

## **ECRM DCC INTAKE\DCC\SEX OFFENDER INTAKE RESIDENCE ASSESSMENT**

A thorough on-site inspection of the residence and neighborhood, including visual inspection of the client's sleeping quarters, is required prior to approving the residence. Interviews with others living within the residence are also necessary. A copy of the client's rules and the criminal complaint describing the offense should also be given to other adult household members as appropriate. The Sex Offender Residence Assessment DOC-2110 must be completed for all persons required to register, including SBN clients, and clients with a minor (<18) victim. This does not include Chapter 980 clients. Residence assessments shall be completed for clients placed on probation supervision, institution releases, and any time a client changes residences.

When investigating potential residences for persons with child sexual assault victims, agents are required to check with county Departments of Children and Families to determine if there are licensed or certified daycare facilities in the proposed area. Administrative Directives "Sex Offender Residences Upon Release to Parole or Extended Supervision" and "Homeless Sex Offender Registrants" shall be reviewed and considered in relation to the client's release plan and requested residence. Agents must tour the neighborhood and note any schools, parks or other indicators of areas where children may congregate that are within a 2,500 foot radius. If the client is proposing to reside with or near minor children, the agent and supervisor should document how the safety concerns of the children will be mitigated. If the client does not have child victims, that is a reason for mitigation.

The DOC-2110 must be staffed with a Corrections Field Supervisor with the results documented in COMPAS notes. A copy of all approved residence plans shall be forwarded to the Regional Chief or designee for situational awareness.

Agents are reminded to notify law enforcement agencies whenever a registrant's address changes, assure the registrant has face-to-face contact with law enforcement whenever the client moves to a different law enforcement jurisdiction, and review rules of supervision and update as needed whenever the client's address changes.

Some areas of the state have ordinances that prohibit clients convicted of sexual offenses from residing in certain areas. Agents should make every effort to remain up-to-date about residency restrictions in their geographic coverage areas. If the client submits a request to reside in an area where there is an ordinance, the agent should advise them of the potential consequences and encourage them to look for a new residence. This action should be documented in COMPAS notes.