



Virginia Department of Corrections

Facility Security & Control

Operating Procedure 420.4

Corrections Crisis Intervention Team

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Incarcerated Offender

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REVIEW

The Content Owner will review this operating procedure annually and re-write it no later than three years after the effective date.

The content owner reviewed this operating procedure in November 2020 and necessary changes are being drafted.

COMPLIANCE

This operating procedure applies to all units operated by the Virginia Department of Corrections. Practices and procedures must comply with applicable State and Federal laws and regulations, ACA standards, PREA standards, and DOC directives and operating procedures.

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DEFINITIONS

Corrections Crisis Intervention Team (CCIT) - Corrections employees, mental health providers, and mental health advocates who are learning and working together through specialized training on more effective methods to deal with someone experiencing a mental health crisis

Corrections Crisis Intervention Team (CCIT) Member - A DOC employee who has received specialized training in recognizing symptoms of mental illness, identifying persons who are in crisis, and communication skills to assist in de-escalating potentially dangerous situations.

Crisis - A person is in crisis when they are unable to cope with internal or external stimuli creating an inability to function at a reasonable level, thus creating a risk of harm to themselves or others.

PURPOSE

This operating procedure defines the structure and utilization of the Corrections Crisis Intervention Team to reduce use of force incidents by training staff to de-escalate situations involving Department of Corrections offenders in crisis utilizing specialized intervention techniques.

PROCEDURE

- I. Corrections Crisis Intervention Team
 - A. CCIT is governed by a Steering Committee comprised of a multi-disciplinary team consisting of:
 1. Mental Health Director or designee
 2. Training Director or designee
 3. Mental Health Initiatives Administrator or designee
 4. Two Training and Development Coordinators or designees
 - B. The CCIT Steering Committee meets on a biannual basis to review recommendations from the facility CCIT Committees, develop a research plan, review research, ensure consistent implementation across the agency, serve as a liaison with community partners, and monitor CCIT implementation.
 - C. The CCIT Steering Committee may form subgroups, such as the Training and Evaluation Committees as necessary to achieve the goals of the group.
 - D. The CCIT Steering Committee:
 1. Oversees and supports the development and implementation of CCIT trainings throughout the DOC.
 2. Develops and implements standardized training curriculum, selects speakers, establishes an annual training schedule, develops online training resources, and serves as a resource for the facility CCIT committees.
 - E. Each facility utilizing CCIT must establish a committee to guide and implement CCIT within the facility. The committee shall meet quarterly or more frequently if needed.
 1. The Facility CCIT Committee membership includes, at a minimum:
 - a. Facility Unit Head or designee
 - b. Chief of Security or designee
 - c. Institutional Training Officer
 - d. Psychology Associate Senior or designee
 - e. CCIT Liaison
 - f. Community-based mental health advocate member - by invitation
 2. The committee meets to handle the selection of participants, mentor CCIT members, and review incidents.
 3. The committee provides feedback and quarterly reports to the CCIT Steering Committee, reviews data reports and monitors for accuracy, provides program support/problem solving, and ensures adherence to CCIT principles.
 - F. Mental Health Advocates
 1. Each committee invites at least one community-based mental health advocate member.
 2. This member provides input from the perspective of people who live with mental illnesses and/or their family members.
- II. Corrections Crisis Intervention Team Selection Process
 - A. Any person desiring to become a CCIT member should notify their supervisor.

B. Training

1. To be CCIT certified, staff must successfully complete the Commonwealth's 40-hour training program.
2. The DOC curriculum shall include at the minimum the following topics:
 - a. Mental health disorders and treatment
 - b. Treatment systems
 - c. Verbal de-escalation and effective communication
 - d. Cultural competence
 - e. Policies, procedures, and legal issues
 - f. Self-care
 - g. Hearing Voices (Understanding Schizophrenia)
 - h. Dealing with Veterans in Crisis
 - i. The Four Coaching Plays/Basic Corrections Crisis Intervention Team Skills
 - j. Role plays
 - k. Mental Health Services and Success Stories in the Community

C. Corrections Crisis Intervention Team Response

1. As a situation is developing, CCIT trained staff may utilize CCIT tools without requiring authorization from the Shift Commander.
2. As a situation continues, the CCIT staff must evaluate the circumstances and available information and determine what further response (if any) is necessary, including notifying the Shift Commander of the incident.
3. If a CCIT trained staff member is not immediately available and non-CCIT staff determines that CCIT tools may be beneficial in an escalating situation, staff must contact the Shift Commander and request that trained staff be activated.
4. Anytime the CCIT techniques have been utilized, a report must be completed.

D. Reporting

1. When CCIT trained staff are activated and utilize their training to intervene in an incident, an Internal Incident Report must be completed in VACORIS prior to the end of their shift; see *Attachment 1* for guidance.
2. Information to be contained in the report must include:
 - a. Type of Incident – select “Corrections Crisis Intervention Team involved”
 - b. Description of situation
 - c. Action taken during situation
 - d. Location of incident
 - e. Special offender characteristics
 - f. Time spent intervening
 - g. Any referrals offered/requested

- E. The Facility Unit Head may temporarily suspend or remove any CCIT member from voluntary participation pending review into conduct or circumstances that may affect their continued participation with the CCIT program.

REFERENCES

Virginia Crisis Intervention Team Coalition <https://virginiacit.org/>

ATTACHMENTS

Attachment 1, *Corrections Crisis Intervention Team Internal Incident Instructions*

FORM CITATIONS

None

