

COMPAS R Core- Incarcerated Language Assessment for Release Planning

Requirements for completing a COMPAS R Core- Incarcerated Language assessment for ES/MR/PMR Releases include:

1. Inmate must be releasing to Wisconsin DCC supervision.
2. The most recent assessment is greater than 3 years old at the time of release and the inmate has served one year or greater from his/her DAI prison admission date. Note: 12 months within a WI DAI facility does not include county jail / MSDF time prior to DAI A&E Intake.
3. DAI shall complete the COMPAS R Core- Incarcerated Language assessment within 30 days upon request from DCC for half-way house referrals, treatment program referrals, etc. if most recent assessment is more than 3 years old and if all other requirements of a prerelease assessment are met.
4. Assessments will be completed on inmates with detainers if there is potential for the inmate to be placed on DCC supervision within the year following release (i.e. Cost Commitments). Assessments will not be completed on inmates with known ICE/BICE/Federal or Out of State detainers.
5. Interstate Compact Request - If status is unknown at the time of release, complete COMPAS R Core- Incarcerated Language if all other requirements are met.
6. Chapter 980 Commitments – A COMPAS R Core- Incarcerated Language assessment should be completed as it is not known when or if 980 commitment will occur.
7. Chapter 51 Commitments – These should be reviewed on a case-by-case basis depending on mental capacity at time.

Those who meet the requirements for completion of a COMPAS R Core- Incarcerated Language assessment as outlined by DAI COMPAS Business process shall have the COMPAS R Core- Incarcerated Language assessment completed based on the timeframes below:

- Inmates who are not enrolled in ERP or CIP shall have their COMPAS R Core- Incarcerated Language assessment completed no sooner than 9 months prior to release but no less than 6 months prior to release.
- Inmates who are enrolled in Low Risk ERP shall have their COMPAS R Core- Incarcerated Language assessment completed between Weeks 8-10.
- Inmates who are enrolled in Medium/High Risk ERP/CIP shall have their COMPAS R Core- Incarcerated Language assessment completed between Weeks 15 – 16.

Indication of Possible Release Prior to ES/MR/PMR:

Examples include, but are not limited to:

- Parole Commission request
- Certain Earned Release (per [DAI Policy 302.00.09](#))
- Risk Reduction Sentence Review (per [DAI Policy 302.00.11](#))
- Extraordinary Health Conditions / Geriatric (per [DAI Policy 302.00.13](#))
- Petition of Sentence Adjustment to Court- 75% and 85% (per [DAI 302.00.14](#))
- Positive Adjustment Time Review (per [DAI Policy 302.00.18](#))

COMPAS R Core- Incarcerated Language and a Unified Case Plan

The DAI social worker/case manager shall complete the COMPAS R Core- Incarcerated Language assessment as a component within the prerelease process. The case plan shall be updated to reflect the needs identified in the most recent assessment.

NOTE: If an inmate arrives at the post intake site with an assessment completed, but no UCP started and is within 90 days to release, and time permits, the assigned case manager will not start a case plan.

Rules of Supervision

As part of the Reintegration process, Agent of Record will create Rules of Supervision in COMPAS. This will include Standard Rules, Sex Offender Rules, and Special Rules as applicable.

The case manager shall contact the agent of record to ensure the rules that are in COMPAS are current and ready for signature. The case manager shall print Rules from COMPAS, review with offender, and both parties shall sign. If there are multiple pages, the offender will initial each page prior to the signature page. The rules of supervision can be signed using an electronic signature, however, it is not mandatory.

Social Worker shall enter a general note in COMPAS documenting Rules have been signed. Social Worker shall scan and email the Rules to the assigned DCC Agent of record. Upon completion, the original hard copy must be shred. The original should not be given to the inmate in order to reduce the possibility of the rules being altered in any way. A copy of the signed rules may be provided to the inmate.

NOTE: The English version of the Rules of Community Supervision (DOC- 10) that are produced within COMPAS are no longer turned into the records office as part of the release process. They will not be placed in the Legal or Social Service file. The Spanish (DOC-10S) and Hmong (DOC-10H) versions of the Rules of Community Supervision are not available within COMPAS. The DOC- 10S and DOC-10H will need to be requested from the agent if additional rules are added or printed from MyDOC. The originals of these documents must be forwarded to records as part of the release process.

Terminating a Case

Cases will be closed/terminated for inmates who release on maximum discharge from DAI or [pass away while in DAI custody](#). Case Termination can be found under the Case Summary tab. Document in general notes reason for terminating a case.

Closing a Lifecycle

DCC will be responsible for entering the date and reason for closing a lifecycle regardless of the reason for termination. This includes inmates who release as a Maximum Discharge from DAI or pass away in DAI custody.

If a Lifecycle/case is closed in error, the incorrectly closed case shall be reopened. A new lifecycle shall not be created unless there is evidence that supports the individual was not under supervision at the time of arrest.