

**SUPERVISION > DIVISION OF COMMUNITY CORRECTIONS (DCC) > SUPERVISION  
PROCESS > CASE RECORDING**

**06. CAUTIONARY FIELDS**

Agents can add cautionary information in the offender's COMPAS case record. When information is entered, an alert will appear on the Person Summary page in COMPAS.

Options for cautionary information include:

**Aggressive Pets:** Agents should document any known pets that may pose a safety risk to staff.

**Antagonistic Family Members/Roommates:** Agents should document any family members or roommates who may pose a safety risk to staff.

**Threat/Assault against DOC Staff:** In addition to a WICS incident report, staff shall enter any assaultive behavior and/or threats against DOC Staff. See [Use of Force](#)

**Prior Threats/Assaults to Law Enforcement:** Staff should document any history of assaultive behavior towards law enforcement, including non-cooperation with the arrest or detention process.

**Weapons:** Staff shall document circumstances involving weapons which may pose a safety risk to staff. Examples include but are not limited to: Active apprehension request due to weapons related violations or known weapons in the residence.

**Supervised as a Sex Offender:** In addition to the flag in WICS, staff may use this information to readily identify those cases being supervised as a sex offender. Use of this cautionary field may be useful particularly for those cases being supervised based on a historical sex offense or those cases not assigned to a specialty caseload.

**Opiate History:** This cautionary field readily identifies individuals with an Opioid use history as identified on the DOC-2945 Opioid Use History Questionnaire or through other verifiable sources.

If a change in cautionary status occurs, e.g. death of a pet, an end date for the alert shall be recorded. This will remove the active alert on the Person Summary page, however historical cautionary information will be retained in the module. Information should be

recorded in the respective fields as intended. Protected health information shall not be entered in the cautionary information field.