

DIVISION OF ADULT PAROLE OPERATIONS

State of California

SUPERVISED PERSON HANDBOOK



Preface

This guide aims to provide you and stakeholders with an understanding of and practical tips for successful engagement navigating parole and accessing Division of Adult Parole Operations (DAPO) and community reintegration resources. This handbook is intended to provide basic knowledge of your rights, entitlements, and supportive services to address criminogenic needs as well as parole related concerns. The goal of this handbook is to educate stakeholders of parole processes and ensure all reentering the community from incarceration have access to rehabilitative and reentry programs to facilitate a whole person continuum of care through services provided by collaborative partnerships.

If you have any specific questions or concerns, please contact the California Department of Corrections (CDCR), Division of Adult Parole Operations (DAPO), Division Headquarters, Officer of the Day (OD) at (916) 445-6200.

Division of Adult Parole Operations



SCAN ME

|January 2025|

Frequently Requested Information & Needed Services:

- Housing (Pg. 2)
- Domestic Violence & Anger Management Program (Pg.17)
- Mental Health Treatment (Pg. 20)
- Integrated Substance Use Disorder Treatment (Pgs. 20-22)
- Education (Pg. 24)
- Employment (Pgs. 24-27)
- Links to Community Resources (Pg.28)
- Voter Registration (Pgs. 29-32)
- Earning Discharge from Parole (Pgs. 52-53)

Welcome to Parole!



As a returning community member, you play a vital role in the success of your parole. Together, we believe in protecting the rights of the community members and contributing to the safety and success of our community.

The privilege of parole comes with a lot of responsibility. This handbook will provide the resources and services necessary to navigate parole and provide a foundation for success. To be successful, your parole agent with the assistance of the Community Reentry Unit (CRU), Behavioral Health Reintegration Team (BHR), and local community services will help build mutual trust, break down barriers, and overcome stereotypes in order to ensure safety and protection for all.

The California Department of Corrections and Rehabilitation's Guiding Principles, Mission, and Values.

“The goal of rehabilitation is to help former incarcerated persons stop being prisoners of their past and become architects of their future.”

The community's well-being and safety is our core focus and purpose. We support successful reintegration utilizing science and technology while treating each individual with dignity and respect. Applying a procedural justice framework, we are advocates for supervised persons, victims, and their families to achieve positive, sustainable change, build mutual trust, and strengthen collaborative partnerships.

CALIFORNIA STATE PAROLE GUIDING PRINCIPLES

Community well-being and safety is our core focus and purpose. We support successful parolee reintegration utilizing science and technology while treating each individual with dignity and respect. Applying a procedural justice framework, we advocate for parolees, victims, and their families to achieve positive sustainable change, build mutual trust, and strengthen collaborative partnerships.

WE ARE COMMITTED TO FIVE GUIDING PRINCIPLES:

Serve as an Advocate

Protect and promote the rights of parolees, victims, and their families, while reducing future victimization through restorative justice principles.

Embrace Family Systems

Fully accept the family network by fostering open communication and collaboration.

Build and Strengthen Community Partnerships

Strengthen community relationships by building mutual trust, breaking down barriers, and overcoming stereotypes in order to ensure safety and protection for all.

Stay Actively Engaged and Informed

Utilize a short-term approach incorporating goal-based supervision with realistic, attainable benchmarks for success leading to long-term behavior change.

Support Employee Wellness and Embrace Staff Diversity as a Strength

Prioritize the physical and emotional health of our staff to promote their well-being and foster a culture of diversity and inclusion in the workplace.

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PRERELEASE INFORMATION (Beginning 180-210 days prior to release)

The following will outline some of the processes that will occur prior to your release from prison.

Community Transition Program (CTP)

The goal of CTP is to provide soon-to-be paroled individuals with a bridge to local reentry assistance agencies and community-based programs that you may need once you are released on state parole. A CTP Parole Service Associate (PSA) will meet with you between 180 to 210 days prior to your scheduled release date to facilitate the following:

- **Needs Assessment**
 - This short questionnaire helps identify challenges you might face upon release. It is mandatory that you participate in this assessment.
- **Release Program Study (RPS) / CDCR Form 611**
 - This document is used to determine where you want to live, if the proposed residence is approved, if you want a transfer out-of-state or to another county, what parole office you will be assigned to, and reporting instructions once released.
 - California Penal Code 3003 requires you be paroled to your County of Last Legal Residence (CLLR) if a transfer request has not been submitted or approved per Senate Bill (SB) 990. Determining your CLLR is outlined in Department Operations Manual, Section 81010.2.1, which lists, in order, how and what documents are used to determine your CLLR. Your CLLR is determined by the address the probation department listed in the Probation Officer's Report or on the Arrest Report for your current prison commitment. If CDCR does not have those documents, or the documents do not list a valid address, then your CLLR by default will be your county of commitment.
- **Transfer to Other Counties or Out-of-State**
 - For transfers out of your county of last legal residence, but **in** California:
 - Direct Placement – This placement can be facilitated by your **assigned PSA** in the institution and requires you to go directly to a CDCR contracted program or housing upon approval and release.
 - Transfer Investigation Request (TIR) – This placement must be initiated by your **assigned parole unit** and must be investigated and approved by the parole unit supervising the proposed placement. You can request a TIR if you want to live with family, attend an educational or vocational program, attend a non-CDCR contracted program, or have permanent employment.

- Transfers outside of California must be facilitated by your assigned PSA in the institution and cannot be submitted any earlier than 120 days prior to your release date. For out-of-state transfers, you must have a family member you can reside with, and your family member must have the means to support your stay in the state you want to transfer to. Restitution is no longer required to be paid in full prior to requesting an out-of-state transfer, however, you still need to make reasonable efforts to pay down your restitution or the wages you make (all or in part) may be taken by the California Franchise Tax Board until your restitution is paid in full.
- **Conditions of Parole**
 - These are written rules that you must follow for a successful parole, and they are determined by your parole agent and/or state law.
 - Conditions of Parole will be provided to you prior to release (usually within 30 days of release). You can discuss them with your parole agent upon checking in.
- **Reporting Instructions**
 - This will let you know where and when to report to the parole office. If you fail to report to the parole office, a warrant will be issued for your arrest.
- **Residence / Program Placements**
 - The Community Transition Program can secure housing or a substance abuse treatment program prior to your release depending on program availability. For those who have substance abuse needs and want a treatment program, please let the PSA know when they meet with you. PSAs can also secure housing only (no treatment), however, if you have substance abuse needs, it is highly recommended you start with a treatment program and transition into housing only. For those who are homeless without any substance abuse needs and just want housing, please let the PSA know when they meet with you. It should be noted treatment and housing programs are voluntary while in pre-release, however, priority is given for those who are transitioning from prison to the community. If you opt out of treatment or housing during pre-release, once you are paroled, there may be waiting list for these services, so it is highly recommended to take advantage of these programs and let the PSA secure space for you prior to your release.
- **Transportation Options**
 - If you decide you want to take advantage of a program and the PSA can secure space for you, you can also request the program to provide transportation for you from the prison to the program. Most request this option if they do not have any family or friends who can pick you up. If the program does not have transportation available, then you will take public transportation from the prison.

- **Pre-Release Video Conferencing (PRVC)**

- If your parole agent needs to meet with you prior to your release, then the PSA will set up a video conference so that you have the opportunity to meet your assigned agent.



- **Transportation Options**

- If you decide you want to take advantage of a program and the PSA secures space for you, you can request the program provide transportation for you from the prison to the program. Most request this option if they do not have any family or friends who can pick you up. If the program does not have transportation available, then you will take public transportation from the prison.

California Static Risk Assessment:

The California Static Risk Assessment (CSRA) is a fully automated and validated actuarial tool that computes an incarcerated/supervised individual's risk/probability that they will be convicted of a new criminal offense within 3 years of their release from incarceration. CDCR does not calculate automated CSRA scores. Automated scores are calculated by an algorithm maintained by the Department of Justice. The algorithm uses Department of Justice criminal history, a Record of Arrest and Prosecution (RAP Sheet), along with static risk indicators to calculate an automated CSRA score. The automated scoring of the CSRA considers the incarcerated/supervised individual criminal convictions in all counties within California, as well as the parole/probation violations listed on the RAP Sheet. Automated CSRA scoring cannot be calculated for incarcerated/supervised individuals who have:

- Out of state convictions
- Missing or incomplete California conviction records
- Profile information that does not match between DOJ and CDCR
- Manual or hybrid RAP sheet

CDCR makes every effort to ensure an automated score is calculated. However, in the event an automated CSRA score is not possible, CDCR staff may calculate a manual CSRA score.

The CSRA is divided into 3 risk groups – low, moderate, and high. High risk is divided into 3 sub-categories: high-drug, high-property, and high-violence. The risk levels and sub-categories have been assigned the following numerical indicator:

- Low risk is a score of 1
- Moderate risk is a score of 2
- High-drug risk is a score of 3
- High-property risk is a score of 4
- High-violent risk is a score of 5

If an incarcerated/supervised individual wishes to appeal an automated CSRA score, the appeal must be sent to the county that reported the criminal history information to the DOJ. CDCR/DAPO cannot change automated CSRA scores. If an incarcerated/supervised individual wishes to appeal a manual score, they can utilize the current CDCR appeal process.

TRANSITIONAL CASE MANAGEMENT PROGRAM (TCMP)

The goal of TCMP is to provide pre-release benefit application services starting within 180 days prior to release, through Benefit Workers (BW), to all the eligible pre releasing incarcerated individuals within the adult CDCR institutions by assisting you in applying for Medi-Cal, the Social Security Administration (SSA), and the Veterans Administration (VA) health benefits and with this assist in facilitating your successful reintegration into the community.

TCMP Post Release Services

TCMP provides the following post-release services for DAPO supervised persons via the helpline: 888-544-TCMP (8267) (Assistance occurs up to 60 days post-release):

- Respond to questions from supervised persons, and the designated Agent of Record (AOR) regarding benefit applications and assist in verifying the status of Medi-Cal, SSI/SSDI, VA benefits, and BIC Card up to sixty (60) days post-release.
- The Community Resource Specialists (CRS) communicate with the county and with the supervised person and assist in navigating and guiding beneficiary to the correct source, this includes CalFresh interest.
- If the supervised person was unable to receive or previously refused pre-release TCMP benefit assistance, the BW CRS will offer benefit assistance by applying via on-line application for Medi-Cal or will direct the supervised person on where they can apply in-person.
- Guide DAPO supervised persons on how to select a Medi-Cal managed healthcare plan and primary care physician as requested by warm transferring supervised persons to Covered California Certified Enrollment Counselors or Medi-Cal agents to guide the supervised persons and provide information about new health insurance choices.
- BW CRS guide supervised persons on where to obtain a California identification and/or Social Security card replacement as needed, in addition to providing a Resource Guide with referrals requested such as Housing /Shelter, County Mental Health Services, Employment Agency, Employment Development Department (EDD Unemployment), Social Security Administration (SSA), Department of Motor Vehicles (DMV), Health and Human Service Agency, General Assistance/General Relief, Food Stamps, Food Bank, clothing or other resources in their approved county of release upon request, up to sixty (60) days post-release.
- Each call is different as guidance and assistance is based on a case-by-case need.

**Incarcerated individual/supervised person participation is voluntary and not a guarantee of receiving benefits.*

INITIAL RELEASE (First 30 Days)

Following all the directions provided upon your release from prison are important first steps in your journey towards successfully completing parole supervision including the following:

- On the first working day following any release, report to your assigned parole office, unless prior arrangements are approved in writing by the unit supervisor. However, if you meet the highest risk classifications, you will need to report no later than 48 hours after release, or the first working day following release, whichever is sooner.
- If you have any difficulty following your reporting instructions, call the parole office collect immediately. If you cannot get a hold of your parole agent or the Officer of the Day (OD), contact the closest parole office you can find and ask them for help. Remember, it is your responsibility to report.
- It will be important that all of the instructions from your parole agent are followed. Approval from your parole agent is required in order to travel more than 50 miles from your residence. It is not permitted to be absent from your county of residence for a period of more than 48 hours. Written approval from your parole agent is required prior to leaving the State of California.
- Compliance with all state, federal, county, and municipal laws is required. Inform your parole agent as soon as possible if arrested for any felony or misdemeanor crime. Be advised, your conduct, if prohibited by law, may result in parole revocation with or without a criminal conviction.
- Contact your parole agent within 24 hours of any type of law enforcement contact (e.g., traffic stop, identification check, suspect, witness, etc.). Additionally, inform the law enforcement officer that you are on parole.

Release Funds

Upon reporting to the parole office, talk to your parole agent regarding your release funds if you have not yet received them upon release.

Conditions of Parole

You will receive a copy of your CDCR 1515, Notice and Conditions of Parole prior to release. It is important that you review and follow the conditions as outlined in your Conditions of Parole.

RESET

STATE OF CALIFORNIA

DEPARTMENT OF CORRECTION AND REHABILITATION

NOTICE AND CONDITIONS OF PAROLE

DIVISION OF ADULT PAROLE OPERATIONS

CDCR 1515 (Rev. 07/24)

Page 1 of 1

YOU ARE BEING RELEASED TO PAROLE SUPERVISION, EFFECTIVE: _____, 20_____, FOR A MAXIMUM PERIOD OF: _____.

YOU ARE SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS OF RELEASE FROM PRISON:

If you violate any of the conditions of your parole or violate any law, you may be subject to arrest and/or incarceration in a county jail or returned to state prison, pursuant to Penal Code (PC) Section 3000.1, or PC Section 3000, subdivision (b), paragraph (4), regardless of whether new charges are filed.

You shall waive extradition to the State of California from any state or territory of the United States, or the District of Columbia. You shall not contest any effort to return you to the State of California.

You, your residence, and any property under your control are subject to search or seizure by a probation officer, an agent or officer of the California Department of Corrections and Rehabilitation, or any other peace officer, at any time of the day or night, with or without a search warrant, with or without cause.

If another jurisdiction has lodged a detainer against you, you may be released to the custody of that jurisdiction. Should you be released from their custody prior to the expiration of your California parole, or should the detainer not be exercised, you are to immediately contact the nearest office of the Department of Corrections and Rehabilitation, Division of Adult Parole Operations, for instructions on reporting to a parole agent.

The procedure for obtaining a Certificate of Rehabilitation is documented in PC Sections 4852.01- 4852.21.

CONDITIONS OF PAROLE

1. SPECIAL CONDITIONS: Special conditions of parole may be mandated by law or may be imposed at the discretion of your agent. Special conditions of parole that forbid conduct which is not itself criminal, must reasonably relate to a crime for which you were convicted, or must be reasonably related to deterring future criminality. You are subject to the following special conditions of parole:

Reasons for the imposition of special conditions of parole:

I ACKNOWLEDGE MY SPECIAL CONDITIONS OF PAROLE

SIGNATURE OF UNIT SUPERVISOR

DATE SIGNED

Incarcerated/Supervised Person's Initials: _____

2. RELEASE, REPORTING, RESIDENCE AND TRAVEL: Unless other arrangements are approved in writing, you shall report to your parole agent on the first working day following your release. The name, address, and telephone number of the parole agent responsible for your parole supervision shall be documented on the CDCR Form 611 (Rev. 08/12), Release Program Study, which is incorporated by reference as part of this Notice. You shall inform your supervising parole agent of your residence, employment, education, and/or training. Any change or anticipated change to your residence shall be reported to your parole agent in advance. You shall inform your parole agent within 72 hours of any change to your employment location, employer, or termination of employment.

3. PAROLE AGENT INSTRUCTIONS AND TRAVEL: You shall comply with all of the instructions from your parole agent. You shall not travel more than 50 miles from your residence without the prior approval of your parole agent. You shall not be absent from your county of residence for a period of more than 48 hours. You shall not leave the State of California without prior written approval of your parole agent.

4. CRIMINAL CONDUCT: You shall not engage in conduct prohibited by law (state, federal, county, or municipal). You shall immediately inform your parole agent if you are arrested for any felony or misdemeanor crime. Be advised, your conduct, if prohibited by law, may result in parole revocation with or without a criminal conviction.

5. WEAPONS: You shall not own, use, have access to, or have under your control: (a) any type of firearm, instrument, or device which a reasonable person would believe to be capable of being used as a firearm, or any ammunition which could be used in a firearm; (b) any weapon as defined in state or federal statutes, or any instrument or device which a reasonable person would believe to be capable of being used as a weapon; (c) any knife with a blade longer than two inches, except kitchen knives which must be kept only in the kitchen of your residence, and knives related to your employment, which may be used and carried only in connection with your employment; or (d) a crossbow of any kind.

6. THIS DOCUMENT SERVES AS YOUR NOTICE AND CONDITIONS OF PAROLE. You have the right to appeal the special conditions of your parole. Special conditions imposed by the Division of Adult Parole Operations may be appealed pursuant to California Code of Regulations (CCR), Title 15, Sections 3084 - 3085.

I have read, or have had read to me, and I understand the conditions of parole as they apply to me.

CDCR NUMBER

INCARCERATED/SUPERVISED PERSON'S NAME
(PRINT OR TYPE)INCARCERATED/SUPERVISED PERSON'S
SIGNATURE

DATE SIGNED

THIS SECTION TO BE COMPLETED BY CDCR STAFF ONLY

Does the incarcerated/supervised person have a qualifying disability requiring effective communication? YES NO If yes, cite the source document and/or observations:

What type of accommodation or assistance was provided to achieve effective communication to the best of the incarcerated/supervised person's ability?

STAFF NAME (PRINT OR TYPE)

STAFF SIGNATURE

DATE SIGNED

DISTRIBUTION

Copies: Central File, Incarcerated/Supervised Person, Parole Agent of Record, and Parole Unit Field File

POST-RELEASE

Initial/Comprehensive Interview

You will meet with your parole agent to reaffirm your conditions of parole, case plan, conduct intake procedures, and determine your needs. Be prepared to provide your parole agent with information such as your address, phone number, email and emergency contact information.

Goals and Progress

Your parole agent will meet with you regularly to review your case plan, and your progress towards your goals. On the days that you meet with your parole agent, your parole agent will share and discuss information about your goals and progress. A parole agent supervisor along with your parole agent, will discuss your performance with you, and will make recommendations about what tasks you should focus on, and complete during your parole period.

RESOURCES & SERVICES

DAPO offers several types of cost-free programs and resources that can help you with employment, education, housing or substance use. Your parole agent will know if these programs and resources are available in your area and will be able to refer you to them if they are.

Examples of services include:

- **Supportive Services**

- Medi-Cal and Cal-Fresh
- Child Support Services
- Department of Motor Vehicles (DMV)
- Social Security Administration (SSA)
- Government Cellular Phones
- Mobile Medical Van
- Veterans Assistance
- Homeless Shelters / Food Banks / Showers
- Dress to Success / Clothing
- Transportation

- **Mental Health**

- Behavioral Health Reintegration (Formerly known as “POC”)
- Telecare CORE Program
- Health Care Services
- Counseling
- Co-occurring Disorder Treatment
- Medicated Assisted Treatment
- Assisted Living / Housing

- **Treatment Programs**

- Licensed Residential Treatment

- Outpatient Treatment
- Reentry and Recovery Housing
- Non-Medical Detoxification
- Long Term Offender Reentry and Recovery Substance Use Disorder Treatment
- Cognitive Behavioral Therapy Interventions
 - Criminal Thinking
 - Anger Management
 - Family Relationships
- **Other Programs/Resources**
 - Substance Use Education
 - Anger Management / Batterer's Intervention Classes
 - Life Skills Training
 - Education and Literary Support
 - GED Preparation
 - Vocational
 - College
 - Employment Development Services
 - Housing (if available)
 - Court Ordered Programs
- **Parole Sponsored Programs**
 - Parole and Community Team (PACT)
 - Women Empowerment (WE) Support Groups
 - Females Achieving Change Together (FACT)
 - Lifer Peer Navigation Network (PRNN) Program
 - Narcotics Anonymous (NA)
 - Employment / Vocational Training
 - Education / Job Resource / Fairs
 - Caltrans / Construction / Prison to Employment (P2E)
 - Direct and Emergency Placements

OBTAINING SERVICES

This part of the handbook will tell you about some of the resources and places you can contact to apply for these types of benefits/services. If you have trouble finding the benefits you need, you can ask your parole agent or the Community Reentry Unit to help you.

In order to obtain services or resources, you may need a Driver's License, Identification Card and/or a Social Security Card. Your local Department of Motor Vehicles and Social Security Administration can assist with this process:

DEPARTMENT OF MOTOR VEHICLES (DMV)

How to apply for a Driver's License or Identification Card

- Complete a Driver's License (DL) or ID Card Application
- Visit a DMV office, where you will provide:
 - Social security number (SSN)
 - Proof of identity. Your current name needs to match the name on the identity document
 - Proof of residence (if you have never had a California DL/ID card)
 - Application fee (see below for information about reduced- and no-fee ID cards)
 - Have your thumbprint scanned
 - Have your photo taken
 - REAL ID, you must also provide proof of your identity, SSN, and two proofs of residency



The Department of Motor Vehicles offers online services that allow you to renew your Driver's License or Identification Card without having to visit a DMV office.

Visit www.dmv.ca.gov for a list of online services and office locations or call the 1-800-777-0133 for customer service assistance.

For Hearing Impaired assistance: TTY: 1-800-368-4327

Reduced Fee ID Cards

- **Reduced fee ID card:** You may be eligible if you meet income requirements.
- **No-fee ID card:** You may be eligible for a no-fee ID card if you are a "homeless person"
- **Senior ID card:** No-fee senior citizen ID card, you must be at least 62 years old.

SOCIAL SECURITY ADMINISTRATION Why do you need a Social Security Number?

A Social Security number is important because you need it to get a job, collect Social Security benefits and get some other government services.

How to apply for a Social Security Number or Replacement Card

You will need to provide original documents for verification:



- **Citizenship**
 - SSA can accept only certain documents as proof of U.S. citizenship
- **Age**
 - You must present your birth certificate. If one exists, you must submit it. If a birth certificate does not exist, we may be able to accept your:
 - Religious record made before the age of five showing your date of birth
 - U.S. hospital record of your birth
 - U.S. passport
 - Anyone age 12 or older requesting an original Social Security number (SSN) must appear in person for an interview. We will ask for evidence to show you do not have a SSN
- **Identity**
 - SSA can accept only certain documents as proof of identity. An acceptable document must be current (not expired) and show your name, identifying information (date of birth or age) and preferably a recent photograph. For example, as proof of identity SSA must see your:
 - U.S. driver's license
 - State-issued non-driver identification card
 - U.S. passport

If you do not have one of these specific documents or you cannot get a replacement for one of them within 10 days, SSA will ask to see other documents. Any documents submitted, including the following, must be current (not expired) and show your name, identifying information (date of birth or age) and preferably a recent photograph:

- Employee identification card.
- School identification card.
- Health insurance card (not a Medicare card).
- U.S. military identification card

SSA recommends that you **keep your Social Security card in a safe place with your other important papers** and avoid giving it out unnecessarily.

For assistance in obtaining a Social Security Number or replacement card, visit www.ssa.gov/ssnumber/ or contact 1-800-772-1213 for customer service assistance.

Hearing Impaired TTY: 800-325-0778

GOVERNMENT CELLULAR PHONES

Assurance Wireless is a Lifeline Assistance federally funded program. Assurance Wireless provides eligible, low-income customers a low-cost Android cell phone with the most generous cell phone plan under “Assurance Wireless Unlimited.” It combines a Lifeline service with the temporary Emergency Broadband Benefit (EBB) to give eligible customers unlimited data, texts, minutes and 10 gigabytes of hotspot data.

You may qualify for a California Lifeline or EBB if you participate in any of these government programs:

- Food Stamps/Supplemental Nutrition Assistance Program (SNAP)
- Supplemental Security Income (SSI)
- Medi-Cal or CalFresh
- Veterans Pension benefit or Survivors Pension
- Medicaid
- Federal Public Housing Assistance or Section 8
- You may also qualify based on your household income. You must provide proof of program participation or proof of income.
- EBB Requirements:
 - Participate in the National School Lunch Program
 - Experienced a substantial loss of income in the last 12 months
 - Received a Pell Grant



To apply for a low-cost cell phone through Assurance Wireless dial 1-888-898-4888. Please note that it will take 2-3 weeks for a phone to be mailed to you once you have submitted all the documents required. You can also visit their website at www.assurancewireless.com or if you have any questions dial 1-888-321-5880.

RESIDENCES

Through extensive community partnerships, innovative community supervision and a commitment to rehabilitation, CDCR is helping supervised persons succeed as they return to their communities. Comprehensive pre- and post-release rehabilitative programs and services are offered in communities throughout California delivered through alternative custody, residential, outpatient and drop-in centers.

DIVISION OF REHABILITATIVE PROGRAMS

DRP Contracted Programs

Division of Rehabilitative Programs (DRP) has established contracts with specific programs statewide to address a supervised person's criminogenic needs.

The CDCR funded rehabilitative programs listed below provide comprehensive pre/post-release services throughout the State of California. These services are delivered through residential, outpatient, and drop-in centers. The focus is on substance use disorder, reentry and recovery housing, life skills, family unification, education, academic and vocational training and employment assistance and placement.

ALTERNATIVE CUSTODY PROGRAM (ACP)

The Alternative Custody Program (ACP) is a voluntary program developed for eligible incarcerated individuals that allows them to serve up to the last 12 months of their sentence in the community in lieu of confinement in state prison. Eligible participants may be housed in a private residence, a transitional care facility, a residential drug, or other treatment program.

ACP participants remain under the jurisdiction of the California Department of Corrections and Rehabilitation (CDCR) and are electronically monitored and supervised by parole agents while in the community. One day of participation in ACP shall be in lieu of one day of incarceration in a state prison. Participants receive credits for time served they would have received while incarcerated in state prison.

Regulations require the incarcerated person to be housed in the Male Community Reentry Program (MCRP), Female Community Reentry Program (FCRP), or Community Participant Mother Program (CPMP) at the time of application.

The consideration process includes a preliminary assessment of the proposed residence or private program, identifying community resources available to the individual, developing an Individualized Reintegration Plan (IRP), completing a thorough review of criminal activity and performance while incarcerated and supervised under probation and/or parole, culminating in an Institutional Classification Committee (ICC) chaired by the Warden or designee. If approved by the ICC, a final assessment of the residence or private program ensures the placement remains appropriate.

Adhering to the IRP and conditions set forth by the participant's Case Manager (Parole Agent), ACP participants are expected to maintain employment, further their education, and/or work on their rehabilitation through outpatient treatment, self-help classes, and groups to assist in controlling their addictions and developing employment, educational, vocational, and intrapersonal skills. Ultimately, the ACP provides participants a pathway to re-enter society as productive citizens with supervision while providing guidance to help them navigate their rehabilitation.

Incarcerated Person Requests for ACP

An incarcerated person may request ACP placement by submitting an ACP Application and Voluntary Agreement (CDCR Form 2234) to the assigned Correctional Counselor III (CCIII) at the MCRP/FCRP/CPMP site; or mailing the form to:



Division of Rehabilitative Programs (DRP)
Community Reentry Services: (279) 223-3900
9260 Laguna Springs Drive, Elk Grove, CA 95758

Note: The residence or program the incarcerated person notates on their CDCR Form 2234, ACP Application and Voluntary Agreement, must be able to allow the prospective ACP participant to reside there until the incarcerated individuals' Earliest Possible Release Date (EPRD), barring any unforeseen circumstances.

If an individual is requesting placement in a private program, an acceptance letter from the program must be submitted with the CDCR Form 2234. The acceptance letter must be signed by an authorized representative of a private program acknowledging acceptance of the individual to their program.

COMMUNITY PRISONER MOTHER PROGRAM (CPMP)

(24-Bed Facility)

11121 Bloomfield Avenue

Santa Fe Springs, CA 90670

(562) 236-9390

The California Department of Corrections and Rehabilitation pursuant to California Penal Code Sections 3410 through 3424 established the Community Participant Mother Program (CPMP). The CPMP provides an opportunity for pregnant individuals and mothers with one or more children, six years of age or younger, the opportunity to be housed with their children in a supervised facility away from the institution setting. The CPMP facility is set on a beautifully landscaped start of the art child friendly campus located in the city of Santa Fe Springs, CA.

The primary focus of the CPMP is to reunite mothers with their children and re-integrate them back into society as productive citizens by providing a safe, stable, wholesome and stimulating environment. CPMP also looks to establish stability in the parent-child relationship, provide the opportunity for mothers who are incarcerated individuals to bond with their children, and strengthen the family unit.

Basic Program Components of the CPMP

- Pregnant and/or parenting mothers and their children under six years of age are provided programs and support services to assist in developing the skills necessary to become a functioning, self-sufficient family that positively contributes to society.
- Individual Treatment Plans are developed for both the mother and child to foster development and personal growth. Program services focus on trauma-informed substance use prevention, parenting and educational skills.
- The program provides a safe, stable, and stimulating environment for both the mother and the child, utilizing the least restrictive alternative to incarceration consistent with the needs for public safety.
- Program goals facilitate the mother/child bond, reunite the family, enhance community reintegration, foster successful independent living, and enhance self-reliance and self-esteem.

Specific goals are:

1. To **PROMOTE** community reintegration, independent living and self-reliance;
2. To **REDUCE** the use of alcohol and drugs, involvement in criminal behavior, the rate of recidivism, factors which result in trauma to children of incarcerated parents and ultimately long-term costs to the state;
3. To **INCREASE** parenting skills, emotional stability, and educational and vocational opportunities;
4. To **ADDRESS** substance use issues, behavioral and psychological factors which impact emotional stability, self-esteem, self-reliance, parent-child relationship and appropriate child development;
5. To **PROVIDE** pre-release planning, employment skills, educational, vocational and parenting skills.

An incarcerated individual may initiate contact with the institutional Community Beds Coordinator to find out if they are eligible for CPMP placement.

Inquiries regarding the CPMP should be addressed to:



Division of Rehabilitative Programs (DRP)
Community Reentry Services: (279) 223-3900
9260 Laguna Springs Drive, Elk Grove, CA 95758

FEMALE COMMUNITY REENTRY PROGRAM (FCRP)

The Female Community Reentry Program (FCRP) allows eligible female individuals with serious and violent crimes, as well as non-serious committed to state prison to serve their sentence in the community at a FCRP as designated by the Department, in lieu of confinement in state prison and at the discretion of the Secretary. The FCRP will provide a range of rehabilitative services that assist with alcohol and drug recovery, employment, education, housing, family reunification, and social support.

Under FCRP, one day of participation counts as one day of incarceration in state prison, and participants in the program are also eligible to receive any sentence reductions that they would have received had they served their sentence in state prison. Participants may be returned to an institution to serve the remainder of their term at any time with or without cause.

Female participants who volunteer for FCRP will be placed into the program with a minimum of 60 days and a maximum of 32 months to participate prior to their release date. All of the participants receiving services through the FCRP will be required to reside at the FCRP program. CDCR will have the final decision regarding program placements and retains the right to remove participants from the program at any time.

CDCR currently has FCRPs at the following locations:

- San Diego – 112 bed facility
- Santa Fe Springs – 112 bed facility

- Bakersfield – 75 bed facility
- Stockton – 50 bed facility
- Sacramento – 50 bed facility
- Los Angeles – 60 bed facility

An incarcerated individual may request FCRP placement by submitting a FCRP Application and Voluntary Agreement (CDCR 2234) to the institutional Community Beds Coordinator.

Inquiries regarding the FCRP should be addressed to:



Division of Rehabilitative Programs (DRP)
Community Reentry Services: (279) 223-3900
9260 Laguna Springs Drive, Elk Grove, CA 95758

MALE COMMUNITY REENTRY PROGRAM (MCRP)

The Male Community Reentry Program (MCRP) is a voluntary program for eligible males who have two years or less of their prison sentence left to serve. This allows eligible individuals committed to state prison to serve the end of their sentences in the community, in lieu of confinement in state prison. MCRP is facilitated by the Division of Rehabilitative Programs (DRP).

Launched in 2015, MCRP is designed to provide a range of community-based, rehabilitative services with the goal of participants successfully reentering the community from prison as well as contributing to reduced recidivism. Rehabilitative services may include, but are not limited to: guidance and support, substance use disorder treatment, mental health care, medical care, family reunification, community resources, education, employment, recovery groups, social support, and assistance obtaining housing upon release.

Locations

MCRP is located in the following counties:

- Butte (Also services Plumas, Sierra, Lassen, Shasta, Trinity, Lake, Mendocino, Tehama, Nevada, Colusa, Glenn, Sutter, Placer and Yuba)
- Kern County (Also services Kings, Tulare, Inyo, San Luis Obispo, and Ventura)
- Los Angeles County (3 locations)
- San Diego County (Also services Orange and Imperial)

MCRP will begin servicing participants from all California counties in July 2025.

Program Length

Individuals are eligible to participate up to two years, but no less than 60 days, before their Earliest Possible Release Date (EPRD).

Eligibility and Enrollment

All eligible incarcerated people may volunteer for MCRP placement. Those determined potentially eligible for placement will be reviewed by the Institution Classification

Committee (ICC) and, if approved for placement, referred to the Classification Staff Representative for endorsement. All participants are subjected to mandatory electronic monitoring and must agree as a condition of placement.

Eligibility criteria is contained in Title 15, section 3078.3. Exclusionary criteria includes, but is not limited to:

- Has a Penal Code (PC) Section 290 registration requirement, an R suffix, or current or prior conviction for a sexually violent offense as defined in subdivision (B) of the Welfare and Institutions Code Section 6600
- Has a California Static Risk Assessment score of five (high violence)
- Has an ESC administrative determinant pursuant to Title 15, subsection 3375.2(b) or a history of escape within the last ten years of ICC's review
- Has an active or potential felony hold, warrant, or detainer
- Has in-custody misconduct (Division A-C offenses) within the last 24 calendar months, except physical possession of alcohol, drugs, or drug paraphernalia. (distribution/trafficking offenses remain exclusionary)
- Has been released from Restricted Housing Unit/Psychiatric Security Unit (RHU/PSU) within the last 12 calendar months
- Has a DIS administrative determinant affixed pursuant to Title 15, subsection 3375.2(b). The ICC may remove a previously affixed DIS and refer for MCRP placement in the same committee action
- Validated Security Threat Group I (STG I) pursuant to California Code of Regulations, Title 15 Subsection 3378(c)
- Has an Arson (ARS) administrative determinant affixed pursuant to Title 15, subsection 3375.2(b).
- Current requirement for Level IV 180-design housing pursuant to Title 15, section 3375.1
- Close or Maximum custody

In addition to the above noted criteria, certain case factors require a case by case review by the classification committee.

Inquiries regarding the MCRP should be addressed to:



Division of Rehabilitative Programs (DRP)
Community Reentry Services: (279) 223-3900
9260 Laguna Springs Drive, Elk Grove, CA 95758

RESIDENTIAL AND LIVE-IN PROGRAMS

Residential programs for individuals on active parole supervision are offered throughout the state. All programs provide transitional and supportive services that include Substance Use Disorder Treatment/Education, cognitive behavioral interventions, life skills, employment, education, Reentry Recovery Housing (made available when individuals are accessing outpatient and/or other rehabilitative services), and Returning Home Well Housing.

FEMALE OFFENDER TREATMENT AND EMPLOYMENT PROGRAM (FOTEP)

The Female Offender Treatment and Employment Program (FOTEP) is designed to reduce recidivism through intensive substance use disorder, family reunification, vocational training, and employment services. The program provides a smooth transition for women from custody to the community by providing intensive, gender-responsive counseling services. In addition, there is a comprehensive case management component to assess the needs of the participants and to provide the services and programs that would most likely result in their recovery and future gainful employment. Unique to FOTEP is the ability for the women to have their children reside with them as they progress through their treatment and recovery for up to 15 months.

Locations

Community-based facilities located in the following counties:

- Contra Costa
- El Dorado
- Los Angeles
- Merced

Program Length

Maximum of 15 months

Enrollment

Enrollment requires a referral by individual's Agent of Record (AOR), and all enrollments in the FOTEP require a referral through the STOP placement office.

Eligibility Requirements

FOTEP services are available to females (with or without minor children) on active parole supervision.

Inquiries regarding the FOTEP should be addressed to:



Division of Rehabilitative Programs (DRP)
Community Reentry Services: (279) 223-3900
9260 Laguna Springs Drive, Elk Grove, CA 95758

SPECIALIZED TREATMENT FOR OPTIMIZED PROGRAMMING (STOP)

The Specialized Treatment for Optimized Programming (STOP) program is dedicated to supporting successful reentry for individuals on active parole supervision. Operating through six contracts statewide, the STOP program collaborates with Community-Based Organizations (CBOs) to address the various needs of the releasing population.

Key Services Offered:

- Substance Use Disorder Treatment: Including non-medical detoxification services, residential treatment and outpatient services.
- Criminal Thinking: Addressing cognitive behavioral patterns associated with criminal behavior.
- Life Skills Programs: Equipping participants with essential life skills for successful community reintegration.
- Community and Family Reunification: Facilitating services to strengthen community and family ties.
- Employment and Educational Services: Supporting participants in finding employment and educational opportunities.
- Counseling Services: Individual, family, and group counseling to address assessed needs.
- Enrollment Assistance: Helping participants enroll in Health Care Services such as Medi-Cal.
- Anger Management: Offering access to evidence-based anger management programs.

Through continuous collaboration and oversight, STOP contractors ensure that participants receive the comprehensive and evidence-based programming necessary for successful reentry into society.

Locations

STOP services are provided through a network of community providers located in most counties throughout the State and managed by six regional placement offices in the following counties:

STOP is administered from six regional placement offices.

- Fresno
- Los Angeles
- Sacramento
- San Bernardino
- San Diego
- Santa Clara (Campbell)

Individuals in counties lacking STOP service locations may be considered for placement in another county to accommodate placement in STOP services.

Program Length

Up to 180 days, with the possibility of up to an additional 185 days, based on assessed need.

Enrollment

Enrollment requires a referral by the individual's Agent of Record (AOR). Individuals may self-refer to a STOP facility; the AOR will be contacted to verify referral.

Eligibility Requirements

All individuals on active parole supervision are eligible to participate. Priority is given to individuals who are within their first year of release and who have an assessed need for services.

Inquiries regarding the STOP should be addressed to:



Division of Rehabilitative Programs (DRP)
Community Reentry Services: (279) 223-3900
9260 Laguna Springs Drive, Elk Grove, CA 95758

LONG TERM OFFENDER REENTRY RECOVERY PROGRAM (LTORR)



The Long-Term Offender Reentry Recovery (LTORR) is a residential program that assists individuals that have served long term or life sentences with life skills and successful reintegration back into the community through peer-driven support, assistance, and guidance. LTORR focuses on a compilation of services based on the individual needs of each participant. Services are provided in a safe, clean, substance-free environment and include housing, meals, programming, and supervision. Programming offered includes stress management, victim awareness, and computer supported literacy. Substance abuse education and 52-week domestic violence program are provided based on assessed need.

Locations

LTORR services are located in the following counties:

- Alameda
- Fresno
- Los Angeles (5)
- Monterey
- Riverside
- Sacramento
- San Diego (2)
- San Francisco (2)

Program Length

Up to 180 days with the possibility of an additional 185 days, based on assessed need, for a total of 365 days.

Enrollment

Referral by individual's Agent of Record (AOR), or direct placement coordinated prior to release from a correctional institution.

Eligibility

Individuals on active parole supervision who have served long term or life sentences are eligible for programming services available through LTORR; however, all individuals on active parole supervision are eligible for placement in the LTORR.

Inquiries regarding the LTORR should be addressed to:



Division of Rehabilitative Programs (DRP)
Community Reentry Services: (279) 223-3900
9260 Laguna Springs Drive, Elk Grove, CA 95758

OUTPATIENT AND DROP-IN PROGRAMS

Outpatient and drop-in programs for individuals on active parole supervision provide support in employment assistance and placement, relationships, cognitive behavioral interventions, education, vocational training, and Reentry Recovery Housing.

CALTRANS SUPERVISED PERSON WORK CREW PROGRAM

The Caltrans Supervised Person Work Crew Program provides transitional employment through litter abatement services for the Department of Transportation (Caltrans). This program is a partnership between Caltrans, the California Department of Corrections and Rehabilitation (CDCR), the Butte County Office of Education (BCOE), San Bernardino Community College District (SBCCD), and the City of

Oakland Golden State Works (GSW). The BCOE and SBCCD Day Reporting Centers (DRCs) work with the CDCR Division of Adult Parole Operations (DAPO).

Supervised persons are assessed for job readiness to legally and physically work on transitional work crews that require manual labor. Eligible supervised persons that have completed most of their Individual Treatment Plan, and the first five-day portion of life skills education, are placed on a work crew for up to 90 working days. The GSW program provides life skills education, employment preparation, transitional employment, permanent job placement, case management, and employment retention services. Supervised persons work four days per week on the work crew; then focus on employment and job placement services on the fifth day. Job referral and retention services continue for up to 12 months.

Locations

The Caltrans Supervised Person Work Crew has six locations statewide.

BCOE operates in the North, Central and Southern regions of California. SBCCD works in San Bernardino County. GSW works through the City of Oakland in Alameda County.

Program Length

The Caltrans Supervised Person Work Crew Program lengths vary, up to one year.

Eligibility and Enrollment

Supervised persons attending a BCOE and SBCCD DRCs who have completed a job readiness assessment, and are legally and physically able to work on transitional job sites may be referred for enrollment by the Parole Agent via CDCR Form 1502, Activity Report.

In the GSW program, supervised persons complete an evidence-based employment assessment to determine eligibility and must also be referred by the Parole Agent of Record via a CDCR Form 1502 Activity Report. Supervised persons in GSW who have a history of either penal code (PC) 457.1 (arson) or PC 290 (sex offense) may be excluded on a case-by-case basis.

Inquiries regarding the Caltrans Supervised Person Work Crew Program should be addressed to the following:

BCOE

Hours of Operation: 8:00 am to 4:30 pm

Central Regional Office

559-369-6089

Back 2 Work Fresno

Los Angeles/Orange County Regional Office

323-318-2244

Back 2 Work Los Angeles

Northern Regional Office

916-379-8182

Back 2 Work Sacramento

San Diego/Inland Empire Regional Office

619-310-6662

Back 2 Work San Diego

SBCCD

Hours of Operation: 7:00 am to 4:30 pm

San Bernardino County

909-382-4068

San Bernardino Community College District

Economic Development and Corporate Training

City of Oakland (Golden State Works)**Alameda County**

(510) 251-2240

CEO Works**DAY REPORTING CENTERS (DRC)/ COMMUNITY-BASED COALITION (CBC)**

Day Reporting Centers (DRC) and Community-Based Coalition (CBC) offer a “one-stop shop” comprehensive service delivery program designed to address the assessed needs of CDCR supervised individuals. DRC/CBCs are non-residential programs with limited Reentry and Recovery Housing (RRH) available.

**Services provided include:**

- Individual and Group Counseling
- Batterer’s Violence Program
- Cognitive Behavioral Interventions
 - Criminal Thinking
 - Anger Management
 - Parenting and Family Reintegration
- Reentry Recovery Housing
- Life Skills
 - Budgeting and Money Management
 - Employment Services
 - Job Readiness
- Education/GED Preparation
- Substance Use Disorder Education

Locations

DRCs are available throughout California by CDCR in partnership with public entities and private providers.

Programs are currently available in the following counties:

- Alameda
- Butte (2 locations)
- Contra Costa
- El Dorado
- Fresno
- Imperial
- Kern (coming soon)
- Los Angeles (4)
- Monterey
- Orange
- Placer (2 locations)
- Riverside
- Sacramento
- San Bernardino
- San Diego
- San Joaquin
- Santa Barbara
- Santa Clara
- San Francisco (coming soon)
- Shasta
- Solano
- Tehama
- Yolo (2 locations)

Program Length

Up to 180 days with the possibility of up to an additional 185 days, based on assessed need.

Enrollment

Referral by Agent of Record (AOR) via CDCR form 1502, Activity Report.

Eligibility Requirements

All individuals on active parole supervision are eligible to participate.

Inquiries regarding the DRC/CBC should be addressed to:



Division of Rehabilitative Programs (DRP)
Community Reentry Services: (279) 223-3900
9260 Laguna Springs Drive, Elk Grove, CA 95758

BEHAVIORAL HEALTH REINTEGRATION ASSISTANCE/TREATMENT (BHR)

Behavioral Health Reintegration (BHR) is a first line resource of clinical case management services designed to assist supervised persons with their successful reintegration back into the community. Located in all parole offices, BHR is staffed with psychiatrists, psychologists, and social workers trained to work with justice involved individuals. BHR clinicians are available to address immediate clinical case management needs such as, but not limited to, mental health, substance use, benefit enrollment/income stability, shelter, etc. The BHR clinicians work closely with each supervised persons to develop an individualized reintegration plan (IRP) designed to identify areas of need to plans for successful reintegration. BHR emphasizes linking supervised persons to long-term community-based services and resources that will sustain once discharged from parole supervision.

Methods of services BHR provides include, but are not limited to, evaluation, on-going assessment of identified areas of need to include symptom severity and intervention,

medication management, brief individual therapy, group therapy, family reintegration support, crisis intervention, and case management support.

BHR also provides Medicated Assisted Treatment (MAT) support. Your parole agent can refer you to BHR for MAT services. An assessment will be conducted by a BHR Clinician. If MAT is appropriate for you, the BHR clinician will refer you to a local MAT resource or establish an appointment with a BHR Psychiatrist.

Please note, opiate maintenance therapy (Suboxone, Methadone) is not prescribed by BHR Psychiatrists.

COUNTY BEHAVIORAL HEALTH/MEDICATION ASSISTED TREATMENT/INTEGRATED SUBSTANCE USE DISORDER TREATMENT

Integrated Substance Use Disorder Treatment

Integrated Substance Use Disorder Treatment (ISUDT) is a comprehensive and evidence-based cross-divisional Cognitive Behavioral Interventions (CBI) program to identify incarcerated persons at risk for substance-use disorder (SUD) related harms and provide treatment that reduces risk of overdose and other complications associated with SUD. Treatment may include behavioral interventions or Medication Assisted Treatment (MAT), as clinically indicated.

CBI Programs

CBI is evidence-based treatment, which helps incarcerated persons understand the thoughts and feelings, which influence behaviors. CBI is focused on helping incarcerated persons deal with a specific problem as identified by an assessment. During the course of treatment, incarcerated persons learn how to identify and change destructive or disturbing thought patterns, which have a negative influence on behavior. CBI is an overarching entity with pathways to treatment inclusive of the ISUDT (Intensive Outpatient and Outpatient) and Life Skills programs managed under the authority of CDCR's Division of Rehabilitative Programs.

Incarcerated persons are placed into one of three program types based upon their clinical assessed need or medical referral: CBI-Intensive Outpatient, CBI-Outpatient, or CBI-Life skills.



The program's general objectives are to:

- Increase each incarcerated person's level of knowledge and skills associated with their SUD and issues contributing to their addiction.
- Increase each incarcerated person's level of knowledge and skills associated with their criminal behavior.
- Improve the incarcerated person's relapse and recidivism prevention strategies and skills.
- Address criminal and distorted thinking in order to eliminate anti-social thinking.
- Address the issues that contribute to the incarcerated person's SUD and criminal behavior including but not limited to trauma, coping skills, relationship skills, emotion management and expression of emotions.
- Support incarcerated person's receiving MAT.

The goal of CBI programming is to eliminate criminal behavior patterns and substance use, abuse, and dependency.

Length of Program

- CBI - Intensive Outpatient (ISI): 5 days a week, 2 hours per day for approximately 12 months
- CBI - Outpatient (ISO): 3 days a week, 2 hours per day for approximately 12 months
- CBI - Life Skills (CBI 2): 3 days a week, 2 hours per day for approximately 7 months

Eligible Credits

Incarcerated persons will receive 2 weeks of Milestone Completion Credits (MCCs) off their sentence for every 80 hours of participation and one additional week upon successful program completion.

Eligibility Requirements

In order to be eligible, incarcerated persons must meet one or more of the following criteria:

- Earliest Possible Release Date (EPRD) within 15-24 months
- Board of Parole Hearing (BPH) within 15-24 months
- Currently undergoing MAT
- Identified as High Risk for SUD
 - History of overdose
 - SUD related hospitalization in the last 12 months
 - SUD and on Opioids for Chronic Pain
 - Pregnant with SUD
- Identified based upon a clinically assessed need or medical referral

EDUCATION



Community College

Community Colleges offer several programs that can provide you with vocational training in fields like auto-repair, computers, carpentry and plumbing. In some cases, you may be able to enroll in these programs even if you do not have a high school diploma.

The road to a better career starts with enrolling in a career education program at a California Community College. If you are looking to acquire the skills you need to succeed, there is a program for you.

Our career education programs allow you to learn through real-life training from expert instructors and industry professionals.

Degree and Certificate Programs

California community colleges offer a wide variety of degrees and career certificates to meet the needs of students looking to improve their lives through education.

California community colleges assist students by providing a wide array of financial aid services and support.

EMPLOYMENT



Finding a Job

Getting a job should be one of your top priorities if you are capable of working. Though it may be a challenge to find work, you should never allow yourself to become discouraged. If you need assistance finding and keeping a job, the following information may be helpful to you:

America Job Center of California

WorkSource Centers provide Job Training Programs and Career Building Services for high-demand, high salary jobs in growing industries. WorkSource Centers also offer translation services in a variety of languages commonly spoken within Los Angeles, as well as assistance with childcare or bus passes to those who qualify.

These centers act as your personal employment agency and the services are always FREE. The services are offered to adults, dislocated workers, veterans, the homeless and the re-entry population.

- Job Training, Resume Building and Interview Skills
- Phone and Computer Access, Skills Workshops
- Employment Referrals
- Customized Job Matching via CalJOBSSM
- Career Guidance and Placement Assistance

California Employment Development Department

The Employment Development Department (EDD) can help you find a job. They have many tools that can assist you in the process, such as job fairs, workshops and online services. In addition, employers may be able to get a tax credit for hiring you through the Work Opportunity Tax Credit Program.

Toolbox for Job Seekers

The Toolbox for Job Seekers provides tools and resources for California's job seekers to assist in their job search, career exploration, and training needs.

CalJOBSSM

The CalJOBSSM is a virtual job center that gives you online access to thousands of job listings and tools to help you manage your career.



Benefits of CalJOBSSM include:

- Create and upload multiple versions of your résumé tailored to specific jobs or career paths.
- Receive automatic job alerts through the feature titled Virtual Recruiter.
- Receive notifications of new job openings via text messages and/or email.
- View current events such as workshops and job fairs by location.
- Use templates to communicate with employers in a Message Center.
- Access on all computers, smartphones, and tablets.
- Download the mobile application for on iTunes and Google Play stores.

Jobs and Training

For information on what type of training is needed or where to get training, visit the [Jobs and Training](#) page.

To find a job, list a job opening, and browse other online employment services, visit CalJOBSSM. For assistance, call CalJOBS at 1 (800) 758-0398.

Public Library

The public library in your area may offer various types of programs that can help you with employment. Some of the services you may find at your local library include business services, which can help you if you are interested in starting your own business, or one-on-one job coaching to help you brush up on job searching, resume writing and interview skills.

Some Libraries provide programs like WORK READY a 6-week Job Readiness Program

- Job Seeker Checklist
- Cover Letter Guide
- Work Ready: Online Etiquette in a Professional Environment
- Work Ready Collection on OverDrive (eBooks and Audiobooks)
- Tools for Job Seekers
- Business Resources
- Occupational Outlook Handbook
- Services are free Library Card Required

EMPLOYMENT AGENCIES



Employment agencies are companies that specialize in connecting employers with job seekers. The jobs they can place you in may be temporary or lead to a permanent position. An employment agency can help you figure out what type of work you are qualified to do and then help you find a job.

A job seeker can use a staffing agency (also known as an employment agency or staffing company) to find a wide variety of jobs, including permanent jobs, in a number of industries. Staffing agencies hire everyone from entry-level workers to CEOs. Learn what a staffing agency is and how to use one to find the right job for you.

Companies pay the agency to find employees for them. Job seekers can apply to specific jobs through the staffing agency or can simply contact the staffing agency looking for a job. The agency interviews the job seekers and places them in appropriate positions.

It's Free They Do the Job Searching for You

When you sign up to work with a staffing agency, they ask you about your skills and experience and let you know if they have a job that might be a good fit for you. You can also search for jobs on their internal job site. Often, they know of job openings that are not available on other job sites. It is a great way to get help finding job openings.

Help Wanted Advertisements

Help Wanted ads can be searched online and, in the newspaper, or other publications. If you do not know where to find them, ask your parole agent.

In addition to the print newspaper, we have many more options today. Instead of publishing traditional classifieds online, these classifieds usually appear only in their online form, and they are a useful source of job postings. Many newspapers and other organizations outsource the “Jobs” portion of their website to employment super sites, often Indeed, CareerBuilder, or Monster. Essentially, they provide a window into the existing database of jobs at a different site.

Networking

Networking can be an effective way of finding a job. Talk to your parole agent, friends and family and ask them if they are aware of any job opportunities that you might be qualified for. Ask them for advice on how to get a job. They may point you in the right direction.

What is meant by job networking?

Networking is an important career development skill that is worth developing. In its simplest form, networking involves having a “career conversation” with someone for the purpose of exploring careers or job searching to help you answer important career-related questions.

Cold-Calling

Cold calling is an option that is available to you in your job search. You may be able to get work by simply calling or stopping in on a company that you would like to work for and asking them if they are hiring. This may be especially effective on construction worksites.

Cold calling is the practice of contacting potential employers directly by phone, without any prior contact, and marketing yourself to them. This is best accomplished by identifying and understanding your skills, and how they are relevant to the employers you approach and the jobs they may have available.

Here's some example scripts of what you can say when looking for work.

*Good afternoon, I would like to speak to _____, please.
My name is _____ and I am hoping to find out about employment
opportunities at _____.*

Tips for Finding a Job

- Prepare a history of your work experience. This is called a resume.
- Prepare a list of references. This is a list of people a potential employer can contact to ask about your character and experience. Make sure that your relationships with others, especially employers, are good so that you will always feel comfortable listing them as a reference.
- Obtain a valid California Driver's License or California Identification Card. Employers will require you to have a valid ID. If you did not obtain an ID while you were in prison, ask your parole agent if you are eligible for a no-fee or reduced-fee ID.
- Know your Social Security Number. Employers will require this information. If you do not have a Social Security Number, apply to obtain one.
- Keep a copy of your birth certificate. If you do not have one, contact the County Records Office where you were born to obtain a copy.
- Dress appropriately when meeting with potential employers. In most cases, this means that you should wear your "Sunday best."
- When you are interviewing for a job, be the best version of yourself. Listen carefully, be respectful and answer all questions honestly and to the best of your ability.

Getting an Education

If you did not graduate from high school, you may have a hard time getting a good job. If you want a good job, you can still finish your education through an Adult Education Program. You can get your General Education Development (GED) diploma by taking the High School Proficiency Test, or by going back to school.

Contact your parole agent and/or a member of the Community Reentry Unit (CRU) team for information about educational programs in your community.

Adult Education Program

Adult Education Programs are free of charge and are available in schools in your community. You can get more information about these programs by contacting your local school district or community college.

LINKS TO COMMUNITY RESOURCES



Aunt Bertha's free search tool is now called findhelp.org. Findhelp.org will continue to connect all people in need to the programs that serve them (with dignity and ease)

<https://www.findhelp.org>



Help starts here. 211 connects you to expert, caring help. Every call is completely confidential.

<https://www.211.org/>



ARCAID is the “Automated Rehabilitative Catalog And Information Discovery” application. This application is a self-service platform for offenders to find services, jobs, and forms and documents throughout their community to assist them in their reintegration and rehabilitation process.

<https://arcaid.etosoftware.us/>

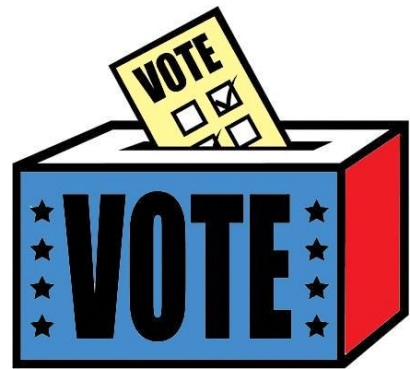
VOTING RIGHTS

You can register to vote and vote if you are:

- A United States citizen and a resident of California
- 18 years old or older on Election Day
- Not currently serving a state or federal prison term for the conviction of a felony
- Not currently found mentally incompetent to vote by a court

Persons with a criminal history who can register to vote:

- In county jail awaiting trial
- In county jail serving a misdemeanor sentence
- On probation
- On parole
- On mandatory supervision
- On post-release community supervision
- On federal supervised release
- A person with a juvenile wardship adjudication



Persons with a criminal history who cannot register and vote:

- Currently serving a state or federal prison term for the conviction of a felony imprisoned in:
 - State prison
 - Federal prison
 - County jail or other correctional facility

NOTE: Once you have finished serving your term, your right to vote is restored; however, you must register online at RegisterToVote.ca.gov or by filling out a paper voter registration card.

How to register to vote

You may request a voter registration card from the Secretary of State or your county elections office. If you are in jail and you are eligible to vote, you are entitled to receive a voter registration card.

You may also apply to register to vote on the Secretary of State's website RegisterToVote.ca.gov. Your voter registration application must be received or postmarked at least fifteen (15) days before Election Day to be eligible to vote in that election. In elections conducted by your county elections official, you can "conditionally" register and vote provisionally at your county elections office after the 15-day voter

registration deadline. For more information, please go to the Secretary of State's webpage on same day voter registration and voting (<https://www.sos.ca.gov/elections/voter-registration/same-day-reg>) or contact your county elections official.

Voter registration cards and voting materials are available in English, Chinese, Hindi, Japanese, Khmer, Korean, Spanish, Tagalog, Thai, and Vietnamese. Voter registration cards are available at most public libraries and government offices. See the attached list for state and local elections office contact information.

Vote by mail

If you are already registered to vote at your current home address, you may request a vote-by-mail ballot application by contacting your county elections office. Once you receive your vote-by-mail ballot application, you must complete and return it to your county elections office at least seven (7) days before Election Day.

If you are not registered to vote at your current home address, you may register or re-register to vote and request a vote-by-mail ballot on the Secretary of State's website RegisterToVote.ca.gov.

Release from custody

If you requested a vote-by-mail ballot but are released from custody before you receive your ballot, you can still vote. Just go to the polling place for your home address or any polling place in the county where you are registered and vote a provisional ballot.

If you change your name, home address, mailing address, or party preference you must complete a new voter registration card.

Resources

For more information, contact your county elections office at California Secretary of State | (800) 345-VOTE (8683) | www.sos.ca.gov | <https://voterstatus.sos.ca.gov>



Shirley N. Weber, Ph.D.
California Secretary of State

VOTING RIGHTS RESTORED

Persons with a Prior Felony Conviction

You have voting rights!



You can register and vote if you are:



A U.S. citizen and a resident of California



Not currently found mentally incompetent to vote by a court



18 years old or older on Election Day



Not currently serving a state or federal prison term for the conviction of a felony

If you meet these requirements, you can vote even if you:

- ▶ Have a misdemeanor conviction (a misdemeanor will never prevent you from voting)
- ▶ Are on parole or probation
- ▶ Are on post-release community supervision (PRCS)

**For more information, please visit
votingrightsrestored.sos.ca.gov**

Register or re-register to vote today!

**If you were registered to vote and convicted of a felony,
your previous registration may have been canceled.**



Visit registertovote.ca.gov or request a paper voter registration card by contacting your county elections office (see reverse) or calling the Secretary of State Voter Hotline at 800-345-VOTE (8683).

CALIFORNIA COUNTY ELECTIONS OFFICES

ALAMEDA
1225 Fallon Street, Room G-1
Oakland, CA 94612
(800) 834-6454

ALPINE
P.O. Box 158
Markleeville, CA 96120
(530) 694-2281

AMADOR
810 Court Street
Jackson, CA 95642
(209) 223-6465

BUTTE
155 Nelson Ave
Oroville, CA 95965-3411
(530) 552-3400

CAL AVERAS
891 Mountain Ranch Road
San Andreas, CA 95249
(833) 536-8683

COLUSA
546 Jay Street, Suite 200
Colusa, CA 95932
(530) 458-0500

CONTRA COSTA
P.O. Box 271
Martinez, CA 94553
(925) 335-7800

DEL NORTE
981 H Street, Room 160
Crescent City, CA 95531
(707) 464-7216

EL DORADO
P.O. Box 678001
Placerville, CA 95667
(530) 621-7480

FRESNO
2221 Kern Street
Fresno, CA 93721
(800) 742-1011

GLENN
516 W. Sycamore Street
Willows, CA 95988
(530) 934-6414

HUMBOLDT
2426 6th Street
Eureka, CA 95501
(707) 445-7481

IMPERIAL
940 W. Main Street, Suite 206
El Centro, CA 92243
(442) 265-1060

INYO
P.O. Drawer F
Independence, CA 93526
(760) 878-0224

KERN
1115 Truxtun Avenue, 1st floor
Bakersfield, CA 93301
(800) 452-8683

KINGS
1400 W. Lacey Blvd.
Hanford, CA 93230
(559) 852-4401

LAKE
325 N. Forbes Street
Lakeport, CA 95453
(888) 235-6730

LASSEN
220 S. Lassen Street, Suite 5
Susanville, CA 96130
(530) 251-8217

LOS ANGELES
P.O. Box 1024
Norwalk, CA 90651-1024
(800) 815-2666

MADERA
200 W. 4th Street
Madera, CA 93637
(800) 435-0509

MARIN
P.O. Box E
San Rafael, CA 94913-3904
(415) 473-6456

MARIPOSA
P.O. Box 247
Mariposa, CA 95338
(209) 966-2007

MENDOCINO
501 Low Gap Road, Rm 1020
Ukiah, CA 95482
(707) 234-6819

MERCED
2222 M Street
Merced, CA 95340
(800) 561-0619

MODOC
108 E. Modoc Street
Alturas, CA 96101
(530) 233-6200

MONO
P.O. Box 237
Bridgeport, CA 93517
(760) 932-5537

MONTEREY
P.O. Box 4400
Salinas, CA 93912
(866) 887-9274

NAPA
1127 1st Street, Suite E
Napa, CA 94559
(707) 253-4321

NEVADA
950 Maidu Avenue, Suite 210
Nevada City, CA 95959
(530) 265-1298

ORANGE
P.O. Box 11298
Santa Ana, CA 92711
(888) 628-6837

PLACER
3715 Atheron Rd, Suite 2
Rocklin, CA 95765
(800) 824-8683

PLUMAS
520 Main Street, Room 102
Quincy, CA 95971
(844) 676-8683

RIVERSIDE
2724 Gateway Drive
Riverside, CA 92507-0918
(951) 486-7200

SACRAMENTO
7000 65th Street, Suite A
Sacramento, CA 95823-2315
(800) 762-8019

SAN BENITO
P.O. Box 1150
Hollister, CA 95024
(831) 636-4016

SAN BERNARDINO
777 E. Rialto Avenue
San Bernardino, CA 92415
(909) 387-8300
SAN DIEGO
5600 Overland Ave, Suite 100
San Diego, CA 92123
(800) 696-0136

SAN FRANCISCO
1 Dr. Carlton B. Goodlett Place,
Room 48
San Francisco, CA 94102-4635
(415) 554-4375

SAN JOAQUIN
44 N. San Joaquin Street,
Suite 350
Stockton, CA 95202
(800) 400-5009

SAN LUIS OBISPO
1055 Monterey Street,
Room D-120
San Luis Obispo, CA 93408
(805) 781-5228

SAN MATEO
40 Tower Road
San Mateo, CA 94402
(650) 312-5222

SANTA BARBARA
P.O. Box 61510
Santa Barbara, CA 93160-1510
(800) 722-8683

SANTA CLARA
1555 Berger Driver, Building 2
San Jose, CA 95112
(866) 430-8683

SANTA CRUZ
701 Ocean St., Room 310
Santa Cruz, CA 95060
(866) 282-5900

SHASTA
P.O. Box 990880
Redding, CA 96099-0880
(530) 225-5730

SIERRA
P.O. Drawer D
Downieville, CA 95936-0398
(530) 289-3295

SISKIYOU
311 Fourth Street, Rm 201
Yreka, CA 96097-9910
(530) 842-8084

SOLANO
675 Texas Street,
Suite 2600
Fairfield, CA 94533
(888) 933-8683

SONOMA
P.O. Box 11485
Santa Rosa, CA 95406-1485
(707) 565-6800

STANISLAUS
1021 I Street, Suite 101
Modesto, CA 95354-2331
(833) 772-2260

SUTTER
1435 Veterans Memorial Circle
Yuba City, CA 95993
(530) 822-7122

TEHAMA
P.O. Box 250
Red Bluff, CA 96080-0250
(530) 527-8190

TRINITY
P.O. Box 1215
Weaverville, CA 96093-1215
(530) 623-1220

TULARE
5300 West Tulare Ave, Suite 105
Visalia, CA 93277
(559) 839-2100

TUOLUMNE
2 S. Green Street
Sonora, CA 95370-4618
(209) 533-5570

VENTURA
800 S. Victoria Avenue, L-1200
Ventura, CA 93009-1200
(805) 654-2664

YOLO
P.O. Box 1820
Woodland, CA 95776-1820
(530) 666-8133

YUBA
915 8th Street, Suite 107
Marysville, CA 95901-5273
(530) 749-7855



Local Resources

211 can be accessed by phone or computer at **211.org**. A toll-free call to 211 connects you to a community resource specialist in your area who can put you in touch with local organizations that provide critical services. You will find information about supplemental food and nutrition programs. Your parole agent or Community Reentry Unit staff member can provide you with more information about how to connect directly with a 211 Re-entry Specialist in your area.

Contact your parole agent and/or a member of the Community Reentry Unit located at each Parole Office for information about these programs or services in your area.

SEX OFFENDER MANAGEMENT PROGRAM AND SEX OFFENDER REGISTRATION REQUIREMENTS

Sex Offender Supervision

As a tool in its enhanced supervision, CDCR continues to operate one of the largest Global Positioning System (GPS) monitoring programs by a single law enforcement agency in the United States. Since 2008, CDCR has been monitoring all sex offender supervised persons in the community with GPS technology. The California Department of Corrections and Rehabilitation, Division of Adult Parole Operations continues to be one of the nation's leading law enforcement agencies in the application of innovative community supervision methods related to sex offenders.

Sex Offender Management Program

Pursuant to PC Section 3008, CDCR must implement a Sex Offender Management Program (SOMP) developed in accordance with the standards established under PC Section 9003. SOMP is a comprehensive program consisting of enhanced supervision, supervised person sex offender specific treatment, polygraph use, and victim advocacy and is intended for the management of all supervised persons required to register with law enforcement, pursuant to PC Section 290.

All offenders under DAPO supervision convicted of a crime requiring registration under the Sex Offender Registration Act codified in PC Section 290 et seq., shall be supervised in accordance with the SOMP policy.

Pursuant to PC Section 3010.10, a person who is required to register as a sex offender pursuant to PC Section 290 as a condition of parole, shall report to his or her parole agent within one working day following release from custody or as instructed by a parole agent, to have an electronic GPS device affixed to his or her person. Initial contact shall not exceed two days from the date of release.

All supervised persons, including Interstate Compact transfers, who are convicted of a crime listed in PC Sections 290 through 290.024, inclusive, may be subject to residency restrictions and transient requirements on a case-by-case basis. Parole agents shall ensure that applicable residency restrictions for supervised person sex offender subject to parole supervision are imposed and adhered to. Parole agents shall impose residency restrictions in accordance with applicable California statute and in accordance with

Special Conditions of Parole that meet the requirements set forth in *People v. Lent* (1975) 15 Cal.3d 481, 486.

SEX OFFENDER REGISTRATION

Mission

The mission of the California Sex Offender Registry is to provide accurate and timely information to the law enforcement community and the general public concerning sex offender registration in California.

Overview

In 1947, California became the first state in the nation to enact a sex offender registration law that required offenders convicted of specified offenses to register with their local law enforcement agency. This practice is still in place and the California Sex and Arson Registry (CSAR) serves as the statewide repository for information on registered sex offenders. Today, the California Sex Offender Registry continues to provide a wide range of services that support and assist the law enforcement community with the monitoring and registration of over 120,000 California sex offenders. These services include maintaining and providing information to the general public via the California Megan's Law Internet Web site.

The California Sex Offender Registry at the California Department of Justice (DOJ) maintains the registered sex offender database. The database is the basis for the information displayed on this website.

By law, persons convicted of specified sex crimes are required to register as sex offenders with a local law enforcement agency. Prior to release from prison, jail, a mental hospital, or on probation, sex offenders who are required to register are notified in writing of their duty to register. This information is then forwarded to DOJ. When a sex offender is released into the community, he or she must register within 5 working days at the law enforcement agency having jurisdiction over his or her residence. The registering agency forwards the registration information to DOJ.

Registration Requirements

Registered sex offenders are required to update their information annually with local law enforcement, within five working days before or after their birthday. Some sex offenders must update their information more often: transients must update every 30 days and sexually violent predators must update every 90 days. The California Sex Offender Registry keeps track of the next required update, and if a registered sex offender is in violation of the update requirements, this website will show the registrant as being in violation.

Updating Registration

When registrants change their residence address or become transient (homeless), they are required to update their registration information within five working days with a local law enforcement agency. The local agency then forwards this information to DOJ. DOJ updates this website on a daily basis based upon the information received from local law enforcement agencies.

Pursuant to Penal Code § 290.46, sex offender information is displayed according to specific posting categories based upon conviction. The home address category requires that the home address of the offender be posted. The ZIP Code category requires that the offender's ZIP Code, city and county be posted but not his or her home address. The conditional home address category requires that some offenders be moved from the ZIP Code category to the home address category upon conviction of another registrable offense. There is also a category of registered sex offenders that cannot, by law, be displayed on the Megan's Law website. However, those offenders are still required to register as sex offenders with local law enforcement agencies.

What is SB 384?

Effective January 1, 2021, SB 384 transitioned California's lifetime sex offender registration schema to a tier-based schema. SB 384 established three tiers of registration for adult registrants for periods of 10 years, 20 years, and life, and two tiers of registration for juvenile registrants for periods of 5 years and 10 years. SB 384 allows the registrant to petition the superior court or juvenile court for termination of their sex offender registration requirement on or after their next birthday after July 1, 2021, following the expiration of their mandated minimum registration period. Based on criteria listed in SB 384, the court will either grant or deny the petition.

The following scenarios would make a person automatically ineligible to petition pursuant SB 384.

- You have not met your minimum mandatory registration period pursuant to Penal Code section 290(e)
- There are pending charges against you which could extend the time to complete your tier or change your tier
- You are in custody
- You are on parole, probation, or supervised release
- You are a "Tier Three – Lifetime" registrant
- You have not fulfilled the filing and service requirements

GANG REGISTRATION

3651. Penal Code Section 186.30 Registrants (Gang Offenders)

(a) Any incarcerated person/supervised person required to register pursuant to Penal Code (PC) section 186.30 shall register with the Chief of Police of the city in which he or she resides, or the Sheriff of the county if he or she resides in an unincorporated area or in a city that has no police department, within 10 days of release from custody or within 10 days of his or her arrival in any city, county, or city and county to reside, whichever comes first.

(b) The registration required by PC section 186.30 shall consist of the following:

1. The supervised person shall appear at the law enforcement agency.
2. The law enforcement agency will serve the supervised person with a California Street Terrorism Enforcement and Prevention Act notification which includes,

where applicable, that the supervised person belongs to a Security Threat Group (STG) whose members engage in or have engaged in a pattern of criminal STG activity as described in PC section 186.22(e).

3. The supervised person shall submit a written statement, signed by the supervised person, giving any information that may be required by the law enforcement agency.
4. The supervised person shall submit his or her fingerprints and a current photograph to the law enforcement agency.

(c) Within 10 days of changing his or her residence address, any person required to register shall inform, in writing, the law enforcement agency with whom he or she last registered, of his or her new address. If his or her new residence address is located within the jurisdiction of a law enforcement agency other than the agency where he or she last registered, he or she shall also register with the new law enforcement agency, in writing, within 10 days of the change of residence.

(d) Any supervised person required to register who knowingly violates any of the provisions of PC section 186.30 is guilty of a misdemeanor.

(e) Any person who is required under PC section 186.30 and who knowingly fails to register, and who is subsequently convicted of or subject to a juvenile petition that is sustained for a violation of any of the offenses in PC section 186.30 is subject to an additional term of imprisonment in the state prison.

(f) The registration requirement terminates five years after the last imposition of a registration requirement that arose under PC section 186.30.

Note: Authority cited: Section 5058, Penal Code. Reference: Sections 186.30, 186.32, 186.33 and 5054, Penal Code.

HISTORY

1. New section filed 8-11-2009; operative 9-10-2009 (Register 2009, No. 33).
2. Amendment of subsection (b)(2) filed 10-17-2014; operative 10-17-2014 pursuant to Government Code section 11343.4(b)(3) (Register 2014, No. 42).

ARSON REGISTRATION

Penal Code Section 457.1 – Arson Registration 457.1. (a) As used in this section, “arson” means a violation of Section 451, 451.5, or 453, and attempted arson, which includes, but is not limited to, a violation of Section 455. (b) (1) Every person described in paragraph (2), (3), and (4), for the periods specified therein, shall, while residing in, or if the person has no residence, while located in California, be required to, within 14 days of coming into, or changing the person’s residence or location within any city, county, city and county, or campus wherein the person temporarily resides, or if the person has no residence, is located.

Simply stated, qualifying offenders required to register as an arson offender must, within 14 days of their release, register with the law enforcement agency that has jurisdiction over their residence. A copy of the registration must be provided to their parole

agent. Additionally, the offender must update their registration within 14 days of changing their address.

Penal Code Section 457.1 has many subsections that affect arson registration and should be reviewed in its entirety for complete information.

PROGRAMS

The Division of Adult Parole Operations (DAPO) in collaboration with the Division of Rehabilitative Programs (DRP) is committed to reducing recidivism by providing evidence-based programming to the supervised person population. Collaboration with community stakeholders and DRP-contracted providers is essential for successful reintegration of supervised persons into the community.

DAPO provides specialized guidance, support, program oversight and acts as liaison to DRP ensuring supervised person participation in:

- DRP Contracted Programs
- Non-Contracted & Community-based Treatment Programs
- Parole and Community Team (PACT) Orientation Meetings
- Lifer Peer Reentry Navigation Network (PRNN)
- Women Empowerment Support Group (WE)

DRP Contracted Programs

Division of Rehabilitative Programs (DRP) has established contracts with specific programs statewide to address a supervised person's criminogenic needs. Your parole agent will know if these programs and resources are available in your area and will be able to refer you to them if they are.

Non-Contracted or Community-based Treatment Programs

Non-contracted or "Community-based treatment programs" are programs in the community that will address a supervised person's criminogenic needs.

- Alcohol Anonymous Classes
- Narcotic Anonymous Classes
- Residential Drug Treatment
- Employments Services, etc.

Parole and Community Team

The Parole and Community Team (PACT) creates partnerships with local law enforcement agencies, community resource providers, and social service agencies in an effort to reduce crime and improve a supervised person's access to needed services in the community.

If it is available in your area, you will be instructed to attend the mandatory PACT meeting shortly after you are released. While the meeting is mandatory for newly released supervised persons, any supervised person needing additional resources is welcome to participate. Your participation at the PACT orientation meeting will allow you to engage in community-based programming and will provide you with opportunity to learn about, contact, and enroll in available community programs.

DAPO provides supervised persons with timely information about community resources and required programming, which improves public safety and promotes successful reintegration into the community. Upon request, you will be provided with a PACT Resource Brochure, which lists contact information for the service providers in your area of supervision.

Peer Re-Entry Navigation Network Program

The Peer Reentry Navigation Network (PRNN) is a program specifically for formally incarcerated long-term offenders who have been found suitable for release by the Board of Parole Hearings. Being released back into the community after many years of incarceration presents numerous challenges that the PRNN will address including reintegration and transitional topic discussions, finding access to housing, exploring employment opportunities and reuniting with family and friends. Equally important, the group provides a support system of peers who have also experienced the impact of long-term incarceration. Additionally, the PRNN hosts parole professionals who specialize in serving long-term offenders as well as community partners who provide resource services and support. Parole facilitates the PRNN meetings each month throughout the State. Contact your parole agent for information about the Peer Reentry Navigation Network Program.

Women Empowerment Support Group

The Women Empowerment (WE) Support Group provides support, assistance, and guidance to women on parole supervision who are adapting to the day-to-day challenges, while striving toward successful community reintegration. Parole facilitates the WE meetings each month throughout the State. Contact your parole agent for information about this program.

Females Achieving Change Together

The Females Achieving Change Together (FACT) meetings represent the DAPO commitment to creating programs and supervision strategies aimed to reduce female recidivism. The program was created in 2014 by the Northern Region Programs Team in Fresno.



Since then, FACT has spread to Sacramento and San Francisco (SF). The specialized female supervised person program was created to focus on the needs of females upon reentry. Many female offenders have suffered physical, emotional, and sexual abuse that create unique challenges for females to reintegrate back into society. Each area event offers reentry resources to female supervised persons focusing on gender-responsive solutions to help them thrive in society and reduce the likelihood of going back to jail or prison.

COMMUNITY REENTRY UNIT

Vision

Enhance public safety and promote successful community reintegration through education, treatment, and active participation in rehabilitative programs.

Mission

To facilitate the successful reintegration of the individuals in our care back to their communities equipped with the tools to be drug-free, healthy, and employable members of society by providing education, treatment, rehabilitative, and restorative justice programs, all in a safe and humane environment.

Purpose

Community Reentry Unit (CRU) acts as the Division of Adult Parole Operations' community liaison with multiple re-entry organizations. CRU provides transparency of our department to the community as a whole and works with community-based reentry organizations, law enforcement, educational institutions, and employers to establish joint collaboration of multitude of new and developing reentry programs. CRU develops and establishes array of new re-entry programs and services for our justice-involved population.

Contact

CRU is located within each parole district throughout the State of California. Contact your parole agent or a team member of the CRU for assistance with addressing your criminogenic needs and for available resources/services in your area of supervision.

Resource Brochure

[A Resource Brochure is available upon request at your local parole office](#)

HOME/FIELD/OFFICE VISITS

Home Contact – The parole agent conducts a home visit at the supervised person's residence of record. The home contact should be unscheduled and unannounced unless approved by the unit supervisor in writing. The home contact is conducted to:

- Ensure the supervised person is residing at their residence of record.
- To become familiar with the supervised person significant others.
- Continue case management processes.

For transients, a field contact at a location where the supervised person frequents, or sleeps shall be conducted in lieu of the required home contact.

Additional Face-to-Face Contact – An additional in person contact with the supervised person that includes, but is not limited to:

- Working with the supervised person on their criminogenic needs.
- Conducting a comprehensive search.
- Facilitating a group.
- Participating in a community meeting.
- Contacting the supervised person at their residence a second time.
- Contacting the supervised person at their place of employment, the parole unit or in the field.

Urinalysis Test – Conduct a random and unscheduled urinalysis test, if applicable.

Significant Collateral – A significant collateral is a person who has significant knowledge of the supervised person. This includes, but is not limited to, an individual who makes up

a supervised person's support group, family, friends, neighbors, associates, church members, colleagues, members of social groups, etc. Individuals who play a consistent part in the supervised person's life before, during and after parole.

Resource Collateral – A resource collateral is a person, group, or organization, which assists the supervised person in addressing their criminogenic needs.

Law Enforcement Collateral – Information received from law enforcement that meets the criteria of a significant or resource collateral as stated above.

INTERSTATE TRANSFER

Interstate Policy

California is a member of the Interstate Compact for Adult Offender Supervision. This compact is the legal authority that permits an offender convicted of a crime in one state (sending state) to be supervised in another state (receiving state).

Compact Offenders shall receive similar services as California supervised persons and shall be supervised in the same manner as a California supervised person. If any section within Article 6 is in conflict with the published rules of the Interstate Commission for Adult Offender Supervision (ICAOS), the published rules of the ICAOS shall prevail. Any conflict that cannot be resolved shall be referred to the Interstate Compact Unit (ICU) for clarification.

No state shall permit an offender who is eligible for transfer under this Compact to relocate to another state except as provided by the rules of the ICAOS. California is not required to accept all transfer requests. Legal residents of California, or offenders with family residing in California who can locate employment may be accepted for Compact supervision. Offenders who are not residents or do not have family residing in California must have a compelling circumstance to be accepted for Compact supervision.

Compact Offenders shall be supervised in a manner determined by the receiving state and consistent with the supervision of other similar offenders sentenced in the receiving state. A Compact Offender shall be supervised with the same specifications according to the California Parole Supervision Reintegration Model (CPSRM); or if the Compact Offender is required to register per PC 290, according to the specifications of the Sex Offender Management Program (SOMP).

Compact Offenders Conditions of Parole

Compact Offenders are subject to supervision conditions of both the receiving and sending state. When the offender signs the "Offender's Application for Interstate Transfer" ICAOS form and the case is accepted, it is understood under the Compact that the offender must obey rules of receiving state as well as rules of sending state. At the time of acceptance or during the term of supervision, the compact administrator or supervising authority in the receiving state may impose a special condition on a Compact Offender if that special condition would have been imposed on the offender if sentence had been imposed in the receiving state. Compact Offenders who violate the supervision conditions of either state, or who are a danger to others, themselves, or to property of others, shall be placed in custody under a California Interstate Parole Hold (PC 3056/11177.1).

If the offender does not report within five business days of the specified reporting instructions and California has received notice of the offender's departure, the parole agent shall submit a "Notice of Arrival/Failure to Report" ICAOS form to ICU.

VIOLATIONS/SANCTIONS

July 1, 2013, Courts assumed responsibility for the adjudication of all parole violations, regardless of when the supervised persons committed the alleged violation, the date of the underlying crime, the nature of the underlying crime, or when they were sentenced to state prison.

Supervised persons will be subject to parole supervision by the California Department of Corrections, Division of Adult Parole Operations (CDCR/DAPO) and the jurisdiction of the court in the county where the supervised person is released or resides for the purpose of hearing petitions to revoke parole and imposed a term of custody. CDCR/DAPO will continue to be responsible for supervision of persons placed on parole after July 1, 2013.

The role of the courts and CDCR/DAPO with respect to persons on parole after July 1, 2013

Revocation proceedings will no longer be administrative proceedings conducted by the Board of Parole Hearings (BPH). Instead, parole revocation proceedings will be adversarial judicial proceedings conducted in the superior courts under section 1203.2

Supervised Persons covered by the new procedures

- Supervised persons released from state prison after serving a term whose prison sentence was deemed served under Section 2900.5 for the following crimes will be under the jurisdiction of the courts for purposes of adjudicating parole violations: (3000.08(a))
 - Serious or violent felonies described in sections 1192.7 (c) and 667.5 (c)
 - Crimes sentenced under sections 667 (e) (2) or 1170.12 (c) – defendants sentenced as third strike offenders under the Three Strikes Law

Must CDCR/DAPO attempt to informally resolve parole violations before filing a formal petition in the courts?

After finding good cause that the supervised person has violated a condition of parole, CDCR/DAPO may add additional conditions of parole, including treatment and rehabilitation services, incentives, and "immediate," (3000.08 (d)). Furthermore, section 3000.08(f) requires CDCR/DAPO to determine that intermediate sanctions are not appropriate before filing a formal petition to revoke parole. Sometimes, as where a new felony offense has been charged or where the supervised person has absconded, CDCR/DAPO may make such a determination without exhausting intermediate sanctions.

When do courts become involved with a parole violation?

With the filing of a petition to revoke parole. If DAPO determines that intermediate sanctions are "not appropriate," the agency may file a petition with the courts pursuant to section 1203.2 for revocation of parole. It is filed in the superior court where supervised person is being supervised (3000.08 (f)).

Are supervised persons entitled to appointed counsel for a violation court hearing?

Violation proceedings are being conducted in accordance with section 1203.2, supervised persons will be entitled to counsel, including, if necessary, appointed counsel. (See *People v. Vickers* (1972) 8 Cal.3d 451, 461) See also section 3000.08 (f), which references a supervised person's option of waiving the right to counsel.

Who may conduct the revocation hearings?

The courts, through a judge, magistrate, or qualified revocation hearing officer. Section 3000.08 states that the "court" must conduct revocation proceedings pursuant to section 1203.2. Section 1203.2 (f) clarifies that "court" means a "judge magistrate, or revocation hearing officer described in Section 71622.5 of the Government Code."

The Legislature has clearly brought the parole revocation process under the umbrella of section 1203.2 such that the standard should be a "reasonable time." Because it is not clear whether Marsy's Law will establish the time limit, prudent courts may wish to hold violation hearings within 45 days of the supervised person's arrest unless time is waived.

If supervised persons are found in violation of parole, what sanctions may courts impose?

- Return the supervised person to parole supervision with a modification, if appropriate, including, a period of incarceration in county jail up to 180 days for each revocation (3000.08 (f)(1). For every two days of actual custody served, the supervised person will receive a total of four days of credit under section 4019 (a)(5).
- Revoke parole and order the person to confinement in the county jail for up to 180 days (3000.08 (f)(2). For every two days of actual custody served, the supervised person will receive a total of four days of credit under section 4019(a)(5).
- Refer the supervised person to a reentry court pursuant to section 3015 or other evidence-based program in court's decision (3000.08 (f)(3)).
- Place the supervised person on electronic monitoring as a condition of reinstatement on parole or as an intermediate sanction in lieu of returning the supervised person to custody

Court proceedings adjudicating parole violations

Valdivia v. Schwarzenegger, No CIV S-94-0671 (Valdivia). In 2004, the parties to the action entered into an agreement whereby they agreed to the court's entry of a consent decree granting plaintiffs a permanent injunction, including various procedural protections for supervised persons. Among them are:

- The right to appointed counsel beginning when the supervised person is offered a stipulated disposition
- No later than 48 hours after a parole hold, the parole agent must confer with his or her supervisor regarding probable cause to continue the hold
- A probable cause hearing held within 10 business days after the supervised person is served with the notice of change (by the third day after the placement of the hold)

- A final revocation hearing within 35 calendar days of placement of the parole hold (in recognition of Marsy's Law, the time limit for the hearing subsequently was changed to 45 days)

Section 3044(a), enacted by Marsy's Law in 2008, designates the rights available to supervised persons subject to parole revocation proceedings. These rights include the following:

- The right to a probable cause hearing no later than 15 days following arrest for the parole violation
- The right to an evidentiary revocation hearing within 45 days following arrest for the parole violation.
- The right to counsel on limited basis
- The violation must be provided by a preponderance of the evidence by testimony, documentary evidence, or hearsay evidence offered by parole agents, peace officers, or a victim," (3044(a)(5))

Parole Services available to the courts and supervised persons

Because DAPO is responsible for physical supervision of supervised persons, all supervision and treatment services will come through state parole and are available through the Community Reentry Unit.

Court ordered treatment or supervision plans are based on a validated risk assessment tool and the Parole Violation Decision Making Index (PVDMI).

REENTRY COURTS

Reentry Court Program (RCP) is designed to divert parole violators from returning to prison by providing enhanced supervision and services through an array of community-based programs. The RCPs are adjudicated, administered, and overseen by their respective counties. The program is expected to promote public safety, hold supervised persons accountable, and reduced recidivism. The CDCR/DAPO shall support the RCP by referring eligible program participants, as well as, assigning RCP Parole Agents to the various courts to participate as part of the RCP Team.

Eligible, supervised persons with a history of substance abuse and mental illness, who violate their conditions of parole, to be referred to the Reentry Court Program by CDCR staff. Entry or denial into the program is at the discretion of the courts, subsequent to their review and disposition of individual cases. Once admitted into the program, the courts, assume exclusive authority over the supervised person's rehabilitation, supervisory and community oversight as related to RCP.

GRIEVANCE PROCESS

If you feel that you are not being treated fairly by Department of Corrections and Rehabilitation, Division of Adult Parole Operations staff or you have a complaint, there is a procedure in place to file a grievance and have your issue addressed. This process begins when you notify your parole agent that you want to file a grievance. Grievances are governed by time limits, so this should be done as soon as you see a problem starting. If your officer cannot help you with your problem, ask to speak with the unit

supervisor. The complete policy on grievances is available from your agent or at one of our offices.

A complaint by an incarcerated or supervised person under the department's jurisdiction shall be made on the form CDCR 602 incarcerated person/supervised person Appeal under the appeal process outlined in the California Code of Regulations, Title 15, Sections 3084 through 3084.7.

CDCR 602 – Incarcerated Person/Supervised Person Appeal Form

Incarcerated persons/supervised persons are afforded the right to appeal any action or decision made by CDCR, DAPO. Pursuant to the Department Operations Manual (DOM) Section 54100.1, and the California Code of Regulations (CCR) Title 15, Section 3485 , appeals are monitored by the Appeals Coordinator in the Regional Parole Headquarters.

The appeal is submitted on a form CDCR 602 and must be completed by the incarcerated person/supervised person. Upon completing Sections A and B, the supervised person may submit the CDCR 602 directly to the parole agent or field unit supervisor for an informal level response or may submit it directly to the Appeals Coordinator.

Upon review by the Appeals Coordinator, it will be determined if the CDCR 602 form is properly filed and within guidelines as outlined in the CCR Title 15 and California Penal Code (PC).

If not, the CDCR 602 will be screened out on a CDC 695, Incarcerated Person/Supervised Person Appeals Screening form and returned to the supervised person with an explanation. If additional documents or information is requested by the Appeals Coordinator, the CDCR 602 may be resubmitted. If properly submitted, an answer/solution may be afforded or referred to the proper authority for a level I or II response. Refer to CCR, Title 15, Section 3084.5 for proper timeline requirements.

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ADA Accessible

CDCR 1824 - Reasonable Modification or Accommodation Request Form

Incarcerated and supervised persons with a disability may request an accommodation to access programs, services, activities or grieve alleged discrimination through the CDCR 1824 appeal process. All answered CDCR 1824's must be forwarded to the Appeals Coordinator of the Institution where the incarcerated/supervised person is housed or region headquarters based on the issue and location of the supervised person. If properly submitted, an answer/solution may be afforded by the Appeals Coordinator or referred to the proper authority for a level I response. CDCR 1824 forms that do not meet the ADA criteria will be screened out on a form CDC 695, ADA Request/Re-Categorization and Correction, or may be converted to a form CDCR 602, if applicable. All CDCR 1824 forms must be submitted to the Regional Appeals Coordinator immediately for the completed form CDCR 1824 to be forwarded to the Division ADA Coordinator. Refer to CCR Title 15, Section 3084.5, for proper timeline requirements.

STATE OF CALIFORNIA

REASONABLE ACCOMMODATION REQUEST

CDCR 1824 (Rev. 07/24)

DEPARTMENT OF CORRECTIONS AND REHABILITATION

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INSTITUTION Staff use only		LOG NUMBER Staff use only		DATE RECEIVED BY STAFF:	
DO NOT use a CDCR 1824 to request health care or to appeal a health care decision. This may delay your access to health care. Instead, submit a CDC 7362 or a CDCR 602-HC.					
INCARCERATED PERSON'S NAME (Print)		CDCR NUMBER	ASSIGNMENT	HOUSING	
INSTRUCTIONS: • You may use this form if you have a physical or mental disability or if you believe you have a physical or mental disability. • You may use this form to request a specific reasonable accommodation which, if approved, will enable you to access and/or participate in a program, service or activity. You may also use this form to submit an allegation of disability-based discrimination. • Submit this form to the Custody Appeals Office. • The 1824 process is intended for an individual's accommodation request. Each individual's request requires a case-by-case review. • The CDCR 1824 is a request process, not an appeal process. All CDCR 1824 requests will receive a response. • If you have received an 1824 decision that you disagree with, you may submit an appeal CDCR 602, or CDCR 602-HC if you are disagreeing with a medical diagnosis/treatment decision).					
WHAT CAN'T YOU DO / WHAT IS THE PROBLEM?					
WHY CAN'T YOU DO IT?					
WHAT DO YOU NEED?					
<i>(Use the back of this form if more space is needed)</i>					
DO YOU HAVE DOCUMENTS THAT DESCRIBE YOUR DISABILITY? Yes ☐ No ☐ Not Sure ☐					
List and attach documents if available.					
I understand that staff have a right to interview or examine me, and my failure to cooperate may cause this request to be disapproved.					
_____ INCARCERATED PERSON'S SIGNATURE			_____ DATE SIGNED		
Assistance in completing this form was provided by:					
_____ Last Name		_____ First Name		_____ Signature	

A person not under the jurisdiction of the Department of Corrections can file a Citizen's Complaint

The California Department of Corrections and Rehabilitation (CDCR) is committed to ensuring all departmental employees are courteous, ethical and professional in carrying out the department's mission. The department shall investigate citizens' complaints against employees to preserve the integrity and morale of the department, foster public trust and confidence, and ensure accountability to the public. The investigations shall be thorough and impartial, with the intent of correcting or disciplining employees who engage in misconduct, identifying inadequate policies and training, and protecting employees who perform their duties properly from unwarranted criticism.

Form 2142 Citizen's Complaint against Employees of CDCR is available at any parole office or local regional office upon request.

YOU HAVE THE RIGHT TO MAKE A COMPLAINT AGAINST A PEACE OFFICER FOR ANY IMPROPER PEACE OFFICER CONDUCT. CALIFORNIA LAW REQUIRES THIS AGENCY TO HAVE A PROCEDURE TO INVESTIGATE CITIZENS' COMPLAINTS. YOU HAVE A RIGHT TO A WRITTEN DESCRIPTION OF THIS PROCEDURE. THIS AGENCY MAY FIND AFTER INVESTIGATION THAT THERE IS NOT ENOUGH EVIDENCE TO WARRANT ACTION ON YOUR COMPLAINT; EVEN IF THAT IS THE CASE, YOU HAVE THE RIGHT TO MAKE THE COMPLAINT AND HAVE IT INVESTIGATED IF YOU BELIEVE AN OFFICER BEHAVED IMPROPERLY. CITIZENS' COMPLAINTS AND ANY REPORTS OR FINDINGS RELATING TO COMPLAINTS MUST BE RETAINED BY THIS AGENCY FOR AT LEAST FIVE YEARS.

STATE OF CALIFORNIA

DEPARTMENT OF CORRECTIONS AND REHABILITATION

CITIZEN'S COMPLAINT AGAINST EMPLOYEES OF CDCR

Page 1 of 2

CDCR 2142 (Rev. 10/22)

I wish to register a complaint against the following named employee(s) of the California Department of Corrections and Rehabilitation (CDCR):

Employee(s) Name	Description (Job title, ID number, vehicle and license number, home address, etc. if known)	Employee's Work Location (if known)

Date(s) of Incident

Time of Incident

Location of Incident

Details of Complaint (Include nature of complaint, names and address of witnesses and other involved parties, names of any law enforcement or social services agencies, doctors, or attorneys contacted, a chronology of the events, etc. It is important to include as many factual details as possible so that your complaint may be thoroughly investigated. Attach additional sheets if necessary.)

In order for the Department to contact you regarding your complaint, please provide the following:

Name: _____ Home Phone: () _____

Address: _____ Work Phone: () _____

If your complaint is against a Department peace officer, you must read and sign the following statement:

YOU HAVE THE RIGHT TO MAKE A COMPLAINT AGAINST A PEACE OFFICER FOR ANY IMPROPER PEACE OFFICER CONDUCT. CALIFORNIA LAW REQUIRES THIS AGENCY TO HAVE A PROCEDURE TO INVESTIGATE CITIZENS' COMPLAINTS. YOU HAVE A RIGHT TO A WRITTEN DESCRIPTION OF THIS PROCEDURE. THIS AGENCY MAY FIND AFTER INVESTIGATION THAT THERE IS NOT ENOUGH EVIDENCE TO WARRANT ACTION ON YOUR COMPLAINT; EVEN IF THAT IS THE CASE, YOU HAVE THE RIGHT TO MAKE THE COMPLAINT AND HAVE IT INVESTIGATED IF YOU BELIEVE AN OFFICER BEHAVED IMPROPERLY. CITIZENS' COMPLAINTS AND ANY REPORTS OR FINDINGS RELATING TO COMPLAINTS MUST BE RETAINED BY THIS AGENCY FOR AT LEAST FIVE YEARS. IT IS AGAINST THE LAW TO MAKE A COMPLAINT THAT YOU KNOW TO BE FALSE. IF YOU MAKE A COMPLAINT AGAINST AN OFFICER KNOWING THAT IT IS FALSE, YOU CAN BE PROSECUTED ON A MISDEMEANOR CHARGE.

I have read and understand the above statement: _____
Signature Date

Your complaint may be submitted to any supervisor or manager of the Department, or may be addressed to the Department's Office of Internal Affairs (OIA) at any of the Regional Offices indicated on the reverse side of this form.

For Departmental Use Only:

Official Receiving Complaint

Office/Institution

Date Received

DISTRIBUTION Original: Assigned Hiring Authority

see reverse side for instructions

STATE OF CALIFORNIA

DEPARTMENT OF CORRECTIONS AND REHABILITATION

CITIZEN'S COMPLAINT AGAINST EMPLOYEES OF CDCR

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CDCR 2142 (Rev. 10/22)

INSTRUCTIONS

CDCR is committed to ensuring all departmental employees are courteous, ethical, and professional in carrying out the Department's mission. The Department shall investigate citizens' complaints against employees to preserve the integrity and morale of the Department, foster public trust and confidence, and ensure accountability to the public. The investigations shall be thorough and impartial, with the intent of correcting or disciplining employees who engage in misconduct, identifying inadequate policies and training, and protecting employees who perform their duties properly from unwarranted criticism. The following outlines the process used by the Department for investigating complaints by citizens and departmental employees.

1. Section 3391 (b) of Title 15 of the California Code of Regulations specifies that an allegation by a non-inmate of misconduct by a departmental peace officer is a citizens' complaint pursuant to Penal Code Section 832.5. A citizens' complaint against any departmental employee may be initiated by completing and submitting this form to: (a) any departmental hiring authority, including warden or administrator of a correctional institution, parole office, or other departmental office; (b) any departmental supervisor or manager; or, (c) any Regional Office or Headquarters Office of the Department's OIA. If your complaint regards sexual harassment or discrimination based on race, gender, national origin, religion, sexual orientation, or disability, it may be referred to the Department's Equal Employment Opportunity Office for investigation and appropriate disposition.
2. Provide as much detail as possible on this form to ensure a thorough and timely investigation. Attach additional sheets if necessary to describe your complaint. In addition, attach any documentation you believe supports your complaint. The date, time and location of the incident, where the subject employee(s) works, and names, addresses, and telephone numbers of other involved parties and witnesses are critical to a thorough investigation of your complaint.
3. Your complaint will be investigated by a departmental hiring authority, or OIA, depending on the nature and seriousness of the allegation(s).
4. As the complainant, you will be contacted during the investigation regarding the information provided on this form and supporting documents, as well as any other knowledge you may have relative to the allegation(s). You may be interviewed regarding your complaint and, if criminal conduct is alleged, you may also be contacted by other federal, state, or local law enforcement agencies.
5. The investigator will verify the information you provide by collecting evidence and interviewing witnesses, other involved parties, and the subject employee(s). A final investigative report will be prepared at the conclusion of the investigation and you will be notified of the results of the investigation.
6. The departmental hiring authority will be provided with the investigative report. If any allegations of misconduct are sustained, a determination will be made regarding appropriate corrective or disciplinary action against the employee. The Secretary of Corrections and Rehabilitation has final authority on disciplinary matters.
7. In some cases, the results of the investigation may warrant changes to a departmental policy or procedure to alleviate any future concerns.
8. If formal adverse action is taken against the employee(s), the employee(s) has a right to appeal this action to the State Personnel Board. The Board may uphold the Department's action, or overturn the action based on its own independent evaluation of the allegation(s) and finding(s).
9. Complaints and investigative reports will be retained by the Department for a period of five years.

NOTE: A complaint by an inmate or parolee under the Department's jurisdiction shall be made on the Form CDCR 602 Inmate/Parolee Appeal under the appeal process outlined in the California Code of Regulations, Title 15, Sections 3084 through 3084.7.

Office of Internal Affairs: Northern Region
P.O. Box 3009
Sacramento, CA 95812
(916) 255-1301

Central Region
5100 Young Street
Building B, Suite 160A
Bakersfield, CA 93311
(661) 664-2054

Southern Region
9035 Haven Avenue
Suite 105
Rancho Cucamonga, CA 91730
(909) 483-1594

DISTRIBUTION Original: Assigned Hiring Authority

Your complaint may be submitted to any supervisor or manager of the department or may be addressed to the department's Office of Internal Affairs at any of the Regional Offices indicated below.

Office of Internal Affairs:**Northern Region**

P.O. Box 3009
Sacramento, CA 95812 Suite 105
(916) 255-1301

Central Region

5100 Young Street
Building B, Suite 160A
Bakersfield, CA 93311
(661) 664-2054

Southern Region

9035 Haven Avenue, Suite 105
Rancho Cucamonga, CA 91730
(909)483-1594

EARNING YOUR DISCHARGE FROM PAROLE

You may be recommended for discharge during the review period when case factors or other considerations support early discharge.

The factors to be considered are:

- First term with no prior convictions
- Legally self-supporting or self-sufficient
- Currently drug free
- Stable residence
- Effort to satisfy restitution obligations

Recommendation for early discharge if:

- You are under other supervision [e.g., probation, federal probation, other prison system, Department of Mental Health (DMH) facility, or long-term drug treatment program]; or
- Verifiable changes in physical abilities or health, which are rendered no longer a danger to society; or
- Special circumstances (e.g., supervised person's life in danger, job offer in another country).



Discharge Review Process

Your parole agent will discuss with you the discharge review process. The following case factors shall be considered for discharge reviews and documented by all staff involved in the discharge review process:

- Residence Stability
- Employment Stability
- Compliance with Conditions of Parole
- Psychological Factors
- Gang Validation
- Criminal History
- Restitution
- Overall Parole Adjustment
- Continuous Parole

Discharge Card

You can request your discharge card from the parole office approximately three months following your discharge date.

CONCLUSION & FINAL THOUGHTS

Understanding your parole is crucial to your success. When communicating with your parole agent, be honest and ask questions. Refer to this handbook as a starting guide towards your success on parole. Your parole agent and the Community Reentry Unit are here to help you.