



# OPERATING STANDARDS FOR ADULT PROBATION AND PAROLE DEPARTMENTS IN PENNSYLVANIA

<sup>1</sup>(Related to the Implementation of Evidence-Based Practices)

## **B.2. Assessment Process**

The agency has an actuarial assessment process that identifies offender programming needs, risk of reoffending, and level of supervision. There are provisions for regular review. The assessment process includes the following:

- an initial assessment of appropriate offenders using a standardized and validated third generation or newer assessment tool
- referrals for additional assessments or evaluations when needed. (CRN, Drug and Alcohol, MH/ID, sex offender, domestic violence, etc.)
- personal interview with the offender
- assessment or reassessment results are recorded in the case file and communicated with the offender

## **B.3. Category of Supervision**

Offenders are placed in the appropriate supervision category within 30 to 60 days of their being assigned to a supervising officer. Offenders are reassessed at least every twelve months or if new circumstances dictate and reassessment reviews are documented in chronological order. Adjustments to the individual case plan are made based on reassessment and are made in accordance with the offender's performance in the community.

## **B.5. Targeted Interventions**

Offenders are provided with interventions targeted to those dynamic risk factors identified on the assessment.

## **B.6. Supervision Strategies**

The agency supports supervision strategies and programs that have been scientifically demonstrated to enhance compliance with the court or releasing authority-ordered conditions, and that reduce criminal behavior, such as use of practices including but not limited to the following:

- Assess Actuarial Risk/Needs
- Enhance Intrinsic Motivation
- Target Interventions
- Skill Train with Direct Practice (CBT methods)
- Increase Positive Reinforcement
- Engage Ongoing Community Support
- Measure Relevant Processes/Practices
- Provide Measurement Feedback

<sup>1</sup>The full list of standards can be found at:

<https://www.pccd.pa.gov/AboutUs/Documents/Oper%20Stds%20for%20Co%20Adult%20Prob%20%20Parole%20Depts%20in%20PA%202ND%20EDITION%2012-20-21%20vv.pdf>



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## **B.7. Individualized Case Plan**

An individualized case plan is developed for appropriate offenders as determined by the risk and need assessment. This plan is reviewed and approved by a supervisor. The offender receives a copy of the case plan. The case plan includes as appropriate: ☒ the appropriate level of supervision as determined by the offender's risk and need ☒ development of goals and objectives that address community safety and offender needs to reduce recidivism ☒ objectives to be met by the offender and the field officer ☒ services that address the offender's needs

## **B.8. Case Plan Development**

Staff and offender jointly develop and complete the individualized case plan within 60 days of the completion of the risk and need assessment. The case plan includes measurable criteria of expected behavior and accomplishments, a time schedule for achieving specific objectives and goals, and scheduled progress reviews. The case plan is documented with staff and offender signatures. Any change in an individualized case plan is reviewed and discussed with the offender.

## **B.9. Case Plan Review, Reassessments**

Agency policy governs the time frame for the review, re-assessment, and modification of the individualized case plan and level of supervision. The offender's progress in achieving objectives is documented.

## **B.22. Graduated Responses to Compliance/Non-compliance**

The agency has a series of graduated and proportionate responses to address compliance and non-compliance with conditions of supervision.

## **B.25. Consideration of Employment and Other Appointments**

The Agency will develop a policy around visits with offenders and incorporating the use of technology where appropriate. Consideration and accommodation will be given for, but not limited to, employment, education, and health related matters when scheduling offender contacts.

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