

STATE OF OHIO



DEPARTMENT OF REHABILITATION
AND CORRECTION

SUBJECT: Offender Services Needs and Programming	PAGE <u>1</u> OF <u>3</u>
	NUMBER: 103-SPS-03
RULE/CODE REFERENCE:	SUPERSEDES: 103-SPS-03 dated 02/05/14
RELATED ACA STANDARDS: 4-APPFS-1A-03; 4-APPFS-2C-05; 4-APPFS-2D-01 thru 2D-03	EFFECTIVE DATE: January 2, 2015
	APPROVED: 

I. AUTHORITY

This policy is issued in compliance with Ohio Revised Code 5120.01 which delegates to the Director of the Department of Rehabilitation and Correction the authority to manage and direct the total operations of the Department and to establish such rules and regulations as the Director prescribes.

II. PURPOSE

The purpose of this policy is to set forth procedures for identifying, utilizing, monitoring, and evaluating the community resources which provide services to offenders under the supervision of the Adult Parole Authority.

III. APPLICABILITY

This policy applies to all employees of the Division of Parole and Community Services and the Office of Correctional Health Care.

IV. DEFINITIONS

Ancillary Services - Those services that are not provided by the Office of Correctional Health Care for formal Recovery Services and Offender Services Network treatment activities.

Offender Services Network (OSN) – APA and Office of Correctional Health Care staff that provide direct services to offenders and facilitate linkages between community service providers, APA field staff and prison providers.

Ohio Risk Assessment System (ORAS) - A collection of risk and needs assessment tools to accurately determine the risk of Ohio offenders.

IV. POLICY

It is the policy of the Ohio Department of Rehabilitation and Correction that the Offender Services Network and Office of Correctional Healthcare staff identifies and develops resources within the

community to ensure that offenders have services available to them upon release. In the event community resources are not available, the APA may sponsor interventions to meet this need.

V. PROCEDURES

- A. Services developed and made available by offender services personnel may include, but are not limited to, the following: substance abuse counseling, mental health counseling, sex offender programming, anger management, parenting classes, support groups (i.e. Narcotics Anonymous, etc.) GED programs, financial management and assistance, day reporting, employment and job training programs, clothing, shelter/housing options, and other social service options (i.e. Social Security, Medicare, etc.). This may include the use of community resources and/or interventions developed and delivered by trained APA and/ or Office of Correctional Healthcare staff.
- B. The Adult Parole Authority shall appropriately select and refer offenders, including special needs offenders, for programming to various community resources or to APA sponsored interventions. The APA shall seek to ensure that all offenders have equal access to programming.
1. Assessment and Identification of Available Community Services
 - a. The Offender Services Network (OSN) staff shall seek and develop resources within the community.
 - b. Offender Services Network staff shall meet regularly with community resource agencies to develop services for offenders and maintain a record of the contact with the community resource agency.
 - c. In order to ensure that all APA staff has knowledge of resources available to them in the community, the Offender Services Network, Reentry Coordinator shall maintain a directory and update when necessary. This directory shall be reviewed at least annually by their immediate supervisor.
 2. Reentry Approval Process

Identified community agencies, in conjunction with OSN staff, shall complete the necessary Community Reentry Program Partnership Request (DRC4380) available on the DRC internet at http://www.drc.ohio.gov/web/reentry_program_partnership.htm to become reentry approved with DRC in accordance with Department Policy 02-REN-02, Reentry Programs.
 3. Reentry approved programs shall be developed and monitored by the Office of Correctional Healthcare in all specialty areas to include at a minimum mental health, sex offender, and Recovery Services.
- C. Program/Intervention Assessment
1. When agencies are identified that fail to provide adequate services to the offender population, appropriate staff from the Offender Services Network and Office of

Correctional Healthcare shall work with the community resource agency to identify issues and improve services.

2. Interventions that are delivered by APA and / or Office of Correctional Healthcare staff in the field shall be approved by the Regional Director/designee and shall be consistent with research and evidence-based practices. No field staff, including OSN staff, shall be permitted to facilitate an intervention without proper training, supervision, and monitoring.
 3. At the completion of APA sponsored program/ interventions, APA staff shall review and document the offender's supervision status to ensure that any further needs are addressed.
- D. Offender's who meet the following criteria shall be eligible for Thinking for a Change referral.
1. Offenders who are screened with ORAS and score the below are eligible
 - a. Score a moderate or high in Criminal History section
 - b. Score a moderate or high in Peer Associations
 - c. Score a moderate or high in Criminal Attitudes and Behavior Patterns
 2. Offenders who are sanctioned by a hearing officer
 3. Other offenders as approved by unit supervisor and Thinking for a Change facilitator.
- E. Judicial Request for Available Community Sanctions

If a court is sentencing an offender for a non-violent felony of the fourth or fifth degree and believes no community control sanctions are available for its use that adequately fulfill the overriding principles and purpose of sentencing, the statute directs the court to contact DRC. DRC shall provide the court with the names of contact information for and the program details of one or more community control sanctions lasting for a combined total of at least one year in duration. DRC shall provide the possible sanctions within ten (10) business days after receiving the request from a court.

1. The Judicial Request for Available Community Sanction (DRC2599) and any supplemental information (i.e. PSI, criminal history, etc) provided by the court are to be submitted via email to the DRC.JudicialRequest@odrc.state.oh.us email address.
2. The Reentry Coordinator shall be responsible for monitoring the incoming emails and providing a response to any court falling into their area of responsibility.
3. The Reentry Coordinator shall document information in the Central Application System.

Related Department Forms:

Judicial Request for Available Community Sanctions
Community Reentry Program Partnership Request

DRC2599
DRC4380