

Community Corrections Assessment.....	1
I. Assessing Inmates for Community Corrections Placement or Global Positioning	
Satellite Surveillance Program Eligibility/Electronic Monitoring Program (EMP)	1
A. Eligibility Criteria — New Reception (Initial Custody) Inmates	2
B. Eligibility Criteria — Minimum Custody	3
C. Placement Criteria for Re-entry.....	3
D. Parole Stipulations	4
E. Additional Placement Criteria for Re-Entry (57 O.S. § 521)	5
F. Eligibility Criteria for Work Release	5
G. Eligibility for Community Corrections.....	5
II. Disqualifying Criteria for Community Corrections (4-ACRS-5A-06, 4-ACRS-6A-11)	6
A. Initial Placement.....	6
B. Previous Community Corrections Failures	6
III. Referral Packet (4-ACRS-2A-07)	7
A. Packet Information	7
B. Inmate Packet Review	8
IV. Considerations	8
A. Discrimination.....	8
B. Community Custody	8
V. References.....	8
VI. Action	9
Referenced Forms	10
Attachments	10

Section-06 Classification and Case Management	OP-060104	Page: 1	Effective Date: 04/21/2022
Community Corrections Assessment	ACA Standards: 2-CO-4B-01, 4-ACRS-2A-07, 4-ACRS-5A-06, 4-ACRS-6A-11, 4-ACRS-6A-12, 4-ACRS-6B-02		
Scott Crow, Director Oklahoma Department of Corrections	Signature on File		

Community Corrections Assessment

The goal of community corrections is to balance the interests and safety of the community while addressing the inmate’s need for reintegration services by providing equitable opportunities and appropriate sanctions for the inmates. (2-CO-4B-01)

For this procedure, the term “community corrections” includes community contract facilities and community corrections centers (CCCs). The term “facilities” refers to community corrections facilities collectively.

I. Assessing Inmates for Community Corrections Placement or Global Positioning Satellite Surveillance Program Eligibility/Electronic Monitoring Program (EMP) (4-ACRS-6A-11, 4-ACRS-6A-12)

Staff will review all new reception inmates and inmates assigned minimum custody and meeting the following eligibility requirements for community corrections placement/Global Positioning Satellite Surveillance Program (GPS)/Electronic Monitoring Program (EMP).

A. Eligibility Criteria — New Reception (Initial Custody) Inmates

1. Upon initial reception, male inmates with 2,500 days or less and female inmates with 3,500 days or less remaining to serve and no disqualifying criteria as indicated in Section II. item A. of this procedure, may be considered for initial placement at a community facility. If a community eligible inmate is placed initially at a minimum facility, staff will complete a community transfer packet upon eligibility.
2. Upon initial reception, inmates sentenced to ten years or less remaining to serve and having no disqualifying criteria as indicated in Section II. item A. of this procedure and in accordance with [OP-061001](#) entitled "Global Position Satellite Surveillance Program" will be screened and considered for initial placement at a community facility for GPS/EMP. If a GPS/EMP eligible inmate is placed initially at a minimum facility, staff will complete a transfer packet for community upon eligibility.
3. During the initial assessment process, staff will document the reasons if the inmate is determined to be inappropriate for initial community placement. Documentation will be entered in the Offender Management System (OMS) and on the "Initial Custody Assessment Scale" ([DOC 060102A \(M\)\(F\)](#)) and a higher level of security assigned. After the initial 120 days from Lexington Assessment and Reception Center (LARC)/Mabel Bassett Assessment and Reception Center (MARC), staff may review inmates for appropriateness for community placement.
4. DUI inmates may be placed directly in a community-based re-entry treatment program regardless of the days remaining contingent upon the following criteria:
 - a. Has a current conviction(s) for violating 47 O.S. § 11-902.; driving, operating, or being in the actual physical control of a motor vehicle while under the influence of alcohol or other intoxicating substance. Current misdemeanor convictions for driving-related offenses such as driving under suspension and reckless driving will not exclude the inmate from placement. Staff should still consider misdemeanor convictions in evaluating the inmate's risk to the public. Inmates cannot have concurrent or consecutive cases with a sentence of incarceration for any other offense;
 - b. Have no convictions of a violent offense within the previous ten years;
 - c. Have not been previously removed from PPCS, EMP, or GPS due to violation of the established rules and conditions; or

- d. Have not been deemed by the agency to be a security risk. (4-ACRS-2A-07)
5. Probation or post-imprisonment supervision violators serving an intermediate revocation sanction will not typically be placed directly in a community facility.

B. Eligibility Criteria — Minimum Custody

1. To be considered for community placement, inmates must be assessed and assigned minimum security, have no disqualifying criteria as outlined in this procedure, and meet the following minimum requirements:
 - a. Be assigned to earned credit level 2 or above;
 - b. Be at a minimum facility at least 60 days; and
 - c. Have no more than 4,000 days remaining to serve.
2. Staff will screen inmates considered for community placement for GPS/EMP eligibility prior to community placement. Inmates who have 1,095 days or less remaining on a non-violent crime, have no disqualifying criteria as outlined in this procedure, and that meet the guidelines outlined in [OP-061001](#) “Global Position Satellite Surveillance Program” will be identified on page 2 of the “Custody Assessment Scale” ([DOC 060103A \(M\)\(F\)](#)).
3. Inmates who have a current conviction in the highest crime category during this incarceration and/or have restricted earned credits due to their crime are not eligible for community placement until they have no more than 760 days remaining to serve on the highest crime or earned credit-restricted crime sentence. The administrator of Classification and Population must approve inmates in these categories. Active suspended, rebilled, and paroled sentences are not considered.
4. An active class B misconduct will not be sufficient grounds to deny community placement.

C. Placement Criteria for Re-entry

All inmates assigned to minimum security facilities that meet the below criteria will have a community packet submitted to the Population office for re-entry purposes. Custody assessment points will not disqualify an inmate from consideration or placement.

1. 730 days or less remaining.
2. At minimum security for 120 days.

3. No consecutive sentences for incarceration.
4. No felony detainers.
5. No ICE detainer.
6. No active class X misconduct(s).
7. Assigned to earned credit level 3 or 4 or enhanced level 3 or 4.
8. No sex inmate registry crime(s).
9. No current sentence for any disqualifying listed on "Crimes Against Children" form ([Attachment A](#), attached).
10. No active escape points.

D. Parole Stipulations

When a parole stipulation for community placement is approved or imposed by the Governor/Pardon and Parole Board, the inmate will be community eligible. The administrator of Classification and Population will make appropriate movement decisions to comply with the Governor's/Pardon and Parole Board's directive.

1. The inmate's case manager will prepare the necessary transfer packet for placement and indicate there is a parole stipulation approved by the Governor/Pardon and Parole Board. The packet will be forwarded to the Population office.

2. Approvals

Any inmate approved for transfer will spend time at each progressive security level for a minimum of 30 days before beginning the community parole stipulation (i.e., a maximum-security inmate will spend 30 days each at a medium and minimum security facility before community placement).

- a. Upon successful completion at each security level, the facility will notify the parole process coordinator and submit a transfer packet to the Population office indicating the inmate has completed that level successfully and recommending the inmate move to the next lower security level. As the inmate successfully progresses from one security level to the next lower level, each facility will continue this process until the inmate begins the parole stipulation.
- b. An inmate who receives a misconduct will not be transferred without notification to the administrator of Classification and

Population or designee. In addition, the facility will notify the parole process coordinator and the Population office that the inmate has unsuccessfully completed this step-down process.

- c. If an inmate elects to waive parole after they have begun the step-down process or have reached community level, the case manager/facility will determine if the inmate is eligible for that level. If the inmate is eligible per policy, the inmate may remain at that level. If not eligible, the case manager will take the appropriate measures to return the inmate to the proper security level.

E. Additional Placement Criteria for Re-Entry (57 O.S. § 521)

1. In accordance with 57 O.S. § 521, non-violent inmates (to include all current and prior misdemeanor and felony adult and juvenile criminal history), who are not considered a risk to public safety, will be considered for transfer to community corrections when they are not less than 210 calendar days before release, regardless of security level. Other persons may be processed for assignment according to the offender's needs and security classification not more than 180 calendar days prior to release from the custody of the Oklahoma Department of Corrections.
 - a. Inmates may not have any violent disciplinary history to include the following misconducts: 01-4, 04-1, 04-2, 04-3A (prior to 9-14-89), 04-4, 04-5, 04-6, 04-7, 04-8, 04-9, 05-2, 05-4, 05-5, 06-1, or X2 through X10.
 - b. Inmates who have failed at community in the past 12 months due to Class A or Class X misconducts will not normally be considered again.
2. Placement will be subject to availability of bed space.

F. Eligibility Criteria for Work Release

1. Inmates who are assigned to a community corrections center will be placed on work release in accordance with [OP-090110](#) entitled "Work Release/Halfway House."
2. Probation or post-imprisonment supervision violators serving an intermediate revocation sanction will not normally be placed on work release.

G. Eligibility for Community Corrections

Inmates under the supervision of probation and parole, who are terminated for chronic technical violations such as curfew violations, itinerary violations, etc. or low category crimes, traffic, or misdemeanor law violations, may be

placed in community corrections if such placement provides the appropriate structure without compromising the security of the facility.

H. Domestic Abuse/Victim Protective Orders

Inmates with domestic abuse convictions and/or who have active Victim Protective Orders (VPO) will not be placed in the community where the offense occurred or where the VPO is active.

II. Disqualifying Criteria for Community Corrections (4-ACRS-5A-06, 4-ACRS-6A-11)

A. Initial Placement

Before initial placement, an inmate assigned minimum custody will be ineligible should one or more of following apply:

1. Active Class X misconduct points;
2. Active points in the escape section;
3. Community placement is precluded by other agency policy;
4. Unable to be medically cleared for community corrections placement as indicated on the "Individual Health Activity Profile (IHAP)" ([DOC 140113C](#));
5. Felony detainees including Immigration and Customs Enforcement (ICE) detainees;
6. Misdemeanor consecutive cases that may/will result in the inmate serving time in the county jail;
7. Conviction for Racketeering unless the first 50 percent of the sentence is completed; or
8. Any conviction (prior or current) for a sex offense in accordance with [OP-020307](#) entitled "Sex and Violent Crime Offender Registration" and/or a current conviction for any disqualifying "Crimes Against Children" as listed in [Attachment A](#) (attached).
9. Inmates with active felony warrants, Applications to Revoke (misdemeanor or felony), Motions to Accelerate (misdemeanor or felony), or any pending charges (misdemeanor or felony) will not be eligible for Community Corrections placement until these cases have been resolved and are no longer pending.

B. Previous Community Corrections Failures

Inmates determined to have community corrections failures, defined as a transfer from a community corrections facility to a minimum or higher

security facility for disciplinary reasons or failure in assigned programs, will be considered as follows:

1. Inmates who have two or more failures from a community corrections center or halfway house (not to include temporary placements from EMP, PPCS, GPS or probation) during this incarceration will not be considered for community placement for three years from the date of the second failure.
2. Inmates who have one failure from community corrections, excluding probation or temporary placement during this incarceration, will not return to community corrections for a period of six months.
3. If the failure was due to a misconduct for substance abuse, the inmate will be reassessed for a need in this area. If a need exists after assessment, it will be addressed prior to the inmate's return to community corrections.
4. Inmates who have an escape in the last 10 years, except those whose escape was from an early release program (PPCS/EMP/GPS) cannot be placed at community work centers or on PPWP crews.

III. Referral Packet (4-ACRS-2A-07)

Recommended transfers will be processed as follows: (4-ACRS-5A-06)

A. Packet Information

At the conclusion of the classification committee, the case manager will prepare a packet with the following information to be submitted to the case manager IV:

1. "Facility Assignment Form (FAF)" ([DOC 060204A](#));
2. "Custody Assessment Scale" ([DOC 060103A \(M\)\(F\)](#));
3. "Inmate Profile Screening Form" (OMS 0081D);
4. "Consolidated Record Card" (CRC) ([DOC 060211H](#)); - current cards front and back, all prior CRCs front only;
5. Rap Sheet (to include FBI/OSBI/NCIC/JOLTS Teletype);
6. "Individual Health Activity Profile (IHAP)" within one year ([DOC 140113C](#));
7. Any other pertinent information.

B. Inmate Packet Review

1. The facility head will review all inmates prior to placement in community corrections and sign the "Facility Assignment Form (FAF)" ([DOC 060204A](#)) and the "Custody Assessment Scale" ([DOC 060103A \(M\)\(F\)](#)). (4-ACRS-5A-06)
2. Packets on eligible inmates will be entered in (OMS) and submitted through the facility head to the Population office 20 working days before eligibility or completion of CareerTech or an approved substance abuse treatment program.
3. In instances where an inmate placed on GPS is returned to higher security or when a community corrections inmate is recommended for placement to medium security, the transfer packet will be forwarded to the appropriate divisional office for review and recommendation prior to submission to the Population office.
4. The Population office will review the packets and take appropriate action. All packet activity will be recorded in OMS. Denied packets will be recorded and returned to the facility.

IV. Considerations

A. Discrimination

Discrimination regarding assignment to community security on the basis of gender, disability, race, creed, political views or national origin is prohibited. (4-ACRS-6B-02)

B. Community Custody

All inmates assigned to community custody on the effective date of this policy will remain at their current custody level until an event occurs that indicates the inmate is no longer determined to be an acceptable risk for community custody, such as a misconduct conviction, newly issued detainer, warrant, new charges, etc. (4-ACRS-5A-06)

V. References

Policy Statement P-060100 entitled "Classification and Case Management of Inmates/Offenders"

OP-020307 entitled "Sex and Violent Crime Offender Registration"

OP-060102 (M)(F) entitled "Male/Female Initial Custody Assessment Procedures"

OP-061001 entitled "Global Position Satellite Surveillance Program"

OP-090110 entitled "Work Release/Halfway House"

47 O.S. § 11-902

57 O.S. § 510.1

57 O.S. § 521

63 O.S. § 2-401

63 O.S. § 2-415

Young v. Harper, 520 U.S. 143 (1997)

VI. Action

The appropriate division administrator and the administrator of Classification and Population are responsible for compliance with this procedure.

The chief administrator of Institutions/Community Corrections and Contract Services are responsible for the annual review and revisions.

Any exceptions to this procedure will require prior written approval from the agency director.

This procedure is effective as indicated.

Replaced: OP-060104 entitled "Community Corrections Assessment" dated March 31, 2021

Distribution: Policy and Operations Manual
Agency Website

<u>Referenced Forms</u>	<u>Title</u>	<u>Location</u>
DOC 060102A (M)(F)	"Initial Custody Assessment Scale"	OP-060102 (M)(F)
DOC 060103A (M)(F)	"Custody Assessment Scale"	OP-060103 (M)(F)
DOC 060204A	"Facility Assignment Form (FAF)"	OP-060204
DOC 060211H	"Consolidated Record Card"	OP-060211
DOC 140113C	"Individual Health Activity Profile (IHAP)"	OP-140113
OMS Form 0081D	"Inmate Profile Screening Form"	OMS Website
<u>Attachments</u>	<u>Title</u>	<u>Location</u>
Attachment A	"Crimes Against Children"	Attached
Attachment A	"Offense Severity Categories"	OP-060102 (M)(F)