


ANNE ARUNDEL COUNTY DEPARTMENT OF DETENTION FACILITIES  ADMINISTRATIVE DIRECTIVE	AD NO: 09.01 DATE: July 1, 2023 SUBJECT: Information Systems TITLE: Conducting Research FOR PUBLIC RELEASE: Yes
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- I. Reference: ACA 3-ALDF 1-F-09, 11
- II. Applicable to: Anne Arundel County Department of Detention Facilities (AACDDF)
- III. Purpose: To establish a policy concerning conducting research within the AACDDF.
- IV. Policy:
  - A. Researchers shall be allowed to conduct research within AACDDF as authorized by the Superintendent.
  - B. Inmates shall be allowed to participate in non-medical, non-pharmaceutical and non-cosmetic research as authorized by the Superintendent.
- V. Procedure:
  - A. Research Requests
    1. Requests for research shall be submitted in writing to the Superintendent for his/her consideration.
    2. The Superintendent shall forward the request to the Assistant County Attorney for the Department and request a legal review for approval.
    3. The Assistant County Attorney shall review the request to ensure it meets with applicable federal and state guidelines and statutes, especially those relating to confidentiality.
    4. The Assistant County Attorney shall approve or disapprove the request as appropriate and forward a letter to the Superintendent, referencing specific requirements and statutes that need to be reviewed with the researchers.
    5. The Superintendent shall meet with the researchers, advise them of the specific guidelines and requirements and approve the request in writing.
  - B. Inmate Participation
    1. Inmates shall be authorized to participate in research on a voluntary basis and shall not be coerced at any time.

2. The researchers shall be required to have each inmate sign a participation agreement form that is approved by the Superintendent and the Assistant County Attorney.
3. A copy of the participation agreement form shall be maintained in the inmate's Program File.

This directive shall be reviewed at least annually and revised as necessary.

  
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Christopher Klein  
Superintendent

Rescinds: AD 09.01 dated September 13, 1999