





Corrections Compliance Checklist For Local Jails




The following considerations aim to guide internal compliance in local jails, uncovering areas for improvement through personnel management, facility standards, and technology. Use the checklist to assess audit readiness and reduce risk.

Compliance Requirements and Risks	Status	Action Item(s)
Regulatory Adherence		
<p>Command staff and jail administrators should follow federal, state, and local standards governing short-term custody, with a focus on intake, detention, and release processes. Gaps can lead to failed inspections, liability exposure, or discreditation.</p>		
Inmate Safety 		
<p>Manual, data-prone screening, classification, PREA notifications, and monitoring processes increase the risk of inaccuracy or missed needs. In a fast-paced environment, supervisors and booking officers must ensure proper intake and reporting policies. Digital booking processes and confidential reporting mechanisms support efficiency, prioritize safety, and reduce liability.</p>		
Technology Infrastructure		
<p>Disjointed processes or delayed reporting can lead to operational disruption for front-line staff, making centralized systems critical. IT staff and jail administrators should evaluate gaps regularly and upgrade to tools that support booking, release, inmate tracking, safety alerts, incident reporting, communication security, and cross-agency integration.</p>		
Trust Account Management 		
<p>Lacking inmate fund oversight can result in fraud, grievances, or legal claims. Jail clerks and finance staff should keep accurate, transparent records with strong monitoring and reporting controls. Digital and secure inmate banking systems should support reconciliation, auditing, and release readiness.</p>		
Grievance Procedures 		
<p>Poorly managed grievances can result in unresolved claims, retaliation, and failed inspections. Supervisors and front-line staff should ensure complaints are received, documented, and resolved on time. Digital tracking systems should provide detailed reporting, improving accountability and audit readiness.</p>		
Inmate Rehabilitation Programs		
<p>Lack of structured activity can increase misconduct and negatively impact officer and inmate safety. Programs coordinators and jail administrators should connect inmates to short-term, flexible resources, focusing on immediate needs like education, substance use support, and reentry planning.</p>		
Staff Training		
<p>Training coordinators and command staff should ensure officers are trained in legal requirements, inmate management, de-escalation techniques, crisis response, and complex behavioral and mental health scenarios.</p>		
Facility Maintenance and Conditions		
<p>Facilities managers and supervisors should keep housing areas clean, functional, and ready for constant use. Maintenance delays can lead to violations or housing disruption.</p>		


For more information about how your facility can maintain corrections compliance, contact us at 972.713.3700 or info@tylertech.com. Visit us on the web at tylertech.com/corrections.

 = High Risk, Triage with Priority

The following considerations aim to guide internal compliance in statewide prisons, uncovering areas for improvement through personnel management, facility standards, and technology. Use the checklist to assess audit readiness and reduce risk.

Compliance Requirements and Risks	Status	Action Item(s)
Regulatory Adherence		
Inmate Safety 		
Technology Infrastructure		
Trust Account Management 		
Grievance Procedures 		
Inmate Rehabilitation Programs		
Staff Training		
Facility Maintenance and Conditions		

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