

ICE/DRO RESIDENTIAL STANDARD

PERSONAL HYGIENE

I. PURPOSE AND SCOPE. Each resident is able to maintain acceptable personal hygiene practices through the provision of adequate bathing facilities, and the issuance and exchange of clothing, bedding, linens, towels, and personal hygiene items.

II. EXPECTED OUTCOMES. The expected outcomes of this Residential Standard are:

1. Each facility will maintain an inventory of clothing, bedding, linens, towels and personal hygiene items that is sufficient to meet the needs of residents.
2. Each resident will have suitable clean bedding, linens, blankets, and towels.
3. Each resident will have sufficient clean clothing that is properly fitted, durable, presentable, and climatically suitable.
4. Residents will be held accountable for clothing, bedding, linens, and towels assigned to them.
5. Residents, including those with disabilities, will be able to maintain acceptable personal hygiene practices.
6. Where required, residents have regular access to translation services and/or are provided information in a language that they understand.
7. The standard complies with federal laws and with DHS regulations regarding residents with special needs.

III. DIRECTIVES AFFECTED. None

IV. REFERENCES

The First Edition National Residential Standards were written using a variety of methodologies including previous and current practices, review and comment from various subject matter experts, review and comment from various government and non-government organizations, and a review of current state codes in Pennsylvania and Texas. Each standard is written in a manner that affords each resident admission and continuous housing to a family residential facility in a dignified and respectful manner. There are no specific codes, certifications, or accreditations that deal specifically with unique management requirements of families awaiting the outcome of their immigration proceeding in a non-secure custodial environment.

American Correctional Association 4th Edition, Standards for Adult Detention Facilities: 4-ALDF-4B-01 through 4B-09, 6A-08, 6B-05 through 6B-08.

V. EXPECTED PRACTICES

1. Supply of Clothing, Bedding, Linens, Towels, and Personal Hygiene Items

Residents will be provided the opportunity to maintain a combination of personal and

facility clothing, not to exceed ten sets at any one time. Arriving residents who do not have serviceable clothing shall be provided a minimum of six sets of clothing. Additionally, children will also be provided with up to three sets of pajamas upon parent's request. Issued clothing shall not resemble institutional-style clothing.

Each residential facility shall have a written policy and procedure for the regular issuance and exchange of clothing, bedding, linens, towels, and personal hygiene items, to include diapers. Each facility shall have available, at all times, more clothing, bedding, linen and towels than needed to supply the maximum funded resident capacity. This excess will allow for the immediate replacement of items that are lost, destroyed, or worn out.

To be prepared for unforeseen circumstances, it is good practice for a residential facility to maintain an excess clothing inventory that is at least 200 percent of the maximum funded resident capacity.

2. Issuance of Clothing

All new residents shall be issued clean, temperature-appropriate, presentable clothing during in-take.

Additional clothing shall be issued as necessary for changing weather conditions, or as seasonally appropriate.

Facilities will issue only new and unused undergarments.

3. Special Uniforms and Protective Equipment

Each adult resident assigned to a special work area shall be clothed in accordance with the requirements of the job, including any appropriate protective clothing and equipment.

Residents employed as food service workers shall be issued white uniforms.

4. Personal Hygiene Items

Staff shall provide residents with personal hygiene items appropriate for their gender, and shall replenish supplies as needed.

Each resident shall receive, at a minimum, the following:

- One bar of bath soap, or equivalent
- One comb
- One tube of toothpaste
- One toothbrush
- One bottle of shampoo, or equivalent
- One container of skin lotion
- Any other item designated as necessary by JFRMU

The facility administrator may modify this list, for example, to accommodate use of bulk liquid-soap and shampoo dispensers.

Feminine hygiene products shall be accessible as needed.

Issuance of unbreakable brushes with soft, synthetic bristles to replace combs is permitted.

5. Bathing and Toilet Facilities

Residents shall be provided:

- a. An adequate number of toilets 24 hours per day that can be used without staff assistance. (Minimum 1 toilet to 8 residents ratio)
- b. An adequate number of washbasins with temperature controlled hot and cold running water 24 hours per day. (Minimum 1 basin to 8 residents ratio)
- c. Operable showers that are thermostatically controlled to temperatures between 100° and 120° Fahrenheit, to ensure safety and promote hygiene. (Minimum 1 shower to 6 residents ratio)
- d. Adequate facilities for bathing infants and toddlers.

Measurement and documentation of water temperature in housing units is considered good practice.

Residents with disabilities are provided the facilities and support needed for self-care and personal hygiene in a reasonably private environment, allowing the individual to maintain personal dignity. When necessary, assistance to disabled residents who cannot perform basic life functions shall be provided by individuals who are trained and qualified to understand problems and challenges faced by persons with physical and/or mental impairments. Such training may be provided by the health authority, and may involve the expertise of relevant community organizations and government agencies. Discrimination on the basis of disability is prohibited.

6. Hair Care

Residents are allowed freedom in personal grooming, unless a valid safety, security, or medical interest requires an exception that is justified and documented.

Residents shall be provided hair care services in a manner and environment that promotes sanitation and safety, in accordance with the requirements for barber operations in the Residential Standard on “**Environmental Health and Safety.**”

7. Issuance of Bedding, Linen and Towels

All residents shall be issued clean bedding, linens, and a towel, and shall be accountable for those items.

The standard issued items are:

- Bedding - one mattress, one blanket, and one pillow. Additional blankets shall be issued upon request, or based on weather conditions.
- Linens - two sheets and one pillowcase.
- Towel - one towel.

8. Exchange Requirements

Residents shall be provided with clean clothing, linen, and towels on a regular basis,

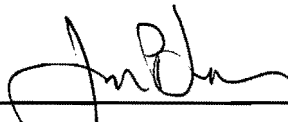
according to the following schedule:

- Daily exchange of socks and undergarments
- Daily exchange of outer garments
- At least weekly exchange of sheets, towels, and pillowcases

More frequent exchanges of outer garments may be appropriate, especially in hot and humid climates.

Residents are not permitted to wash clothing, bedding, linens, tennis shoes, or other items in the living units, unless proper washing and drying equipment is available, and the facility has written policy and procedures for its use. Any washing and drying policies and procedures shall be posted in the washing area, and shall be included in the resident handbook.

Standard Approved:



John P. Torres
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Date