



COMMISSION ON CORRECTIONAL PEACE OFFICER  
STANDARDS AND TRAINING

DAPO/DAI

PAROLE AGENT 005

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## PAROLE AGENT 005

### USE OF AUTOMATED APPLICATIONS AND DIGITAL RESOURCES

#### STANDARD

All Parole Agents (PAs) shall be proficient in the use of all electronic case management applications utilized in managing a caseload.

#### COMPONENTS

The components of this standard are as follows:

1. At a minimum, PAs shall utilize the following electronic case management applications and database tools to assist them in managing a caseload:
  - a. Correctional Offender Management Profiling for Alternative Sanctions (COMPAS).
  - b. Disability and Effective Communication System (DECS).
  - c. Electronic In-Home Detention (EID).
  - d. Electronic Records Management System (ERMS).
  - e. Parole Violation Disposition Tracking System (PVDTS).
  - f. Parole Violation Decision Making Instrument (PVDMI).
  - g. Strategic Offender Management System (SOMS).
  - h. Virtual Integrated Mobile Office (VIMO).
  - i. Other specialized applications and database tools utilized in specified assignments.
2. Through use of the various platforms and databases, PAs shall have real-time accessibility to case management resources and secure information sharing for efficient offender management.

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## **AUTHORITY**

California Penal Code 13601 (a)(1)

California Penal Code 13601 (d)

## **BACKGROUND**

The California Department of Corrections and Rehabilitation (CDCR) uses real-time information and electronic files in managing and accessing offenders' information. In addition, the Division of Adult Parole Operations (DAPO) has a system designed to electronically submit correspondence to both internal and external stakeholders where system interface can be accomplished. While in the field, PAs can remotely access and update specific database fields via use of a state-issued device.

## **REFERENCES AND CITATIONS**

PC 3015(b) Article 2.3. Parole Reentry Accountability Program

DOM Chap. 4 Information Technology 41010.1 Policy

DOM Chap 8. Parole Agent Equipment, Article 39, 85050.5.1 State-Issued Cell Phones

CCR Subchapter 6 Adult Parole, Article 19, 3768 Parole Violation Decision Making Instrument (PVDMI)

CCR Subchapter 6 Adult Parole, Article 19, 3768.3 Utilization of the Parole Violation Decision Making Instrument (PVDMI)

Administrative Bulletin Policy Memoranda:

- Policy # 17-05 VIMO Policy
- Policy # 15-15 Policy and Procedures for the Electronic In-Home Detention Program
- Policy #13-04 Introduction of the Parole Violation Disposition and Tracking System

Directives Memoranda:

- #15-10: Mandatory Use of SOMs and the CalParole Deactivation Procedures
- #15-5: Discharge Review Reports Utilizing Parole Violation Disposition and Tracking System.

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