OFFENDER RE-ENTRY SERVICES
To offer BCC and PBPP staff a supplemental approach for providing various re-entry services for offenders in the community.

To provide offenders a new route to accessing vital services to increase re-entry success in the community.

To decrease offender recidivism resulting in state incarcerations.

To be accessed when other available funding sources (e.g., private insurance, medical assistance, etc.) have been exhausted.
SCI Referrals:

- Institutional parole agents are to identify potential re-entry needs based on paroling action and assessment information that could be addressed by the available BCC Re-Entry Services.
- Institutional parole agents complete the BCC Re-Entry Services Referral Form and forward to PBPP Supervision Staff along with other release paperwork.
- PBPP Supervision Staff are to review the referral and direct it to the BCC Referral Unit when deemed appropriate.
PBPP Parole Supervision Staff / BCC Staff

- Applicable to offenders already in the community.
- Similar to halfway back and Act 122 residential placements.
- Immediate need:
  - Contact BCC Referral Unit (717.728.4152 or 4060 x2), M-F 800-1700 ONLY
  - The BCC Re-Entry Services Referral Form will be completed by BCC staff via information provided by BCC/PBPP staff over the phone.
- No immediate need:
  - Email completed BCC Re-Entry Services Referral Form to CR, BCC Services Referral that is located in the global address list in Outlook.
  - BCC Staff will forward a copy of the approved referral form with identified service provider(s) and report-by date to the referral source and service provider(s) by close of the following business day.
- Continued communication regarding changes in the referral request (e.g., parole cancelation, arrests) should be completed via responding to the initial referral approval email.
- Service providers will notify all interested parties by close of business on the deadline date when the offender reports or fails to report.
- More than one service can be requested on one form.
- Service providers are to collaborate with each other when providing services to the same offender.
- An offender can be referred for a service more than once and will be reviewed for approval on a case-by-case basis.
# BCC Re-Entry Services Referral Form

## SECTION A - Offender Information

<table>
<thead>
<tr>
<th>Name</th>
<th>Last</th>
<th>First</th>
<th>DOC #</th>
<th>PBPP #</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Offender Address</th>
<th>County of Residence</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>PBPP District</th>
<th>Referral Request Date</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Referral Source</th>
<th>Name</th>
<th>Last</th>
<th>First</th>
<th>Phone</th>
</tr>
</thead>
</table>

## SECTION B - Assessment and Needs

<table>
<thead>
<tr>
<th>LSI-R</th>
<th>Low (0-17)</th>
<th>Medium (18-26)</th>
<th>High (27+)</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Receiving Mental Health Treatment?</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Comments:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Disabilities or Medical Treatment?</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Comments:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Receiving AOD Treatment?</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Comments:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Currently Employed?</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>If yes, Work Schedule:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>If no, receiving or approved for SSI/SSDI?</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

## SECTION C - Outpatient Re-Entry Services Requested (Select one or more)

- [ ] Sex Offender
- [ ] AOD Treatment
- [ ] Day Reporting
- [ ] Cognitive Behavioral
- [ ] Workforce Development
- [ ] Mentoring
- [ ] Family Reunification
- [ ] Housing Assistance

## SECTION D - BCC USE ONLY

<table>
<thead>
<tr>
<th>Referred to</th>
<th>Comments:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Report By</th>
<th>NOTIFY</th>
<th>Referral Source (Sec A) and BCC</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Approved By</th>
<th>Date</th>
</tr>
</thead>
</table>
Emailed to Referral Source and Service Provider(s):
AVAILABLE SERVICES
SEX OFFENDER TREATMENT

- SOAB approved outpatient sex offender treatment
  - Comprehensive sex offender assessment including the use of standardized sex offender risk assessment tools.
  - Formulation of an Individualized Treatment Plan.
  - Individual and group counseling (Cognitive restructuring, behavior modification, psycho-sexual education, victim impact awareness, relapse prevention, etc.)

- One sexual history polygraph (within first 6 months).

- Case conferences with DOC and PBPP treatment team members not less than once per month.

- Access to psychiatric evaluation and medication prescription services, when applicable, to be paid by offender/third party.
SEX OFFENDER TREATMENT

- Referral to other specialized services provided by BCC for offenders with other special needs (e.g., substance abuse, mental illness, mental retardation). Referrals not made through BCC Re-Entry Services will be paid by offender/third party.

- Funding for treatment beyond 6 months must be pre-approved by DOC and PBPP.

- **Eligibility:** mandated for sex offender evaluation or treatment on the Paroling Action (greensheet) **OR** has been stipulated for placement through PBPP Violation Sanctioning Grid (VSG)
DAY REPORTING SERVICES

- Orientation, initial assessment, and development and implementation of an individualized treatment plan detailing required weekly/daily programs to assist offenders with re-entry.
  - Case management and attendance verification
  - Structured cognitive-based substance abuse programming
  - Drug test, including urinalysis
  - Cognitive Behavioral Therapy
  - Offender Workforce Development
  - Pro-Social Activities

- Funding will be provided for up to 6 months of services for those who are unemployed, under-employed, or need refresher assistance with above services.

- Provided weekdays 0800 to 2000 and Saturdays 0800 to 1600.

- Sites are to provide office space for up to two agents.

- **Eligibility:** recommended upon release from an SCI OR as sanctioned for placement through the PBPP VSG as an alternative to residential placement.
Assists the offender and dependents (when necessary) in attaining independent living by securing safe and affordable housing that complies with DOC and PBPP policy.

Monthly contact with offenders once they are in housing to assist with re-entry and independent living.

Engages local Public Housing Authorities to assist with securing public housing and explores other avenues for securing approved, independent housing.

Funding for security deposits and rent directly to the landlord in order to secure housing.

Funding for up to 6 months of housing subsidies in order to cover a portion of offender’s rent and utilities.
HOUSING ASSISTANCE PROGRAM

- Rent not to exceed HUD-established Fair Market Rents and 30-40% of total household income

- Offenders are responsible for 30% of rent. (*might be waived by DOC)

- Assist offenders with obtaining necessary items to furnish housing through community resources.

- **Eligibility**: Offender without secure housing or an approved home plan.

- **Not eligible**: Offender being released from an SCI with a Paroling Action for placement in a residential program; may be referred at later point, subject to BCC/PBBP review.
MENTORING

- Provides a pro-social support designed to model positive behavior and to provide guidance through learned knowledge.

- Assists with enhancing the offender’s sense of self-worth by supporting the offender through various re-entry challenges.

- Works with offender to identify a positive role-model in the offender’s life to serve as a mentor, or identifies a potential volunteer if no such person is identified.

- Offers peer support groups and monthly pro-social events.

- Funding may not exceed 6 months in duration without pre-approval by the DOC and PBPP. Services may begin at the SCI.

- **Eligibility**: A moderate to high need indicated on at least two of the four LSI-R subscales of Leisure/Recreation, Companions, Attitudes, and Emotional/Personal; **OR** as stipulated for placement through the PBPP VSG
Individualized, structured support and services, ranging from 6 to 12 months in duration, to assist each offender according to their individual employment/vocational needs.

Services may include:

- **Assessment**: determine needs, strengths, skills and interests of offender to influence individualized employment plans.
- **Case planning and management**: goal setting and planning, career counseling, job coaching
- **Job search, placement, and retention assistance**: connecting offender to community workforce development resources, job matching, employment application assistance, serve as an intermediary for offender to discuss concerns about employer
- **Employer outreach**: identify and engage employers of offenders
- **Education and vocational training opportunities**: coordinate referral to opportunities for educational advancement (e.g., GED classes) and vocational improvement (e.g., trade training classes).
- **Utilization of Labor Market Information** available through various resources

**Eligibility**: Based upon LSI-R assessment, an offender must have a moderate-high need indicated in the Education/Employment sub-scale OR has been stipulated for placement through the PBPP VSG.
FAMILY REUNIFICATION

- Family reunification services in a non-clinical setting that help to address the impact of an offender’s incarceration on the family.

- Programming will address areas including, but not limited to, effective communication strategies, identification of reasonable expectations, establishing pro-social goals and breaking the cycle of incarceration through:
  - **Assessment**: determine risks, needs, strengths, and level of motivation
  - **Parent Education Classes**: evidence based parent-training program designed for criminal justice involved parents
  - **Parent Support Groups**: safe place where parents can discuss and learn about daily difficulties of child rearing
  - **Spousal/Significant Other Support Group**: safe place where couples can discuss and learn about daily difficulties of the relationship dynamic
  - **Coordination with the office of Children and Youth**
  - **Referral to other services as needed**

- Funding may not exceed 9 months in duration without the approval of the DOC and PBPP.

- **Eligibility**: The offender must have a moderate-high need indicated on the Family/Medical sub-scale of the LSI-R OR has been stipulated for placement through the PBPP VSG.
6 to 12 months of DDAP licensed outpatient services to offenders with a recent history of problematic alcohol or drug use where outpatient treatment is appropriate.

Programming will focus upon a Comprehensive Assessment and Group and Individual Counseling that is based upon Cognitive Behavioral and/or Motivational Enhancement Therapies.

Provided weekdays 0800 to 2000 and Saturdays 0800 to 1600.

Eligibility: Offender must be mandated for a Drug and Alcohol Evaluation or treatment on the Paroling Action, OR has been stipulated for placement through the PBPP VSG, OR has incurred a drug and alcohol based misconduct while placed in a community corrections facility.
Services provided will include:

- Assessment/identification of offenders needs and risk factors
- Development of Treatment Plan and Goals
- Individual and group sessions with varying levels of intensity based on offender’s assessed treatment need:
  - Intensive Counseling - four (4) groups/sessions per week
  - Intermediate Counseling - two (2) to three (3) per week
  - Regular Counseling - one (1) session per week
- Gender specific programming
- Referral to county and community resources
- Aftercare Planning and Relapse Prevention
Group cognitive-behavioral therapy provided to high and moderate risk offenders that address anti-social attitude, values, beliefs, thinking and/or other criminal cognitions.

Services provided will include:
- Open-ended cognitive behavioral programming to those who have previously participated in CBI
- Cognitive behavioral-based programming to provide additional reinforcement of pro-social skills taught, practiced and learned while previously in CBI or community programming such as National Institute of Corrections’ Thinking for a Change or National Curricula and Training Institute’s Cognitive Based Life Skills or other curricula as approved by the DOC and PBPP

Funding will not exceed 12 months in duration without the approval of the DOC and PBPP.

PBPP referrals to be made through ASCRA agents who will determine if the offender has first participated in internally delivered NCTI programming.

Eligibility: Based upon the LSI-R assessment, the offender should be assessed with a score of 27 or greater; or a score of 18-26 with a high/very high need indicated in at least two of the required sub-scales; OR has been stipulated for placement through the PBPP Violation Sanctioning Grid; OR mandated through Paroling Action.