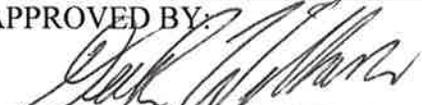


**STATE OF ALASKA  
DEPARTMENT OF CORRECTIONS**



**POLICIES & PROCEDURES**

<b>SECTION:</b> Pretrial Enforcement		<b>PAGE:</b> Page 1 of 3
<b>CHAPTER:</b> 1350	<b>NUMBER:</b> 1350.09	<b>P&amp;P TYPE:</b> Public
<b>TITLE:</b> Concurrent And Courtesy Supervision		
<b>APPROVED BY:</b>  Dean R. Williams, Commissioner		<b>DATE:</b> 04/12/18
<b>ATTACHMENTS / FORMS:</b> (None.)		<b>AUTHORITY / REFERENCES:</b> 22 AAC 05.155                      AS 33.30.011 AS 33.05.010                      AS 33.30.021 AS 33.07.010-030                AS 44.28.030 AS 33.16.180                      DOC P&P 1350.01

**POLICY:**

- I. It is the policy of the Department of Corrections (DOC) that if a pretrial defendant is also on probation and / or parole supervision, the two (2) DOC divisions shall work together to accomplish supervision to promote positive outcomes. Division of Probation and Parole (DPP) and Pretrial Enforcement Division (PED) officers will work together in the spirit of mutual cooperation to accomplish the mission of the Department.
- II. It is the policy of the Department that in rural communities where only one (1) division has staff and the other division does not; the division that has staff in the community may provide supervision assistance to the other division.

**APPLICATION:**

This policy and procedure will apply to all Department employees.

**DEFINITIONS:**

As used in this policy, the following definitions shall apply:

**Case Management:**

The comprehensive management which may include the supervision and documentation of any actions or requirements related to a case. Examples of case management activities may include, but are not limited to:

- Field and office contacts.
- Ensuring supervision standards are met.
- Drug / alcohol testing.
- Referrals to treatment.
- All case documentation.

**Concurrent Supervision:**

When an individual is subject to multiple supervision statuses at the same time.

<b>SUPERCEDES POLICY DATED:</b>	<b>N / A</b>
<b>THIS POLICY NEXT DUE FOR REVIEW ON:</b>	<b>04/12/23</b>

SECTION: <b>Pretrial Enforcement</b>		PAGE: Page 2 of 3
CHAPTER: <b>1350</b>	NUMBER: <b>1350.09</b>	P&P TYPE: <b>Public</b>
TITLE: <b>Concurrent And Courtesy Supervision</b>		

**Violation Of Condition Of Release (VCOR):**

A violation of a court-ordered condition of release, which the pretrial Enforcement Division (PED) reports to the court and for which sanctions may be imposed by the court. Violations may include, but are not limited to: positive drug tests; tampering with substance abuse testing; failing to report for substance abuse testing; failing to appear for Pretrial Officer contacts; failing to abide by a curfew or EM program requirements; and engaging in a new criminal activity. Violations of conditions of release result in a new criminal charge and officers file criminal complaints in these matters.

**PROCEDURES:**

I. Concurrent Supervision:

A. When a pretrial defendant is also on probation and / or parole the officers assigned to supervise the offender shall coordinate with one another and develop strategies to maximize supervision resources. This coordination may include, but is not limited to such things as:

1. Collaboration for field work;
2. Assisting one another with urinalysis or breathalyzer testing;
3. Following up on probation, parole or pretrial conditions of supervision; and
4. Assisting one another to ensure that contact standards are met for both DOC divisions.

B. A pretrial defendant that is also on probation and / or parole will be supervised by both DOC divisions:

1. DPP is responsible for supervising the offender based on applicable DPP supervision standards:

- a. DPP will be responsible for enforcing probation and parole conditions.
- b. If DPP becomes aware of a violation of a pretrial condition of release they will contact PED for response instructions.
- c. DPP may remand pretrial defendants upon authorization from a PED officer.
- d. DPP shall be responsible for completing any Petition To Revoke Probation (PTRP) or Parole Violation Report (PVR) paperwork and for providing PED with the necessary information for PED's completion of the Violation of Conditions Of Release (VCOR) paperwork.

2. PED will be responsible for supervising the offender based on applicable PED contact standards:

- a. PED will be responsible for enforcing pretrial conditions of release.
- b. If PED becomes aware of a violation of a probation or parole conditions they will contact DPP for response instructions.

SUPERCEDES POLICY DATED:	N / A
THIS POLICY NEXT DUE FOR REVIEW ON:	04/12/23

SECTION: <b>Pretrial Enforcement</b>		PAGE: Page <b>3</b> of <b>3</b>
CHAPTER: <b>1350</b>	NUMBER: <b>1350.09</b>	P&P TYPE: <b>Public</b>
TITLE: <b>Concurrent And Courtesy Supervision</b>		

c. PED may remand DPP offenders upon authorization from a DPP officer.

d. PED shall be responsible for completing any Violation of Conditions Of Release (VCOR) paperwork and for providing DPP with the necessary information for DPP's completion of any Petition To Revoke Probation (PTRP) or Parole Violation Report (PVR) paperwork.

II. Courtesy Supervision:

If a pretrial defendant is released to a community where there is not a Pretrial Officer but there is a Probation Officer, then that Probation Officer may provide courtesy supervision of the pretrial defendant at the request of PED. If a DPP offender is released to a community where there is not a Probation Officer but there is a Pretrial Officer, then that Pretrial Officer may provide courtesy supervision of the DPP offender at the request of DPP.

A. Regardless of courtesy supervision, DPP will be responsible for the following:

1. Field risk assessments (Level of Service Inventory – Revised, Static-O2 Stable) and Court recommendations;
2. Offender case management;
3. EM hookups for probationers / parolees; and
4. DPP violation paperwork.

B. Regardless of courtesy supervision, PED shall be responsible for the following:

1. Pretrial risk assessments and court recommendations;
2. Pretrial case management;
3. Electronic Monitoring (EM) hookups for pretrial defendants; and
4. Pretrial VCOR paperwork.

C. Any PED or DPP officer that is providing courtesy supervision shall be responsible for entering all supervision contact information, test results, etc., into the DOC offender management system.

SUPERCEDES POLICY DATED:	<b>N / A</b>
THIS POLICY NEXT DUE FOR REVIEW ON:	<b>04/12/23</b>