

Inmate Request for Placement in DOC Contracted Facility (6/15/2022)

Revised 8/27/22

Overview:

The Division of Adult Institutions shall consider inmates eligible for placement in DOC contracted facilities per Wisconsin s.302.27. Contracted facilities include places in which persons convicted or suspected of crime are confined such as county jails, house of corrections, and tribal jails. Eligible inmates shall meet the following criteria:

1. Has 12 months or less to release date.
2. Be classified as minimum community custody.
3. Not have pending charges or detainers.
4. Has not refused identified program needs.
5. Approved for Placement in the county jail by:
 - a. Warden/designee.
 - b. Sheriff, superintendent at the house of corrections or tribal chief of police must approve of placement.

If the request is denied, the inmate shall not make another request for consideration within 6 months after the date of denial. If the request is approved, the inmate is subject to jail policies and procedures and the county may assume the responsibility for allowing inmates to engage in employment, educational, and program activities. Jails shall also be responsible for the provisions and costs of routine or emergency medical, mental health or dental services. The county or DOC may request the return of an inmate at any time.

Social Worker/Treatment Specialist/Designee Responsibilities:

Social Worker/Treatment Specialist shall review written requests from eligible inmates and ensure the requested county or tribal jail placement is consistent with the assigned agent of record and county of release. Social Worker/Treatment Specialist shall provide the inmate with DOC-1163 and DOC-1163A which allows the sheriff, superintendent at the house of corrections or tribal chief of police to access information to evaluate the request. If an inmate is eligible, the Social Worker/Treatment Specialist shall submit a request for consideration to the Warden/designee on the inmate's behalf by completing the DOC-2570 and providing the completed DOC-1163 and 1163A forms. If an inmate is approved for jail placement, reentry planning shall be coordinated between the DAI Social Worker/Treatment Specialist and the DCC Probation and Parole Agent.

References/Resources:

DAI Policy #: 302.00.05 Inmate Request for Placement in DOC Contracted Facilities

Wisconsin s. 302.27 Contracts for temporary housing for or detention of persons on probation or prisoners

DOC-2570 Inmate Offsite Review

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

DOC-1163A Authorization for Use and Disclosure of Protected Health Information