

MICHIGAN DEPARTMENT OF CORRECTIONS POLICY DIRECTIVE		EFFECTIVE DATE 07/27/2020	NUMBER 06.05.131
SUBJECT OFFENDER PROGRAMMING AND REFERRALS		SUPERSEDES NEW	
		AUTHORITY MCL 791.223, MCL 791.231	
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POLICY STATEMENT:

To provide Field Operations Administration (FOA) staff with guidance on accessing resources, programming, and support services that aid in the supervision of probationers and parolees and contribute to offender success.

POLICY:

- A. Agents are expected to refer offenders to available programs and community resources including, but not limited to, substance abuse services, mental health clinics, employment placement agencies and shelters, as appropriate, to meet individual offender needs. Field Supervisors shall ensure Agents routinely and appropriately use programs and community resources in their supervision of offenders.
- B. To ensure proper referrals are made according to individual offender needs, Agents shall have working knowledge of the resources available and the referral process.
- C. Agents shall ensure that offender needs are assessed through completion of a Correctional Offender Management Profiling for Alternative Sanctions (COMPAS) and addressed through the accompanying Case Plan. Agents shall also consider programming needs based on conditions of parole imposed by the Parole Board and conditions of probation imposed by the sentencing court.
- D. In referring offenders to programs, Agents shall give priority to programs contracted by the Bureau Health Care Services (BHCS), Office of Community Corrections (OCC), or Offender Success Administrative Agencies (OSAA), with a focus on the following areas:
 - 1. Vocational: Job placement, job training, and employability skills development.
 - 2. Substance Use: Screening and assessment for the appropriate level of services.
 - 3. Academic: Community College and University, adult education, vocation and trade schools, GED, and continuing education programs.
 - 4. Mental Health: Evaluation and testing, individual and group therapy, sex offender therapy, trauma-focused treatment, gender-specific cognitive behavioral programs, special needs offenders, and family counseling service.
 - 5. Emergency Services: Programs that provide food, shelter, clothing and medical services on a temporary basis.
 - 6. Community Service Work: Agencies that provide referral services or are direct providers.
 - 7. Residential Programs: Including Offenders Success transitional housing and Probation Residential Services.
 - 8. Social Support Services: Financial management, daily living skills, and purchase of service agencies (e.g., funds for haircuts, transportation).
- E. To ensure Agents are immediately aware of local Community Corrections Advisory Board (CCAB) programs funded by OCC, FOA's representative to the local CCAB is responsible to promptly

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communicate program funding decisions to staff. Conversely, the local representative is charged with informing the CCAB of the effectiveness of funded programs and advise the CCAB of the Departments future program needs. If FOA is not represented on the local CCAB, Supervisors or designated Agents are to attend meetings and communicate program funding decisions to staff where practical. In addition, for OSAA programs FOA's Steering Team Co-Chair will be responsible for developing regional solutions to achieve public safety through offender success.

- F. FOA representatives to the CCAB shall also inform staff of the offender target population for CCAB funded programs. Agents shall give targeted offenders prompt consideration for appropriate participation in prison and jail diversion alternative programs when making sentencing and probation/parole violation recommendations.

PROCEDURES

- G. If necessary, to implement requirements set forth in this policy directive, the FOA Deputy Director shall ensure that procedures are developed or updated.

AUDIT ELEMENTS

- H. A Primary Audit Elements List has been developed and is available on the Department's Document Access System to assist with self-audit of this policy pursuant to PD 01.05.100 "Self-Audits and Performance Audits."

APPROVED: HEW 06/13/2020