

Office of the Corrections Ombudsperson
New Jersey State Correctional Facilities
Inspection Tool for General Population Housing Units

The Inspection Tool

The Ombudsperson’s general population housing unit inspection tool contains four sections: Sanitation and Shared Spaces, Personal Living Conditions, Fire Safety Measures, and Food Safety & Nutrition. The tool is designed to establish baseline minimum standards for adult state correctional facilities.

Inspection Standards

Inspection standards are adopted from New Jersey Administrative Code (NJAC), the American Correctional Association (ACA) best practices, codified Department standards and policies and measures for assessing access points to loved ones and to the Department. Based on the infrastructure needs of any given facility, standards may be slightly modified to account for reasonable and suitable alternatives the Department employs to achieve the standard as best as the facility’s design may allow.

Scoring & Rating System

The inspection tool is applied in each general population living area in the correctional facility.¹ Each living area is scored individually. One point is awarded for each component within a single inspection standard, and the maximum points possible per standard is five. For standards containing more than five components, each component is worth one-half of a point. The overall inspection rating is determined by calculating a percentage based on the points awarded relative to the total points possible (shown below). Points are deducted when measures are not met on the day of inspection and cannot be remedied before the close of the inspection period. For section two, cell-to-cell observations, points are deducted when interviews with individuals determine 30% or more are affected by an unmet standard.

Percentage	Rating Defined
90% - 100%	Meets all criteria in standards
80% - 89%	Meets most criteria in standards
70% - 79%	Some criteria unmet
60% - 69%	Return inspection may be required
0% - 59%	Return inspection required

¹ For the purposes of the Office’s inspection, general population “living areas” may be referred to by the Department as housing units, tiers, or wings within compounds, buildings or facilities. The terminology and physical structure of each correctional facility is unique. To adjust for these variances, the inspection tool is implemented in every independently operated living area. A living area or housing unit is determined by the Office to include the living quarters (single, double, four-person cells, or dormitories) and the communal or shared spaces for showers, kiosk and phones.

Overview of Correctional Facility

Occupancy and General Population Housing Units

Bayside State Prison Inspection conducted October 6 th , 7 th and 8 th , 2025
Four inspected general population housing units <i>(A-unit, C-unit, D-unit, and F-unit)</i>
General Population Count from each unit during inspection: A Unit 147, C Unit 167, D Unit 164, F Unit 168 (n=646 4 out of 5 GP units)
Facility Population (October 7, 2025): 1,270
Operational Capacity: 1,377
Number of GP single cells: 0 Number of GP double cells: 336
Number of Reported Decommissioned cells: 0
Reasons for closure of decommissioned cells: N/A

**The population count, number of cells and decommissioned cells is based on counts provided by custody staff during the on-site inspection and were confirmed by the housing unit log counts.*

** B-unit is primarily an intake unit and E-unit is GP.*

Overall Inspection Rating for the Correctional Facility

91 cell-to-cell observations and 126 interviews with incarcerated people.
Initial Inspection rating: 74% (112.5 points out of a possible 152 achievable points)
Unmet & partially unmet standards: <i>See Point Deductions Worksheet by Standard and Housing Unit (page 8).</i>
Final Inspection rating: 82.2% (125 points out of 152 achievable points)

**The final inspection score reflects points awarded due to the facility's responsiveness to unmet measures. Return inspection was held January 21st, 2026 - to assess measures not met during the Oct. 2025 Inspection.*

Section 1: Sanitation of Shared Spaces – Four GP Housing Units

	Standards	Points Possible	Points Awarded	Re-Inspection
1.1	Documentation of most recent sanitary inspection conducted by the New Jersey Department of Health.	1.0 (facility pt)	1.0	NA
1.2	Inspections are conducted and documented by the Department to ensure control of pests.	1.0 (facility pt)	1.0	NA
1.3	All areas of the correctional facility shall be inspected for cleanliness at least weekly by a designated staff member(s) who shall submit a written report.	1.0 (per unit)	4.0	NA
1.4	Housekeeping schedules are maintained by staff and include the frequency and locations.	1.0 (per unit)	4.0	NA
1.5	Schedule for laundering clothes, linens, and blankets. Clothes and linens laundered once per week and blankets monthly.	3.0 (per unit)	12.0	NA
1.6	Cleaning supplies are made available to the incarcerated people on the unit.	1.0 (per unit)	4.0	NA
1.7	Communal shower areas are clean and there is one shower for every 16 incarcerated people (based on the number of individuals out of cell during recreation periods). ²	2.0 (per unit)	4.0	7.0
1.8	Working telephones are available in the housing unit and there is one phone for every 16 incarcerated people.	1.0 (per unit)	4.0	NA
1.9	Working kiosks are available on the housing unit and there is one kiosk for every 16 individuals.*	1.0 (per unit)	0.0	State Issued Tablets 4.0
1.10	Paper remedy forms are accessible on the housing unit (ea. form is one half of a point). ³	4.0 (per unit)	12.5	14.0

*As of 3/16/26 Kiosks are inoperable. IPs were provided with a state issued tablet to perform the same functions.

² "Clean" means no excessive grime, residue, or foreign materials accumulated on floors, side walls, showers, ceilings or other exposed room surfaces. Shared indoor spaces and showers are free of dirt, debris, leaking water, garbage, food particles.

³ MR-007 Sick Call, IP Inquiry, IP Grievance, Property Claim, Law Library, Social Services, GTL Discrepancy, OCO RFA.

Section II: Personal Living Conditions: Cell-to-Cell Observations

Standards <i>Points are deducted when the OCO confirms 30% or more of interviewed individuals are affected by an unmet standard.</i>		Points Possible	Points Awarded	Re-inspection
2.1	Cells have working toilets and sinks.	2.0 (per unit)	7.0	NA
2.2	Incarcerated persons interviewed reported receipts of basic clothing, pillow, towel, and bedding (sheets and blanket).	5.0 (per unit)	16.0	20.0
2.3	Sufficient clean blankets to provide comfort under existing temperature conditions, as deemed appropriate by the facility Administrator, or designee.	1.0 (per unit)	4.0	NA
2.4	Each IP is provided secure container that may be used to store clothing.	1.0 (per unit)	2.0	2.0
2.5	All incarcerated persons are issued a mattress that is fire retardant.	1.0 (per unit)	4.0	NA
2.6	All single occupancy cells shall contain a minimum of 35 square feet of unencumbered floor space.	1.0 (per single cell units)	NA	NA
2.7	All multiple occupancy sleeping units shall contain a minimum of 25 square feet of unencumbered floor space per incarcerated person.	1.0 (per double-bunk units)	0.0	Non-addressable

Section III: Housing Unit Safety Measures (*not eligible for re-inspection*)

Standards		Points Possible	Points Awarded
3.1	The institution is able to produce a fire emergency plan to include the safe evacuation of the incarcerated population.	1.0 (per facility)	1.0
3.2	Two fire extinguishers with up to date inspection tags are available on the housing unit.	2.0 (per unit)	8.0
3.3	The facility is up to date with documented fire inspections.	1.0 (per facility)	1.0
3.4	Proof of staff training for First Aid, Automated external defibrillator (AED), and blood-borne pathogens.	3.0 (per facility)	3.0
3.5	911 emergency tool is equipped on the touring housing officer's person.	1.0 (per unit)	0.0
3.6	Naloxone is stationed on the housing unit and within expiration.	1.0 (per unit)	4.0
3.7	A First Aid Box is located within the housing unit capable of addressing minor cuts, scrapes with antiseptic and bandage dressing.	1.0 (per unit)	4.0
3.8	Automated external defibrillators (AED) are accessible (<i>within 3 to 5 minutes</i>) throughout the institution with clear signage. located on housing unit, documentation of service/test dates.	1.0 (per facility)	1.0

Section IV: Food Safety and Nutrition

Standards		Points Possible	Points Awarded	Re-inspection
4.1	Food temperatures are documented in the facility kitchen before transporting to housing units. (<i>Cold food is maintained at proper temperature, 41°F and hot food is maintained at the proper temperature, 135°F.</i>)	2.0 (per BSP facility kitchen)	2.0	NA
4.2	A sanitary space shall be provided for group dining. Meals shall not be served in cells unless it is necessary for purposes of safety or security and only if a (1) small table, (2) shelf and (3) seating arrangement is provided. ⁴	3.0 (per unit)	0.0	0.0
4.3	All menus including (1) special diets are planned, dated and available for review at least one week in advance and (2) a file of tested recipes, (3) adjusted to prepare the number of meals appropriate to the size of the facility, should be maintained on the premises.	3.0 (facility pt.)	3.0	NA
4.4	Three meals provided at regular meal times during each 24 hour period. Two of the three meals provided shall be hot meals unless an emergency situation precludes the serving of hot meals. No more than 14 hours shall elapse between the evening and breakfast meals. ⁵	5.0 (facility pt.)	4.0	NA
4.5	Documentation of weekly inspection of all food service areas and equipment is conducted and documentation of daily checks for refrigerator and water temperatures.	2.0 (facility pt.)	2.0	NA

⁴ BSP dining hall is closed for congregate dining, there is not adequate space inside the cell for a table, shelf and seating arrangement.

⁵ Review of housing unit logs reflect a consistent pattern of more than 14 hours between dinner (scheduled and documented meal serves at 4:00pm) and Breakfast (scheduled and documented meal serves at 6:30am).

Section V: Heat Mitigation Inspected June 18 and 24, 2025

Standards <i>A temperature recording exceeding 86°F triggers the heat mitigation section 5.1-5.8 of the inspection tool.</i>		Compliant, Non-Compliant/ Partial
5.1	Fans are operable on the housing unit.	Compliant
5.2	Accessible windows are open.	Compliant
5.3	Temperatures are documented once per shift in unit logbook.	Partial
5.4	Showers are increased in frequency.	Partial
5.5	Educational flyers concerning heat safety are posted on the unit and/or distributed via JPay.	Compliant
5.6	Population has increased access to ice for free.	Partial
5.7	Population has increased access to fluids within the housing unit (in addition to the faucet tap in cell).	Complaint

Initial Inspection in October 2025: Point Calculations by Housing Unit & Inspection Standard

Standards	A unit	C unit	D unit	F unit	Points Awarded	Points Possible
1.1 Dept. of Health Inspection	BSP provided copy of recent inspection conducted by the New Jersey Department of Health for the institution's kitchen areas.				1.0	1.0
1.2 Ensure control of pests	BSP verified contracted services for pest control.				1.0	1.0
1.3 Cleanliness Inspections	Met Standard	Met Standard	Met Standard	Met Standard	4.0	4.0
1.4 Housekeeping Schedules	Met Standard	Met Standard	Met Standard	Met Standard	4.0	4.0
1.5 Launder Clothes, Linens, Blankets	Met Standard	Met Standard	Met Standard	Met Standard	12.0	12.0
1.6 Cleaning Supplies	Met Standard	Met Standard	Met Standard	Met Standard	4.0	4.0
1.7 Clean Showers: Ratio = 1 for every 16 IPs	Partial	Partial	Partial	Partial	4.0	8.0
1.8 Phones: 1:16	Met Standard	Met Standard	Met Standard	Met Standard	4.0	4.0
1.9 Kiosks: 1:16	Ratio Not Met. State Issued Tablets 3/16/26	Ratio Not Met. State Issued Tablets 3/16/26	Ratio Not Met. State Issued Tablets 3/16/26	Ratio Not Met. State Issued Tablets 3/16/26	0.0	4.0
1.10 Paper Remedy Forms	Met Standard	Partial	Partial	Partial	12.5	16.0
2.1 Working Toilets/Sinks	Met Standard	Partial	Met Standard	Met Standard	7.0	8.0
2.2 Clothing, Towel, Pillow, Blanket, Sheets	Mostly Met	Mostly Met	Mostly Met	Mostly Met	16.0	20.0
2.3 Clean Blankets	Met Standard	Met Standard	Met Standard	Met Standard	4.0	4.0
2.4 Provide secure container	Partial	Partial	Partial	Partial	2.0	4.0

2.5 Mattress	Met Standard	Met Standard	Met Standard	Met Standard	4.0	4.0
2.6 <u>Single</u> Cells 35 sq. ft. floor space	NA, Double Cell	NA, Double Cell	NA, Double Cell	NA, Double Cell	NA	NA
2.7 <u>Multiple</u> occupancy cells 25 sq. ft. floor space per individual	Not Met, Approx. 19sq.ft. per IP	Not Met, Approx. 19sq.ft. per IP	Not Met, Approx. 19sq.ft. per IP	Not Met, Approx. 19sq.ft. per IP	0.0	4.0
3.1 Fire Plan	BSP provided documentation of facility fire plan and evacuation plan.				1.0	1.0
3.2 Two Fire Extinguishers Serviced w/in 12 mos.	Met Standard	Met Standard	Met Standard	Met Standard	8.0	8.0
3.3 Fire Inspections	BSP verified facility inspections are conducted by Institutional Fire Marshall				1.0	1.0
3.4 Staff training	BSP verified staff training for blood-borne pathogens, AED and first air.				3.0	3.0
3.5 Equipment	Not Met	Not Met	Not Met	Not Met	0.0	4.0
3.6 Naloxone on unit	Met Standard	Met Standard	Met Standard	Met Standard	4.0	4.0
3.7 First Aid supplies	Met Standard	Met Standard	Met Standard	Met Standard	4.0	4.0
3.8 AED in-service	BSP center control had AED kit available for deployment to any housing unit.				1.0	1.0
4.1 Cold and hot food temps. documented in kitchen	BSP provided documentation verifying recorded food temperatures.				2.0	2.0
4.2 Dining Space	-3.0 points, zero space	-3.0 point, zero space	-3.0 points, zero space	-3.0 points, zero space.	0.0	12.0
4.3 Meal Preparation	BSP provided documentation of (1) menus including (2) special diets and (3) ratios for calculating appropriate portions. Zero points deducted.				3.0	3.0
4.4 Meal Serves	BSP documentation along with interviews with staff and incarcerated people verified individuals receive three meals a day (two of which are served hot), but more than 14 hours elapses between dinner and breakfast. -1.0pt.				4.0	5.0
4.5 Food area inspections	BSP provided documentation of weekly food area inspections.				2.0	2.0