

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].



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DETAINEE HYGIENE

POLICY NO. D20

ACT CORRECTIVE SERVICES



ACT
Government

Justice and Community Safety

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1 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.

2 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.

3 PRINCIPLES

- 3.1 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*.
- 3.2 ACTCS promotes good hygiene as a pro-social behaviour to assist detainees in maintaining their health and wellbeing.
- 3.3 Detainees are responsible for:
 - a. maintaining a high standard of personal hygiene;
 - b. keeping their cell in a good, clean condition; and
 - c. reporting any defective or damaged items which require repair.
- 3.4 Detainees will be informed of the hygiene standards expected of them on induction to a correctional centre (*Induction Policy*).
- 3.5 To uphold expectations under this policy, staff are required to:
 - a. 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*;
 - b. conduct regular inspections in accordance with section 6 and address any non-conformance; and

- c. ensure the storage, issue and use of cleaning equipment is monitored, maintained and accounted for at all times.
- 3.6 The General Manager Custodial Operations (GMCO) is responsible for:
 - a. the monitoring and regular inspection of hygiene and cleanliness in all areas of a correctional centre;
 - b. ensuring clear instructions are in place to confirm responsibility for cleaning;
 - c. the management and disposal of contaminated waste;
 - d. 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
 - e. the supply of appropriate cleaning products and equipment to detainees to maintain their property and cell in a clean and sanitary condition.
- 3.7 The Head of Facility Management is responsible for ensuring that:
 - a. controls are maintained to prevent insect and vermin infestation; and
 - b. a maintenance schedule is maintained for infrastructure and repairs.

4 DETAINEE PERSONAL HYGIENE

- 4.1 To support the maintenance of general hygiene, detainees are provided with access to:
 - a. a shower with hot water; and
 - b. a toilet and handwashing facilities.
- 4.2 Detainees are expected to shower at least once each day.
- 4.3 Detainees managed under the Management of At-Risk Detainees Policy without in-cell access to a shower:
 - a. must be provided access to shower once each day in accordance with section 4.1, unless:
 - i. there is a significant risk of self-harm that cannot be mitigated; and/or
 - b. may be required to shower under supervision in accordance with any observation regime.
- 4.4 The GMCO will ensure that detainees can access the following toiletries to maintain their personal hygiene in accordance with the Detainee Property Policy:
 - a. toilet paper;

- b. toothbrush and toothpaste;
 - c. bar of soap;
 - d. towels;
 - e. disposable razors (see section 4.13);
 - f. shaving cream; and
 - g. sanitary items.
- 4.5 Detainees will be provided with clean bedding, and consistent access to laundry facilities in accordance with the Detainee Property Policy.
- 4.6 Detainees are expected to maintain their clothing in a clean condition through frequent laundering.
- 4.7 Detainees can access the following through Justice Health Services:
- a. assess and maintain their immunisation;
 - b. screen and receive treatment for blood-borne viruses or sexually-transmitted infections;
 - c. access to condoms and dental dams; or
 - d. access bleach sachets to protect against the transmission of blood-borne viruses.
- 4.8 Detainees can access haircuts in accordance with their accommodation area regime, or by submitting a Detainee Request Form.

Sexual health

- 4.9 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.
- 4.10 Staff must not interfere with or restrict a detainee's access under section 4.9.

Blood-borne viruses

- 4.11 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

- 4.12 Detainees can access disposable razors:
- a. as a buy-ups purchase under the Detainee Trust Fund Management Policy; or
 - b. by making a request to a custodial officer in their accommodation area.
- 4.13 Detainees must not tamper or remove any blades from a disposable razor.

- 4.14 Any misuse of a disposable razor by a detainee may be managed under the Discipline Policy.
- 4.15 All disposable razors must be disposed of in accordance with section 7.
- 4.16 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.

5 WORK HYGIENE

- 5.1 The GMCO will ensure that detainees working in a correctional centre are:
- a. required to complete mandatory training in ‘Blood-borne Virus Awareness’, ‘Blood and Bodily Fluids’ and ‘First Aid’; and
 - b. provided with appropriate Personal Protective Equipment to maintain their personal hygiene and protect against the transmission of disease.

Barber

- 5.2 Only detainees appointed to the work role of ‘barber’ under the Detainee Work Policy will be permitted access to hair clippers.
- 5.3 Detainees working as barbers must:
- a. only use hair clippers in the designated work area;
 - b. thoroughly clean hair clippers after each haircut in accordance with their training; and
 - c. return hair clippers to the appropriate staff member immediately after use.
- 5.4 Correctional Officers Grade 2 must account for all sets of hair clippers at the end of each duty period.
- 5.5 Where a detainee misuses hair clippers, this may be managed under the Discipline Policy.

6 ACCOMMODATION AREA SANITATION

- 6.1 All areas will be inspected:
- a. for a detainee’s cell, at least once each week for cleanliness;
 - b. for all accommodation areas, inspected daily; and
 - c. for food preparation areas, inspected daily to ensure detainees are maintaining each area in a sanitary condition.

- 6.2 As far as practicable, staff will ensure that a detainee is directed to thoroughly clean their cell prior to vacating it.

7 CONTAMINATED WASTE DISPOSAL

- 7.1 The GMCO will ensure that an identifiable contaminated waste and sharps container is in each accommodation area in a correctional centre.
- 7.2 Staff and detainees must dispose of any contaminated item in the contaminated waste container, including but not limited to:
- a. used disposable razors;
 - b. sharps;
 - c. used sanitary items;
 - d. used condoms and dental dams; and
 - e. used toothbrushes.
- 7.3 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.
- 7.4 All full contaminated waste containers and bags are to be taken immediately to the designated area for collection and/or disposal.

8 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

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