

International Transfer of Inmates (Revised 9/7/22)

Overview:

The Wisconsin DOC may consider transfer of an inmate who is a citizen or national of a foreign country. The transfer of the inmate must be voluntary and agreed upon by both countries. The inmate must be convicted of a crime punishable in the receiving country and the receiving country must ensure the inmate will be incarcerated for the inmate's entire remaining Wisconsin Sentence. The inmate seeking transfer must have more than 24 months remaining in their sentence to permit processing of their request and accept responsibility for/admit to committing their offense(s).

The Inmate Transfer request packet shall include:

- International Prisoner Transfer Packet Checklist (DOC-2611)
- Inmate Transfer Request to a Foreign Country Notification/ Acknowledgement (DOC-2611A)
- Prisoner Transfer Application to a Foreign Country (DOC-2611B)
- Proof of Citizenship
- Current Bureau of Classification and Movement (BOCM) Initial Classification Report
- Most recent BOCM Re-Classification Report
- Prosecutor Notification Response
- Sentencing Court Notification Response

Social Worker/Treatment Specialist Responsibilities:

Social worker/treatment specialist shall receive the transfer application packet from the inmate. The packet shall include the DOC-2611A, DOC-2611B and proof of citizenship. The social worker/treatment specialist shall ensure the inmate appropriately completed the DOC-2611A and DOC-2611B forms. Prior to forwarding the packet, the social worker/treatment specialist shall prepare for inmate signature the Authorization for Disclosure of Non-Health Confidential Information (DOC-1163) and the Authorization for Use and Disclosure of Protected Health Information (DOC-1163A). The social worker/treatment specialist shall complete the packet as outlined in the policy and forward the completed packet to the International Prison Transfer Treaty Administrator.

Resources/References:

ECRM > DAI > INTAKE AND SUPERVISION > INTERNATIONAL TRANSFER

DAI Policy 302.00.03 International Transfer of Inmates

Wisconsin Statutes s. 302.185 – Transfer to foreign countries under treaty

DOC-2611 – International Prisoner Transfer Packet Checklist

DOC-2611A – Inmate Transfer Request to a Foreign Country Notification/ Acknowledgement

DOC-2611B – Prisoner Transfer Application to a Foreign Country

DOC-1163 – Authorization for Disclosure of Non-Health Confidential Information

DOC-1163A – Authorization for Use and Disclosure of Protected Health Information (PHI)