

MICHIGAN DEPARTMENT OF CORRECTIONS POLICY DIRECTIVE		EFFECTIVE DATE 10/24/12	NUMBER 06.03.104
SUBJECT RESIDENTIAL REENTRY PROGRAM FACILITIES		SUPERSEDES 06.03.104 (08/01/08)	
		AUTHORITY MCL 791.231, 791.265a; Administrative Rule 791.4401, 791.4425	
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POLICY STATEMENT:

Residential Reentry Program (RRP) facilities provide specialized programming and services to parolees who need additional assistance in their successful transition into the community.

RELATED POLICIES:

06.05.104 Parole Process

POLICY:

GENERAL INFORMATION

- A. A parolee may be required, as a special condition of parole, to participate in and satisfactorily complete residential reentry programming provided by Field Operations Administration (FOA) at an RRP facility. The special condition of parole is enforceable in the same manner as any other condition of parole. A parolee who is found to have violated any condition of parole may have his/her parole revoked consistent with PD 06.06.100 "Parole Violation Process".
- B. FOA provides residential reentry programming at the Detroit Reentry Center (DRC) and the Lake County Residential Reentry Program facility. Both facilities provide 24 hour per day supervision during which time parolees are provided specialized programming and services designed to assist them in addressing barriers to success. This includes development of a plan, with parolee input, for successful completion of community supervision and successful reintegration into the community. The length of a parolee's stay in an RRP facility shall be determined based on criteria issued by the FOA Deputy Director or designee.
- C. Eligibility criteria for placement in an RRP facility shall be established by the FOA Deputy Director. Parolee privileges at the Lake County RRP facility also shall be established by the FOA Deputy Director or designee. Parolees in DRC are subject to the same policies and procedures as those that apply to prisoners housed in DRC unless otherwise approved by the FOA Deputy Director or designee.
- D. Parolees are not required to pay the per diem reimbursement rate established pursuant to PD 06.02.105 "Offender Reimbursement" while in an RRP facility.

PLACEMENT IN AN RRP FROM CFA INSTITUTION

- E. A prisoner who is paroled directly from a CFA institution with a special condition requiring participation in and successful completion of residential reentry programming is required to report directly to the designated RRP facility via Department transportation. Transfers to the RRP facility shall be coordinated with the Administrator of the Operations Division, CFA, or designee whenever CFA transportation will be used. The sending institution shall notify RRP facility staff of the anticipated date and time of arrival.
- F. Only personal property authorized by the FOA Deputy Director or designee and state-issued clothing is allowed to be possessed by a parolee while in an RRP facility. Prisoners paroling directly from a CFA institution to an RRP facility are therefore encouraged to dispose of personal property that is not allowed prior to their release on parole. Personal property not allowed at the RRP facility which has not been disposed of by the paroling prisoner prior to parole release will be transported with the paroled prisoner but not delivered to him/her until s/he

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completes or is terminated from the program, unless otherwise determined by the FOA Deputy Director or designee. The paroled prisoner shall be transported with all of his/her state-issued clothing except for issued outerwear that is not considered suitable for the season (e.g., winter coat in summer).

- G. Funds in the paroled prisoner's institutional account, and subsequent funds received at the institution for credit to the account, shall be processed as set forth in PD 04.02.105 "Prisoner Funds".

PLACEMENT IN AN RRP FROM COMMUNITY

- H. If a parolee's conduct warrants placement in an RRP facility, the Parole Board shall be requested to add a special condition of parole requiring participation in and satisfactory completion of residential reentry programming in an RRP facility, if not already imposed by the Board.
- I. Parolees required to participate in and complete residential reentry programming in an RRP facility may be held in a jail or a CFA institution pending transfer as approved by the Administrator of the Office of Parole and Probation Services or designee. Parolees held in custody pending transfer shall be transported via Department transportation.
- J. The appropriate Regional Administrator shall ensure that the names of parolees referred for placement in an RRP facility are submitted to the appropriate RRP facility supervisor for approval. The RRP facility supervisor or designee shall maintain a list of all approved parolees and schedule necessary transfers within ten business days after the date of the referral.

RRP FACILITY ORIENTATION

- K. Program and facility orientation shall be provided to parolees within two business days after their arrival at an RRP facility. At a minimum, orientation shall address the following:
1. Facility and housing unit expectations.
 2. Custody/security aspects of the facility and expectations of parolees. This shall include an explanation of what items are considered contraband.
 3. The availability of health care services and how to access those services.
 4. Fire safety requirements, including general evacuation procedures.
 5. Visiting hours and requirements for both parolees and visitors. At a minimum, visits shall be permitted with clergy and attorneys on official business with the offender.
 6. Telephone use. At a minimum, parolees shall be permitted to make collect calls at hours designated by the facility supervisor; however, arrangements shall be made as necessary for emergencies, as determined by the facility supervisor, and to attorneys.
 7. Commissary purchases and allowable personal property, including clothing, as determined by the FOA Deputy Director or designee. At a minimum, parolees shall be permitted to possess personal and legal correspondence, personal hygiene items, reading material, religious items necessary to the practice of the parolee's religion, medically necessary items, and, if married, a wedding band/ring.
 8. Mail privileges. At a minimum, privileges shall be as set forth in PD 05.03.118 "Prisoner Mail" for prisoners in a CFA institution.
 9. Available programming.
 10. Restrictions on smoking and possession/use of tobacco.

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11. The disciplinary and grievance process.
12. Conduct prohibited under PD 03.03.140 "Prohibited Sexual Conduct Involving Prisoners", including self-protection, how to report conduct or threats of prohibited conduct, and available treatment and counseling.
13. Community work projects to which parolees may be assigned.

INTAKE ASSESSMENTS

- L. A prescreening assessment or, if needed, a full risk assessment (e.g., COMPAS) shall be completed for each offender placed in an RRP facility after arrival at the facility unless a similar assessment was completed within the preceding 12 months and there has been no change in circumstances warranting a new assessment. As warranted by the assessment, a Transition Accountability Plan shall be developed or updated for the parolee to address the identified risks and needs. Any services to be provided in the community shall be coordinated with the parolee's assigned field agent and, if applicable, transition team in the county to which the parolee will reside upon completion of the program.

DISCIPLINE

- M. A parolee in DRC is subject to discipline in the same manner as a prisoner pursuant to PD 03.03.105 "Prisoner Discipline". Non-compliant behavior of a parolee in the Lake County RRP facility shall be addressed through sanctions approved by the RRP facility Supervisor or designee. However, the disciplinary process shall not be utilized in an RRP facility if the parolee's behavior violates a condition of parole and is deemed sufficiently serious to issue parole violation charges.

TERMINATION

- N. A parolee who fails to fully and actively participate in residential reentry programming as ordered, or fails to meet program expectations, may be terminated from the program in accordance with assessment criteria developed by the FOA Deputy Director or designee. A parolee who is unable to complete the programming due to a medical or psychiatric condition also may be terminated.
- O. The Regional Administrator or designee shall be responsible for authorizing parole revocation proceedings for a parolee terminated due to the issuance of parole violation charges. The Regional Administrator or designee shall notify the appropriate RRP facility supervisor and the appropriate Area Manager of such decisions. Transfers of parolees from an RRP facility to a CFA institution shall be coordinated with the Administrator of the Operations Division, CFA, or designee.

SUCCESSFUL PROGRAM COMPLETION

- P. Upon successful program completion, the parolee shall be returned to active parole in the community; supervision shall be at a level that takes into consideration the initial reason for placement in the RRP facility, behavioral adjustment while at the RRP facility, and completed risk assessments.
- Q. RRP facility staff shall notify the supervising parole office of the date of release from the RRP facility. A parolee who cannot arrange for private transportation shall be transported via Department transportation. IF CFA transportation is used, it shall be coordinated with the Administrator of the Operations Division, CFA, or designee.

PROCEDURES

- R. The FOA Deputy Director shall ensure that procedures are developed as necessary to implement requirements set forth in this policy directive. Procedures shall be completed within 60 calendar days after the effective date of this policy directive. This includes ensuring that any existing procedures are revised or rescinded, as appropriate, if inconsistent with policy requirements or no longer needed.

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AUDIT ELEMENTS

- S. 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 Audit of Policies and Procedures".

APPROVED: DHH 10/24/12