



Welcome to Avenal State Prison. This prison is a Level II Institution with six (6) separate Facilities.

This manual has been developed to provide the newly arrived inmates with valuable information concerning programs and activities available at this institution. You are expected to review the contents of this booklet. If you do not understand the general rules and procedures, you must secure assistance from your Counselor, Building Officer, or any other Program Staff. You will be held responsible and accountable for the contents of this booklet and all other Departmental Rules and Regulations.

Within fourteen (14) days of arrival at Avenal State Prison, the Facility Program Sergeant or designee will give you an orientation class. Steps will be taken to ensure you understand the contents of this manual. Specific questions regarding the operation of this institution can be answered at this time.

INSTITUTIONAL POLICY PROHIBITS THE FOLLOWING:

FLAGGING: Display of colors, etc. that denote or imply gang affiliation.

SAGGING: Wearing clothing in a manner other than it was designed for may also be interpreted as flagging. Pants will be worn as they were designed to be.

GROUPING: No more than three (3) inmates will be walking, sitting or standing together at one location. Religious activities performed on the yard, where more than five inmates are together, are permitted with prior approval of facility staff. More than three inmates sitting on the bleachers is acceptable during sporting events or when designated as a waiting area (i.e. Classification).

OUT OF BOUNDS: All inmates will stay out of all "OUT OF BOUNDS" areas marked by red lines or yellow tape unless instructed by Staff. This includes Housing Units if you don't live there.

RUNNING: No running on the yard except during sporting events. Jogging is permitted on the black top only.

ESCAPE: The primary objectives of the correctional institutions are to protect the public by safely keeping person(s) committed to the custody of the Director of Corrections, and to afford such persons with every reasonable opportunity and encouragement to participate in rehabilitative activities.

This institution is equipped with a high voltage electrical fence capable of inflicting lethal injury upon contact. An escape attempt is a felony and will be prosecuted in accordance with the law.

COUNTS: Every institution shall maintain a system to account, at all times, for inmates under their jurisdiction. Five (5) counts are performed at this institution. They are: 0045 hours, 0245 hours, 0445 hours, 1645 hours and 2145 hours. During all counts, inmates shall be sitting on their assigned bunk or designated area as instructed by custody staff and/or their work supervisor.

DPW inmates, and those with verified case-by-case medical exceptions to standing, are not required to stand for count. They will be required to sit on their bed or in a wheelchair next to their assigned bed.

Count Time is announced over the public address system in the housing units and, as needed for DPP inmates, a red flashing count light and an erase board located by the staff podium. All movement will cease during count time. You are not to leave your designated counting location for any purpose until count is cleared and you are properly released. If you are not in your designated area during count, or you attempt to delay or disrupt the count procedures, you will be subject to disciplinary action. Making noise or talking during count will not be tolerated and is subject to disciplinary action.

NOTE: Living/breathing body flesh must be visible to staff during count. In the event of an Emergency Count, all inmates shall return to their assigned housing, except in a medical

emergency or other exception specifically authorized by the official in charge.

ALARMS: When an alarm is activated, a blue light will flash and a horn will sound. Inmates must

get out of the way of responding staff and away from doorways and gates. All inmates MUST take a SITTING POSITION immediately and cease all movement. If the situation mandates, staff may instruct all inmates to assume a prone position (laying on their stomach). DPW inmates shall stay seated in their wheelchair but must stop moving immediately. Some inmates with certain physical limitations may be unable to assume a "seated" position or remain in a seated position on the ground due to medical condition. These inmates will be identified and issued a Mobility Impaired Vest (M.I.) so that responding staff can easily recognize them during an emergency. Inmates wearing a M.I. Vest **are not** required to attain a seated position. These inmates are still required to follow staff instructions to remain where they are, or to move to an alternate location.

IDENTIFICATION CARDS: Upon arrival, Receiving and Release (R&R) Staff will issue each inmate an Identification Card (ID). ID cards must be carried on the inmate's person at all times. An inmate must surrender his ID card or cards at the request of any employee. Unless a card is being officially recalled, the card(s) will be promptly returned to the inmate when staff's use of the card has been accomplished.

An inmate may be charged for replacement of a deliberately mutilated, lost or destroyed card in accordance with Title 15, Section 3011. An inmate may also be charged for the replacement of a card if a physical change in the inmate's appearance is a matter of his own choice and the change occurs within six months of the issuance of a new replacement card. Replacement of lost/damaged card is \$8.00 per Card. If your appearance has changed or has been modified, the cost for a new ID will be \$8.00 for the ID Card. This cost will be deducted from your Trust Account.

Privileges are afforded according to the designated work group of the inmate. Refer to Title 15, Section 3044, Inmate Work and Training Incentive Groups, for more information.

PROGRESSIVE DISCIPLINE: Any inmate who violates department policies and procedures will be subject to disciplinary action consistent with the degree of rule violated. Verbal warnings are not always given to an inmate. If the infraction is of minor nature, a CDC-128A, Counseling Chrono may be issued first, followed by an Administrative CDC-115, then a Serious CDC-115. All inmates should become familiar with the California Code of Regulations, Title 15.

PERSONAL CLEANLINESS: Director's Rule 3061, Personal Hygiene, requires that, "Inmates must keep themselves clean, and practice those health habits essential to the maintenance of Physical and Mental well-being." Showers will be taken regularly. If you cannot purchase supplies, such as soap, toothpaste, toothbrush, and dental floss, the Housing Unit Officer will issue them to you. Clean clothing will be issued regularly and inmates are expected to wear clean clothes. Institutions will provide the means for all inmates to keep themselves and their living quarters clean and to practice good health habits.

Shower schedules are posted in all housing units and are only to be used during specified times.

STATE BOOTS: State issued boots will be worn to and from work only, unless otherwise

authorized.

HOUSING UNIT RULES: Inmates will adhere to the Housing Unit rules listed below. Failure to follow these rules may result in Disciplinary Action.

The combined inmate state and personal property shall not exceed 6 cubic feet. No articles will be stored under the bunks except for shoes. Exceptions may be made for legitimate medical items and property in accordance with the Departmental Operations Manual. Inmates may display/have one picture, card, or book on the top of their locker. Approved fans and/or lights may be affixed to assigned beds. Assigned laundry bags may be hung on the inmate's bedpost and one towel per inmate hung from the end of the bed. During inclement weather and or special circumstances, a state issued Nylon Jacket with liner may be hung from the inmate's bed. All other items are to be stored inside the locker.

Inmates will not be permitted to accumulate excessive amounts of newspapers or magazines nor shall an inmate possess any form of glass.

Inmates shall refrain from loud and boisterous behavior at all times.

Dorm recall may be announced at any time based on institutional/facility needs. All inmate activity will cease and inmates will go to their assigned bunks.

All inmates are responsible for helping to maintain a clean and sanitary environment of their sleeping area. Beds shall be made prior to the inmate reporting to work or leaving the housing unit for daily activities.

Prior to meal releases, all inmates in the Housing Units will be recalled to their assigned bunks to prepare for release.

When going to the Dining Hall, all inmates must walk in a single-file line. No grouping up is allowed.

Proper attire must be worn at all times. Underwear, by itself, may only be worn if you are going or coming from the shower.

No radios or cassette players are to be operated in the housing unit/living area(s) without the use of headphones/earphones. No musical instruments are to be played in the housing units.

No inter-housing visiting, except executive members of the MAC who must have in their possession a valid activity card and permission of the Housing Unit Officers.

Loitering on tiers is not permitted. Inmates may enter a housing unit while on an assigned work detail via staff escort or inmate pass (CDC129). Upon entering, the inmate shall immediately report their presence to housing unit staff.

Only those approved bedside hobby materials are permitted in the Housing Units.

Pets or plants are not permitted inside the Housing Units.

No curtains of any type are to be affixed to the bunks. Windows or vents are not to be covered in any way.

Reserving of tables and benches in the Dayroom is prohibited.

No games are permitted in the activity area after 2300 hours unless it is designated a "Late Night".

Benches located in the television area are for television viewers only. Playing of games on the benches is prohibited.

Assigned laundry bags and towels shall be hung on the front bedpost (closest to the wall) to ensure vision by staff is not obstructed. During inclement weather and/or special circumstances, one article of state issued foul weather gear per inmate may be hung from the inmate's bed. All other items are to be stored inside the locker.

Prior to exiting assigned HOUSING UNIT, all inmates shall place their personal radios inside of their assigned locker.

Inmates shall be required to temporarily vacate their assigned unit during the time designated for the weekly building inspection by supervisory staff. Exceptions shall be made during inclement weather and Mental Health Inmates subject to activation of the Departmental Heat Plan.

TELEVISION: **Hours of television viewing are as follows:**

Sunday through Thursday,
0530 to 2330 hours.
Friday and Saturday and days preceding holidays,
0530 to 0230 hours.

Television viewing shall be in accordance with the approved and posted viewing schedule. Avenal State Prison is not designated as a "Super Cluster" Institution that houses DPH, DPV or DPS inmates; however, ASP does house DNH inmates. Therefore, if a DNH inmate cannot hear the television in the housing unit, the closed caption feature on one of the television sets in the housing unit shall be turned on by the housing unit officer.

EMERGENCY EVACUATIONS: Emergency evacuation routes are posted in all housing units and periodic fire drills are conducted. During emergencies and drills, all inmates shall obey instructions and directions of staff. DPP inmates will be notified and assisted by staff.

WORK CHANGE: Only State issued clothing is allowed through work change. (Medical Chronos may deviate from the dress code). Any unauthorized items will be confiscated. Refer to the Memo posted at Work Change for more information.

RELIGIOUS PROGRAMS: This institution will provide for the religious and spiritual welfare of all interested inmates. There are various religious programs available to you. Check the Housing Unit Bulletin Board or contact the Chapel for scheduled services.

INMATE CANTEEN: Schedules of canteen draw for each Housing Unit will be posted on the

inmate bulletin board at their Housing Unit. Canteen draws are divided into three (3) draws determined by the last two (2) numbers of their CDC#. The draws begin as follows:

- First Draw 00-33, 1st Monday of the month
- Second Draw 34-66, 2nd Monday of the month
- Third Draw 67-99, 3rd Monday of the month

Inmates wanting to go to Canteen must turn in a Canteen Shopping List to the Housing Unit Officer during the week of their draw. Shopping Lists will be listed on the Group Housing List Form and turned in to the Canteen Supervisor. Names listed on the Group Housing List Form will have priority to Canteen during the week of their draw. Canteen Shopping Lists are available at each Housing Unit. At the completion of each draw, the Canteen will open for open line. Open line is as time permits only and not required. Canteen hours of operation are listed on the Canteen Shopping List and are subject to change. Other Canteen information can be found on the Canteen Shopping List. ID cards are required. If the Canteen Supervisor cannot positively identify an inmate with his ID, he will be denied Canteen.

CATALOG/MERCHANDISE/SPECIAL PURCHASES: Special Purchase Clerks are located on each Facility. They will make periodic visits to the Housing Units to answer questions and take Purchase Orders. Only approved items will be authorized for purchase. Inmates may use funds from their Trust Account to purchase any items directly from the authorized Vendors.

QUARTERLY PACKAGES: inmates are eligible for Special Quarterly Packages in accordance with California Code of Regulations, Section 3044. All Quarterly Packages must be ordered and received from an authorized vendor. Inmates may order through authorized vendors and pay by a trust account withdrawal or an inmate's family may order directly through the approved vendors. Vendor telephone numbers are on the vendor order forms. Only authorized items are allowed in the packages. All items not listed on the package list will be confiscated and disposed of per Institutional Procedures. All Quarterly Package forms and trust account withdrawals are available through the Package Officer.

When an inmate has not received his quarterly package/special purchases in a reasonable time frame he may submit an Inmate/Parolee Request for Interview, Item or Service (CDCR Form 22) (please see Inmate Responsibilities) to the Support Warehouse addressed to the Materials and Stores Supervisor I (M&SSI) in charge of Quarterly Packages. The following information must be present in the CDCR 22. Name of authorized vendor, tracking number of package, date it was shipped, and name of Shipper. If the information is not on CDCR form 22, it will be returned to the inmate(s) for the aforementioned information. The Support Warehouse will no longer be accepting phone calls from staff or family members requesting information on an inmate's quarterly package/special purchases.

INMATE ALLOWABLE PROPERTY: For inmate allowable property refer to Avenal State Prison
DOM Supplement 54030.

<p><u>WEEKEND AND HOLIDAY SCHEDULE:</u> The activity schedule for weekends and holidays have the following restrictions: A2-B no yard. C status & privilege inmates no yard.</p>

DAILY ACTIVITY SCHEDULE:
0045 Institutional Count

0245 Institutional Count
0400 Release Culinary Workers
0445 Institutional Count
0530 Wake-Up All Inmates
0600 Early Worker Meal Release/ Work/Education/Vocation Call
0630 General Population Meal Release/ Early Worker Medication Line/ General Population Worker Call
0800 Yard Opens / Pill Line/Phones are turned on

Note: The RECREATION equipment will be handed out and collected for (10) minutes at the top of the hour. During fog conditions or extreme inclement weather, dayroom will be the only activities allowed with the exception of work assignments.

1200 Outside Area Count / Pill Line
1330 Yard Recall
1430 Yard Open-Release "C" Status Inmates
1600 Yard Recall
1645 Institutional Count
1700 Upon Clearance of Institutional Count, inmates designated for Insulin and evening Meal Release
1830 Pill Line
1900 Yard Open
2015 Pill Line
2100 Yard Recall
2145 Institutional Count

APPEALS: Any inmate or parolee under the Department's Jurisdiction may appeal any-departmental decision, action, conditions, or policy, in which they can demonstrate as having a material adverse affect upon their welfare. Institution staff shall provide the assistance necessary to ensure that inmates who have difficulty communicating in written English have access to the appeal process.

No reprisal shall be taken against an inmate or parolee for filing an appeal. This shall not prohibit appeal restrictions against an inmate or parolee abusing the appeal process as defined in Title 15, Section 3084.4. The appellant shall use an Inmate/Parolee Appeal Form, (CDC Form 602) to describe the problem and action requested. Forms are available in the Housing Units. Refer to Title 15, Section 3084.2, for appeal preparation. If there are questions concerning the appeals process, you are encouraged to review Title 15, Section 3084.1 and become familiar with Due Process Rights regarding the appeals process. If assistance is required, you can request participation in the Legal Library. If there continues to be a misunderstanding of the appeals process, you may submit a CDCR Form-22, "Request for Interview" to the Inmate Appeals Office for clarification. Inmates are reminded that preparation advice or assistance for appeals will not be provided. Only the assistance for the processing of appeals will be provided.

INMATE RESPONSIBILITIES

- Attempt to resolve the issue with appropriate staff before filing an appeal (CDC 602), by submitting a CDCR Form-22 and following the instructions provided. You are instructed to utilize the CDCR Form-22 Process by following these instructions.
- Fill out the Form-22 and hand the form to the staff member you wish to correspond with, which is normally the staff member most knowledgeable about the situation. Have the staff member sign for it; you are responsible for retaining the goldenrod copy for yourself.

- If you don't get an answer, or are dissatisfied with the response, you can send the Form-22 to the staff member's Supervisor for response.
- Once you have exhausted this process through Section D of the Form-22 and you are still dissatisfied, you may submit the updated Departmentally approved CDCR 602, Appeals Form to the Avenal State Prison Inmate Appeals Office pursuant to CCR Section 3084.6 (c)(4).
- You are reminded that the appeals will be screened in accordance with CCR Section 3084.3.
 - If unable to resolve issues with staff, file an appeal, stating clearly the problem; when it occurred, and what you are requesting.
 - Conform to the required appeal timeframes. Submit an appeal within 30 calendar days of the event or decision causing the adverse affect.
 - Demonstrate that an issue has a material adverse affect (as opposed to the inmate's perception that it has an adverse affect).
 - Do not use false, obscene or profane statements.
 - Provide supporting documentation (and only supporting documentation).
 - Limit each appeal (CDC 602) to only one complaint or issue.
 - Cooperate with the inquiry of the appeal.

STAFF RESPONSIBILITIES

- Attempt to resolve every appeal at the lowest level.
- Complete the response and return it to the inmate within the required time period.
- Conduct a complete fact-finding, including interviews with the inmate and/or any potential witnesses to relevant facts of the issue.
- Prepare the response in writing: (a.) Restate the problem clearly—summarize the problem and state specifically what the inmate is asking for. (b.) Know and use the rules (statutes, regulations, policy, etc.) as the basis for your decisions. Give these as reasons for your decision. Document your decision with specific citation or rule number(s) or other specific reference points.
- Interpret the facts to form conclusions. Do not editorialize.
- When an appeal is granted, make sure the item granted is given to the inmate.

APPEAL RESPONSE TIME CONSTRAINTS

EXCEPTION: Emergency appeals (CCR 3084.7) must be resolved within the shortest period of time possible.

CDC FORM 602

First Level - 30 calendar days (from the date received by the Institutional Appeals Coordinator).

Second Level - 30 calendar days if first level is waived (from the date received by the Institutional Appeals Coordinator).

CDC FORM 1824 (REASONABLE ACCOMMODATION REQUEST)

The informal level is waived on CDC 1824 appeals.

First Level - 15 working days from receipt of request by the Institutional Appeals Coordinator.

Second Level - 10 working days from receipt of request or 20 working days if the first level

review is by past.
Third level - 20 working days of receipt.

If the CDC Form 1824 lists issues that must be verified by Medical, an additional 15 days may be added to the response time.

These forms are located in libraries and in all locations where inmates are housed.

Requests for non-ADA issues on CDC Form 1845 will be screened out and returned to the inmate with further instructions.

SUSPENDED APPEALS: ADA appeals requiring outside consultation to resolve the issue may be suspended. Suspended appeals will be tracked and monitored by the Health Care Appeals Coordinator until the outside consultation has been completed and the appeal response has been forwarded to the Institution Appeals Coordinator. The response must be prepared within ten working days from the receipt of the consultant's report of the visit.

DISABILITY PLACEMENT PROGRAM (DPP)

POLICY: It is the policy of CDCR to provide access to its activities, services, and programs to inmates/parolees with disabilities, with or without reasonable accommodation, consistent with legitimate penological interests. No qualified inmate or parolee with a disability, as defined in Title 42 of the United States Code, Section 12102, shall, because of that disability, be excluded from participation in or denied the benefits of activities, services, and programs of the Department or be subjected to discrimination.

ADA DEFINITIONS

QUALIFIED INMATE/PAROLEE: Has permanent physical or mental impairment, which limits ability to perform a major life activity.

PERMANENT DISABILITY: An impairment or disability not expected to improve within six months.

MAJOR LIFE ACTIVITY: Basic activity performed by an average person without difficulty such as caring for self, performing manual tasks, sitting, standing, walking, seeing, hearing, speaking, breathing, learning, and working. In determining whether an individual is limited in a major life activity, the following must be considered:

The nature and severity of the impairment, the duration or expected duration of the impairment, and the permanent or long-term impact, or the expected permanent or long-term impact resulting from the impairment.

CDCR will continue to use existing delivery systems, such as Health Care Services, Population Management, and competency based education systems to address the housing, program, and placement needs of inmates with disabilities. Inmates with multiple permanent disabilities, whose condition is so severe as to impact placement, shall be evaluated on a case-by-case basis to determine appropriate placement.

An inmate with a permanent impairment (the severity of which impacts placement) expected to last six months or longer, will be identified as one of the following categories:

DPW: Full time wheelchair user: Inmate or parolee requires wheelchair accessible housing and path of travel.

DPM: Mobility impairment: With or without Assistive Device (wheelchair shall not be prescribed).

Orthopedic, neurological or medical conditions that substantially limits ambulation; i.e., cannot walk 100 yards on a level surface without a pause. Requires lower bunk, no triple bunk, and no stairs in path of travel.

DPO: Intermittent wheelchair user: Inmate requires lower bunk wheelchair accessible path of travel does not require accessible housing. Inmate with a DPP designation not listed above such as DPV, DPS, and DPH etc. shall be referred to appropriate housing via the classification process.

DEVELOPMENTAL DISABILITY includes substantial limitations in adaptive functioning in one or more of the following areas:

- self care
- receptive and expressive language
- learning
- mobility
- self-direction
- capacity for independent living
- economic self-sufficiency
- Other needs that require a combination and sequence of special interdisciplinary and/or generic treatment, or other services which are of lifelong or extended duration, and are individually planned and coordinated.

Adaptive functioning refers to an inmate's ability to perform activities of daily living and cope with everyday interactions and events.

All inmates will be screened for developmental disability using a variety of tools to identify, verify, and place identified inmates in appropriate settings. A three-phase process, including clinical judgment, will be used to identify those inmates who fit the diagnostic criteria for developmental disability.

LEARNING DISABILITIES: Learning Disabilities (LD) are specific neurological disorders that may substantially limit life activities of reading, writing, spelling, performing mathematical calculations, or information processing.

Certain impairments in ability to communicate verbally, both expressively and receptively, may be attributed to a LD. It is the responsibility of CDCR staff to try to ensure effective communication when an inmate requests a reasonable accommodation, especially when it involves due process or clinical encounters.

REASONABLE ACCOMMODATION: Avenal State Prison shall provide reasonable

accommodations or modifications for known physical or mental disabilities of a qualified inmate while housed at Avenal State Prison. Examples of reasonable accommodations include providing inmate/staff assistance, interpreters, printed materials such as the CCR and ARP in accessible formats, sign language interpreters for medical encounters and due process events and BPH hearings, etc., special equipment / accommodations (such as readers, text magnifiers, large print materials, specialized library equipment, sound amplification devices, or Braille materials, etc.); or modifying work/program schedules.

When necessary, staff may provide personal notification or written notices for visits, ducats, or other announcements.

Wheelchair users may request the assistance of an inmate aide (wheelchair pusher). This request may be made verbally to the Housing Unit Officers.

Inmates/parolees with developmental disabilities may require additional supervision/training, oral rather than written tests, lower production expectations, expanded time frames for completion of projects, etc.

An inmate/parolee with a disability may request an accommodation or grieve alleged discrimination through the CDC Form 1824 grievance process. Forms and staff assistance to use this process effectively shall be provided to all qualifying inmates/parolees.

A request for accommodation may be denied if it: poses a direct threat of substantial harm to the health or safety of the inmate, staff or the public; imposes an undue financial or administrative burden on the agency; or fundamentally alters the nature of the service, program, or activity. The Warden or Chief Executive Officer will make the determination that an accommodation would result in an undue burden or fundamental alteration. A request for accommodation may also be denied if another accommodation provides equally effective access to the program, service, or activity.

ACADEMIC AND VOCATION PROGRAMS: Every able-bodied person committed to the custody of the Director of Corrections and Rehabilitation is subject to an obligation to work as assigned by department staff and by personnel of other agencies to whom the inmate's custody and supervision may be delegated. The Classification Committee will assign each inmate to an appropriate work, academic, vocation or other institutional program waiting list.

Upon your assignment to education at Avenal State Prison (ASP), you will be required to take a Test of Adult Basic Education (TABE). This test must be taken even if an inmate has been tested at another institution. The California Department of Corrections and Rehabilitation requires all inmates who test below a 9.0 reading Grade Point Level (GPL) to be enrolled in an education program.

At ASP, we have the following programs within the Academic Programs: Adult Basic Education (ABE) I, II, and III, Designated Subjects, College Correspondence Courses, General Equivalence Diploma (GED), and Volunteer Education Program.

To participate in any vocational classes, your TABE score must be above 6.0. Scores vary depending on the class. To be removed from the education waiting list, your Reading TABE score must be 9.0 or above, and requires classification committee action.

The following vocational classes are available at ASP: Electronics, Office Services and Related Technology, Welding, Auto Body and Fender Repair, Auto Mechanics, Small Engine Repair, Plumbing, Air Conditioning and Refrigeration, Electrical Works.

Facility A

Office Services
Welding
Building Maintenance

Facility D

Office Services
Electronics
Masonry

Facility B

Auto Mechanics
Auto Body & Fender Repair
Office Services
Small Engine Repair

Facility E

Braille
Electronics
Janitorial
Office Services

Facility C

Electrical Works
Plumbing
Office Services
A/C Refrigeration

Facility F

Electronics
Office Services

All education programs are available to disabled inmates in the Disability Placement Program (DPP). Qualified and eligible DPP inmates, who request participation, will be assessed on a case-by-case basis to determine if, with or without reasonable accommodation, they have the necessary abilities to be able to perform the essential functions of the assignment.

ASP has a variety of Institutional Services (IS) assignments. These include Culinary, Yard Crew, Dorm Porter, Clerk, Plant Operations, etc.

The Prison Industry Authority (PIA) waiting list includes Metal Fabrication, Laundry, Furniture Factory, etc.

The Outside Services (OS) requires Minimum A or B Custody, and includes assignments such as Firehouse, Warehouse, Outside Maintenance and Outside Prison Industries.

FACILITY D (SNY) AND FACILITY F (GP) SUBSTANCE ABUSE PROGRAM (SAP):

SAP is designed to establish in-prison substance abuse services with a fully integrated community-based services system. All SAP inmates participate in 5 months of programming in an intense, highly structured, therapeutic community while incarcerated.

The continuing care component of each SAP completes the model and establishes a system that is fully integrated with the community. A smooth transition is critical to the successful reintegration of SAP participants into society.

CLASSIFICATION:

A Classification Committee may consider inmates who have a documented history of substance abuse for placement in SAP. Placement may be voluntary or involuntary. Inmates who **volunteer** for participation in SAP shall be given priority placement.

SUBSTANCE PROGRAM CRITERIA:

- The inmate must have a history of substance abuse (drug or alcohol) as documented in his Central File.
- Classification score between 19 and 27.
- Release date 7-24 months (A-1) to be placed on the waiting list.
- Not housed in Protective Housing Unit within the last year.
- No SHU term for assaultive behavior (involving **inmates** or **staff**) or weapon possession within the last year or other rule violations classified as Division A-1 offenses per CCR Title 15 section 3323b.
- Not a validated member (or associate) of a prison gang as certified by a Criminal Activities Coordinator.
- No active or potential USINS hold. No active or potential felony holds from any jurisdiction which may result in additional incarceration following the inmate's release date.
- No convictions for PC 288a.

OTHER CONSIDERATIONS:

- Inmates who are participating in the program, whose classification score adjustment at Annual Review places them at another classification level, shall be reviewed first for override consideration to remain in the ASP SAP.
- Correctional Case Management System (CCCMS) inmates qualify for the SAP program.

TRANSITIONAL PLANNING PROCESS:

- The transitional planning process begins as soon as the inmate enters the SAP program and within 150 days prior to parole in order to assist the inmate in preparing for reintegration into the community.
- During this phase, activities begin to focus intensively on developing the Community

Services Plan (CSP CDC form 1868).

- The SAP contractor, in coordination with the SAP Parole Services Analyst and the inmate, develops the CDC form 1868, for each SAP inmate. It defines the community-based goals for the participant and indicates the specific location of the community program available to the SAP parolee upon his release from custody.

If you have any questions or would like to volunteer for the program, you may contact R. Tuman, Correctional Counselor III, or S. Dias, Parole Services Analyst, at Avenal State Prison via Inmate Request for Interview form GA-22.

OFFENDER EMPLOYMENT CONTINUUM (O.E.C.): The Offender Employment Continuum (O.E.C.) workshop is an intensive three-week/90 hour in-prison program, based on building a positive community along with employment training. Additionally, we will forward completed assessments/employment plans to an Employment Specialist in the area of parole to further assist the parolee in his transition process. Participants must be within 45-120 days of their release to qualify for this voluntary program.

INMATE ACCESS TELEPHONES: All Housing Units are equipped with inmate accessible telephones. Inmates may place collect telephone calls to persons outside the facility at designated times and on designated telephones as set forth in local procedures. Limitations may be placed on the frequency and length of such calls based on the inmate's privilege group as outlined in Section 3044, and to ensure equal access.

Telephone call sign-ups are conducted during Third Watch. Unauthorized use of the telephone will be subject to disciplinary action. All telephone calls must be made collect. Time slots are for fifteen (15) minutes and 40 minutes for qualified Telephone Typewriter (TTY) users. Inmate telephones are equipped with volume control handsets. All telephones calls are subject to monitoring without notice.

LIBRARY: Library services are provided for your benefit. Avenal State Prison provides both a Recreational Library and a Central Law Library on each facility. Library hours for both are posted on the facilities Recreational Library window. The Recreational Library does provide some legal services, including access to the Gilmore Collection via computer and access to legal forms. The Central Law Library and Recreational Libraries have assigned inmate scribes/readers available to those inmates that require assistance with reading or writing. Communicate with the Librarians for details regarding this service. For services not available in the Recreational Library, a ducat to the Central Law Library is required. To obtain a ducat for the Law Library, you must submit an Inmate Request for Interview form to the Law Library, stating the specific date and time you desire to be ducated. **If you fail to report to the Law Library when ducated, you may be subject to disciplinary action.**

HOBBY-CRAFT: A limited Bedside Hobby-craft program is in effect at ASP. For inquires regarding this program, submit an Inmate Request for Interview to your Facility Captain.

SELF-HELP: This institution currently offers Alcoholics Anonymous (AA), Criminals Gang members Anonymous (C. G. A.), Narcotics Anonymous (N. A.), Youth Adult Awareness (Y.A.A.P.) and Timeless group.

- a) Alcoholics Anonymous (This is a support group to educate and help an individual understand the Twelve Steps of Recovery and the Twelve Traditional Steps of Alcoholics Anonymous.)
- b) Criminals Gangs Anonymous (This is a support group to provide awareness of addiction to Gang member's Anonymous criminality, recovery, disassociation, and prevention from criminal gang activity.)
- c) Narcotics Anonymous (This is a support group to educate and help an individual understand the Twelve Steps of recovery and the Twelve Traditions of Narcotics Anonymous.)
- d) Youth Adult Awareness (This is a group to help educate youths at risk in the decision Program making process that will affect their goals, education, and present trials and tribulations.)
- e) Timeless Group (This is a support group to educate its member in the decision making process that will affect their goals, education and present trials and tribulations.)

You need to submit a "Request for Interview" form to the Community Resource Office, if you are interested in attending any of the support groups offered.

VISITING: The value of visiting as a means to establish and maintain meaningful family and community relationships is recognized and encouraged. Inmates have the right to have personal visits with their approved visitor(s) while confined in the Institutions and Facilities of the Department. The right to have visits will not be denied except as is necessary for the reasonable security of the institution and the safety of person(s).

Visitors will be processed in the Visitor Processing Unit, which is located near the Route 33 entrance to the institution. Visitors will be escorted/transported to the appropriate visiting area. All inmates and their visitors must follow all the institution visiting rules. For general visiting policy refer to California Code of Regulation, Title 15, Section 3170.

Visitors entering ASP are subject to a search of their person(s), vehicle and the articles of property in their possession. Visitors may leave the prison grounds rather than submit to a search of their person, vehicle or property. However, refusal to submit to the search will result in the denial of visitation for that day. Visitors may not elect to leave the prison grounds rather than submit to a search when institution Officials possess a court-issued search warrant or the cause for a search warrant arises while the visitor is on the Institution grounds.

Adult visitors must be approved before being permitted to visit. To obtain approval to visit, a prospective visitor shall complete and sign a Visiting Questionnaire (CDC Form 106). The inmate can obtain this Form from the Floor Officer. The inmate is responsible for mailing the form to his prospective visitors. The applicant shall return the completed form via US mail to the institution. Inmate Visiting Forms shall not be accepted from inmates. Inmates are responsible to notify their approved visitors and advise them of the Visitors Information Line, 1-800-374-8474, for additional information pertaining to visiting. Visitors whose Visiting Applications have been denied will receive a reason for denial, in writing, from the institution.

THE FOLLOWING ARE THE DRESS ATTIRE GUIDELINES:

- All attire must be conservative to enhance a family atmosphere.
- Shorts and skirts may be worn, but cannot be more than two (2) inches above the knee, to include slits.
- No wigs will be allowed without a current note from a physician indicating a medical need for the wig or the approval of the Visiting Lieutenant/Sergeant.
- Any clothing resembling staff uniforms or any combination of green/beige, dark brown/beige, is not permitted.
- Visitors shall not wear open toe or strapless shoes, i.e. flip flops/shower shoes.
- Visitors shall not wear clothing that resembles State-issued inmate clothing, blue chambray shirts, denim jackets, blue acid washed color denim clothing/articles, florescent green clothing, or orange jumpsuits.

These restrictions apply to any combination of colors or materials.

THE FOLLOWING ARE NOT PERMITTED:

- Camouflage patterned clothing (military type clothing or fatigues).
- Tank tops/sling shot shirts. Transparent clothing.
- Attire displaying obscene/offensive derogatory language or drawings.
- Gray, white, or blue jogging clothes, sweat shirts and/or sweat pants, white or gray T-shirts.
- Strapless, tube tops, halter, low-cut blouses, spaghetti straps or tops that expose the midriff, breast/chest area, genital area, or buttocks.
- No hats are authorized unless the visitor presents a Physician's note verifying the need for medical reason.

IDENTIFICATION: All visitors must present proof of identity before being permitted to visit. Valid forms of identification may consist of:

- Valid California Driver's License or Department of Motor Vehicles ID.
- Current out-of-state driver's license or state identification card with picture (not laminated).
- Valid Federal Passport with picture.
- Valid Armed Forces identification Card with picture.
- Resident Alien Cards issued by the United States Department of Justice Immigration and Naturalization Service.
- Valid Mexican Consulate Identification Card with picture.
- Taking of fingerprints for the purpose of determination identification or for a criminal records check may be required as a prerequisite for approval to visit.
- The absence of identification or other information, or knowledge from which identification can be verified, will be cause for denial of visits.

All visitors must present a valid form of identification when checking in at the Visiting Processing Center.

NOTE: No more than five (5) visitors per inmate, including children, shall be allowed to visit at one time. Any inmate assigned to non-contact visiting shall receive no more than three (3) visitors, including children, at one time.

A responsible adult who has been approved to visit the inmate shall accompany all visitors under

eighteen (18) years of age and not the inmate's spouse. If the accompanying adult is the parent of the minor, the original or certified copy of the minor's birth certificate must be presented to verify legal responsibility for the minor. **Abstracts will not be accepted.**

Additionally, if the accompanying adult is not the parent legal guardian or spouse of the minor, a notarized, written consent shall be required from the person legally responsible for the minor. The notarized consent shall be presented each time the minor visits.

Edible items may be purchased from the vending machines, located in the visiting rooms. **Vending machines are not the property of the prison.** Refund slips are available upon request. Inmates are not allowed to handle money.

The following items are permitted in the possession of visitors in the visiting rooms:

- One handkerchief (white only) or a small unopened package of tissues; no colored or patterned bandannas.
- One comb and/or hairbrush, non-metallic, no pointed ends, and no detachable parts.
- Ten (10) photographs: no false backs, no instant photographs, no nude, obscene, provocative or suggestive photographs. No depiction that may be construed as gang and/or criminal activity or affiliation.
- Baby care items:
 - Six (6) disposable diapers per baby.
 - Two (2) jars of Unopened baby food per baby. No glass containers.
 - One (1) plastic spoon.
 - Two (2) clear plastic baby bottles with pre-mixed formula/milk/juice per baby.
 - One (1) change of clothes and one (1) baby blanket per baby.
 - Two (2) searchable small toys.
 - One (1) transparent pacifier.
 - Baby carrier.
 - Clear plastic diaper bag not to exceed 12" by 20".
- Visitors may retain life stabilizing medication on their person while in the visiting room. For example heart patients may retain nitroglycerin pills in their possession while visiting. Verification of the need to possess the medication shall be provided by a physician's statement. The medication must be in the original medication container with the visitor's name on the container (**Only the amount that would be immediately required will be allowed**).
- Two (2) car keys on ring, with no attachments. Electronic key fob/remote will be considered one (1) key.
 - Small (6" x 8") two-compartment, transparent coin purse.
 - A \$50 limit per adult and \$20 limit per minor; only as dollar bills, dollar coins and quarters.
 - Documents up to 10 pages, no larger than 8-1/2" by 11"; usually such documents will be either papers for the prisoner's signature, information to share with the prisoner, or family papers (for example, a child's report card, certificate of achievement, or drawing), but they can be anything that can be sent to the prisoner through the mail. Documents will be viewed and read by staff during processing and must be taken out by the visitor at the end of the visit.

Visiting days and hours are as follows:

Saturday, Sunday and Designated State Holidays 8:00 AM to 3:00 PM

Administrative Segregation (in one hour increments)

Appointments are required for visitation of inmates housed in Administrative Segregation. Visitors should arrive 30 minutes prior to appointment. Appointment hours are from 09:30 AM to 2:15 PM.

Visiting is allowed during the following designated State holidays:

New Year's Day	Independence Day
Thanksgiving Day	Christmas Day

Visitor appointment line: Appointments will be scheduled for Saturday, Sunday and designated holidays. Visitors will be able to schedule an appointment to be processed between the hours of 8:00 AM and 10:45 PM. Appointments may also be made in the visiting rooms from 11:00 AM to 2:00 PM during regular scheduled visits. Visitors who arrive and do not have an appointment, will be processed after all visitors with appointments have been processed, or at approximately 11:00 AM. Visitors may call the Avenal State Prison's Visiting Hotline for any updates concerning visiting at (800) 374-8474. Visiting rules and regulations can also be found on the Internet at www.cdc.ca.gov.

To make an appointment, visitors may call (559) 386-0256 on the following days:

Monday	10:00 AM to 1:00 PM
Tuesday	10:00 AM to 1:00 PM
Thursday	10:00 AM to 1:00 PM

Or by E-Mail at ASPVisitingCDCR@cdcr.ca.gov E-Mail Visiting Appointments will be accepted between 4:00 AM on Monday and 12:00 PM on Tuesday of each week. Any E-Mails outside these hours will not be processed. Visitor must enter their first and last name, date and time of visiting appointment request, the inmate's last name and CDCR number. Visitors will receive an E-Mail confirmation of their visiting appointment.

Each inmate and visitor is responsible for his or her own conduct during visits. Violation of laws governing associations with prison inmates and/or local procedures governing visits may result in termination, suspension, restriction, or denial of visiting with the person or persons involved. Inmates may be restricted to non-contact visiting by disciplinary or classification action and on an emergency basis, as determined by the Visiting Room Lieutenant, if it is determined that the contact visit may jeopardize the safety and/or security of the institution. **Non-contact visits will be in one-hour increments.** Non-contact rooms are available and scheduled on a first come, first serve basis, during visiting hours.

ATTORNEY VISITS: Inmates have a Constitutional right of access to an attorney. It is the policy of the Department to facilitate both correspondence and personal consultations for this purpose. Attorney's visits should be arranged during regular visiting hours, and if possible, should occur in the regular visiting area. If privacy is required, a designated room will be provided. If an attorney visit is necessary at times other than regular visiting hours, the attorney who wishes to visit will need an approval by the Warden. A twenty-four (24) hour notice will be necessary.

FAMILY VISITS: ASP has incorporated a plan for family visiting. This plan will extend such visits to as many inmates as possible commensurate with institution security and the requirements set by Title 15, Section 3174. **Family visiting is a privilege.** Eligibility for family visiting will be limited by the assignment of the inmate to a work/training incentive group as outlined in Title 15, Section 3044. For more information and qualifications for Family Visiting, refer to Title 15, Section 3174. Family Visiting information and applications can be obtained from your Counselor or Housing Unit Officer.

MEDICAL: The institution will provide medical services for inmates, whose conditions are determined by the attending physician to be reasonable and necessary to protect life, prevent significant illness or disability, or alleviate severe pain, and are supported by diagnoses as being effective medical care.

Inmates may request routine medical services by submitting an Inmate Request for Service form 7362. Place the Request Forms in the Mail Box at the Clinic Gate or give it to the nursing staff at Pill-Line. The Medical Staff will review the request and a ducat will be sent to the inmate for medical evaluation at the appropriate medical facility.

Inmates will be charged a fee of five dollars (\$5.00) for each inmate-initiated health care visit. This payment will cover the evaluation, assessment, and medically necessary treatment, including follow-up services that relate to the initial condition and which are determined by health care staff to be necessary. For cases in which the five dollar fee should be waived, refer to Title 15 Section, 3354.2(c)(3).

Emergencies will be attended as needed: Contact your Housing Unit Officer for any emergencies. Housing Unit Officers will contact the Medical Facility Clinic for any emergencies. If on the Yard, see the Yard Officer.

Emergencies as described in Title 15 Section 3354.2(c)(3)(A) are: "Any medical or dental condition for which evaluation and therapy, as determined by health care staff, are immediately necessary to prevent death, severe or permanent disability, or to alleviate or lessen objectively apparent and disabling pain. Signs of objectively apparent disabling pain may include, but are not limited to, visible injuries, high blood pressure, rapid heart rate, sweating, pallor, involuntary muscle spasms, nausea and vomiting, high fever, and facial swelling. Emergencies also include, as determined by health care staff, necessary crisis intervention for inmates suffering from situation crises or acute episodes of mental illness."

Only Facility-employed health care staff, contractors paid to perform health services for the facility, or persons employed as health care consultants shall be permitted, within the scope of their licensure, to diagnose illness or, prescribe medication and health care treatment for inmates. No other personnel or inmates may do so.

ADDITIONAL INFORMATION ABOUT MEDICAL SERVICES:

- MD Line or RN line will be held by **DUCAT ONLY**. There are **NO** sick calls on Third Watch, weekends or holidays. Only **EMERGENCIES**, as defined by Title 15, Section 3354, will be seen at other times. A supervisor or Housing Unit Officer **MUST** call and speak to the medical staff. Colds, flu, minor headaches and routine dental problems are **NOT** emergencies.
- All AM insulin will be given before breakfast. This is to ensure fasting for any finger sticks that need to be performed. AM Pill Line will be on the way **TO** breakfast. PM insulin will be given **BEFORE** the evening meal. PM Pill Line will be after chow is complete. **ALL CONTROLLED MEDICATIONS** will be taken at the window. Any inmate found trying to save medication will be issued a 128B for the first time, and a **CDC 115** will be issued for the second time, in accordance with progressive discipline.
- If the doctor ordered a medication, you must appear at the pill line to obtain it. If the medication is not picked up within three (3) days, it will be returned to the pharmacy and you must be seen by the doctor to have it reordered. It would **NOT** be considered a follow up.
- There is **NO** pharmacy on weekends or holidays.
- **ALL** inmates are required to fill out a 7362 form. Medical staff (MD, RN, or LVN) will determine if the co-pay will be charged or not. If you refuse to fill out or sign the co-pay, you may still be charged.
- TB medications will be given on Monday and Thursday mornings **ONLY**. If you miss them, a 128B will be issued each time. If you work or go to school, you must pick them up before you leave the yard.

DENTAL: Each newly committed inmate shall, within 14 days following transfer from a reception center to a program facility, receive a complete examination by a Dentist who shall develop an individual treatment plan for the inmate. An inmate unwilling to practice personal oral hygiene shall receive only that care necessary to relieve pain or treat infection. Each inmate under 50 years of age shall be examined at least once every two years. All other inmates shall be examined annually.

All inmates desiring to be seen by the Dentist may submit a Request for an Interview form to the Dental Clinic requesting an appointment. The Dentist will return the form to the inmate stating that the inmate has been placed on the waiting list. It will take approximately four (4) to six (6) months for a routine check by the Dentist.

Dental emergencies will be attended to as needed. Contact your Housing Unit Officer in case of any emergency or check in with the medical staff at the window before 0630.

MAIL ROOM PROCEDURES: ASP encourages correspondence between inmates and person(s) outside the Correctional Facility. The privacy correspondence between inmates and person(s) outside Correctional Facility shall not be invaded except as may be necessary to prevent physical injury to person(s) and to maintain the security of Correctional Facility and the community. All non confidential correspondence is subject to being read in its entirety, or in part, by designated employees of the facility before it is mailed for or delivered to an inmate.

Correspondents are personally responsible for the content of each item of mail they send into or out of a Correctional Facility. Any violation of laws governing mail will be referred to Postal Authorities and to appropriate Criminal Authorities.

There shall be no limitations placed upon the number of person(s) with whom an inmate may correspond.

Exceptions are the following:

- Inmates of separate correctional facilities may correspond with each other providing prior approval is obtained from the institution head of both facilities via signed/approved CDCR form 1074.
- Inmates confined in departmental facilities may correspond with former inmates upon prior approval of the Warden, Superintendent or person in charge of the correctional facility.

In order for mail to be processed expeditiously, all correspondence must have the correct CDC number. **Correspondence without a CDC number will be returned to the sender.**

Correspondence should have the correct housing. Incorrect or no housing will cause a delay in the mail procedures.

EXAMPLE OF LETTER INMATE IS SENDING OUT

Your name and CDC number goes here
Housing unit and bed Number
PO BOX (901-906 as appropriate to facility)
Avenal, CA 93204

Place Stamp
Here

Name of person your sending letter to
Address
City, State Zip Code

EXAMPLE OF LETTER AN INMATE IS RECEIVING

Name of Sender
Address
City, State Zip Code

Stamp

Inmate's Name and CDC Number
Housing Unit and Bed Number
PO Box (901-906 as appropriate to facility)
Avenal, CA 93204

The following are the approved stationary inmates may receive in the mail:

- Forty envelopes.
- Writing paper/tablets total of three-hundred (300) sheets with lines equally spaced from left to right (white or yellow only-no cotton paper).
- Forty (40) stamps; forty (40) of which may be adhered to envelopes.
- Unlimited photos, no backing or frames of any kind, no obscene or gang related.

The following are some frequently mailed items not authorized through the mail:

- Polaroid pictures with backing.
- Lipstick on either envelope or letter.
- Stickers.
- Pens or pencils.
- Obscene/Nude photos.
- Gang related pictures/drawings.
- Padded/Bubbled envelopes.

Any unauthorized items will be confiscated with the inmate receiving a copy of the CDC-1819 (Notification of Disapproval Form). **This form takes time to complete and takes the Mailroom**

employee away from processing incoming First Class mail and therefore can cause delays in receipt of authorized mail.

Inmates may receive funds through the mail in the form of check or money order. Inmates will receive the letter with a stamp on the envelope stating that a money order or check has been received with the amount and the serial number on it.

For faster processing, Money Orders should be made payable to Avenal State Prison, your Name and CDC number should be at the left or right corner of the Money Order. Funds sent without the inmate's Name and CDC number will not be processed and will be returned to sender.

EXAMPLE OF MONEY ORDER

Inmate's Name and CDC number
Name of company etc.

	<u>Pay to the order of: Avenal State Prison</u>	<u>\$amount</u>
	<u>The sum of XXXXXXXX Dollars and /WO</u>	
		<u>Payee</u>
1000-32-5000009		

Upon the inmate's request, indigent inmates will be supplied with envelopes and the minimum postage required for First Class domestic mail for up to five (5), one (1) ounce letters per week. Foreign mail requiring postage in excess of the minimum required for First Class domestic mail will be limited to two (2), of the five (5), one (1) ounce letters.

Refer to Title 15, Section(s) 3141-45 and 3165 for handling of confidential mail and mailing of Legal Documents.

TRUST ACCOUNT: Inmates can receive funds in the form of a money order, personal check, or through an electronic fund transfer service offered by: Access Corrections (www.accesscorrections.com), JPay (www.jpays.com), Touch Pay (www.touchpayonline.com), or Western Union (www.westernunion.com).

MONEY ORDERS AND PERSONAL CHECKS: Funds should be made payable to Avenal State Prison. Name, CDC#, and housing should be written on the check or money order. Checks and money orders should be addressed as follows;

Avenal State Prison
Inmate Name, CDC#
Housing
PO Box 8
Avenal, CA 93204

Business checks, personal checks and money orders will now be held for 30 days before the funds are available due to the Notice of Changes to Regulations #11-09: Funds Enclosed in Correspondence. The envelope containing the check or money order will be forwarded to you with a stamp reflecting that a check or money order was forwarded to the Accounting Office. The stamp will also include the amount of the check or money order. All funds received may be subject to restitution per Title 15.

RECREATION: Each facility has a variety of sports programs available to you. Check the

Housing Unit bulletin boards, for schedules of upcoming events, such as Softball, Basketball, Handball and other tournaments.

Valley Fever (Read About It) What is it?

Flu/cold-like symptoms in the Summer or Autumn months? Live in the Central Valley? Does your work stir up the soil? If all three are true, you may want to read on...

Valley Fever (coccidioidomycosis) is an infection caused by a fungus and may appear as an acute infection, chronic disease or may spread (disseminate) to other parts of the body.

What are the symptoms?

Over half of the people who are infected will NOT have symptoms and will NOT need treatment. Symptoms can include fever, chills, aching joints/muscles, night sweats fatigue, cough, and headaches. Symptoms vary from being mild, like a slight cold, to severe flu-like symptoms. When the fungus spreads, the skin is the most common area affected. Pimple-like bumps may be visible on the skin.

The second most common area affected are the joints and/or bones resulting in painful joints. In severe cases, the fungus may spread, resulting in cocci meningitis. Symptoms of meningitis may include severe, persistent headaches nausea/vomiting, disorientation, inability to think clearly, and/or loss of consciousness.

How do you get it?

When conditions are right, the fungus may grow and spread through the air (dust) when the soil is disturbed. The fungus may then be inhaled, in the Central Valley. This is more likely to occur during the dry months from June to November. Valley Fever is NOT spread from one person to another.

Do you have it?

A blood test may be done to determine if you have been exposed to Valley Fever. Positive results do NOT mean you will have the symptoms. X-Rays and bone scans can determine if the infection has spread to the bones or joints. A spinal tap can determine if the central nervous system has been affected. Consult your health care provider if you have concerns or similar symptoms.

What is the treatment?

Flu/cold-like symptoms may be treated with over-the-counter medications. Anti-fungal medications may have to be prescribed by your health care provider.

How to avoid it:

Stay indoors on windy days, wear a mask, or wet the soil before digging.

Who to contact?

Always contact your health care provider when you have concerns and/or questions regarding your health. Inmate/Patients should use CDC Form 7362 to request health care services.