

Sixth District Department of Correctional Services POLICY	Issue Date 11/01/91	Effective Date 05/10/19	Policy Number 2511-19
Subject PROGRAM SERVICES		Review Month December	Author 0111 (SBL)
Rescinds 1311-13; 1411-94; 1511-13	References WROWI-09; IAC 201-43;44;47		

POLICY:

In addition to providing supervision and security, the program offers a variety of services designed to facilitate successful resident adjustment.

PROCEDURE:

1. The program provides the following basic services:
 - A. Shelter;
 - B. Dining Room facilities and food access;
 - C. Assessment and referral for treatment;
 - D. Employment assistance;
 - E. Social/recreational/leisure time activities.
 - F. A directory of community agencies;
 - G. A case plan or another means approved by the judicial district to document offenders' progress according to District policy;
 - H. Gradual increased responsibilities in the community prior to release, depending on his or her ability to accept responsibility;
 - I. Access to the telephone to make both personal and program related calls. This may be a pay phone. There is written policies specifying the hours the telephone is available and any limitations regarding the length of calls. Offenders who have disabilities, or wish to communicate in such a manner are provided information as to where they can access TDD equipment.

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PROCEDURE: (continued)

2. The staff initiates referrals, when needed and available, for the following supportive services:
 - A. Specialized counseling/training;
 - B. Assistance with special problems;
 - C. Medical services;
 - D. Mental health services;
 - E. Vocational evaluation and training;
 - F. Educational Services;
 - G. Social/recreational/leisure time activities.
3. The program documents that all residents are notified of program rules and possible disciplinary actions.
4. Residents have access to staff at all times.

BY ORDER OF:

Bruce Vander Sanden, District Director