

FOSA "HOW TO" REFERENCE

FAX 360-586-0169

WHAT	WHO	HOW
ELIGIBILITY CRITERIA	OFFENDER	No current or prior felony convictions for violent or sex offense, not subject to deportation, physical custody of child or legal guardian
	OFFENDER	Offender agrees to sign information waiver for child welfare and all other releases (tribal, state, other states)
	COURT	Instructs offender to report all involvement in child welfare proceedings in any state or tribal court
APPEARS ELIGIBLE	COURT	Requests DOC contact DSHS/CA to determine if substantiated case of abuse or neglect with any court exists
	DOC	Sends release of information request to CA and/or Tribe and DOC will also check Client Registry to look for any DSHS/CA involvement
	DSHS/CA	Inform DOC if open/closed cases and any substantiated referrals. If open case, provide information regarding case within 7 business days of request to DOC.
	DOC	If a report is required from a Tribal agency, DOC will attempt to get same information and furnish to court in timely manner
	COURT	Request DOC to complete Risk Assessment Report, Chemical Dependency Screening Report, or the Court may chose to notify other courts if there are open cases to request feedback.
DETERMINE ELIGIBILITY	COURT	Waive standard range sentence and place offender on 12 months community custody and Court may impose conditions
	COURT	DOC may impose conditions (will review with CA and/or Tribal welfare or other court services to reduce duplication)
	DOC	DOC will conduct safety staffing including Tribal Social Worker, CA, or JRA, if needed, the offender, adult family members if primary support, and other stakeholders. Team will seek to reduce duplication of services. Multi-agency staffing may be required.

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OFFENDER ON COMMUNITY CUSTODY	OFFENDER	Offender reports to DOC office within 72 hours of release from jail.
	DOC	CCO completes intake, conditions, and reporting instructions with offender.
	DOC	DOC shall provide quarterly progress reports to the Court to include treatment, programming, and other supervision requirements progress updates.
	DOC	Will report all violations to Court via current process of violation report within 3 business days of known violation. DOC may use graduated sanctions but will inform Court of all actions for their review and to Childrens' Administration, if involved.
	DOC	Will convene at a minimum either in person or by phone, a team meeting prior to the completion of each quarterly report for progress updates including other stakeholders involved in the case.
	COURT	May bring offender into court at any time during the period of community custody to evaluation progress or to determine if violations have occurred.
	COURT	If the offender is brought back, the Court may modify or impose sanctions to include the offender serving a term of total confinement within eh standard range of the current offense at any time during the period of community custody
	COURT	If the offender is sentenced to total confinement (per above), the only credit for time served is any time spent in confinement, prison, or jail (pre-sentence time, violation time spent in confinement)
	DOC	DOC will provide last progress report to Court within 30 days of end of community custody, CCO will complete discharge report for Court.