



STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS

APPLICABILITY
PRISON/REENTRY
FACILITY/SPANISH MANUAL

REVISION DATE
2/2/22

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DOC 300.500

POLICY

TITLE
REENTRY CENTER SCREENING

REVIEW/REVISION HISTORY:

- Effective: 6/4/02
- Revised: 10/15/04
- Revised: 6/28/05
- Revised: 9/11/07 AB 07-027
- Revised: 8/4/08
- Revised: 10/12/10
- Revised: 2/13/20
- Revised: 2/2/22

SUMMARY OF REVISION/REVIEW:

Updated terminology throughout
I.B., I.C. - Adjusted language for clarification
I.C.2. - Adjusted for person-centered language
II.A.6. - Added clarifying language
Removed II.A.6. as unnecessary


APPROVED:

Signature on file

CHERYL STRANGE, Secretary
Department of Corrections

1/19/22

Date Signed

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REFERENCES:


DOC 100.100 is hereby incorporated into this policy; [RCW 9.94A](#); [RCW 72.65](#); [WAC 137-56](#); DOC 100.500 Offender Non-Discrimination; DOC 300.380 Classification and Custody Facility Plan Review; DOC 310.150 Reception, Initial Classification, and Custody Facility Plan; DOC 350.300 Mutual Reentry Program; DOC 690.400 Individuals with Disabilities

POLICY:


- I. The Department has established a system of graduated release with a process to screen all potential individuals and determine suitability for placement in or admission to a Reentry Center.

DIRECTIVE:

- I. General Requirements
 - A. Individuals will not be discriminated against per DOC 100.500 Offender Non-Discrimination when referring or screening an individual for Reentry Center placement.
 - B. Health Services will conduct an assessment and document on DOC 14-031 Partial Confinement Health Services Screening.
 - C. The case manager will consider medical/mental health needs when determining placement in a Reentry Center that best meets the individual's needs.
 1. Placement may be limited based on degree and type of resources required to accommodate eligible individuals.
 2. Individuals will only be denied placement based solely on a disability or medical/mental health needs when determined ineligible by the sending facility health services employees/contract staff.
 - a. Appropriate accommodations for placement and mitigating barriers will be considered per DOC 690.400 Individuals with Disabilities.
- II. Eligibility
 - A. An individual is prohibited from Reentry Center placement and should not be considered if the individual:
 1. Will not be assigned Minimum 1 custody within 12 months of the Earned Release Date (ERD) or has had a custody demotion after approval.

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- a. Individuals eligible for Graduated Reentry must be eligible for Minimum 1 custody within 18 months of the ERD.
2. Has an open felony detainer/warrant (i.e., notification, extraditable, or non-extraditable).
 - a. Misdemeanor warrants for unadjudicated criminal cases, high bail (i.e., \$5,000 or higher), or multiple jurisdictions may only be considered once the warrant is cleared.
3. Has an open Immigration and Customs Enforcement (ICE) detainer.
4. Has an Out-of-State release plan.
5. Had or currently has an End of Sentence Review Committee referral recommending civil commitment.
6. Has a serious medical/mental health condition and has not been cleared for Reentry Center placement, as determined by the sending facility health services employees/contract staff and documented on DOC 14-031 Partial Confinement Health Services Screening.
7. Has been convicted of Murder 1, except when Reentry Center placement is part of the reentry planning process per DOC 350.300 Mutual Reentry Program.
8. Has a current local victim safety concern.
 - a. The Community Victim Liaison and the Reentry Center Community Corrections-Supervisor (CCS)/designee will be consulted before approving transfer.
9. Has been convicted of Rape 1 and is within the first 3 years of confinement.
10. Has been sentenced with a weapons enhancement under RCW 9.94A.533 and the mandatory portion of the sentence has not been completed.
11. Is a sex offender not amenable to crime-related treatment and poses public safety or community risk.
 - a. Individuals who are unable to participate in the Sex Offender Treatment and Assessment Program may be eligible for Reentry

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Center placement on a case-by-case basis as determined by the Headquarters Community Screening Committee (HCSC).

12. Has refused assessment or has not completed mandatory programming and was found guilty for the refusal during incarceration.
13. Does not intend to become gainfully employed or participate in education or employment training.
 - a. Exceptions may be approved in the release plan for individuals eligible for social security disability/retirement benefits.
14. Does not meet local interagency agreement criteria, located on the Reentry Division SharePoint site under Reentry Centers.
15. Has a consecutive or active concurrent sentence from another jurisdiction.
16. Has been terminated from Reentry Center placement and/or Graduated Reentry during the current incarceration due to disciplinary action(s).

B. Data will be used to pre-screen and identify eligible individuals at 18 months to the ERD.

III. Prison Referral

- A. Individuals will be targeted for Reentry Center placement per DOC 300.380 Classification and Custody Facility Plan Review and DOC 310.150 Reception, Initial Classification, and Custody Facility Plan.
- B. Referrals will be submitted up to 18 months before the ERD as a transfer order to the facility serving the county of origin per Reentry Centers by County of Origin (Attachment 1).
 1. Exceptions may be approved by the CCS/designee when it is determined that placement is inappropriate due to:
 - a. A court-ordered condition of the sentence.
 - b. Victim safety concern.
 - c. Negative influences on the individual in the community.
 - d. The location of family or other sponsoring persons or organizations providing support.
 2. Approval for exceptions will be documented in the Special Concerns section of the transfer order.

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IV. Screening

A. Screening and acceptance/denial will be completed within 45 days from the date of the transfer order was initiated.

1. Acceptance may be conditional and require programming when appropriate, based on the risk and needs assessment and/or criminal history information.

B. If the referral is built for the wrong Reentry Center destination, the screening facility CCS/designee will update the destination and the transfer request will be screened by the correct Reentry Center. Both facilities will provide feedback to the referring source and document the action as a chronological entry in the electronic file.

C. When a referral is denied:

1. The screening facility CCS will forward DOC 02-249 Request for Denial of Reentry Center Placement to the Headquarters Classification Reentry Center Correctional Specialist/designee.

a. The Headquarters Classification Reentry Center Correctional Specialist/designee will confirm the accuracy of denials made for policy reasons and concur with the denial, with no referral to HCSC required.


b. All other denials (i.e., not policy-driven or those that warrant additional review) will be scheduled for HCSC review by attaching DOC 07-026 Formal Headquarters Community Screening Committee (HCSC)/Life Without Parole Decision.

2. The HCSC will make a final decision and document the decision on DOC 07-026 Formal Headquarters Community Screening Committee (HCSC)/Life Without Parole Decision and in the electronic file to provide specific reasons to the referring source and Reentry Center.

V. Callouts

A. The Headquarters Classification Reentry Center Correctional Specialist will review the case within 8 months of the ERD to see if the individual is still eligible for Reentry Center placement.

1. If eligible and bed space is available at the receiving Reentry Center, the Headquarters Classification Reentry Center Correctional Specialist will:

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- a. Initiate callout for Reentry Center placement and notification procedures,
 - b. Advise the receiving and sending facility records employees/ contract staff of the arrival date, and
 - c. Schedule transportation.
2. Placement may be limited due to available bed space.

DEFINITIONS:

The following words/terms are important to this policy and are defined in the glossary section of the Policy Manual: Amenable. Other words/terms appearing in this policy may also be defined in the glossary.

ATTACHMENTS:

Reentry Centers by County of Origin (Attachment 1)

DOC FORMS:

- DOC 02-249 Request for Denial of Reentry Center Placement
- DOC 07-026 Formal Headquarters Community Screening Committee (HCSC)/Life Without Parole Decision
- DOC 14-031 Partial Confinement Health Services Screening