

GENERAL DISTRIBUTION

**WEST VIRGINIA
DIVISION OF CORRECTIONS
& REHABILITATION**

NUMBER: 152.01

DATE: 12 October 2020

SUBJECT: RESEARCH ACTIVITIES

POLICY DIRECTIVE

PURPOSE:

To ensure appropriate guidelines and procedures concerning research activities.

REFERENCE:

WV Code §49-5-103

RESPONSIBILITY:

No additional written instructions on this subject are required.

CANCELLATION:

Any previous written instruction on the subject including DOC Policy Directive 152.01, dated 01 January 2004; DOC Policy Directive 7000.09, dated 01 September 2012; DJS Policy 166.00, dated 24 January 2014; RJA Policy 5002, dated 31 December 1988; and RJA Policy 13006, dated 2 April 1990.

APPLICABILITY:

All facilities and work units within the Division of Corrections and Rehabilitation. This Policy is available for general distribution.

DEFINITIONS:

Research: A diligent and systematic inquiry or investigation into a subject in order to establish facts and reach new conclusions.

POLICY:

- I. The DCR supports and engages in research activities relevant to its programs, services, and operations.

- A. Research can assist in planning and establishing goals and objectives.
 - B. Controlled studies, evaluations, and policy research, by developing new knowledge, can contribute to more efficient and effective institutional operations, programs, and services and help increase public safety.
 - C. Superintendents and work unit directors and supervisors should encourage, and use research conducted by outside professionals.
- II. The Commissioner or designee shall review and approve all research proposals and/or designs prior to their implementation.
- A. Requests for research projects received by superintendents or other staff shall be forwarded through his or her chain of command to the Commissioner or designee.
 - B. Research conducted shall comply with professional and scientific ethics and with state and federal guidelines for the use and dissemination of research findings.
 - C. In accordance with state code, juvenile records may be disclosed for research purposes only upon the condition that information which identifies the juvenile or the juvenile's family shall not be disclosed.
 - D. The individuals conducting the research shall be informed of all policies relating to the research, especially those regarding confidentiality of information.
 - E. When research and evaluations are conducted internally, staff shall assist as appropriate.
 - F. Research results should be available to the Commissioner or designee for review and comment before dissemination or publication.
- III. Inmate or resident participation in research programs shall be voluntary.

ATTACHMENT(S):

None.

APPROVED SIGNATURE: _____


Betsy C. Jividen, Commissioner


Date