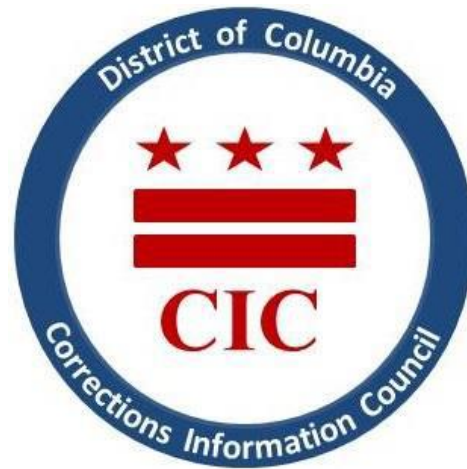


# DC Corrections Information Council



Terms and Acronyms  
May 1, 2023

<b>Term</b>	<b>Acronym (if applicable)</b>	<b>Institution</b>	<b>Definition</b>
4-point restraints		DOC & BOP	A mechanism used to restrain both hands and legs simultaneously.
Administrative Maximum	ADX	BOP	An administrative security US penitentiary. The only ADX is located in Florence, Colorado. It is a supermax or "control unit" prison, which provides a higher, more controlled level of custody than a maximum-security prison.
Administrative remedy process/Grievance Process		DOC & BOP	The Administrative Remedy Process allows a resident to seek a formal review of issues relating to any aspect of their own confinement.
Administrative segregation		BOP	Administrative detention status removes a resident from the general population when necessary to ensure the safety, security, and orderly operation of correctional facilities, or to protect the public. Administrative detention status is nonpunitive and can occur for a variety of reasons.
Admissions and Orientation Handbook	A&O Handbook	BOP	A handbook created by each institution in the Bureau of Prisons to provide information to residents about facility operations and procedures.
Adult Continuing Education	ACE	BOP	A variety of educational classes taught by residents.
American Correctional Association	ACA	DOC & BOP	A professional association for correctional personnel that also provides operational standards and accreditation for correctional environments.
Board of Elections	BOE		The District of Columbia Board of Elections is the independent agency of the District government responsible for the administration of elections, ballot access, and voter registration.
Bureau of Prisons	BOP		Federal agency charged with managing federal correctional facilities.
Bureau of Prisons Program Statement	BOP Program Statement		Written policies and procedures guiding operations of the facilities in the Bureau of Prisons
BP-9/10/11			Types of grievance forms utilized by the BOP. Each facility has its own process for informal complaints. The BP-8 is the first stage and is reviewed by staff, BP-9 is reviewed by facility executive staff, BP-10 is reviewed at the Regional Office, BP-11 is reviewed at Central Office.

Case manager		DOC & BOP	Case managers perform correctional casework in an institutional setting; develop, evaluate, and analyze program needs about inmates; evaluate the progress of individuals in the institution; coordinate and integrate inmate training programs; develop social histories and release plans.
Central Cell Block	CCB	DOC	The Central Cell Block is a detention facility separate from D.C. jail. CCB is where arrestees are held before prosecutors decide whether to charge them with a crime.
Central Detention Facility	CDF	DOC	The Central Detention Facility (CDF/DC Jail), located in Southeast DC at 1901 D Street, SE., houses men who are awaiting adjudication of cases or are sentenced for misdemeanor offenses. As a result of the National Capital Revitalization and Self-Government Improvement Act of 1997, sentenced residents are transferred to the Federal Bureau of Prisons.
Chronic care		BOP	A designation for a person in the BOP who has a disease or condition that requires monitoring or treatment for greater than 12 months.
Correctional Officer	CO	DOC & BOP	A person who provides supervision, care, and correctional treatment of inmates. They are concerned with maintaining institutional security as it pertains to the health and welfare of the inmates and the promotion of good public relations. They enforce rules and regulations governing facility security, inmate accountability, and inmate conduct to ensure judicial sanctions are carried out and inmates remain in custody. From time to time, they may be authorized to carry firearms and to use physical force, including deadly force, to maintain control of inmates. During emergencies within the institution or other periods of heavy workload or limited staff, they may be required to work long and irregular hours, unusual shifts, Sundays, holidays and unexpected overtime.
Correctional Treatment Facility	CTF	DOC	The Correctional Treatment Facility (CTF), a specialized medium security institution, housing women and specialized populations of men. Housing units within CTF range from 16 to 48 cells with a maximum capacity of 96 beds per unit.

Corrections Information Council	CIC		The District of Columbia Corrections Information Council (CIC) is an independent monitoring body mandated by the US Congress and the DC Council to inspect, monitor, and report on the conditions of confinement at facilities where DC residents are incarcerated. This includes facilities operated by the Federal Bureau of Prisons (FBOP), the DC Department of Corrections (DOC), and private contractors. The CIC reports its observations and recommendations to the DC Mayor, the DC Council, Congresswoman Norton, the DC Deputy Mayor for Public Safety and Justice, the Director of the BOP, the Director of the DOC.
Corrlinks		BOP	CorrLinks is an email system used by federal prison inmates to communicate with their friends and families.
Court Services & Offender Supervision Agency	CSOSA		Court Services & Offender Supervision Agency is a federal agency with the distinctly local mission of supervising adults on probation, parole, and supervised release in the District of Columbia.
D.C. Code Offender		DOC & BOP	A person convicted of violating a provision of the District of Columbia (D.C.) Code. The Code of the District of Columbia is the codification of the general and permanent laws relating to the District of Columbia. It was enacted and is revised by the authority of United States Congress.
Department of Corrections	DOC		The District of Columbia Department of Corrections is a correctional agency responsible for the adult jails and other adult correctional institutions for the District of Columbia, in the United States. . The DOC manages the Correctional Detention Facility and the Central Treatment Facility.
Department of Justice	DOJ		Under the leadership of the Attorney General of the United States, the Department of Justice is composed of more than 40 separate component organizations and more than 115,000 employees. One of the component organizations within the Department of Justice is the Federal Bureau of Prisons.
Determinate sentence			A determinate sentence is a jail or prison sentence that has a definite length which cannot be reviewed or changed by a parole board or any other agency.
Discipline Hearing Officer	DHO	BOP	The DHO is an impartial decision maker who was not a victim, witness, investigator, or otherwise significantly involved in the incident.

Federal Correctional Complex	FCC	BOP	At Federal Correctional Complexes (FCCs), institutions with different missions and security levels are located in close proximity to one another. FCCs increase efficiency through the sharing of services, enable staff to gain experience at institutions of many security levels, and enhance emergency preparedness by having additional resources within close proximity.
Federal Correctional Institution	FCI	BOP	Federal Correctional Institutions can be classified as Low or Medium. Low-security institutions have double-fenced perimeters, mostly dormitory or cubicle housing, and strong work and program components. Medium security FCIs have strengthened perimeters (often double fences with electronic detection systems), mostly cell-type housing, and a wide variety of work and treatment programs.
Federal Medical Center	FMC	BOP	Federal Medical Centers are prisons which provide care to care Level 4 inmates who are severely impaired and may require daily nursing care. Such inmates may suffer from cancer (in active treatment) or quadriplegia, require dialysis, or are undergoing or recovering from major surgery. Less than one percent of the Bureau's population is designated Medical Care Level 4.
Federal Prison Industries--also known as UNICOR	FPI	BOP	Federal Prison Industries, Inc., doing business as UNICOR since 1977, is a wholly owned United States government corporation created in 1934 as a prison labor program for inmates within the Federal Bureau of Prisons.
First Step Act	FSA	BOP	First Step Act (FSA) of 2018 (P.L. 115- 391). The act was the culmination of a bi-partisan effort to improve criminal justice outcomes, as well as to reduce the size of the federal prison population while also creating mechanisms to maintain public safety. Under provisions of the First Step Act, some residents are eligible for additional programming and good time for program participation. DC Code Offenders are not eligible for the benefits of the First Step Act

General Education Diploma/General Educational Development	GED	DOC & BOP	The General Educational Development (GED) tests are a group of four subject tests which, when passed, provide certification that the test taker has United States or Canadian high school level academic skills. It is an alternative to the US high school diploma.
Good time credit		BOP	Good time credit is the amount of time that will be reduced from the actual time a resident has to be in prison. Good time credit is earned for the good behavior that a resident shows in prison.
Government Accountability Office	GAO	BOP	The United States General Accountability Office (GAO) is an independent, professional, nonpartisan agency in the legislative branch that is commonly referred to as the investigative arm of Congress.
Grievance form--also called a cop-out		BOP	A form that acts as the method of creating a written record of request to staff by an inmate to resolve a concern or complaint.
Halfway House		BOP	The BOP contracts with residential reentry centers (RRCs), also known as halfway houses, to assist residents who are nearing release. RRCs provide a safe, structured, supervised environment, as well as employment counseling, job placement, financial management assistance, and other programs and services.
Home confinement		BOP	A process through which the Federal Bureau of Prisons. (BOP) selects people in prison to complete the final portion of their sentence at home, rather than in a prison facility or halfway house.

Incarceration Reduction Amendment Act	IRAA	BOP	IRAA allows incarcerated residents who committed serious crimes before their 18th birthday to petition the court for resentencing after they have served at least 15 years.
Incident/Disciplinary report		DOC & BOP	Prison discipline proceedings initiate when a staff member has reason to believe a prohibited act has been committed. The staff member first writes an incident report that describes the incident and prohibited act. The report is sent to the institution's lieutenant's office for processing. A copy of the prison disciplinary infraction is issued to the inmate by the Disciplinary Hearing Officer.
Indeterminate sentence			An indeterminate sentence is a type of custodial sentence that consists of a range of years (such as five to ten years) and not a fixed time, which means the convicted person's release date is left open.
Indigent resident		BOP	An indigent resident is an inmate who has not had a trust fund account balance of \$6.00 for the past 30 days. Those persons who are considered indigent do not have to pay the co-pay fee for medical care.
Individuals with Disabilities Education Act	IDEA (special education)		The Individuals with Disabilities Education Act (IDEA) is a law that ensures special education and related services to children and youth ages 3 to 21.
Lockdown		DOC & BOP	A security procedure in which prisoners are locked in their cells and denied the usual privileges of dining, showering, etc. outside of them.

Main line		BOP	Sometimes used by staff to indicate the time and place for meeting with inmates in the general population.
Mayor's Office on Returning Citizens Affairs	MORCA		On behalf of the Mayor, MORCA serves as the District of Columbia's coordinating and advisory agency for reentry. MORCA seeks to remove barriers to reentry and empowers residents to break the cycle of recidivism. Through MORCA case management program MORCA ensures that previously incarcerated people are connected to essential programs and services in areas such as employment, health, education, housing assistance and social services.
Medical co-pay		BOP	Medical Co-Payments Pursuant to the Federal Prisoner Health Care Co-payment Act (FHCCA) of 2000 (P.L. 106-294, 18 U.S.C. 4048), requires residents to pay a fee of \$2.00 per health care visit, if they receive healthcare services in connection with a health care visit. Emergency medical services do not require a co-pay.
Memorandum of Agreement	MOA		A nonbinding document expressing a convergence of will between the parties, indicating an intended common line of action.
Memorandum of Understanding	MOU		A legally binding document written between parties to cooperatively work together on an agreed upon project or meet an agreed upon objective.



Modified Therapeutic Community	MTC	BOP	This program is an adaptation of the therapeutic community models used with individuals who have co-occurring drug abuse problems and mental health disorders. It offers a more flexible, more personalized, and less intense approach to achieve greater reductions in substance use and recidivism.
National Menu		BOP	The standardized BOP schedule of meals for incarcerated residents.
Office of Human Rights	OHR		The D.C. Office of Human Rights (OHR) was established to eradicate discrimination, increase equal opportunity, and protect human rights for persons who live in or visit the District of Columbia. The agency enforces local and federal human rights laws, including the DC Human Rights Act, by providing a legal process to those who believe they have been discriminated against.
Office of Internal Affairs	OIA	BOP	OIA ensures that all violations and allegations of violations of staff misconduct per the Standards of Employee Conduct, including criminal matters, are reported to the U.S. Department of Justice, OIG. OIA serves as the point of contact so that all employees at all levels can report instances of: mismanagement, prohibited personnel practices, staff misconduct, and other issues covered by the "whistle blower" provisions of the Civil Service Reform Act (CSRA) of 1978.
Office of Internal Affairs	OIA	BOP	Office of Internal Affairs (OIA) ensures that all violations and allegations of violations of staff misconduct per the Standards of Employee Conduct, including criminal matters, are reported to the U.S. Department of Justice, OIG. OIA serves as the point of contact so that all employees at all levels can report instances of mismanagement, prohibited personnel practices, staff misconduct, and other issues covered by the "whistle blower" provisions of the Civil Service Reform Act (CSRA) of 1978.

Office of the Inspector General	OIG		The Office of the Inspector General (OIG) in the U.S. Department of Justice (DOJ) is a statutorily created independent entity whose mission is to promote integrity, efficiency, and accountability within the Department of Justice. The OIG investigates alleged violations of criminal and civil laws by DOJ employees and audits and inspects DOJ programs.
On paper			Informal expression for “currently on probation or parole.” Probation is a period of supervision in the community imposed by the court as an alternative to imprisonment. Parole is the release of a resident to supervision in the community after they have completed a part of their sentence in an institution.
Out date			Also known as release date. The date of the expiration of a person’s term of imprisonment, less any time credited toward the service of the prisoner’s sentence. If the date for a person’s release falls on a Saturday, Sunday, or a legal holiday at the place of confinement, the person may be released by the Bureau of Prisons on the last preceding weekday.
Parole			When someone is paroled, they serve part of their sentence under the supervision of their community. The law says that the U.S. Parole Commission may grant parole if (a) the inmate has substantially observed the rules of the institution; (b) release would not depreciate the seriousness of the offense or promote disrespect for the law; and (c) release would not jeopardize the public welfare.
Pill line		BOP	Method for dispensing prescription medication to residents.
Prison Rape Elimination Act	PREA		The goal of the Prison Rape Elimination Act (PREA) of 2003 (P.L. 108-79) is to eradicate rape in all types of correctional facilities. Residents can file a PREA complaint by contacting the PREA hotline, filing a grievance, or contacting the PREA Coordinator at their facility.

Programming (as a verb)		DOC & BOP	Participation in programming by a resident of a facility.
Protective custody		DOC & BOP	Protective custody is the confinement, voluntary or involuntary, of a person who government authorities believe will be threatened without additional security measures.
Rated capacity		BOP	The number of beds or inmates assigned by a rating official to institutions within a jurisdiction.
Regional office			There are six regional offices of the BOP that provide oversight and technical assistance to facilities located in their respective region of the country. In addition to providing operational oversight, regional office staff conduct workshops, conferences, and specialized training programs for their region; assist state and local criminal justice agencies; and contract to provide offender placement in residential reentry centers.
Registration number --DCDC		DOC	A unique number assigned to each detainee upon entry into the DC Department of Corrections.
Registration number--BOP		BOP	Upon entry into the Federal Bureau of Prisons, each prisoner is assigned a unique inmate number (sometimes also called an inmate ID number, a BOP federal number, or a prison number.) This number is used for accountability, tracking, and BOP inmate search purposes. Inmate identification numbers are also used for adding money to an resident's commissary account, sending them mail, and when applying to visit an incarcerated loved one in prison.

Reintegration Unit	RU	BOP	An alternative to housing individuals in long-term SHU which is designed to move individuals towards “reintegrating” into general population units or into the community. The “program” portion of the RU contains three levels. To progress through the levels, individuals must avoid disciplinary reports, maintain “exceptional” cell sanitation, and maintain gainful employment within the facility. Individuals are also expected to complete level objectives, such as GED and ACE classes, leisure/fitness programs, and financial obligations. The RU was located at USP Thompson and was closed by the BOP.
Residential Drug Abuse Program	RDAP	BOP	The RDAP is a voluntary, 500-hour, nine- to twelve-month program of individual and group therapy for residents with substance abuse problems. It is authorized by 18 U.S.C. §3621, which directs the Bureau of Prisons (BOP) to provide residential substance abuse treatment (and to decide appropriate aftercare) for all eligible residents. The program is currently available in 71 of the 122 BOP facilities.
Residential Reentry Center	RRC	BOP	The BOP acts as a contractor with residential reentry centers (RRCs), also known as halfway houses, to aid inmates who are nearing release. RRCs provide a safe, structured, supervised environment, as well as employment counseling, job placement, financial management assistance, and other programs and services.
Residential Reentry Management	RRM	BOP	Residential Reentry Management Offices administer contracts for community-based programs and serve as the local liaison with the federal courts, the U.S. Marshals Service, state and local corrections, and a variety of community groups within their specific judicial districts. RRM staff also monitor local Residential Reentry Centers (RRC), which are responsible for providing community-based services that will assist with their reentry needs. These RRC offices are more commonly known as halfway houses.
Roster			The BOP provides a quarterly listing of DC Code offenders held in BOP facilities.
Sallyport		DOC & BOP	A secure, controlled entryway to a prison.

Second Look		BOP	The Omnibus Public Safety and Justice Act of 2020, also known as IRAA 3.0, was voted “yes” unanimously by DC’s Council on December 15th, 2020. Introduced in 2019, the law allows a person who committed a crime before the age of 25, and who has served a minimum of 15 years in prison, to apply to the DC Superior Court to have their sentence reviewed.
Secure Female Facility	SFF	BOP	Bureau of Prison's secure facility in which women are held.
Sentry		BOP	SENTRY is a real-time information system consisting of various applications for processing sensitive but unclassified inmate information and for property management. Data collected and stored in the system includes information relating to the care, classification, subsistence, protection, discipline, and programs of federal inmates. SENTRY's other inmate management areas include sentence computations, work assignments, program assignments, institution designation, administrative (legal), remedies, discipline, sensitive medical records data, financial responsibility data, and the inmate's participation in educational programs. The system supports about 20,000 users and can process 1,000,000 inmate-related agency transactions per day.
Separation--separatee			Detained persons who are kept apart from one another as a result of history of interactions.
Shakedown			A shakedown is a systematic search of a cell conducted by correctional officers with the goal of finding contraband. The shakedown can be one cell or an entire unit/pod. Typically, if an entire unit/pod is searched it will happen while the inmates are away such as mealtime or working hours. Any staff member may search an inmate's room to retrieve contraband or stolen property. It is not necessary for the inmate to be present when his or her room is searched. The property and living area will be left in the same general condition as it was found. These searches will be unannounced and random. Your person is subject to search at any time by any staff member. Refusal to be searched will result in disciplinary action and immediate placement in the Special Housing Unit.

Sick call			Inmates may request clinical services by completing the Inmate Request for Triage Services form (“sick call slip”). Health Services staff triage and prioritize the requests and schedule appointments based on need.
Special Housing Unit	SHU		The SHU, also known as “the hole,” is how the Federal Bureau of Prison and DC DOC segregate prisoners. There are two categories of SHU: disciplinary segregation used as a result of a formal disciplinary finding and administrative segregation. Administrative segregation is used for a variety of reasons including protective custody.
Special Investigative Supervisor	SIS		The SIS shall present each criminal matter to the Warden to determine whether it is to be referred to the appropriate Federal, state, or local law enforcement agency. The SIS or the Warden may consult with institution legal staff regarding the criminal matter prior to the referral.
Special Management Unit	SMU	BOP	A restrictive high security facility with a program that individuals complete with the goal of returning to general population. The program consists of three levels. Individuals progress through the levels by avoiding disciplinary reports, completing educational and psychology workbooks, attending weekly groups, and demonstrating the ability to coexist with other inmates. Individuals can be returned to previous levels for failure to program or disciplinary violations. The SMU was located at USP Thompson and was closed by the BOP.
Step down unit		BOP	Mental Health Step Down (Step Down) is a unit-based, residential program offering an intermediate level of care for inmates with serious mental illnesses who do not require inpatient treatment but lack the skills to function in the general population.
Title 16			Under Title 16 of the federal law governing the District of Columbia, the U.S. attorney's office has absolute authority to charge and prosecute 16- and 17-year-olds as adults for certain crimes
Transfer			Movement from one institution to another.

TRULINCS		BOP	The Trust Fund Limited Inmate Computer System (TRULINCS) is a program deployed by the Federal Bureau of Prisons to provide inmates with limited computer access, including the capability to send and receive electronic messages without having access to the Internet.
Trust Fund			A trust fund is a self-sustaining trust revolving fund account that is funded through sales of goods and services to inmates.
UNICOR		BOP	UNICOR is the trade name for Federal Prison Industries (FPI): a wholly owned, self-sustaining Government corporation that sells market-priced services and quality goods made by inmates.
Unit Manager		BOP	The Unit Manager in the Bureau of Prison's facility directs and manages the housing unit and is responsible for the unit's operation and security, within appropriate policy, as well as planning, developing, implementing, supervising, and coordinating individual programs tailored to meet the particular needs of residents in the unit.
United States Penitentiary	USP	BOP	High security institutions that utilize highly secured perimeters (featuring walls or reinforced fences), multiple- and single-occupant cell housing, a high staff-to-inmate ratio, and close control of inmate movement.
Volunteers of America	VOA	BOP	Non-profit organization that operates a halfway house located at 5000 E. Monument Street in Baltimore, MD. The halfway house provides temporary housing and person-centered services to adult men and women referred by the Federal Bureau of Prisons and U.S. Pretrial Services.
Yard			Enclosed ground attached to a prison, where prisoners may exercise at certain times.
Young Men Emerging	YME	DOC	Unit within CTF for men ages 18-24. YME is designed to empower the individuals currently incarcerated and change the culture of corrections by having those serving longer sentences mentor the younger incarcerated population and help them navigate the uncertainty of the justice system, their life as a justice-involved young adult, and what lies ahead.

Youth Rehabilitation Act	YRA		The Youth Rehabilitation Amendment Act of 2018 (YRA) was established by D.C. Law 22-197. YRA provides sentencing alternatives for young adults (under 22 years of age) who are sentenced for any crime other than murder, including murder associated with acts of terrorism. The YRA also provides an opportunity for youth to have the conviction “set aside” (sealed from public view) if the youth satisfies the conditions of the sentence.
--------------------------	-----	--	--