



STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS

APPLICABILITY
PRISON/WORK RELEASE/FIELD

REVISION DATE
3/24/14

PAGE NUMBER
1 of 6

NUMBER
DOC 380.450

POLICY

TITLE
ELECTRONIC MONITORING

REVIEW/REVISION HISTORY:

Effective: 9/1/10
Revised: 7/1/11
Revised: 3/24/14

SUMMARY OF REVISION/REVIEW:

Added Policy statement II. that offenders identified in this policy are not subject to tolling II.A.1.a. - Added clarifying language
Added VI.A.9. that electronic monitoring will be terminated when there is a medical necessity to remove the device


APPROVED:

Signature on file

BERNARD WARNER, Secretary
Department of Corrections

2/13/14

Date Signed

 <p>STATE OF WASHINGTON DEPARTMENT OF CORRECTIONS</p>	APPLICABILITY PRISON/WORK RELEASE/FIELD		
	REVISION DATE 3/24/14	PAGE NUMBER 2 of 6	NUMBER DOC 380.450
	TITLE ELECTRONIC MONITORING		
POLICY			

REFERENCES:


DOC 100.100 is hereby incorporated into this policy; [RCW 9.94A.171\(3\)](#); [RCW 9.94A.704\(9\)\(b\)](#); [RCW 9.94A.6551\(4\)\(a\)](#); [RCW 9.94A.728\(3\)\(c\)](#); [RCW 9A.76.115\(1\)\(c\)](#); [DOC 200.000 Trust Accounts for Offenders](#); [DOC 300.380 Classification and Custody Facility Plan Review](#); [DOC 320.160 Tolling of Supervision in the Community](#); [DOC 350.270 Extraordinary Medical Placement](#); [DOC 380.370 Sexually Violent Predator/Less Restrictive Alternative](#); [DOC 390.600 Imposed Conditions](#); [DOC 460.130 Violations, Hearings, and Appeals](#); [Partial Confinement and Supervision Job Aid](#)

POLICY:

- I. The Department may use electronic monitoring devices for certain offenders as an enhancement to supervision.
- II. Offenders identified in this policy are not subject to tolling per DOC 320.160 Tolling of Supervision in the Community.

DIRECTIVE:


- I. Responsibilities
 - A. Each Community Corrections Supervisor (CCS) will designate at least one Community Corrections Officer (CCO) in his/her unit(s) responsible for coordinating electronic monitoring for the unit or group of units, based on use and best local practice. In addition to their case management duties, these designated CCOs will:
 1. Coordinate equipment installation, inspection upon return for damage, cleaning, and inventory.
 2. Communicate equipment needs/problems to the Washington Association of Sheriffs and Police Chiefs (WASPC).
 3. Submit reports regarding equipment use, damage, or loss, and others as requested.
 4. Assist employees in determining appropriate offenders for electronic monitoring services, installing and removing electronic monitoring hardware, and reading electronic notification, maps, reports, etc.
- II. Eligibility
 - A. The following offenders are eligible for electronic monitoring:

 <p>STATE OF WASHINGTON DEPARTMENT OF CORRECTIONS</p>	APPLICABILITY PRISON/WORK RELEASE/FIELD		
	REVISION DATE 3/24/14	PAGE NUMBER 3 of 6	NUMBER DOC 380.450
	TITLE ELECTRONIC MONITORING		
POLICY			

1. Sex offenders, as an enhancement to supervision.
 - a. Level III sex offenders, as designated by local law enforcement, on community custody for a felony sex offense committed on or after July 1, 2000, will be on Global Positioning System (GPS) monitoring for the first 30 days after initial release from a Department facility.
 - b. With CCS approval, electronic monitoring may be used for Level II or III sex offenders on community custody for a felony sex offense committed on or after July 1, 2000, who have:
 - 1) Unstable housing/employment, and/or
 - 2) Lack of program structure or activities in the community.
2. Offenders placed on extraordinary medical placement per DOC 350.270 Extraordinary Medical Placement.
3. Less Restrictive Alternative offenders pursuant to a court order per DOC 380.370 Sexually Violent Predator/Less Restrictive Alternative.
4. Offenders under Indeterminate Sentence Review Board (ISRB) jurisdiction, if ordered by the ISRB.
5. Designated offenders per the Community Parenting Alternative (CPA) programming option.
6. Other offenders under Department jurisdiction, as an imposed condition per DOC 390.600 Imposed Conditions with Electronic Monitoring Program Administrator approval.

III. Enrollment and Installation

- A. At the time of enrollment, the offender will agree to the program requirements by signing the following forms:
 1. DOC 05-814 Electronic Monitoring Agreement,
 2. DOC 05-554A Electronic Monitoring Schedule, and
 3. DOC 02-353 Offender Instructions - Care and Use of GPS Equipment or DOC 02-354 Offender Instructions - Care and Use of Radio Frequency Equipment.
- B. CCOs will:
 1. Procure and install electronic monitoring hardware.

 <p>STATE OF WASHINGTON DEPARTMENT OF CORRECTIONS</p>	APPLICABILITY PRISON/WORK RELEASE/FIELD		
	REVISION DATE 3/24/14	PAGE NUMBER 4 of 6	NUMBER DOC 380.450
	TITLE ELECTRONIC MONITORING		
POLICY			

2. Determine the offender's schedule while on electronic monitoring.
3. For EMP offenders and for sex offenders on electronic monitoring as an enhancement to supervision, impose a condition requiring the offender to abide by all conditions of the electronic monitoring program.
4. Ensure DOC 02-340 Radio Frequency (RF) Enrollment or DOC 02-338 GPS Enrollment, as applicable, is submitted to WASPC at least 2 hours before installing the hardware.

IV. Monitoring

- A. CCOs will review electronic monitoring activities, reports, and notifications each business day.

V. Violations

- A. CCOs will review electronic notifications to determine if a willful violation occurred and respond based on the seriousness and/or frequency of the violation and respond per DOC 460.130 Violations, Hearings, and Appeals.
- B. Violations of electronic monitoring may include, but will not be limited to:
 1. Tampering with equipment,
 2. Not adhering to schedule,
 3. Intentional damage, theft, or loss of electronic monitoring equipment,
 4. Intentional failure to maintain equipment and/or battery, and/or
 5. Violation of other conditions of supervision.
- C. If the Hearing Officer finds the offender guilty of intentionally damaging or losing electronic monitoring equipment, the CCO will forward the amount of the loss/damage to the Electronic Monitoring Program Administrator.
 1. The amount will be entered as a debt and collected per Recovery of Cost for Lost/Damaged Electronic Monitoring Equipment (Attachment 1).
- D. For Less Restrictive Alternative offenders, tampering with electronic monitoring equipment or removal without authorization may result in escape charges per RCW 9A.76.115(1)(c).

VI. Termination

- A. An offender will be terminated from electronic monitoring:



STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS

APPLICABILITY
PRISON/WORK RELEASE/FIELD

REVISION DATE
3/24/14


PAGE NUMBER
5 of 6

NUMBER
DOC 380.450

POLICY

TITLE
ELECTRONIC MONITORING

1. When no further benefit is received from electronic monitoring services as an enhancement to supervision.
2. If s/he is a Level III sex offender who is 30 days past initial release from a Department facility and no longer meets the criteria for electronic monitoring as an enhancement to supervision.
3. As ordered by the court.
4. Upon revocation or completion of an Extraordinary Medical Placement (EMP).
5. When s/he has been placed in total confinement/custody.
6. Upon escape from supervision.
7. As directed by the ISRB.
8. When s/he has successfully completed the CPA program, or has been terminated from the program by a Hearing Officer and/or the Family and Offender Sentencing Alternative (FOSA) Administrator/designee.
9. If there is a medical necessity to remove the electronic monitoring device.
 - a. For EMP offenders, the CCO will consult with the Chief Medical Officer, or designee.
- B. Within one working day of termination, the CCO will request that WASPC close enrollment via DOC 02-340 Radio Frequency (RF) Enrollment or DOC 02-338 GPS Enrollment, as applicable.
- C. The CCO will coordinate return of the electronic monitoring equipment to the designated CCOs or WASPC.
 1. For offenders who escape/abscond, the CCO will make every attempt to locate the equipment.
- D. The CCO will complete DOC 02-339 Equipment Return when the equipment is returned.
- E. The CCO will inspect equipment for damage upon return and before re-issuing.

 STATE OF WASHINGTON DEPARTMENT OF CORRECTIONS	APPLICABILITY PRISON/WORK RELEASE/FIELD		
	REVISION DATE 3/24/14	PAGE NUMBER 6 of 6	NUMBER DOC 380.450
	TITLE ELECTRONIC MONITORING		
POLICY			

VII. Reporting

- A. Designated CCOs will maintain and forward the complete DOC 05-560 Electronic Monitoring Inventory Tracking to the Electronic Monitoring Program Administrator by the fifth working day of the month for the previous month.

DEFINITIONS:

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

ATTACHMENTS:

[Recovery of Cost for Lost/Damaged Electronic Monitoring Equipment \(Attachment 1\)](#)

DOC FORMS:

[DOC 02-338 GPS Enrollment](#)

[DOC 02-339 Equipment Return](#)

[DOC 02-340 Radio Frequency \(RF\) Enrollment](#)

[DOC 02-353 Offender Instructions - Care and Use of GPS Equipment](#)

[DOC 02-354 Offender Instructions - Care and Use of Radio Frequency Equipment](#)

[DOC 05-554A Electronic Monitoring Schedule](#)

[DOC 05-560 Electronic Monitoring Inventory Tracking](#)

[DOC 05-814 Electronic Monitoring Agreement](#)