

ECRM > Division of Adult Institutions > Intake > Intake COMPAS > Cases Section- Assigning Cases Managed

Assigning Cases Managed

WICS is used to track the case manager's institution caseload. COMPAS case manager assignment shall occur when an individual is received on a post intake site social worker's institution caseload. The case manager's location drives the drop down fields for entering UA Draw information. DCC status keepers are responsible for transferring an inmate in COMPAS to an agent upon release or for institution based ATRs.

This is completed by selecting the current lifecycle→ Actions→ Transfer→ Select Correct Agency, Location, and Case Manager.