

North Carolina Department of Public Safety Prisons



Policy Summary Sheet

Library Services

Chapter: D

Section: 1100

Current Review Date: August 3, 2020

Reviewed By: Prisons Rehabilitative Services

Next Review Due: August 3, 2021

Current Revision Date: August 3, 2020

Supersedes Revision Dated: June 1, 2017

Current Revision Summary (if applicable):

Added: References

Related ACA Standard

5th Edition Standards for Adult Correctional Institutions 5-ACI-7E-01,
5-ACI-7E-02, 5-ACI-7E-03, 5-ACI-7E-04, 5-ACI-7E-05, 5-ACI-7E-06,
5-ACI-7E-07

All current changes are highlighted in yellow and should be read in its' entirety. General changes throughout policy include changing "Prisons" to "Division of Prisons," "facility head" to "Warden," "Inmate" to "Offender," and "Director" to "Commissioner" Other minor grammatical corrections made where necessary.

Specific Changes

.1101 GENERAL

Page 1 Modified by removing "staff," "leisure," and "School libraries will provide comprehensive reference collections, a range of educational media, and a variety of material to enhance the learning process of inmates. Correctional libraries will provide both educational and recreational material that cover a variety of topics." Modified by adding "North Carolina Department of Public Safety (NCDPS)," and "Correctional libraries shall provide library services that include, reference collections and a variety of resources necessary for the

offenders' education, cultural development, and recreational activities. Specialized materials shall include subjects such as consumer skills, pre-release and post-release information, resources on finding employment, and educational opportunities. The facility will ensure planned and continuous acquisition of materials for the library to meet the needs of offenders.”

.1102 PROCEDURES

Page 1 (a) Modified by adding “library” prior to hours of operation and adding “Library services may include book carts. In the event a facility’s main library is unavailable seven days per week or in facilities without a full-time library location, book carts shall be available.”

Page 1 (b) Modified by adding “Each facility is required to have,” and “tracked and” to the paragraph.

Page 1 (c) modified by adding “Each facility shall” at the beginning of the sentence.

Page 2 (d) Modified by removing “may provide local organization of material and added “libraries will classify and categorize all materials in an organized system, have a procedure for the” “provide a method for the” and “shall be made available for offenders.”

.1103 COORDINATION AND SUPERVISION

Page 2 (a) removed “designated by Rehabilitative Program and Services.” Changed “Educational” Services Library Coordinator to “Education” Service Library Coordinator, and “Information Resources, Media Services or related degree.”

Page 2 (b) Replaced “designated,” with “qualified.” Added “contractor,” and “to conduct the training of staff members, contractors or volunteers.”

Page 2 (c) Added “to assist with the operation of the library.”

Page 2 (d) Added “maintaining updated circulation, inventory of assets,”

Page 2 (f) Added “with local and state public systems,” and “without increasing acquisition expenses,”



Correctional Planner II

08/03/2020

Date