



STATE OF WASHINGTON  
DEPARTMENT OF CORRECTIONS

**APPLICABILITY  
FIELD**

REVISION DATE  
5/13/24

PAGE NUMBER  
1 of 4

NUMBER  
**DOC 380.650**

**POLICY**

TITLE  
**TRAVEL FOR INDIVIDUALS SUPERVISED  
IN THE COMMUNITY**

**REVIEW/REVISION HISTORY:**

- Effective: 8/1/00
- Revised: 4/11/03
- Revised: 8/1/04
- Revised: 1/19/07
- Revised: 11/7/07 AB 07-032
- Revised: 8/4/08
- Revised: 5/22/09
- Revised: 11/22/10
- Revised: 4/6/15
- Revised: 1/9/18
- Revised: 1/26/21
- Revised: 11/22/21
- Revised: 5/13/24

**SUMMARY OF REVISION/REVIEW:**


Policy Statement I., Directive II.A.1., and II.A.3.b. - Adjusted language for clarification  
I.B. & C. - Added clarifying language  
I.B.1. & 2. and II.A.3. - Removed unnecessary language

**APPROVED:**

Signature on file

\_\_\_\_\_  
**CHERYL STRANGE**, Secretary  
Department of Corrections

4/8/24  
\_\_\_\_\_  
Date Signed

 <p>STATE OF WASHINGTON DEPARTMENT OF CORRECTIONS</p> <p><b>POLICY</b></p>	<b>APPLICABILITY FIELD</b>		
	<b>REVISION DATE</b> 5/13/24	<b>PAGE NUMBER</b> 2 of 4	<b>NUMBER</b> <b>DOC 380.650</b>
	<b>TITLE</b> <b>TRAVEL FOR INDIVIDUALS SUPERVISED IN THE COMMUNITY</b>		

## REFERENCES:


DOC 100.100 is hereby incorporated into this policy; [RCW 9A.44.130](#); DOC 380.605 Interstate Compact

## POLICY:

- I. The Department has established guidelines for monitoring travel and movement in the community by individuals on community supervision.
- II. For Interstate Compact and individuals traveling as part of a request to transfer supervision out of state, travel requests will be handled per DOC 380.605 Interstate Compact.

## DIRECTIVE:

- I. General Requirements
  - A. Individuals must have an approved and signed DOC 01-085 In-State Travel Permit before traveling outside their county of residence.
    1. Travel may be approved on an ongoing basis to meet an individual's needs (e.g., travel for employment, education, treatment).
    2. In-State travel permits to a proposed residence/county will only be issued while an In-State Transfer Request is pending investigation and permission has been granted in advance by the sending and receiving Community Corrections Supervisors.
  - B. The following individuals only require permission to travel in-state when there are geographic restrictions:
    1. Individuals with a Risk Level Classification of Lower Felony Risk that are not required to register.
    2. Individuals under Indeterminate Sentence Review Board (Board) jurisdiction.
      - a. If imposed by the Board, travel requires Board approval before the individual may travel.
  - C. Case managers may authorize eligible individuals to travel out of state for up to 31 days by issuing DOC 05-546 Out-of-State Travel Permit.

 <p>STATE OF WASHINGTON DEPARTMENT OF CORRECTIONS</p> <p><b>POLICY</b></p>	<b>APPLICABILITY FIELD</b>		
	<b>REVISION DATE</b> 5/13/24	<b>PAGE NUMBER</b> 3 of 4	<b>NUMBER</b> <b>DOC 380.650</b>
	<b>TITLE</b> <b>TRAVEL FOR INDIVIDUALS SUPERVISED IN THE COMMUNITY</b>		

1. Travel is prohibited outside of the 50 United States, District of Columbia, American Samoa, United States Virgin Islands, Guam, Puerto Rico, and Northern Mariana Islands.

D. Travel information will be documented in the individual's electronic file.

## II. Responsibilities

A. Case managers will ensure:

1. The individual's electronic file is reviewed and/or updated before a travel permit is issued, to include:
  - a. Review of the Safety Concerns banner.
  - b. If an individual has a Victim Wraparound or Community Concerns flag, the case manager will:
    - 1) Review the Victim Safety Plan and confirm that the travel will not compromise the plan, and
    - 2) Communicate with the Community/Board Victim Liaison.
2. Verification of the individual's travel plans.
3. For sex offenders confirmed to be a Level 3 risk level, including those under Board jurisdiction, requesting to travel with a stay over 24 hours:
  - a. A request will be made to investigate the destination address by contacting the appropriate Assignment Coordinator, who will assign the contact in the individual's electronic file for completion within 7 days.
  - b. The case manager from the receiving county may conduct Field contacts to the approved destination address.
    - 1) The occupants of the destination address must allow the case manager access or travel will be denied.
  - c. The case manager will instruct the individual to report to the office nearest the destination address via kiosk and/or the Duty Officer within one business day of arrival.

## DEFINITIONS:



STATE OF WASHINGTON  
DEPARTMENT OF CORRECTIONS

APPLICABILITY  
**FIELD**

REVISION DATE  
5/13/24

PAGE NUMBER  
4 of 4

NUMBER  
**DOC 380.650**

**POLICY**

TITLE

**TRAVEL FOR INDIVIDUALS SUPERVISED  
IN THE COMMUNITY**

Words/terms appearing in this policy may be defined in the glossary section of the Policy Manual.

**ATTACHMENTS:**

None

**DOC FORMS:**

DOC 01-085 In-State Travel Permit  
DOC 05-546 Out-of-State Travel Permit