



COMMISSION ON CORRECTIONAL PEACE OFFICER  
STANDARDS AND TRAINING

# CORRECTIONAL COUNSELOR 002

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## CORRECTIONAL COUNSELOR 002 RECEPTION CENTER PROCESSING

### STANDARD

Each Correctional Counselor (CC 1) shall be knowledgeable of the different types of Classification Committees and their purpose and functions as they relate to an incarcerated person's incarceration period.

### COMPONENTS

The components of this standard are as follows:

1. There are 6 different types of classification committees identified in CCR 3376:
  - a. Initial Classification Committee
  - b. Unit Classification Committee
  - c. Camp Classification Committee
  - d. Security Threat Group (STG) UCC
  - e. Institution Classification Committee
  - f. Departmental Review Board
2. CC 1s shall analyze case information, prepare recommendations, and present to the classification committee case information and recommendations for modifications to, changes to or the confirmation of an incarcerated person's program.
3. CC 1s will gather, read, verify, evaluate, and summarize orally and/or in writing information from a variety of sources, reports, and evaluations to assist in the initial classification, reclassification, or programming review of an incarcerated person.
  - a. (i.e., central file, offense history, background, probation reports, court documents, abstracts of judgement, diagnostic evaluations, etc.

### AUTHORITY

California Penal Code 13601 (a)(1)

Commission Approved: (08/17/2018)

Revisions: (02/2023)

California Penal Code 13601 (d)

## **BACKGROUND**

Classification is the study of the individual incarcerated person for purposes of understanding their needs and providing an administrative procedure for carrying out a program for their adjustment, education, and skill assessment. CDCR implemented policies to govern the classification process to comply with legal and departmental mandates. The classification process plays a vital role in maintaining the safety and security of the institution, as the classification committee action affects an incarcerated person's program, housing, transfer, assignment, security level, custody, work group and privilege group. Proper classification reviews help to mitigate an incarcerated person's appeals and litigation.

## **REFERENCES AND CITATIONS**

DOM 61010.9 – Procedures - The Counselor

CCR Article 10 Classification Process 3375

CCR Article 10 Classification Committee 3376