



STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS

APPLICABILITY
WORK RELEASE/FIELD

REVISION DATE
4/14/20

PAGE NUMBER
1 of 5

NUMBER
DOC 450.320

POLICY

TITLE
**CONTACT WITH MINORS AND FAMILY
REUNIFICATION**

REVIEW/REVISION HISTORY:

Effective: 8/22/01
 Revised: 10/2/07
 Revised: 3/1/10
 Revised: 1/1/12
 Revised: 4/20/15
 Revised: 2/20/20
 Revised: 4/14/20

SUMMARY OF REVISION/REVIEW:

Policy statement I., and Directive I.A. - Added clarifying language
 II.D. - Adjusted language for clarification
 Added V.C. that the Board will be notified of any violations committed by an individual under Board supervision


APPROVED:

Signature on file

STEPHEN SINCLAIR, Secretary
 Department of Corrections

3/31/20

 Date Signed

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REFERENCES:


DOC 100.100 is hereby incorporated into this policy; [RCW 72.09.340](#); [DOC 390.580 Family and Offender Sentencing Alternative \(FOSA\)](#); [DOC 390.585 Community Parenting Alternative](#); [DOC 390.600 Imposed Conditions](#); [DOC 450.310 Visits and Social Outings for Work Release Offenders](#)

POLICY:

- I. The Department will not authorize contact between an individual under its jurisdiction and a minor that will violate the Judgment and Sentence, an Indeterminate Sentence Review Board (Board) ordered condition, or any known active court order that prohibits contact.
- II. Individuals participating in the Family and Offender Sentencing Alternative will follow DOC 390.580 Family and Offender Sentencing Alternative (FOSA). Individuals participating in the Community Parenting Alternative will follow DOC 390.585 Community Parenting Alternative.

DIRECTIVE:

- I. Prohibited Contact with Minors
 - A. Contact with any minor will not be authorized unless the prohibition has been modified by the sentencing court or Board and approved by the case manager.
 1. The case manager may impose conditions per DOC 390.600 Imposed Conditions.
 - B. Unless authorized, individuals with a condition prohibiting contact with minors will avoid situations where there is an increased risk of contact. Any incidental contact will be immediately reported to their case manager.
- II. Chaperone/Supervisor of Contact Approval Request
 - A. Chaperones are escorts for individuals with a No Contact with Minors condition to attend an event or go to a location that would place them in close proximity to minors.
 - B. A supervisor of contact is used during an individual's approved, ongoing contact with a minor(s) for the purpose of uniting a pre-existing or newly formed family.
 - C. A chaperone or supervisor of contact must be approved by the case manager and Community Corrections Supervisor (CCS). The case manager will meet with proposed chaperone/supervisor of contact and the individual requesting

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approval, at which time the individual must provide a complete disclosure of all sex crimes, including non-adjudicated crimes, and all criminal history. The following forms will be completed jointly:

1. DOC 05-685 Rules for Contact with Victims or Minors
2. DOC 05-686 Chaperone/Supervisor of Contact Agreement of Responsibilities
3. DOC 05-688 Chaperone/Supervisor of Contact Requirements

D. The case manager will ensure the individual and chaperone/supervisor of contact each complete the following forms when requesting approval for a supervisor of contact:

1. DOC 09-242 General Authorization for Release of Information.
2. [DCYF 14-012 Consent](#) and mail or fax to the local Department of Children, Youth, and Families (DCYF) office.

E. The case manager will ensure the proposed chaperone/supervisor of contact:

1. Meets with current sex offender treatment provider to learn the individual's offense cycle behavior, risk behaviors, interventions, and manipulations to prevent reporting violations.
2. Understands the individual's treatment and supervision conditions.


F. An initial criminal history background check will be conducted on each proposed chaperone or supervisor of contact and at least yearly thereafter.

G. Proposed chaperones for individuals in Work/Training Release must be an approved sponsor per DOC 450.310 Visits and Social Outings for Work Release Offenders.

H. Prior to approving a supervisor of contact, the case manager will:

1. Contact the local DCYF office to determine if there is any documented history of child abuse or neglect.
2. Confirm with the sex offender treatment provider that they support approval.
3. Work with the treatment provider(s) and DCYF to evaluate all prior arrests or convictions for child abuse or neglect.

III. Authorizing an Event or Planned Contact

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- A. The individual must submit DOC 05-702 Contact/Safety Plan to their case manager to request attendance to each event or instance of planned verbal, written, or in-person contact.
 - 1. The individual must meet the following conditions for consideration of the plan's approval:
 - a. Complete court-ordered or Department imposed treatment or is demonstrating satisfactory progress.
 - b. Present the plan to the current sex offender treatment provider and receive support for the proposed activity.
 - 2. The minor's custodial parent or legal guardian must agree to the contact prior to a supervised visit.
 - 3. Individuals in Work/Training Release must comply with DOC 450.310 Visits and Social Outings for Work Release Offenders.

IV. Family Reunification

- A. A court order authorizing contact must be obtained if the individual requests family reunification.
 - 1. The case manager may provide information confirming the individual has met all contact criteria requirements.
- B. In the development and monitoring of the plan, the case manager will collaborate with the:
 - 1. Individual,
 - 2. Minor's custodial parent or legal guardian,
 - 3. Supervisor of contact,
 - 4. Treatment provider(s),
 - 5. Minor's treatment provider(s), and
 - 6. Professional(s) or Department employee(s) responsible for, or authority over, the implementation of the plan.

V. Termination

- A. Department approved contacts may be terminated at any time if the:
 - 1. Case manager and/or CCS determines that continued contact poses a risk to the minor or any other person,

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2. Individual violates conditions of the contact/safety plan or the Custody Facility Plan/case plan, or
 3. Individual commits an infraction, rule violation, or illegal act that may pose a risk to the minor or any other person.
- B. The individual may submit DOC 05-703 Termination of Contact with Minors Appeal to appeal the decision. A response will be provided within 7 business days.
- C. The Board will be notified of any violations committed by an individual under Board supervision.

DEFINITIONS:

The following words/terms are important to this policy and are defined in the glossary section of the Policy Manual: Family Reunification. Other words/terms appearing in this policy may also be defined in the glossary section.

ATTACHMENTS:

None

DOC FORMS:

- [DOC 05-685 Rules for Contact with Victims or Minors](#)
- [DOC 05-686 Chaperone/Supervisor of Contact Agreement of Responsibilities](#)
- [DOC 05-688 Chaperone/Supervisor of Contact Requirements](#)
- [DOC 05-702 Contact/Safety Plan](#)
- [DOC 05-703 Termination of Contact with Minors Appeal](#)
- [DOC 09-242 General Authorization for Release of Information](#)