

COLORADO VIOLATION DECISION MAKING PROCESS (CVDMP) INSTRUMENT INSTRUCTION GUIDE

Background

This document provides APCCYOS staff with information about how to apply the Colorado Violation Decision Making Process (CVDMP). The CVDMP enables Community Parole Officers, Supervisors, and Management to similarly apply objective criteria to violation cases. It provides specific guidance to APCCYOS staff by identifying the factors that are to be considered in determining the most appropriate response to violation behavior. The CVDMP assists staff in objectively weighing these factors and identifies the appropriate category of response for various combinations of assessed risk, violation severity, and where appropriate, significant stabilizing and destabilizing factors. Based upon these considerations, the CVDMP identifies an appropriate range of sanctions for a particular violation incident, based upon the offenders' level of risk to re-offend, the severity of the instant violation, and the presence of other factors that are important to consider in formulating an offender-specific response.

Principles

Difficulties under supervision are more the rule than the exception due to the challenges offenders face when it comes to substance abuse, mental health, physical health, job skills, education, prior criminal involvement, lack of stability in housing and pro-social connections. Keeping in mind the goal of community safety and the need to develop a strategic approach to violations, the following are the principles that underlie a violations decision making process to assist Colorado's Division of Adult Parole, Community Corrections and YOS in its mission.

Responses to violations should be:

- Part of an overall strategy of reducing risk of recidivism, enhancing success on supervision, and using resources wisely;
- Shaped by the principles of evidence-based practice and effective interventions with offenders;
- Guided by the level of risk of the offender, his or her criminogenic needs related to that risk, as well
 as by the severity of the violation behavior;
- Guided by policy in order to assure consistency, even-handedness, and effectiveness across the Division; and
- Characterized by transparency—offenders, staff, management, and the public should be able to understand the rationale for violation responses and see them as a part of the Division's public safety strategy.

Goals

In the context of these principles, APCCYOS seeks to establish an approach to responding to violations that will result in:

- The more successful transition of offenders under supervision to the community, in an effort to reduce future victimization, increase public safety, and enhance the ability of offenders to become more productive members of the community;
- Greater consistency in responses;
- Responses that are based on severity and the level of risk the offender poses to the community; and
- Efficient targeting of resources.

Assumptions

APCCYOS policy on violations is intended to:

- Guide an orderly decision process that enables Community Parole Officers, Supervisors, and Management to consider violation cases within a similar framework;
- Provide specific guidance to staff about the factors to consider in developing a violation response;
- Result in a response to every violation;
- Identify the appropriate category of response for various combinations of assessed risk, violation severity, and significant stabilizing and destabilizing factors;
- Allow for discretionary "override" or "under ride" of an indicated category of response level, when in
 extraordinary circumstances, the "presumptive response" does not appropriately respond to the level
 of risk or seriousness of the violation;
- Identify the appropriate category of response for various combinations of assessed risk, violation severity, and significant stabilizing and destabilizing factors;
- Identify the appropriate category of response for various combinations of assessed risk, violation severity, and significant stabilizing and destabilizing factors; and
- Direct programmatic sanctions short of revocation to offenders at high and mid-level risk according to their assessed criminogenic need.

COMPLETING THE COLORADO VIOLATION DECISION MAKING PROCESS INSTRUMENT

The CVDMP will be applied to *all* violation behavior. In order to respond to offender violation behavior, Community Parole Officers must have sufficient information and/or documentation to support a belief that the offender has engaged in conduct that constitutes a violation of a condition of parole. Once an Officer has determined that a violation of condition(s) of supervision exists, they are required to respond to the violation(s) within established timelines.

This guide contains a list of all violations (both technical and non-technical) and guides APCCYOS staff in identifying (based on the offender's level of risk and the severity of the violation) a response that is aligned with the risk he/she presents to the community, while also addressing the offenders' criminogenic needs. In the CVDMP a range of sanctions has been identified. This instrument is based on a philosophy that encourages Community Parole Officers and Supervisors to select the least onerous or restrictive sanction that is appropriate for the offender that will simultaneously allow for a reasonable degree of public safety. Officers and Supervisors should also rely upon their knowledge of the offender, the violation, and the resources available in their area when considering the most suitable in the designated response category.

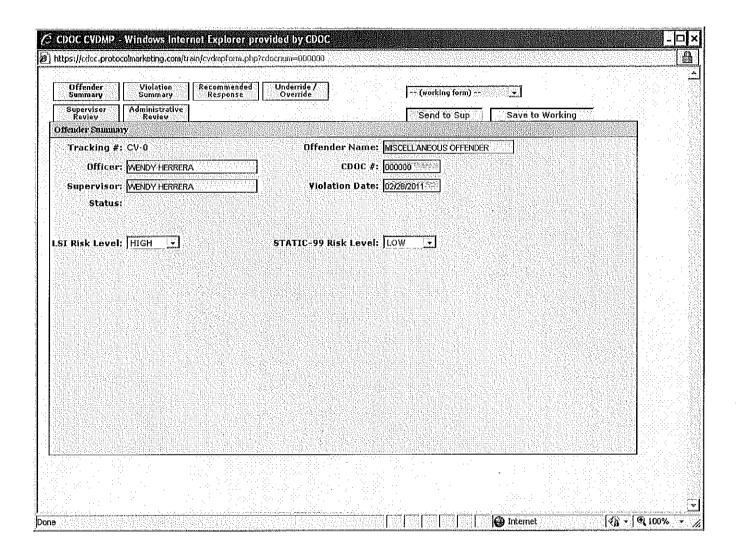
Step 1: Identifying Information and Level of Risk

This section provides the basic information that initiates the response to the violation in the CVDMP:

- Tracking Number
- CPO Name
- Supervisor Name
- Offender Name
- Offender DOC Number
- Date Violation Discovered

Level of Risk

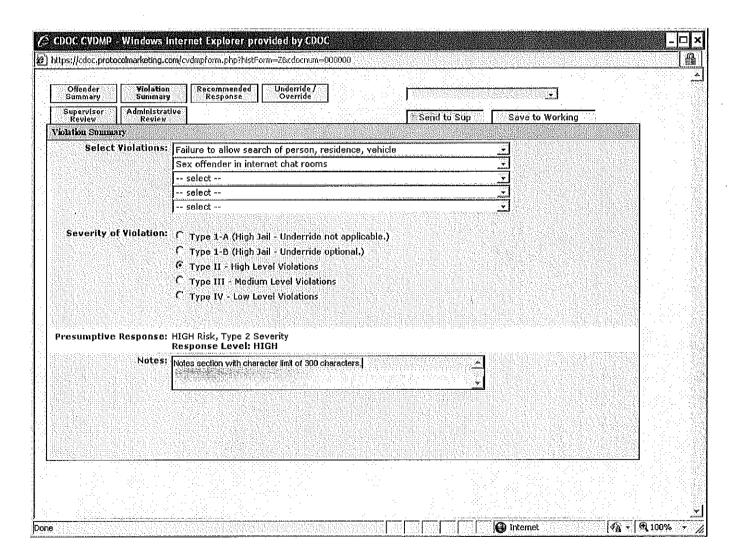
Level of risk is derived from the results of the Level of Supervision Inventory (Revised LSI VII). Based on the LSI assessment, offenders are assigned one of the following three levels of risk, "Low", "Medium" or "High". The level of risk is marked on the CVDMP according to the LSI score in C-WISE: If the Offender is an adult male Sex Offender, the Static-99 can also be used to assess risk. The assessment with the higher risk level determines the risk level for the Offender.



Step 2: Identifying Violation(s) and Determining the Presumptive Response Level

Officers select the violation activity on the CVDMP form. The violation severity is determined by the violation selected. In cases where the offender has committed multiple violations, the most serious violation will determine the severity level. A complete list of violations is contained in Appendix A and the Severity Scale in Appendix B.

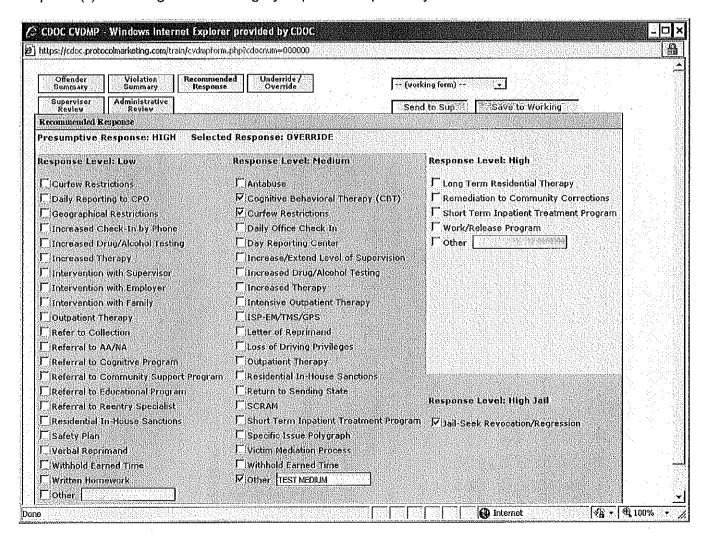
A presumptive response category is determined by identifying the point at which the offender's risk level intersects with the severity of the violation ranking. C-WISE automatically determines the presumptive response level. The matrix for determining the presumptive response level is contained in Appendix C.



Step 3: Recommended Response

Officers refer to the Recommended Response section to select the most appropriate response(s) to the violation behavior for the particular offender under the particular circumstances. In making this determination, Officers should consider: the underlying factors that led to the violation behavior; the availability of intervention resources; and, if applicable, previous interventions that may have been imposed as conditions of supervision or in response to prior violation behavior. Officers should also consider the relationship between the violation behavior and the offender's assessed criminogenic needs when selecting the response(s). The most appropriate response(s) to the violation behavior should be selected and indicated by checking the appropriate box(s) in the Recommended Response section.

The presumptive response level is highlighted automatically in C-WISE. The Officer should strive to find an appropriate response from within the presumptive range to address the violation behavior. As long as at least one of the response(s) selected is within the presumptive range, lower level responses can also be selected to address the violation behavior without requiring a Supervisory review. Selection of any response(s) from a higher level category requires a Supervisory review.

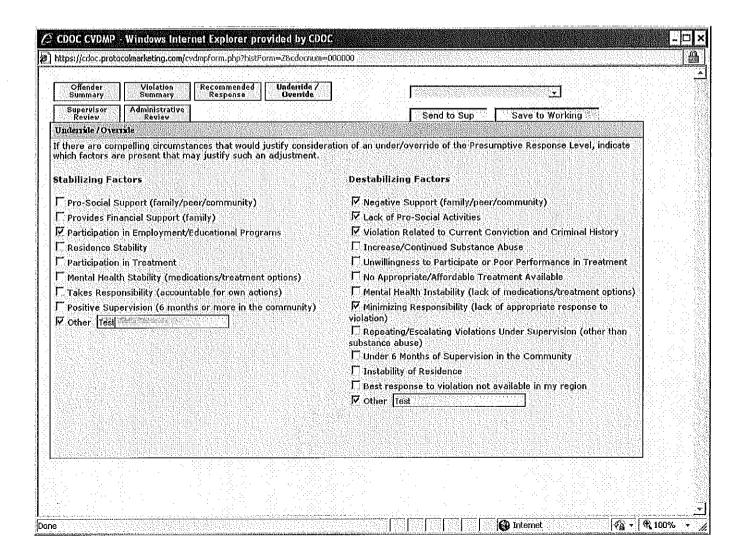


Step 4: Over/Under ride

Selection of response(s) from a higher category or only from a lower category than the presumptive response category requires that an override/under ride is completed and recorded as part of the *Under ride/Override* section of the CVDMP. Under rides are not permitted, except as an Administrative Override by the Supervisor, of Level IA violations. Level IB violations are eligible for under rides.

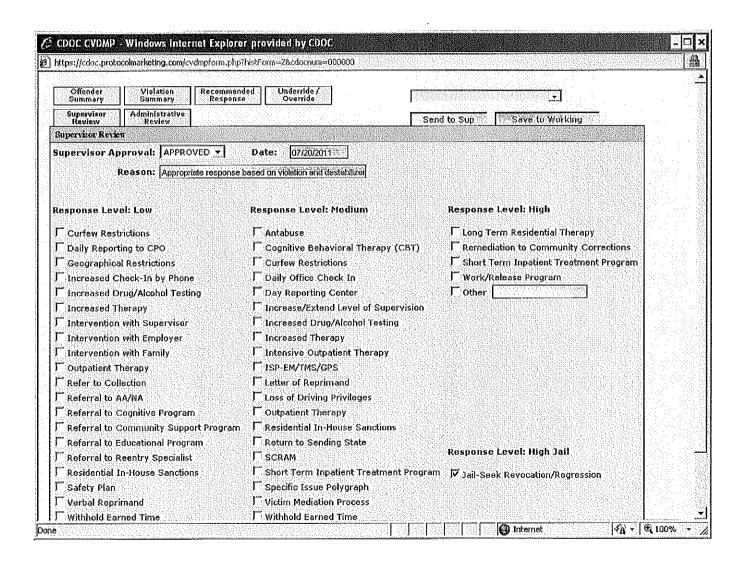
Overrides/under rides shall only be utilized in extraordinary circumstances, and shall be reserved for situations where the Officer's knowledge of the offender, the violation, and/or resources available in their geographic location dictates an alternative response

In instances where extraordinary circumstances exist, the Officer shall indicate stabilizing factors, which suggest the offender's risk can be appropriately mitigated by using a less intensive response, and/or destabilizing factors, which suggest that the risk posed by the offender is too high to be adequately addressed by the presumptive response level. In cases where stabilizing and destabilizing factors exist, and if the stabilizing factors are of greater significance than the destabilizing factors, the response to the violation(s) can be selected from a lower level response category. Conversely, if the destabilizing factors are of greater significance than the stabilizing factors, the response to the violation(s) can be selected from a higher level response category.



Step 5: Supervisor Review

Any CVDMP instrument completed that requires a Supervisory review (Override, Under Ride, High, or High Jail response) will generate a notification to the Supervisor. The Supervisor shall review the CVDMP to determine the appropriateness of the decision and if they are in agreement (approved) or not in agreement (denied) with the response(s) selected and provide the reason for said finding. If the Supervisor approves the response(s) selected the review process is completed. If the Supervisor denies the selected response(s), a case conference with the Officer shall be held. The Supervisor and Officer will determine the appropriate response level and response(s) at the case conference and complete the CVDMP instrument to reflect the final decision using the "Final Response" grid.

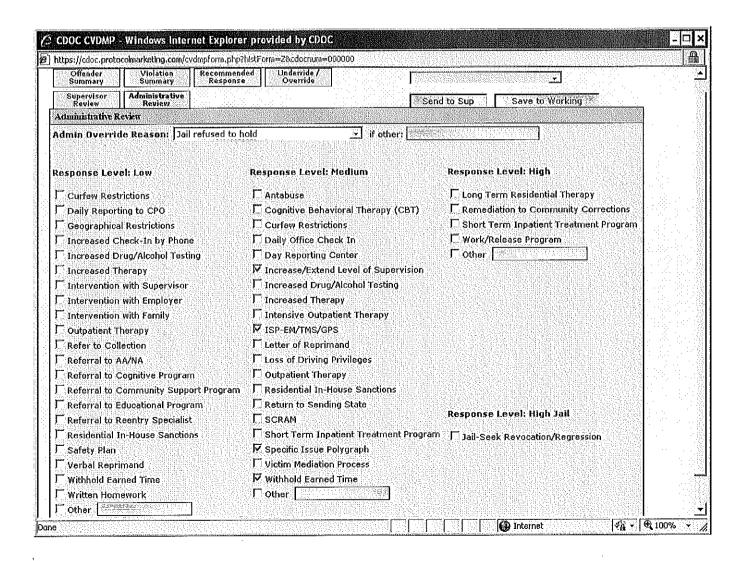


Step 6: Administrative Review

If the CVDMP is overridden due to an Administrative reason:

- Resource not available
- · Offender not accepted by program
- Jail refused to hold
- Offender refuses intermediate sanctions
- Charges amended/not filed
- Other (describe)
- --VOID CVDMP—(explain)

The Supervisor shall indicate the reason using the drop down box and, if "Other" is selected, describe the reason. If "--VOID CVDMP—" is selected, the Reviewer shall explain the reason for voiding the instrument.



APPENDIX A. VIOLATIONS

Absconders

- o Absconder apprehended in another State
- Absconder (confirmed residence and report violations)
- o Leaves State without permission
- o Release violation (more than one week)
- o Report-Failure to report
- o Residence-Changing w/o permission
- Failure to allow search of person, residence, vehicle
- Out of area paroled to without permission
- CWISE 3 consecutive missed calls

COPD Violations (not specified elsewhere)

- o COPD Class 1
- COPD Class 2A
- COPD Class 2B

Criminal

- All felonies
- o Misdemeanor assaults involving a deadly weapon or serious bodily injury
- Crimes of violence (CRS 16-1-104b(8.5)
- o Is or has been in possession of a deadly weapon (CRS 18-1-901)
- o Misdemeanor violations No weapon
- Municipal code Petty Offenses
- Municipal violations involving assaults
- Refuses to provide a DNA sample
- Sex assault in third degree
- o Traffic Offenses

ISP and Electronic Monitoring

- o Curfew violations more than 12 hours
- Curfew-multiple violations less than 2 hours
- Curfew-violation more than 4 hours but less than 12
- o Curfew-violation of more than 2 but less than 4 hours
- o GPS hot zone violation
- o Tampering with electronic monitoring devices
- Missed case management on ISP

Sex Offender

- Sex offender 'cruising'
- o Sex offender against a child/contact with minor (non-incidental)
- Sex offender having personal ads/dating service
- Sex offender in a porn shop
- Sex offender in internet chat rooms
- Sex offender on school grounds
- Sex offender picking up hitchhikers
- Sex offender possession binoculars
- Sex offender termination from treatment
- o Sex offender volunteering in child related locations
- Sex offender with adult pornography
- o Sex offender with photo equipment without permission
- Sex offender with unauthorized internet
- Sex offender with undisclosed adult relationship
- Sex offender/contact with victim

Substance Abuse

- o Directly refusing to submit to a drug/alcohol test
- o Entering into a bar or liquor store
- o Falsifying/Tampering with a drug/alcohol test
- o Missed antabuse or BAC
- o Missed drug/alcohol test
- Multiple missed drug/alcohol tests
- Multiple positive drug/alcohol tests or admissions
- Positive drug/alcohol test or admission
- Possession of alcohol

Treatment

- o Missed polygraph
- o Missed treatment sessions
- Not taking psych meds
- o Termination from treatment

Victims

- o Any contact with a minor age victim
- o Consensual contact with a victim
- o Loitering near a victim residence
- Non-consensual contact with an adult victim
- o Restraining Order-Contact

Weapons

- Ammunition
- BB or Pellet Gun
- o Crossbow or Bow and Arrow
- o Facsimile Firearm
- o Firearm
- o Martial Arts Weapons
- o Other Weapons not used to threaten or harm
- o Pepper Spray, Mace, CN or CS Gas
- Weapon as defined in CRS 18-12-101

Other Violations

- o Any offender who violates a special condition set specifically to address an individualized risk situation
- o Association Non STG
- o Association STG
- o Cell phone or pager possession if prohibited
- o Child support-Failure to pay
- CWISE 3 consecutive missed calls
- o Driving without permission
- o Employment-Willful failure to obtain or maintain
- Failing to report police contact
- o Having financial transaction devices without permission
- Installation of surveillance equipment at residence of record
- o Institutional misconduct
- o Non-compliance with supervision plan unless it involves a violation otherwise listed
- o Possession of drug paraphernalia
- o Possession of gang paraphernalia
- Restitution Non-payment for 90 days

APPENDIX B. SEVERITY SCALE

Automated Severity Scale

Type IA: Statutorily Mandated; Under Ride Not Applicable

- o Absconder apprehended in another State
- o All felonies
- o COPD Class 1
- Crimes of violence (CRS 16-1-104b(8.5)
- o Directly refusing to submit to a drug/alcohol test
- Facsimile Firearm
- o Falsifying/Tampering with a drug/alcohol test
- o Firearm
- o Is or has been in possession of a deadly weapon (C.R.S. 18-1-901)
- Misdemeanor assaults involving a deadly weapon or serious bodily injury
- Municipal violations involving assaults
- Refuses to provide a DNA sample
- Sex assault in third degree
- Weapon as defined in C.R.S. 18-12-101

Type IB: Not Statutorily Mandated; Under Ride Optional

- Absconder (confirmed residence and report violations)
- o Ammunition
- o Martial Arts Weapons
- o Pepper Spray, Mace, CN or CS Gas
- Sex offender against a child/contact with minor (non-incidental)
- o Sex offender/contact with victim

Type II Violations

- o BB or Pellet Gun
- o COPD Class 2A
- o Crossbow or Bow and Arrow
- Curfew violations more than 12 hours
- o Failure to allow search of person, residence, vehicle
- o Misdemeanor violations No weapon
- Other Weapons not used to threaten or harm
- o Restraining Order-Contact
- Sex offender in internet chat rooms
- Sex offender on school grounds
- Sex offender termination from treatment

Type III Violations

- Any contact with a minor age victim
- Association STG
- Consensual contact with a victim
- o COPD Class 2B
- o Curfew-violation more than 4 hours but less than 12
- Driving without permission
- o GPS hot zone violation
- o Leaves State without permission

- Loitering near a victim residence
- o Multiple missed drug/alcohol tests
- Multiple positive drug/alcohol tests or admissions
- Municipal code Petty Offenses
- o Non-consensual contact with an adult victim
- Release violation (more than one week)
- o Report only
- o Residence
- Sex offender 'cruising'
- Sex offender having personal ads/dating service
- Sex offender picking up hitchhikers
- Sex offender volunteering in child related locations
- o Tamper with electronic monitoring devices
- o Termination from treatment
- Violation of an individualized specific condition

Type IV Violations

- o Association Non STG
- Cell phone or pager possession if possession is prohibited
- o Child support
- o Curfew-multiple violations less than 2 hours
- o Curfew-violation of more than 2 but less than 4 hours
- CWISE 3 consecutive missed calls
- o Employment
- o Entering into a bar or liquor store
- o Failing to report police contact (first time)
- o Having financial transaction devices without permission
- o Installation of surveillance equipment at residence of record
- o Institutional misconduct
- Missed antabuse or BAC
- Missed case management on ISP
- o Missed drug/alcohol test
- o Missed polygraph
- Missed treatment sessions
- o Non-compliance with supervision plan unless it involves a violation otherwise listed
- Not taking psych meds
- Out of area paroled to without permission
- Out of area paroled to without permission (first time)
- o Positive drug/alcohol test or admission
- o Possession of alcohol
- o Possession of drug paraphernalia
- Possession of gang paraphernalia
- o Restitution Non-payment for 90 days
- o Sex offender in a porn shop
- Sex offender possession binoculars
- Sex offender with adult pornography
- o Sex offender with photo equipment without permission
- Sex offender with unauthorized internet
- Sex offender with undisclosed adult relationship
- o Traffic Offenses

APPENDIX C. PRESUMPTIVE RESPONSE MATRIX

	Type IV	Mintell Carlo (Mark College Carlo	Type II	Average in the second	Type IA
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Risk Level Med	L	M	M	HJ	HJ
e High	L	Μ	Н	HJ	HJ
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