
Chapter: **Programs – General**

Classification: **Public Document**

Subject: **Integration Dayroom (IDR)**

For: **Adult Custody**


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Policy

- 1 Correctional Services recognizes that individuals who are incarcerated and live with chronic, persistent mental health concerns and/or developmental disabilities are vulnerable within the institutional setting. When the primary presenting symptoms are behavioral in nature, the appropriate placement and services can improve individual safety, institutional security and incarcerated individual's outcomes.
- 2 To reduce the utilization of close confinement for individuals classified as administrative close confinement, the Integration Dayroom (IDR) provides individuals with the opportunity to transition to a standard dayroom format through direct supervision, unit rotations, preparatory programming, targeted case management and social work services.

Guiding Principles

- 3 The Integration Dayroom (IDR) is a safe and secure environment open to all approved male-identifying individuals in custody across the province by
 - (a) offering intensive case management services to promote behavior change
 - (b) encouraging participation in preparatory programs and services offered in the Integration Dayroom to advance the individuals readiness to be placed in other facility dayrooms
- 4 An incarcerated individual's placement in IDR is focused on needs and behaviour change. Decisions regarding case planning and support services are made from a clinical perspective and in the best interest of the individual.
- 5 Individuals who are not provided dayroom access for a minimum period of two hours daily will be managed in accordance with the with Policy and Procedures, Subject No. 43.00.00, [Administrative and Disciplinary Close Confinement.](#)

Admission Criteria


- 6 The incarcerated individual has a mental health concern that significantly affects their ability to function within the facility but does not meet the criteria for the East Coast Forensic

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Hospital (ECFH) or Transition Dayroom (TDR). The individual's mental health concerns

- (a) cause them to be a risk to themselves or others
- (b) are behavioral in presentation, including
 - i. agitation
 - ii. emotional outburst
 - iii. impulse control
 - iv. argumentative
 - v. threats
 - vi. self-harm
 - vii. physical aggression
- (c) are deemed to be better managed in IDR

- 7 Individuals who are currently defined as close confined without disciplinary sanction may be considered for admission to IDR as follows
- (a) case management and facility managers have exhausted all options to integrate the individual into a facility dayroom documented in accordance with Policy and Procedures, Subject No. 43.00.00, [Administrative and Disciplinary Close Confinement](#)
 - (b) individuals who have been placed in close confinement for their own safety or at their own request who would benefit from targeted case management to assist with adjustment to the institutional environment
 - (c) individuals who demonstrate a lack of social skills that result in behaviour issues and prevents successful placement in an open dayroom
 - (d) individuals who have been placed in close confinement for the security of the facility and could benefit from the targeted case management and programming activities in IDR

Admission Process

- 8 Individuals will be assessed prior to admission during the daily Unit Review Board meeting.
- 9 Once a placement is approved at the daily Unit Review Board Meeting, the individual will

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be moved from their current facility placement to IDR or in the case of a transfer between provincial correctional facilities as soon as operationally possible.

- 10 If there is not an immediate vacancy for individuals approved for placement in IDR, they will be placed on a triaged (identified order of urgency) waitlist, which will be maintained by the Unit Review Board.
- 11 When a vacancy occurs in IDR, the first person on the triaged waitlist will fill the vacancy. The waitlist will be updated as new candidates for admission are identified. Placement on the waitlist will be based on need not order of referral. In situations where consensus cannot be reached during the daily Unit Review Board meetings, the unit manager will forward the referral to the deputy superintendent responsible for IDR, for further consultation. Final placement decisions will be referred to the superintendent.

Transition from the Integration Dayroom

- 12 The purpose of the dayroom is to provide transition from confinement to a facility dayroom environment, therefore individuals placed in IDR will be reviewed weekly to determine suitability for
 - (a) reintegration to other facility dayrooms
 - (b) a request to transfer back to their facility of origin if they are no longer engaged in programming or willing to adhere to expectations of the unit, in accordance Policy and Procedures, Subject No. 27.05.00, [Transfers Between Provincial Correctional Facilities](#)

Roles and Responsibilities

- 13 The assigned deputy superintendent is responsible for
 - (a) the operation and general oversight
 - (b) program integrity
- 14 The assistant deputy superintendent is responsible for
 - (a) day to day operations
 - (b) attend IDR meetings as required

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- 15 The manager, case management is responsible for the clinical and case management activities, as well as providing clinical consultation regarding
- (a) complex cases
 - (b) transitions
- 16 The Correctional Caseworker assigned to IDR will
- (a) meet with an individual within the first week of admission
 - (b) conduct dayroom rounds a minimum of three times per week
 - (c) attend IDR meetings as required
 - (d) record all contacts with individuals on JEIN/OCM/'Activity Notes'/'Case Note"
- 17 The programmer assigned to IDR will
- (a) provide programming to individuals living in IDR
 - (b) attend IDR meetings as requested
 - (c) record all contacts with individuals on JEIN/OCM/'Activity Notes'/'Case Note"
- 18 The teacher(s) assigned to IDR will
- (a) provide programing to individuals living in IDR to prepare them to attend and be successful in educational programs
 - (b) attend IDR meetings as requested
 - (c) record all contacts with individuals on JEIN/OCM/'Activity Notes'/'Case Note"
- 19 Social Worker(s) assigned to IDR will
- (a) focus on the reintegration needs of the individuals to facilitate movement to another dayroom
 - (b) within the first week of admission, begin the assessment and clinical case planning process
 - (c) offer preparatory group/individual clinical programming focused on stages of change
 - (d) offer individual/group clinical intervention focused on targeted behaviour change
 - (e) offer training and consultation to Correctional Officers working with IDR

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- (f) attend IDR meetings as required
 - (g) record all contacts with individuals on JEIN/OCM/'Activity Notes'/'Case Note"
 - (h) record clinical notes in the Social Work folder on the shared (I) drive
- 20 Correctional Officers assigned to IDR will
- (a) provide direct supervision for IDR
 - (b) establish clear boundaries and expectations
 - (c) model prosocial behaviours
 - (d) be active in the dayroom and proactively interact with individuals in IDR
 - (e) complete the on JEIN/OCM/'Activity Notes'/'Case Note" describing the behaviours and interactions of each individual assigned to IDR
 - (f) report any concerns or escalating behaviors to the social work/healthcare teams.
 - (g) attend IDR meetings as required

Disciplinary Interventions

- 21 Disciplinary infractions that occur with individuals in IDR will be managed and documented in accordance with Policy and Procedures, Chapter 42, [Disciplinary System](#). However, the following measures will be used as appropriate
- (a) alternatives to the formal disciplinary process, e.g., cool down periods, journaling, verbal resolutions
 - (b) cell confinement, maximum 3 hours, will only be used as a de-escalation tool and individuals will be released once their behaviour has become acceptable and they no longer present a threat to safety and security
 - (c) consultation with a member of the case management team, i.e. Social Worker, Correctional Caseworker or the Manager, case management and social work services and the Assistant Deputy Superintendent (ADS) to determine appropriate intervention

Dayroom Lock-in

- 22 When it is operationally necessary to lock-in dayrooms, the deputy superintendent or, where

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there is a requirement after normal business hours, the on-call manager will be contacted. The deputy superintendent or on-call manager will consider the following

- (a) vulnerability of individuals housed in IDR
- (b) other options that maybe be employed to minimize the negative impact on IDR

23 The superintendent will be immediately advised when it is operationally necessary to lock-in IDR with an anticipated unlock timeframe. All lock downs will need to be formally documented, with details on dates and times of lock down and unlocks.