



# WISCONSIN DEPARTMENT OF CORRECTIONS

Governor Tony Evers / Secretary Kevin A. Carr

## GUIDANCE DOCUMENT CERTIFICATION

I have reviewed this guidance document or proposed guidance document and I certify that it complies with sections §227.10 and §227.11 of the Wisconsin Statutes.

I further certify that the guidance document or proposed guidance document contains no standard, requirement, or threshold that is not explicitly required or explicitly permitted by a statute or a rule that has been lawfully promulgated.

I further certify that the guidance document or proposed guidance document contains no standard, requirement, or threshold that is more restrictive than a standard, requirement, or threshold contained in the Wisconsin Statutes.

Wendy Montils

Name of Individual Certifying this Document/Proposed Document

Office of Management + Budget Director

Title


Wendy Montils

Signature

6/25/19

Date Signed

Department of Corrections – Wisconsin  
Office of the Secretary  
Wis. Stat. § 227.112(6)  
DOC-2910 (6/2019)

 <p style="text-align: center;"><b>DIVISION OF ADULT INSTITUTIONS</b></p> <p style="text-align: center;"><b>POLICY AND PROCEDURES</b></p>	<b>DAI Policy #:</b> 302.00.21	<b>Page</b> 1 of 3
	<b>Original Effective Date:</b> 10/10/05	<b>New Effective Date:</b> 07/01/18
	<b>Supersedes:</b> 302.00.21	<b>Dated:</b> 08/01/17
	<b>Administrator's Approval:</b> Jim Schwochert, Administrator	
<b>Required Posting or Restricted:</b>		
<input checked="" type="checkbox"/> <b>Inmate</b> <input checked="" type="checkbox"/> <b>All Staff</b> <input type="checkbox"/> <b>Restricted</b>		
<b>Chapter:</b> 302 Inmate Classification, Sentence and Release Provisions		
<b>Subject:</b> Truth in Sentencing – Petition to Modify Court-Imposed Conditions of Extended Supervision		

**POLICY**

Truth in Sentencing cases may be petitioned to the court for modifications of conditions of extended supervision of the bifurcated sentence.

**REFERENCES**

Wisconsin Statutes s. 302.113 (7m) – Release to extended supervision for felony inmates not serving life sentences

**DEFINITIONS, ACRONYMS AND FORMS**

CR-250 – Petition to Modify Court-Imposed Conditions of Extended Supervision

DOC – Department of Corrections

CR-251 – Verification of Date of Release to Extended Supervision

CR-252 – Order Modifying Court-Imposed Conditions of Extended Supervision

ES – Extended Supervision

Truth in Sentencing (TIS) – Bifurcated sentence to imprisonment in the Wisconsin state prisons for a felony committed on or after December 31, 1999; or a misdemeanor committed on or after February 1, 2003.

WICS – Wisconsin Integrated Corrections System

**PROCEDURE****I. General**

- A. An inmate who is serving a TIS sentence may petition the sentencing court to modify any conditions of extended supervision set by the court.
- B. An inmate may not petition the court to modify the conditions of ES earlier than one year before the date of the inmate's scheduled date of release to ES or more than once before the inmate's release to ES.
- C. CR-250 shall be made available in the Library or Law Library of each facility. A photocopy fee will be charged to the inmate's account for each form obtained. The form shall not be altered.

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**II. Submission of Petitions**

- A. Inmates are required to submit a completed CR-250 and a sufficiently stamped envelope addressed to the court to their Social Worker.
  
- B. Social Worker will complete the CR-251 utilizing the Adjusted Release Date in WICS.
  
- C. Social Worker shall send the completed, signed forms to the court utilizing the stamped envelope provided by the inmate.

**III. Granting of Petitions**

- A. Upon receipt of a CR-252 from the Court indicating the petition has been granted and modifying conditions of extended supervision, the Records Office shall route copies as follows:
  - 1. Legal File, Left Side.
  - 2. Social Service File, Left Side.
  - 3. Business Office, if financial obligations have been modified.
  - 4. DCC Agent.
  - 5. CRU.
  - 6. Inmate.

- IV. Denial of Petitions - Upon receipt of a CR-252 from the Court indicate the petition has been denied, the Records Office will route copies of the order to the Legal File, Left Side.

**Administrator's Approval:** \_\_\_\_\_ **Date Signed:** \_\_\_\_\_  
Jim Schwochert, Administrator

**DIVISION OF ADULT INSTITUTIONS FACILITY IMPLEMENTATION PROCEDURES**

<b>Facility:</b> Name		
<b>Original Effective Date:</b> 00/00/00	<b>DAI Policy Number:</b> 302.00.21	<b>Page</b> 3 of 3
<b>New Effective Date:</b> 00/00/00	<b>Supersedes Number:</b>	<b>Dated:</b>
<b>Chapter:</b> 302 Inmate Classification, Sentence and Release Provisions.		
<b>Subject:</b> Truth in Sentencing – Petition to Modify Court-Imposed Conditions of Extended Supervision		
<b>Will Implement</b> <input type="checkbox"/> As written <input type="checkbox"/> With below procedures for facility implementation		
<b>Warden’s/Center Superintendent’s Approval:</b>		

**REFERENCES**

**DEFINITIONS, ACRONYMS, AND FORMS**

**FACILITY PROCEDURE**

- I.
  - A.
  - B.
    - 1.
    - 2.
      - a.
      - b.
      - c.
    - 3.
  - C.

II.

III.

**RESPONSIBILITY**

I. Staff

II. Inmate

III. Other