* A – Detainee Property Policy
* B – Discipline Policy
* C – Management of At-Risk Detainees Policy
* D – Management of Segregation and Separate Confinement Policy
* E – Detainee Work Policy
* F – Induction Policy
* G – Detainee Request Form
* H – WHS-03-2013 - Workplace Health & Safety Act 2011 – Responsibilities Policy



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24 June 2019

## Document details

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| Compliance with law: | This policy reflects the requirements of the *Corrections Management* *(Policy Framework) Policy 2019* |
| Responsible officer: | General Manager Custodial Operations |

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