



# PREA INVESTIGATION CHECKLIST

PREA case number: \_\_\_\_\_

Investigation packet contents, in the order listed	Included	N/A
DOC 02-378 Investigative Finding Sheet	<input type="checkbox"/>	<input type="checkbox"/>
Proof of victim notification (e.g., email from staff who provided verbal notification or copy of letter sent if victim released or in restricted housing)	<input type="checkbox"/>	<input type="checkbox"/>
Notification to victim in substantiated or unsubstantiated staff sexual misconduct investigation, if accused staff is no longer employed by the agency	<input type="checkbox"/>	<input type="checkbox"/>
DOC 02-400 Notice of PREA Investigation Findings	<input type="checkbox"/>	<input type="checkbox"/>
Proof of staff notification (e.g., email from staff who provided notification)	<input type="checkbox"/>	<input type="checkbox"/>
DOC 02-382 PREA Data Collection Checklist	<input type="checkbox"/>	<input type="checkbox"/>
DOC 02-351 Investigation Report Template, including all attachments (e.g., Incident Management Reporting System (IMRS) report, applicable response checklist, DOC 13-509 PREA Mental Health Notification)	<input type="checkbox"/>	<input type="checkbox"/>
Videos submitted using SFT process or by sending video to DOC PREA Triage	<input type="checkbox"/>	<input type="checkbox"/>
DOC 02-383 Local PREA Investigation Review Checklist	<input type="checkbox"/>	<input type="checkbox"/>
Retaliation monitoring - scan with packet, if complete. If not complete, scan once monitoring has been completed	<input type="checkbox"/>	<input type="checkbox"/>
Packet scanned to DOC PREA Triage - file name is the case number	<input type="checkbox"/>	<input type="checkbox"/>

The contents of this document may be eligible for public disclosure. Social Security Numbers are considered confidential information and will be redacted in the event of such a request. This form is governed by Executive Order 16-01, RCW 42.56, and RCW 40.14.

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