NEVADA DEPARTMENT OF CORRECTIONS
ADMINISTRATIVE REGULATION
153

CRITICAL INCIDENT REVIEW

Supersedes: AR 153 (Temporary, 9/14/09)
Effective Date: 11/13/09

AUTHORITY: NRS 209.131

RESPONSIBILITY

The Director is responsible to establish policy and procedures for reviewing critical incidents which occur within the Nevada Department of Corrections that may reduce potential recurrence of similar critical incidents.

153.01 CRITICAL INCIDENT REVIEW PROCEDURE

1. Critical Incident Reviews may only be ordered by the Director.

   A. Any member of the executive staff may recommend that a Critical Incident Review be conducted.

   B. The Inspector General or his staff will manage a Critical Incident Review, which includes the following:

      a. Setting location for the review.

      b. Gathering all written reports, materials and evidence pertaining to the incident.

      c. Arrange for witnesses and interviews.

2. A Deputy Director of Operations, Inspector General and a Warden from an institution/ facility where the incident did not occur will review all written reports and evidence pertaining to the incident.

   A. In the case of reviewing a death, every effort will be made to have the autopsy report prior to the review.

3. A determination should be made, if possible, as to what exactly happened, who the participants were, why the incident occurred, and how the incident was handled by staff.

4. The Committee must evaluate the adequacy of those policies and procedures that may have been employed regarding the incident in order to determine whether any changes should be recommended to the Director.

A. This evaluation should also include whether additional raining is needed or whether an existing training program should be modified.

5. The Critical Incident Review process is not a disciplinary action for staff.

A. Should it appear to the Critical Incident Review Committee that there was less than satisfactory performance by one or more employees, the Committee may recommend the initiation of an internal investigation against the employee (s).

a. Should the recommendation of the Critical Incident Review result in disciplinary action being brought against an employee, only the particular specifics surrounding the actions of the involved employee will be addressed.

b. Specificity of Charges against any employee as a result of a Critical Incident Review will not refer to the finalized report, but rather summarize the findings of the Committee as they relate specifically to the involved employee.

B. Should the Committee determine that an employee (s) engaged in exemplary behavior, the Committee may recommend to the Director that a written commendation be prepared.

6. In order to maintain the security of the Department, the review and the finalized report shall be confidential.

A. The Inspector General will stamp the original finalized report of the Committee's findings "confidential" and will submit the report to the Director.

B. Only the Deputy Directors, North/South and Inspector General are authorized to maintain a copy.

C. No other copies will be duplicated or maintained by any person unless specifically approved by the Director.

7. The Director will review the recommendations of the Committee and take appropriate action as deemed necessary.

APPLICABILITY

1. This AR does not require an Operational Procedure.

2. This AR does not require an audit.

Howard Skolnik, Director

10/15/09
Date