

## IDAPA 06 – BOARD OF CORRECTION

### 06.02.01 – Rules Governing the Supervision of Offenders on Probation or Parole

#### **Who does this rule apply to?**

*These rules apply to the Idaho Department of Correction and to any person under the legal care, custody, supervision, or authority of the Board of Correction.*

#### **What is the purpose of this rule?**

*The purpose of this rule is to govern the supervision standards and the parameters of a matrix of swift, certain and graduated sanctions and rewards to be implemented and used by the Board and the creation and operation of a limited supervision unit.*

#### **What is the legal authority for the agency to promulgate this rule?**

*This rule implements the following statutes passed by the Idaho Legislature:*

Criminal Procedure -

Suspension of Judgment and Sentence and Parole Offenders:

- [Section 19-2601\(5\), Idaho Code](#) – Commutation, Suspension, Withholding of Sentence — Probation

State Prisons and County Jails -

State Board of Correction:

- [Section 20-212, Idaho Code](#) – Rules – Authority of the Board
- [Section 20-217A et seq, Idaho Code](#) – Appointment of Director – Salary – Powers and Duties
- [Section 20-219, Idaho Code](#) – Probation and Parole Supervision and Training – Limited Supervision – Rulemaking
- [Section 20-221, Idaho Code](#) – Modification of Terms or Conditions of Probation or Suspension of Sentence – Termination of Probation
- [Section 20-233\(2\), Idaho Code](#) – Final Discharge of Parolee – Minimum Term

#### **Who do I contact for more information on this rule?**

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## 06.02.01 – RULES GOVERNING THE SUPERVISION OF OFFENDERS ON PROBATION OR PAROLE

### 000. LEGAL AUTHORITY.

**01. Section 19-2601(5), Idaho Code.** Pursuant to Section 19-2601(5), Idaho Code, if the court places a defendant on probation to the Board of Correction the court includes in the terms and conditions of probation a requirement that the defendant enter into and comply with an agreement of supervision with the Board. (7-1-21)

**02. Section 20-212, Idaho Code.** Pursuant to Section 20-212, Idaho Code, the Board has authority to make all rules necessary to carry out the provisions of Title 20, Chapter 2, Idaho Code, not inconsistent with express statutes or the state constitution. (7-1-21)

**03. Section 20-217A, Idaho Code.** Pursuant to Section 20-217A, Idaho Code, the director has authority to assume all the authority, powers, functions and duties as may be delegated to him by the Board. (7-1-21)

**04. Section 20-219(3), Idaho Code.** Pursuant to Section 20-219(3), Idaho Code, the Board shall have the discretion to determine the level of supervision of all persons under its supervision, except those who are being supervised by problem solving courts. (7-1-21)

**05. Section 20-219(5), Idaho Code.** Pursuant to Section 20-219(5), Idaho Code, in carrying out its duty to supervise felony probationers and parolees, the Board shall use evidence-based practices, target the offender's criminal risk and need factors with appropriate supervision and intervention and focus resources on those identified by the board as moderate and high-risk offenders. Supervision shall include the use of validated risk and needs assessments measuring criminal risk factors, specific individual needs and driving variable supervision levels. (7-1-21)

**06. Section 20-219(7)(a), Idaho Code.** Pursuant to Section 20-219(7)(a), Idaho Code, the Board has authority to promulgate rules in consultation with the Supreme Court to establish a program of limited supervision for offenders who qualify addressing eligibility, risk and needs assessments, transfers among levels of supervision, and reporting to the court and the prosecuting attorney. (7-1-21)

**07. Section 20-219(7)(b), Idaho Code.** Pursuant to Section 20-219(7)(b), Idaho Code, the Board has authority to promulgate rules in consultation with the Supreme Court to establish a matrix of swift, certain and graduated sanctions and rewards to be imposed by the Board in response to corresponding violations of or compliance with the terms or conditions imposed. Sanctions for violations include, but are not limited to, community service, increased reporting, curfew, submission to substance use assessment, monitoring or treatment, submission to cognitive behavioral treatment, submission to an educational or vocational skills development program, submission to a period of confinement in a local correctional facility for not more than three (3) consecutive days and house arrest. Rewards for compliance include but are not limited to, decreased reporting and transfer to limited supervision. (7-1-21)

**08. Section 20-233(2), Idaho Code.** Pursuant to Section 20-233(2), Idaho Code, the Board may submit a request to the Commission for a final order of discharge from the remaining period of parole for any parolee under the Board's supervision at any time during the period of parole. (7-1-21)

### 001. SCOPE.

These rules are established to govern the supervision standards and the parameters of a matrix of swift, certain and graduated sanctions and rewards to be implemented and used by the Board and the creation and operation of a limited supervision unit. (7-1-21)

### 002. ADMINISTRATIVE APPEALS.

Pursuant to Section 20-212(1), Idaho Code, the Board is exempt from all provisions of Chapter 52, Title 67, Idaho Code, except as specifically noted therein so there is no provision for administrative appeal. (7-1-21)

### 003. -- 009. (RESERVED)

### 010. DEFINITIONS.

**01. Agreement of Supervision.** A written agreement prepared by the Department for each offender under supervision by the Board that sets forth in language that is clear and easy to understand the specific acts that an offender must do, or must not do, while on probation or parole including compliance with the terms and conditions of probation or parole. (7-1-21)

- 02. Assessment of Potential to Re-Offend.** Use of an actuarial instrument that has been validated in Idaho to determine the likelihood of an offender engaging in future criminal behavior, measure criminal risk factors, and define specific individual needs. (7-1-21)
- 03. Board.** The State Board of Correction. (7-1-21)
- 04. Commission.** The Commission of Pardons and Parole. The decision-making body that has the authority to grant, revoke, reinstate, or refuse parole. The Commission of Pardons and Parole is commonly referred to as the Parole Commission. (7-1-21)
- 05. Department.** The Idaho Department of Correction. (7-1-21)
- 06. Director.** The director of the Idaho Department of Correction. (7-1-21)
- 07. Discretionary Jail Time.** A suspended jail sentence imposed as a condition of probation, to be used by the probation officer in increments not to exceed forty-eight (48) hours without prior court approval or as approved by the court. (7-1-21)
- 08. Division.** The Idaho Department of Correction, Division of Probation and Parole. (7-1-21)
- 09. Idaho Response Matrix.** A matrix of graduated sanctions and rewards established by the Board in consultation with the Supreme Court that provides for responding swiftly and certainly to offender violations or compliance with the terms and conditions of probation or parole imposed by the court or the Commission and the Agreement of Supervision with the intent to promote long-term behavioral change. (7-1-21)
- 10. Legal and Financial Obligation.** An obligation owed by an offender that was incurred or imposed as a result of the commission of a criminal offense. Includes court costs, fines, fees, cost of supervision and restitution. (7-1-21)
- 11. Offender.** A probationer or parolee under the legal care, custody, supervision, or authority of the Board, including a person within or outside of the state of Idaho pursuant to an agreement with another state or contractor. (7-1-21)
- 12. Parolee.** A person who: (7-1-21)
- a.** Has been released from a facility by the Commission prior to the completion of his sentence; (7-1-21)
  - b.** Agrees to comply with certain conditions established by the Commission; and (7-1-21)
  - c.** Remains under the supervision of a PPO for the established period of parole. (7-1-21)
- 13. Probationer.** A person who is permitted by the court to continue to live and work in the community while being supervised by the Board under the terms and conditions ordered by the court and the agreement of supervision for an established period of time rather than being held in prison. (7-1-21)
- 14. Reward.** An incentive used to acknowledge an offender's compliance with terms and conditions of probation or parole, the agreement of supervision, the offender management plan or other prosocial behavior. (7-1-21)
- 15. Sanction.** A sanction is a response identified in the Idaho Response Matrix (IRM) to be implemented by the PPO to respond to offender behavior that is contrary to the terms and conditions of probation or parole set by the court or Commission or the agreement of supervision. (7-1-21)
- 16. Terms and Conditions of Probation or Parole.** The specific terms and requirements, including special terms and conditions, ordered by the court or Commission in the case of a particular offender. (7-1-21)

**17. Violent Misdemeanor.** Any misdemeanor offense that includes, as an element of the offense or as part of the underlying facts: (7-1-21)

- a.** Physical contact with, or injury to, the person of another; or (7-1-21)
- b.** The use of a weapon to cause or threaten harm to another. (7-1-21)

**011. ABBREVIATIONS.**

- 01. AOS.** Agreement of Supervision. (7-1-21)
- 02. PPO.** Probation and Parole Officer. (7-1-21)
- 03. IRM.** The Idaho Response Matrix. (7-1-21)
- 04. LSU.** Limited Supervision Unit. (7-1-21)

**012. GENERAL SUPERVISION**

**01. Responding to Non-Compliant Behaviors.** (7-1-21)

**a.** All alleged violations of the terms and conditions of probation or parole and the AOS that require investigation are investigated and documented within the time limits established by Department policy. (7-1-21)

**b.** A report will be sent to the court or Commission any time that discretionary jail time is imposed. (7-1-21)

**c.** Non-compliant behaviors that require a report to the court, prosecuting attorney, or Commission under the terms of the IRM will be reported within the time limits established by Department policy. (7-1-21)

**02. Encouraging Compliant Behaviors.** (7-1-21)

**a.** The PPOs will assess an offender's readiness for change regarding the identified needs of the offender throughout the period of supervision. (7-1-21)

**b.** When the PPO observes or is made aware of the offender's efforts at prevention of non-compliance with conditions of supervision, or the offender is making progress on targeted behaviors the PPO will promptly provide a reward. Responses available to the PPO to address desired behavior are included in the IRM. (7-1-21)

**03. Agreement of Supervision.** The AOS developed by the Department will include in non-technical language the specific behavioral restrictions and requirements for the offender, including compliance with the terms and conditions of probation or parole. The Department shall require the AOS and IRM are reviewed with each offender under the supervision of the Board and require each offender to sign the AOS. (7-1-21)

**04. Assessment of Potential to Re-Offend.** The Department shall require the use of a validated actuarial assessment to determine the potential to re-offend and needs of each offender under the Department's supervision. The policy shall require assessments be performed upon intake for all offenders and at least annually thereafter for offenders whose most recent assessment score is in the moderate or high range of risk to re-offend. All offenders shall be re-assessed after a significant incident that indicates re-assessment should take place e.g. the filing of a special progress report or a probation or parole violation. (7-1-21)

**05. Reentry Plan.** The Department shall establish policies requiring that requires PPOs to review all actuarial assessments of the potential to re-offend and needs of each offender under the PPOs' supervision. PPO's will use the information to develop an OMP with the offender to establish goals and behaviors that will address the offender's identified needs and encourage compliance with the terms and conditions of probation or parole. (7-1-21)

**06. Search of Home, Vehicle, and Property.** Any person who resides with an offender under the supervision of the Department while on probation or parole or an offender released on furlough shall have the person's home, vehicle and property, both personal and real, subject to search by a probation and parole officer at reasonable times and in a reasonable manner to extent that the home, vehicle and property are accessible to the offender. The officer shall not need a warrant, reasonable suspicion, or probable cause. (7-1-21)

**07. Visits at Place of Employment.** Any person who employs an offender under the supervision of the Department while on probation or parole, an offender housed in a community reentry center, or an offender released on furlough shall have the offender's designated work areas subject to inspection by a probation and parole officer at reasonable times and in a reasonable manner. The officer shall not need a warrant, reasonable suspicion, or probable cause. (7-1-21)

**013. USE OF IRM.**

Supervision of Offenders. The Department shall utilize the Idaho Response Matrix (IRM) set forth in Appendix 1 to impose sanctions and rewards in response to an offender's compliance or non-compliance with the terms and conditions of probation or parole imposed by the court, the Commission, or in the AOS. (7-1-21)

**014. ESTABLISHMENT OF LSU.**

The Department shall establish a LSU and will monitor unit success, offender compliance, and oversee caseload and supervision activities. (7-1-21)

**01. Transfer to LSU.** (7-1-21)

**a. Qualifying Factors.** Supervisors will review District staff recommendations for transfer to the LSU. Qualifying Factors. Consideration for transfer to the LSU unit will be based on the following factors: (7-1-21)

i. Validated Assessment of Potential to Re-Offend. The LSU candidate shall have their potential for re-offense and needs determined through a validated actuarial assessment. To qualify for assignment to the LSU, candidate scores on the risk and needs assessment must be at or below the "low" potential to re-offend level with no increase in risk level for at least ninety (90) days during active supervision immediately prior to transfer, or at or below the "moderate" potential to re-offend level with no increase in risk level for at least three hundred sixty (360) days during active supervision immediately prior to transfer. (7-1-21)

ii. Income and Employment Status. The LSU candidate must have verified full-time employment of at least thirty-two (32) hours per week, or be a full-time student, or have adequate lawful income from non-employment sources including retirement, spousal or child support, student financial aid, disability income or SSI. (7-1-21)

iii. Drug Screening. If the LSU candidate is being supervised at moderate risk or lower they must establish a documented history of negative results on urine sample analyses for banned substances for a period of ninety (90) days before being a candidate for the LSU. Drug screening may be waived for a LSU candidate with a lack of history of drug or alcohol abuse or due to prior supervision at a low risk level of more than one (1) year. (7-1-21)

iv. Legal and Financial Obligations. The LSU candidate must have paid all LFOs in full as directed or have established a record of actively making payments on all outstanding LFOs. (7-1-21)

v. Court Ordered Jail Time and Community Service. The LSU candidate must have established a record of progress toward successful completion of all court ordered obligations for local incarceration and community service. (7-1-21)

vi. Special Terms and Conditions Imposed by Court or Commission. The LSU candidate must have completed or be in compliance with all of the special terms and conditions of probation or parole ordered by the court or the Commission. (7-1-21)

**b. Disqualifying Factors.** The following factors disqualify an offender from being considered a candidate for transfer to the limited supervision unit: (7-1-21)

- i. Additional offenses: (7-1-21)
  - (1) Conviction of a new felony while on active probation or parole in the past twenty-four (24) months; (7-1-21)  
or
  - (2) Conviction of a violent misdemeanor in the past twelve (12) months; or (7-1-21)
  - (3) Conviction of a misdemeanor DUI offense in the past twelve (12) months. (7-1-21)
- ii. Violation in the past twelve (12) months of a term or condition of probation or parole imposed by the court or the Commission resulting in a Level 3 sanction. (7-1-21)
- iii. Interlock Device. Any indicator of alcohol use from the state approved ignition interlock system within the past twelve (12) months. (7-1-21)
- iv. No Contact Orders and Civil Protection Orders. The LSU candidate is the respondent in an active No Contact Order or Civil Protection Order. The disqualifying order must be independent of terms and conditions of probation or parole and violation of the order must subject the offender to arrest and potential punishment under Section 18-920 or 39-6312, Idaho Code. (7-1-21)
- c. Consideration of Court or Commission Recommendations for Assignment to LSU. The Department will review all recommendations received at any time from the sentencing court or the Commission for assignment of an offender to the LSU and will advise the court and prosecuting attorney or Commission of its decision on such recommendation. (7-1-21)
- d. Parolee Meeting Early Discharge Criteria. Without regard to the qualifying and disqualifying factors set forth in Subsections 014.01.a. and 01.b., a parolee who has been denied early discharge by the Commission will be eligible for referral to the LSU. (7-1-21)
- 02. Monitoring and Compliance.** (7-1-21)
  - a. Offenders must report on a regular basis (7-1-21)
  - b. The PPO or designee must monitor for adherence to offender's condition of supervision to include, but not limited to, searching for the following: (7-1-21)
    - i. New criminal case filings; (7-1-21)
    - ii. Status of legal and financial obligations; or (7-1-21)
    - iii. Warrants. (7-1-21)
- 03. Removal from LSU Unit.** The Department may in its discretion remove the offender from the LSU unit and assign the offender to a higher level of supervision. (7-1-21)
- 015. -- 999. (RESERVED)**

**SEE NEXT TWO PAGES FOR RESPONSE MATRIX / CHART**  
**(APPENDIX 1)**

Response Matrix			Response Chart Key:		Low Magnitude 1	Moderate Magnitude 2	High Magnitude 3	Parolee Specific P	DUI	Domestic Violence	Sex Offender
Reward	Desired behaviors	Conditions	Event	Low risk	Moderate risk	High risk	90/180	DUI	DV	SO	
1	1	1	No violations since last contact (review at every contact)	Obey all laws	Confirmed unlawful activities	1	1	2	Align w/risk	Plus 1 (when related to substance use or operation of a motor vehicle)	Plus 1 (for violent/DV behavior related to sex offenses)
1	1	2	No violations for last 3 months (review at every contact)	Report any contact/detention with law enforcement	Charge for new crimes (misdemeanor)	2	2	2	PV		
1	1	1	Reports all LE contacts	Do not possess any firearms/weapons	Repeated contact with LE for citable offenses	2	2	3	Align w/risk		
1	1	1	Reports all LE contacts	Do not possess any firearms/weapons	Fail to report LE contact within 24 hours and/or fail to disclose to LE that on supervision	1	1	1	Align w/risk		
1	1	2	Demonstrates cooperation and engagement to support supervision	Searches and seizures	Possession of firearm	PV	PV	PV	PV		
1	1	2	Positive decision making	Searches and seizures	Possession of dangerous weapon used or intended to be used for other than normal or usual purposes	3	3	3	90 day		
1	1	1	On time for all meetings	Report as directed to meet with PPO	Failure to allow PPO or any LE officer to perform search of person, residence or vehicle	3	3	3	Align w/risk		
1	1	2	Open communication with PPO (provides information openly and willingly)	Travel without permission	Deliberate failure to report to PPO (avoiding supervision)	2	2	2			
1	1	1	Provides and follows schedules	Travel without permission	Late or missed meeting	1	1	1			
1	1	2	Prosocial activities	Obey curfew	Absconding	PV	PV	PV	180 day		
1	2	2	Identifies risk/problems with PPO	Cooperate with lawful requests of PPO	Leave district without permission	1	1	2			
2	2	3	Evidence of positive lifestyle changes	Confidential informant	Leave state without permission	2	2	3			
1	2	2	Appropriate peers and activities (gains new prosocial peers)	Obtain and comply with evaluation and program plan as directed by court or PPO	Failure to obtain or abide by travel permit conditions	2	2	2			
1	1	1	Attends support groups	Obtain and comply with evaluation and program plan as directed by court or PPO	Failure to follow case plan elements related to conditions/agreement of supervision	1	1	1	Align w/risk		
1	1	2	Seeks appropriate residence and roommates	Obtain and comply with evaluation and program plan as directed by court or PPO	Act as a CI, except as allowed by IDOC policy and with consent of the court and IDOC	2	2	2			
1	1	1	Informs and educates family/roommates	Obtain and comply with evaluation and program plan as directed by court or PPO	Failure to meaningfully participate in criminogenic specific programming	1	2	2			
2	2	2	Steady employment	Maintain or actively seek full time employment or approved educational alternative/educational training	Association with known felon without PPO permission	1	1	1			Plus 1 (assn. w/individuals convicted of sex offenses)
1	2	2	Progress in program/education	Obtain GED/HSE	Association with individuals involved in criminal activity	2	2	2			Align w/risk
1	1	1	Provides documentation	Obtain and comply with evaluation and program plan as directed by court or PPO	Association with active gang members	2	2	3			Align w/risk
1	1	2	Clear UAs	Obtain and comply with evaluation and program plan as directed by court or PPO	No contact with victim without permission	Any contact with victim/NCO without permission by PPO and court	2	2	2		Plus 1
2	2	2	Admits or discloses to AOD use (prior to testing)	Engage in treatment and counseling	Failure to complete evaluation as directed	1	1	1			Plus 1 (DV eval)
2	2	2	Evidence of recovery oriented lifestyle	Engage in treatment and counseling	Failure to meaningfully participate in treatment, counseling, or other programs as directed	1	1	2			Plus 1 (DV Treatment)
1	1	2	Completes evaluation/positive participation in treatment program	Engage in treatment and counseling	Failure to meaningfully participate in treatment, counseling, or other programs as directed	1	2	2			Align w/risk
2	3	3	Completion of treatment program	No controlled substances	Misuse of prescription	2	2	2			Plus 1 (based on LS/DV eval)
2	3	3	Completion of treatment program	No alcohol	Possession of illegal substances or controlled substances w/o prescription	2	3	3			Plus 1 (based on LS/DV eval)
2	3	3	Completion of treatment program	No alcohol	Purchase, possession or consume alcohol in any form	1	2	2			Plus 1 (based on LS/DV eval)
2	3	3	Completion of treatment program	No alcohol	Enter any establishment where alcohol is primary source of income	1	2	2			Plus 1 (based on LS/DV eval)
2	3	3	Completion of treatment program	Substance abuse testing	Failure to submit to testing/positive test (includes testing through interlock, SCRAM, TAD or other remote testing device)	2	2	2			Plus 1 (based on LS/DV eval)
1	1	1	Open communication with agent/provider	Obtain and comply with evaluation and program plan as directed by IDOC agent	Failure to comply with job search/GED/HSE/vocational training	1	1	1			Align w/risk
1	1	2	Positive participation in treatment program	Engage in treatment and counseling	Failure to meaningfully participate in and successfully complete programs as directed	1	1	2			Align w/risk
2	3	3	Completion of treatment program	Engage in treatment and counseling	Failure to complete evaluation as directed	1	2	2			Plus 1
1	1	2	Stable living environment	Residence	Failure to attend program or treatment	1	1	2			Plus 1 (based on LS/DV eval)
1	1	2	Seeks appropriate residence and roommates	Residence	Failure to meaningfully participate in treatment, counseling, or other programs as directed	1	2	2			Plus 1 (based on LS/DV eval)
1	1	1	Disclosed risks for residence verification (pets, visitors, etc.)	Residence	Failure to meaningfully participate in treatment, counseling, or other programs as directed	1	1	2			Plus 1 (based on LS/DV eval)
1	1	1	All payments current	Cost of supervision	Failure to submit to testing/positive test (includes testing through interlock, SCRAM, TAD or other remote testing device)	2	2	2			Plus 1 (based on LS/DV eval)
1	2	2	Demonstrates planning and budgeting	Court ordered financial obligations	Failure to meaningfully participate in treatment, counseling, or other programs as directed	1	1	2			Align w/risk
1	2	2	Demonstrates planning and budgeting	Court ordered financial obligations	Failure to pay all court costs and fines as directed.	1	1	1			Align w/risk
1	2	2	Demonstrates planning and budgeting	Court ordered financial obligations	Failure to pay restitution as directed.	2	2	2			Align w/risk
SEX OFFENDER SPECIFIC BEHAVIOR (in addition to all other conditions) NOTE: Sex offender risk considers results from the STATIC 99/STABLE assessment											
2	2	2	Evidence of recovery oriented lifestyle	Testing	Failure to submit to polygraph and/or plethymograph as directed.	2	2	3			NA
2	2	2	Evidence of recovery oriented lifestyle	Treatment	Failure to comply with activity request procedures while in active treatment.	2	2	3			NA
1	1	2	Positive participation in treatment program	Treatment	Failure to meaningfully participate in criminogenic specific programming	1	2	3			Align w/risk
1	1	2	Positive participation in treatment program	Relationships	Failure to complete evaluation as directed	1	2	3			Align w/risk
1	1	2	Positive participation in treatment program	Contact with minors	Entering into a dating, romantic, or sexual relationship without PPO and treatment provider consent	1	2	3			Align w/risk
1	2	3	Prosocial Activities	Possession/exposure to sexually stimulating materials	Contact with any minor child under the age of 18 without approved chaperone	2	2	3			Align w/risk
1	2	3	Prosocial Activities	Engaging in sexually deviant behavior	Frequent establishments where pornographic materials are the main source of income	2	2	3			Align w/risk
1	2	3	Prosocial Activities	Engaging in sexually deviant behavior	Possession of pornographic material	2	2	3			Align w/risk
1	2	3	Prosocial Activities	Engaging in sexually deviant behavior	Viewing of pornographic material	2	2	3			Align w/risk
1	2	3	Prosocial Activities	Engaging in sexually deviant behavior	Participating in phone sex, cross dressing, voyeurism, exhibitionism, public masturbation, frotage, sado masochistic behavior or bestiality	3	3	3			Align w/risk
1	2	3	Prosocial Activities	Engaging in sexually deviant behavior	Accessing the internet via computer, laptop, telephone, or other electronic device without permission from PPO	2	2	3			Align w/risk
1	2	3	Prosocial Activities	Engaging in sexually deviant behavior	Possessing password protected files including social media files, email, and dating site files.	1	2	3			Align w/risk
1	2	3	Prosocial Activities	Engaging in sexually deviant behavior	Frequenting or loitering in places where minors congregate.	2	2	3			Align w/risk
1	2	3	Prosocial Activities	Engaging in sexually deviant behavior	Living near schools or licensed daycares.	2	2	3			Align w/risk
Conditions set by the courts and parole commission to address specific criminal offenses				Special conditions	Failure to comply with special conditions	Use appropriate matrix response + 1 to increase magnitude of response. If not in Matrix respond with report.					
Reporting Requirements: 1) Any level 3 response; 2) new felony or serious misdemeanor (DUI/DV/Violence based on circumstances); 3, 9 or more violation points within a six month period.											
Repeated noncompliance with the same condition results in graduating the response by one level											



Response Chart						
Rewards			M a g n i t u d e  I n c r e a s e s	Sanctions		
Level 1	Level 2	Level 3		Level 1	Level 2	Level 3
Verbal Recognition	Mitigate sanction 1 level (positive behavior arising from violation behavior)	Place on Online Reporting	Verbal warning	Noncompliance letter	Special progress report/warning letter	
	Clean UA certificate	Court/Commission recognition		Domain/Behavior Specific Programing	Electronic Monitoring	
Certificate of completion	Good conduct ticket/token (x2)	Reduce supervision level / refer to LSU (reassess to classify by risk)	Skills Practice with PPO	Increase level of supervision (increase reporting/testing for 30, 60, 90 days)	DJT (less than 48 hours)	
Good conduct ticket/token	DM written recognition	Request modification of appropriate condition	Written Assignment (Thinking Report, letter of apology, or other report)	Community Service (when ordered)	Request additional/more restrictive conditions from court(review	
Impromptu call to recognize good conduct			Increase reporting/testing for week		Sheriff's Inmate Labor Detail (if available in jurisdiction)	
Approve travel request (in state)	Termination of consequence	Request early discharge (for appropriate offenders)	Recovery Planning	Restrictive Curfew	DJT (48 hours or more)	
PPO written recognition	Adjust curfew		Travel Restrictions (no out of district/out of state)			
Mitigate sanction 1 level (positive behavior arising concurrent with non-compliant behavior)	Reduce reporting requirements		Directed Action Planning (behavior contract)	House Restriction	In custody (IDOC) programing (request to modify terms and conditions/impose suspended)	
	Consider request to modify association restrictions		Suspend Online Reporting	Special progress report/warning letter	Report of violation- No arrest	
	Enhanced Travel request (out of state)		Association restrictions	Request additional/more restrictive conditions from court (review hearing)/Board		
	Place on Online Reporting		PPO/ Provider/ Offender status meeting	Electronic Monitoring	Report of violation- Arrest	
	Ticket/Token exchange (special reward in exchange for earned tickets)		Domain/Behavior Specific programing	DJT (less than 48 hours)		

Choosing a response: 1) Consider protective factors; 2) Do not mix higher risk offenders with lower risk offenders; 3) Individualize response based upon what is meaningful (as a reward or sanction) to the offender.

When responding to multiple behaviors, the level shall correspond to the most serious behavior. The PPO may select more than one reward or sanction from the same level or a lower level to respond to multiple behaviors. Use of multiple lower level responses cannot be substituted for a higher level response.