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|  | ALLEN SUPERIOR COURT – FAMILY RELATIONS DIVISIONALLEN COUNTY JUVENILE CENTER**POLICY & PROCEDURE** |
| SUBJECT: | **Policies to Ensure Referrals of Allegations for Investigation** | NUMBER: 115.322 |
| EFFECTIVE DATE:January 01, 2014 |

POLICY:

The Allen County Juvenile Center (ACJC) shall ensure that all allegations of sexual abuse and sexual harassment are referred for investigation to an agency with the legal authority to conduct criminal investigations, unless the allegation does not involve potentially criminal behavior. The ACJC shall document all such referrals. The ACJC shall publish this policy on its website. The publication shall describe the responsibilities of both the agency and the investigating entity.

Any State entity responsible for conducting administrative or criminal investigations of sexual abuse or sexual harassment in the ACJC shall have in place a policy governing the conduct of such investigations.

Any Department of Justice component responsible for conducting administrative or criminal investigations of sexual abuse or sexual harassment in the ACJC shall have in place a policy governing the conduct of such investigations.

AUTHORITY:

 Prison Rape Elimination Act (PREA) 28 C.F.R. Part 115 (115.322)

 Public Law 108-79

PROCEDURE:

Any reported or detected sexual abuse or sexual harassment, the ACJC shall:

1. Protect and separate the victim(s) and alleged perpetrator(s).
2. Protect all direct and circumstantial evidence including any available physical and DNA evidence and any available electronic monitoring data.
3. Notify Fort Wayne City or Allen County Law Enforcement immediately.
4. Fort Wayne City or Allen County Law Enforcement shall conduct an investigation into the allegations of sexual abuse or sexual harassment, promptly, thoroughly, and objectively.

Approved by:

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| *Signature on file*Superintendent / Chief Probation Officer | *Active*Approved Date: |
| *Signature on file*Judge | *Active*Approved Date: |