

STEP-DOWN PROGRAM PHASE MATRIX

The Phase program is comprised of four phases, each with identified program components and expectations for phase advancement. While anticipated duration of components are noted for use as a guide to program delivery, components of programming and phase advancement should be based on individualized progress and acquisition of skills and knowledge.

— PHASE I —

Inmates assessed with a motivational scale overall assessment score of 35.33 or less and a score of 8 or higher on the housing assignment and step-down program evaluation form will be placed into Phase I. Criminal thinking and social functioning attributes of the inmate will be further assessed to determine components of in-cell programming and intensity of services. Phase I is delivered in four weeks.

— PHASE II —

Inmates assessed with a motivational scale overall assessment score of 35.34 or more and a score of 7 or less on the housing assignment and step-down program evaluation form will be placed into Phase II. Criminal thinking and social functioning attributes of the inmate will be further assessed to determine components of in-cell programming and intensity of services. Mid-program assessments will be administered. Results of assessments will be used to evaluate participant progress and updates to the inmate's ITP. Phase II is delivered in four weeks.

— PHASE III —

Phase III is delivered in 15 weeks and will include a minimum of 10 hours of structured activities, assignments, and out-of-cell group programming each week. Mid-program assessment results will be utilized to determine program components and intensity of services for inmates advancing from Phase II.

— PHASE IV —

Phase IV is delivered in ten weeks and will include a minimum of 10 hours of structured activities, assignments, and out of cell group programming each week. ITP progress notes and mid-assessment results evaluation will be utilized to determine program components and intensity of services for inmates advancing from Phase III. Post-programming assessment results and ITP progress notes will be used to determine program component completions.

PHASE MATRIX	PHASE I (4 Weeks)	PHASE II (4 Weeks)	PHASE III (15 Weeks)	PHASE IV (10 Weeks)
Expectations of Participants				
- Being up and dressed at established set times	✓	✓	✓	✓
- Observation of appropriate hygiene routine in accordance with OP-030501 entitled “Personal Hygiene and Appearance Code” (e.g., hair combed, teeth brushed, etc., by established times)	✓	✓	✓	✓
- Appropriate verbal interactions with staff	✓	✓	✓	✓
- Compliance with directives	✓	✓	✓	✓
- Active participation in programming	✓	✓	✓	✓
- Inmates must be in compliance with assessment for double celling as outlined in OP-030102, entitled “Inmate Housing”		✓	✓	✓
- Must participate in one out-of-cell group activity in the final week of Phase II		✓		
- Active participation in out-of-cell group activities			✓	✓
Structured Activity Program Components — Minimum of 10 hours of activities and assignments per week				
- Education programs for those inmates with an assessed need	✓	✓	✓	✓
- Getting Motivated to Change — introduction to the idea of positive life change (<i>four 2-hour lessons</i>)	✓			
- Preparing for Change — introduction to the process of self-change (<i>four 1-hour lessons</i>)	✓			
- Orientation Workbook — participants reflect on “why am I here” and other consequences of behaviors	✓			
- Interactive journaling and other in-cell assignments	✓			
- Rational Thinking — addresses antisocial attitudes, beliefs, and values (<i>sixteen 1-hour lessons</i>)		✓		
- Criminal Lifestyles — participants consider how criminal behavior develops from thinking and choices and evaluate the impact of a criminal lifestyle (<i>eighteen 1-hour lessons</i>)		✓		
- Violence Prevention — targets interventions for behavioral change (<i>six 1-hour lessons</i>)		✓		
- Communication Skills — behavior change goal setting and continuing behavior change process (<i>ten 1-hour lessons</i>)		✓		
- Lifestyle Balance — participants evaluate whether or not their lives are in balance			✓	

PHASE MATRIX	PHASE I (4 Weeks)	PHASE II (4 Weeks)	PHASE III (15 Weeks)	PHASE IV (10 Weeks)
and learn skills for making positive adjustment to key life areas (<i>eight 1-hour lessons</i>)				
- Transition — preparing for transition into general population (<i>eight 1-hour lessons</i>)			✓	
- Thinking for a Change — integrated, cognitive behavioral change program (<i>delivered in a group setting; 2 hours every other day, no more than twice a week</i>)			✓	
- Aggression Replacement Training (ART) — behavioral, cognitive, and emotional intervention for aggression; continuation/completion of programming in a group setting (<i>delivered in a group setting; 2 hours every other day, no more than 3 times a week</i>)				✓
Unstructured Activities – Minimum of 10 hours of activities per week				
- Individual recreation activities	✓	✓	✓	✓
- In-cell exercise	✓	✓	✓	✓
- Telephone in accordance with OP- 030119 entitled “Inmate Telephone Privileges”	✓	✓	✓	✓
- Leisure library	✓	✓	✓	✓
- Group recreation activities (<i>3-6 participants</i>)			✓	✓
- Out-of-cell exercise			✓	✓
Requirements for Advancement to Next Phase				
- Completion of all assigned homework and exercise activities	✓	✓	✓	
- Adherence to participant expectations	✓	✓	✓	
- Observable acquisition of knowledge and progress made toward accomplishing goals and objectives outlined in the inmate’s Interdisciplinary Treatment Plan (ITP)	✓	✓	✓	
- Phase advancement recommendation by the review team	✓	✓	✓	
- Double cell occupancy			✓	
Requirements for Program Completion				
- Completion of all assigned homework and exercise activities				✓
- Adherence to participant expectations				✓
- Observable acquisition of knowledge and progress made toward accomplishing goals and objectives outlined in the inmate’s Interdisciplinary Treatment Plan (ITP)				✓
- Double cell occupancy				✓
- Program completion recommendation by the review team				✓