OMB No. 1121-0292: Approval Expires 06/30/2017

FORM **SSV-3**
(5-18-2016)

# SURVEY OF SEXUAL VICTIMIZATION, 2015
## Local Jail Jurisdictions
## Summary Form

U.S. DEPARTMENT OF JUSTICE
BUREAU OF JUSTICE STATISTICS
AND ACTING AS COLLECTION AGENT
U.S. DEPT. OF COMMERCE
Economics and Statistics Administration
U.S. CENSUS BUREAU

**DATA SUPPLIED BY**

| | | | | | |
|---|---|---|---|---|---|
| Name | | | Title | | |
| **OFFICIAL ADDRESS** | Number and street or P.O. Box/Route Number | | City | State | ZIP Code |
| **TELEPHONE** | Area code | Number | **FAX NUMBER** | Area Code | Number |
| **E-MAIL ADDRESS** | | | | | |

*(Please correct any error in name, mailing address, and ZIP Code)*

**What facilities are included in this data collection?**

All confinement facilities usually operated by a local law enforcement agency that are intended for adults but sometimes hold juveniles.

- INCLUDE all jails and city/county correctional centers that hold inmates beyond arraignment. Report on ALL inmates, including those held in separate holding or lockup areas within your facility.
- INCLUDE special jail facilities (e.g., medical/treatment/ release centers, halfway houses, and work farms).
- **EXCLUDE privately-operated jails and facilities operated by two or more jurisdictions, i.e., multi-jurisdictional facilities. (These facilities will be contacted directly for data on sexual victimization.)**

**What inmates and incidents are included in this data collection?**

Inmates under your custody between January 1, 2015, and December 31, 2015.

- INCLUDE incidents involving inmates under the authority, custody, or care of your confinement or community-based facilities or staff.
- **EXCLUDE inmates held in other jurisdictions.**

**Reporting instructions:**

- Please complete the entire SSV-3 Form.
- If the answer to a question is "not available" or "unknown," write "DK" (do not know) in the space provided.
- If the answer to a question is "not applicable," write "NA" in the space provided.
- Section I: when exact numeric answers are not available, provide estimates and mark (☒) the box beside each figure.
- Sections II, III, and IV: if the answer to a question is "none" or "zero," write "0" or mark the box (☒) provided.

**Substantiated incidents of sexual violence:**

- Please complete an Incident Form (Adult, SSV-IA) for each substantiated incident of sexual victimization.

**Returning forms:**

- If you need assistance, please call **Greta Clark** at the **U.S. Census Bureau** toll–free at **1–888–369–3613, option 2**, or e-mail **govs.ssv@census.gov**
- **Please return your completed summary and substantiated incident forms by August 15, 2016.**
- **You may complete these forms online (see enclosed instructions). Or if you prefer, you may return these forms by mail or fax.**
- **MAIL TO:** U.S. Census Bureau, P.O. Box 5000, Jeffersonville, IN 47199-5000
- **FAX (TOLL FREE): 1–888–262–3974**

**Burden Statement**

Under the Paperwork Reduction Act, we cannot ask you to respond to a collection of information unless it displays a currently valid OMB control number. The burden of this collection is estimated to average 30 minutes per response, including reviewing instructions, searching existing data sources, gathering necessary data, and completing and reviewing this form. Send comments regarding this burden estimate or any aspect of this survey, including suggestions for reducing this burden, to the Director, Bureau of Justice Statistics, 810 Seventh Street, NW, Washington, DC 20531. Do not send your completed form to this address.

## Section I – GENERAL INFORMATION

**1. How many persons under the supervision of your local jail jurisdiction were—**

**a. CONFINED in your jail facilities on December 31, 2015?**

- INCLUDE persons on transfer to treatment facilities but who remain under your jurisdiction.
- INCLUDE persons out to court while under your jurisdiction.
- INCLUDE persons held for other jurisdictions.
- EXCLUDE persons housed in facilities operated by two or more jurisdictions or those held in privately-operated jails.
- EXCLUDE inmates on AWOL, escape, or long-term transfer to other jurisdictions.
- EXCLUDE all persons in non-residential community-based programs run by your jail (e.g., electronic monitoring, house arrest, community service, day reporting, work programs).

| | Male | Female |
|---|---|---|
| **Inmates on December 31, 2015** . . . | _____ ☐ | _____ ☐ |

**b. ADMITTED to your jail facilities during 2015?**

- INCLUDE new admissions only, i.e., persons officially booked into and housed in your facilities by formal legal document and by the authority of the courts or some other official agency.
- INCLUDE repeat offenders booked on new charges.
- EXCLUDE returns from escape, work release, medical appointments/treatment facilities, and bail or court appearances.

| | Male | Female |
|---|---|---|
| **New admissions during 2015** . . . . . | _____ ☐ | _____ ☐ |

**2. Between January 1, 2015, and December 31, 2015, what was the average daily population of all jail confinement facilities operated by your jurisdiction?**

- To calculate the average daily population, add the number of persons for each day during the period January 1, 2015, through December 31, 2015, and divide the result by 365.

| | Male | Female |
|---|---|---|
| **Average daily population** . . . . . | _____ ☐ | _____ ☐ |

## Section II – INMATE-ON-INMATE SEXUAL VICTIMIZATION

### DEFINITIONS

The survey utilizes the definition of "sexual abuse" as provided by 28 C.F.R. §115.6 in the *National Standards to Prevent, Detect, and Respond to Prison Rape* (under the Prison Rape Elimination Act of 2003). For purposes of SSV, sexual abuse is disaggregated into three categories of inmate-on-inmate sexual victimization. These categories are:

**NONCONSENSUAL SEXUAL ACTS**

Sexual contact of any person without his or her consent, or of a person who is unable to consent or refuse;

**AND**

- Contact between the penis and the vulva or the penis and the anus including penetration, however slight;

**OR**

- Contact between the mouth and the penis, vulva, or anus;

**OR**

- Penetration of the anal or genital opening of another person, however slight, by a hand, finger, object, or other instrument.

**ABUSIVE SEXUAL CONTACT**

Sexual contact of any person without his or her consent, or of a person who is unable to consent or refuse;

**AND**

- Intentional touching, either directly or through the clothing, of the genitalia, anus, groin, breast, inner thigh, or buttocks of any person.
- EXCLUDE incidents in which the contact was incidental to a physical altercation.

**SEXUAL HARASSMENT**

Repeated and unwelcome sexual advances, requests for sexual favors, or verbal comments, gestures, or actions of a derogatory or offensive sexual nature by one inmate directed toward another.

**3. Does your local jail jurisdiction record allegations of inmate-on-inmate NONCONSENSUAL SEXUAL ACTS?** *(See definitions on page 2.)*

01 ☐ Yes ➔ **a. Do you record all reported occurrences, or only substantiated ones?**

01 ☐ All

02 ☐ Substantiated only

**b. Do you record attempted NONCONSENSUAL SEXUAL ACTS or only completed ones?**

01 ☐ Both attempted and completed

02 ☐ Completed only

02 ☐ No ➔ *Please provide the definition used by your local jail jurisdiction for inmate-on-inmate NONCONSENSUAL SEXUAL ACTS in the space below. Use that definition to complete Items 4 and 5.*

**4. Between January 1, 2015, and December 31, 2015, how many allegations of inmate-on-inmate NONCONSENSUAL SEXUAL ACTS were reported?**

**Number reported** . . . . . _____ ☐ None

- If an allegation involved multiple victimizations, count only once.
- Exclude any allegations that were reported as consensual.

**5. Of the allegations reported in Item 4, how many were —** *(Please contact the agency or office responsible for investigating allegations of sexual victimization in order to fully complete this form.)*

**a. Substantiated** . . . . . _____ ☐ None

- The event was investigated and determined to have occurred, based on a preponderance of the evidence (28 C.F.R. §115.72).

**b. Unsubstantiated** . . . . . _____ ☐ None

- The investigation concluded that evidence was insufficient to determine whether or not the event occurred.

**c. Unfounded** . . . . . _____ ☐ None

- The investigation determined that the event did NOT occur.

**d. Investigation ongoing** . _____ ☐ None

- Evidence is still being gathered, processed or evaluated, and a final determination has not yet been made.

**e. TOTAL** (Sum of Items 5a through 5d) . . . . . _____ ☐ None

- The total should equal the number reported in Item 4.

**6. Does your local jail jurisdiction record allegations of inmate-on-inmate ABUSIVE SEXUAL CONTACT?** *(See definitions on page 2.)*

01 ☐ Yes ➔ **Can these be counted separately from allegations of NONCONSENSUAL SEXUAL ACTS?**

01 ☐ Yes

02 ☐ No ➔ *Skip to Item 9.*

02 ☐ No ➔ *Please provide an explanation in the space below and then skip to Item 9.*

**7. Between January 1, 2015, and December 31, 2015, how many allegations of inmate-on-inmate ABUSIVE SEXUAL CONTACT were reported?**

**Number reported** . . . . . _____ ☐ None

- If an allegation involved multiple victimizations, count only once.
- Exclude any allegations that were reported as consensual.

**8. Of the allegations reported in Item 7, how many were —** *(Please contact the agency or office responsible for investigating allegations of sexual victimization in order to fully complete this form.)*

**a. Substantiated** . . . . . _____ ☐ None

**b. Unsubstantiated** . . . . . _____ ☐ None

**c. Unfounded** . . . . . _____ ☐ None

**d. Investigation ongoing** . _____ ☐ None

**e. TOTAL** (Sum of Items 8a through 8d) . . . . . _____ ☐ None

- The total should equal the number reported in Item 7.

**9. Does your local jail jurisdiction record allegations of inmate-on-inmate SEXUAL HARASSMENT?** *(See definitions on page 2.)*

01 ☐ Yes ➔ **Do you record all reported allegations or only substantiated ones?**

01 ☐ All

02 ☐ Substantiated only

02 ☐ No ➔ *Please provide an explanation in the space below and then skip to Section III.*

**10. Between January 1, 2015, and December 31, 2015, how many allegations of inmate-on-inmate SEXUAL HARASSMENT were reported?**

**Number reported** . . . . . _____ ☐ None

- If an allegation involved multiple victims or inmate perpetrators, count only once.
- Exclude any allegations that were reported as consensual.

**11. Of the allegations reported in Item 10, how many were—**

**a. Substantiated** . . . . . _____ ☐ None

**b. Unsubstantiated** . . . . . _____ ☐ None

**c. Unfounded** . . . . . _____ ☐ None

**d. Investigation ongoing** . _____ ☐ None

**e. TOTAL** (Sum of Items 11a through 11d) . . . . . _____ ☐ None

- The total should equal the number reported in Item 10.

## Section III – STAFF-ON-INMATE SEXUAL ABUSE

### DEFINITIONS

The survey utilizes the definition of "sexual abuse" by a staff member, contractor or volunteer as provided by 28 C.F.R. §115.6 in the *National Standards to Prevent, Detect, and Respond to Prison Rape* (under the Prison Rape Elimination Act of 2003). For purposes of SSV, sexual abuse is disaggregated into two categories of staff-on-inmate sexual abuse. These categories are:

### STAFF SEXUAL MISCONDUCT

Any behavior or act of a sexual nature directed toward an inmate by an employee, volunteer, contractor, official visitor or other agency representative (exclude family, friends or other visitors).

Sexual relationships of a romantic nature between staff and inmates are included in this definition. Consensual or nonconsensual sexual acts include—

- Intentional touching, either directly or through the clothing, of the genitalia, anus, groin, breast, inner thigh, or buttocks that is unrelated to official duties or with the intent to abuse, arouse, or gratify sexual desire;

**OR**

- Completed, attempted, threatened, or requested sexual acts;

**OR**

- Occurrences of indecent exposure, invasion of privacy, or staff voyeurism for reasons unrelated to official duties or for sexual gratification.

### STAFF SEXUAL HARASSMENT

Repeated verbal statements, comments or gestures of a sexual nature to an inmate by an employee, volunteer, contractor, official visitor, or other agency representative (exclude family, friends, or other visitors). Include—

- Demeaning references to gender; or sexually suggestive or derogatory comments about body or clothing;

**OR**

- Repeated profane or obscene language or gestures.

**12. Does your local jail jurisdiction record allegations of STAFF SEXUAL MISCONDUCT?** *(See definitions on page 4.)*

01 ☐ Yes ➔ **Do you record all reported occurrences, or only substantiated ones?**

01 ☐ All

02 ☐ Substantiated only

02 ☐ No ➔ *Please provide an explanation in the space below and then skip to Item 15.*

**13. Between January 1, 2015, and December 31, 2015, how many allegations of STAFF SEXUAL MISCONDUCT were reported?**

**Number reported** . . . . . _____ ☐ None

- If an allegation involved multiple victimizations, or staff, count only once.

**14. Of the allegations reported in Item 10, how many were —** *(Please contact the agency or office responsible for investigating allegations of sexual victimization in order to fully complete this form.)*

**a. Substantiated** . . . . . _____ ☐ None

**b. Unsubstantiated** . . . . . _____ ☐ None

**c. Unfounded** . . . . . _____ ☐ None

**d. Investigation ongoing** . _____ ☐ None

**e. TOTAL** (Sum of Items 14a through 14d) . . . . . _____ ☐ None

- The total should equal the number reported in Item 13.

**15. Does your local jail jurisdiction record allegations of STAFF SEXUAL HARASSMENT?** *(See definitions on page 4.)*

01 ☐ Yes ➔ **Can these allegations be counted separately from allegations of STAFF SEXUAL MISCONDUCT?**

01 ☐ Yes

02 ☐ No ➔ *Skip to Item 18.*

02 ☐ No ➔ *Please provide an explanation in the space below and then skip to Item 18.*

**16. Between January 1, 2015, and December 31, 2015, how many allegations of STAFF SEXUAL HARASSMENT were reported?**

**Number reported** . . . . . _____ ☐ None

- If an allegation involved multiple victims or staff, count only once.

**17. Of the allegations reported in Item 16, how many were —** *(Please contact the agency or office responsible for investigating allegations of sexual victimization in order to fully complete this form.)*

**a. Substantiated** . . . . . _____ ☐ None

**b. Unsubstantiated** . . . . . _____ ☐ None

**c. Unfounded** . . . . . _____ ☐ None

**d. Investigation ongoing** . _____ ☐ None

**e. TOTAL** (Sum of Items 17a through 17d) . . . . . _____ ☐ None

- The number should equal the number reported in Item 16.

## Section IV – TOTAL SUBSTANTIATED INCIDENTS OF SEXUAL VICTIMIZATION

**18. What is the total number of substantiated incidents reported in Items 5a, 8a, 11a, 14a, and 17a?**

**Total substantiated incidents** . . . . . _____ ☐ None

➔ **Please complete an Incident Form (Adult, SSV-IA) for each substantiated incident of sexual victimization.**

## NOTES



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