

INTERSTATE COMPACT / TRAVEL PERMITS

The following procedures apply to all DJC youth; not only youth under ICJ supervision. All DJC youth traveling out of state for any period of time shall have a travel permit completed.

Interstate Compact Juvenile (ICJ) Travel Permits

The DJC agent must complete Form VII Out-of-State Travel Permit and Agreement to Return and submit in the ICJ data system for juveniles traveling who have committed or case circumstances include any of the following:

- a. Sex-related offenses;
- b. Violent offenses that have resulted in personal injury or death;
- c. Offenses committed with a weapon;
- d. Juveniles who are state committed;
- e. Juveniles testing placement and who are subject to the terms of the ICJ compact;
- f. Juveniles returning to the state from which they were transferred for the purposes of visitation;
- g. Juveniles transferring to a subsequent state(s) with the approval of the initial sending state;
- h. Transferred juveniles in which the victim notification laws, policies and practices of the sending and/or receive state require such notification.

The travel permit shall not exceed ninety (90) calendar days, and the youth and parent/guardian sign the travel permit indicating their agreement to cooperate with the rules of supervision during travel.

All DJC youth traveling out of state for any period of time shall have a travel permit completed. If the travel time is less than 24 hours, a comment shall be added in the ICJ data system stating that per Wisconsin Rules of Supervision, a travel permit is required for any youth to leave the State, regardless of duration. If the youth is on any form of monitoring the travel permit shall be emailed to the Monitoring Center email DOC GPS Mailbox: DOCGPSMailbox@wisconsin.gov prior to the departure date. The travel permit information shall be entered in COMPAS notes.

Prior to authorizing a travel permit for youth on supervision for sexual offenses, the agent shall verify and inform the youth if travel to the state changes their sex offender registry status.

The ICJ Deputy Compact Administrator, in addition to scanning the travel permit to the other state's ICJ office, will call the ICJ office and advise them of the sexual offense the youth was found delinquent of and whether or not the youth is registered in Wisconsin. The ICJ Deputy Compact Administrator will ask whether a youth who has committed a sexual offense (example 4th degree sexual assault) that does not require registration in Wisconsin must register in the other state. ICJ Deputy Compact Administrator will provide a point of contact in the other state. ICJ Deputy Compact Administrator will then relay that information back to the agent. The agent will provide any special instructions regarding reporting, restrictions, etc., to the youth.

Length of Stay

Travel Permits are not required if a juvenile receiving courtesy supervision in Wisconsin returns to their home/sending state to reside. However, if the juvenile is going to the home/sending state for a visit and is expected to return to Wisconsin, a travel permit is required. For the purpose of visit/vacation, the permit shall not exceed 90 days.

Special Situations

Travel Permits can be used to test an ICJ placement. If a DJC agent believes a particular case warrants a test placement, they should contact the ICJ Deputy Compact Administrator to determine the feasibility of the test placement. For the purpose of testing a proposed placement, the permit shall not exceed 90 days, with a referral packet submitted within 30 days of the effective date of the travel permit.

Victim Notification for Travel Permits

When a travel permit is being issued, responsibility for victim notification rests with the sending state in accordance with the laws and policies of that state. The sending and receiving state will collaborate to assure that the legal requirements of victim notification are met and that the necessary information is exchanged to meet the sending state's obligation.