

SANCTION GUIDELINES

Sanctions/case plan adjustments will be based on progressive accountability measures for recurrence of the same violation.

A guilty finding for any violation may result in the following sanctions:

- Loss of good conduct time or earned time consistent with DOC 350.100 Earned Release Time
- Termination from partial confinement

A guilty finding for any violation may result in the following case plan adjustments:

- Assessment/reassessment for treatment and/or programming
- Community access restrictions (e.g., outings/passes/socials) between 2 and 30 days
- Community service/extra duty between 2 and 20 hours
- Thinking assignments (e.g., brief intervention tools, thinking report)
- Case management team meeting

CATEGORY A VIOLATION - 20 CLASSIFICATION POINTS FOR 24 MONTHS

- 402** Committing an act that would constitute a felony or misdemeanor and that is not otherwise included in these rules
- 403** Taking or holding any person hostage
- 405** Possessing, manufacturing, or introducing an explosive device, any firearm, ammunition, weapon, sharpened instrument, knife, poison, or any components thereof
- 611** Committing sexual assault against an employee/contract staff/volunteer
- 613** Committing any act of sexual contact against an employee/contract staff/volunteer
- 635** Committing sexual assault against another individual, as defined in Department policy glossary (i.e., aggravated sexual assault or individual-on-individual sexual assault)
- 637** Committing sexual abuse against another individual, as defined in Department policy glossary

CATEGORY A GUIDELINES

A full administrative hearing is required.

A guilty finding may result in a loss of good conduct time up to 75 days.

- Loss of 76 to 150 days requires approval from the Hearing Supervisor/Administrator
- Loss of more than 150 days requires approval from the Appointing Authority and Hearings Administrator

A guilty finding for a 402, 403, 611, 613, 635, or 637 violation will result in a mandatory loss of weightlifting privileges for a minimum of 2 years from the date of the guilty finding.

CATEGORY B LEVEL 1 VIOLATION - 15 CLASSIFICATION POINTS FOR 12 MONTHS

- 401** Assaulting another person
- 404** Escaping from partial confinement
- 406** Rioting, or inciting other to riot

CATEGORY B LEVEL 2 VIOLATION - 10 CLASSIFICATION POINTS FOR 6 MONTHS

- 407** Setting fire
- 408** Engaging in or inciting a group demonstration
- 409** Fighting with another person
- 415** Possessing, transferring, or soliciting any person's identification information, including current employees/contract staff or their immediate family members when not voluntarily given. Identification information includes social security numbers, home addresses, telephone numbers, driver's license numbers, medical, personnel, financial, real estate information, bank/credit card numbers, or other like information not authorized by the Reentry Center Manager/Community Corrections Supervisor
- 416** Counterfeiting/forgery of official documents
- 419** Possessing clothing or assigned equipment of an employee/contract staff
- 437** Engaging in a sex act within facility boundaries
- 438** Indecent exposure
- 463** Making any drug, alcohol, or intoxicating substance, or possessing ingredients, equipment, items, formulas, or instructions that are used in making any drug, alcohol, or intoxicating substance
- 549** Providing false or misleading information during any stage of an investigation of sexual misconduct, as defined in Department policy
- 700** Failing to complete or administrative termination from a Drug Offender Sentencing Alternative (DOSA) substance use disorder treatment program. This violation must be initiated by authorized employees/contract staff and heard by a Community Corrections Hearing Officer per WAC 137-24.
- 701** Failure to comply with the DOSA program. This violation must be initiated by authorized employees/contract staff and heard by a Community Corrections Hearing Officer per WAC 137-24. A guilty finding may result in reclassification or lessor sanctions.

CATEGORY B GUIDELINES

A full administrative hearing is required.

A guilty finding may result in a loss of good conduct time as follows:

- Up to 60 days for the first occurrence
- Up to 90 days for the second occurrence
- Up to 120 days for subsequent occurrences
 - Loss of more than 120 days requires approval from the Appointing Authority and Hearings Administrator

A guilty finding for a 700 or 701 violation will result in a mandatory loss of earned time and programming points. A guilty finding for a 700 violation will result in reclassification.

A guilty finding for a 401 or 409 violation will result in a mandatory loss of weightlifting privileges for a minimum of 2 years from the date of the guilty finding.

CATEGORY C LEVEL 1 VIOLATION - 15 CLASSIFICATION POINTS FOR 6 MONTHS

- 410** Threatening another with bodily harm or with any offense against any person or property
- 461** Introducing or transferring any unauthorized drug or drug paraphernalia
- 462** Refusing to submit to or cooperate in a search, urinalysis, oral swab, breath alcohol test, or any testing required by policy, statute, or court order, not otherwise included in these rules, when ordered to do so by an employee/contract staff member

CATEGORY C LEVEL 2 VIOLATION - 5 CLASSIFICATION POINTS FOR 6 MONTHS

- 411** Extorting or blackmailing another person
- 412** Refusing a direct order from an employee/contract staff member to proceed to or disperse from a particular area
- 413** Interfering with an employee/contract staff or other personnel, in the performance of their duties
- 414** Tampering with a locking device
- 417** Committing fraud or embezzlement, or obtaining goods, services, money, or anything of value under false pretense
- 418** Making a false fire alarm or tampering with, damaging, blocking, or interfering with fire alarms, fire extinguishers, fire hoses, fire exits, or other firefighting equipment or devices
- 420** Stealing property, possessing stolen property, or possessing another individual's property
- 423** Participating or engaging in the activities of any unauthorized club, organization, gang, or security threat group; or wearing or possessing the symbols of an unauthorized club, organization, gang, or security threat group
- 425** Causing an innocent person to be penalized or proceeded against by providing false information
- 464** Possessing or using an unauthorized drug, intoxicating substance or alcohol; receiving a positive test for an unauthorized drug, alcohol or intoxicating substance; possession of paraphernalia
- 465** Providing a diluted, altered, or substituted urine sample
- 472** Unauthorized contact with prohibited persons as defined in case plan
- 477** Being in the community without authorization, being in an unauthorized location in the community, unaccounted time, or having unauthorized contact with prohibited persons in the community
- 481** Violating conditions of furlough
- 485** Using the mail, telephone, or electronic communications in violation of any law, court order, or previous written warning, direction, and/or documented disciplinary action, or initiating communication with a minor without the approval of that minor's parent or guardian
- 494** Receiving or possessing contraband
- 557** Refusing to participate in an available work, training, education, or other mandatory programming assignment
- 659** Committing sexual harassment against another incarcerated individual as defined in Department policy

- 661** Committing sexual harassment against an employee, contract staff, volunteer, visitor, or community member
- 810** Refusing to seek/maintain employment, training, or programming, or being terminated from work, training, education, or other programming for negative or substandard performance
- 896** Harassing, using abusive language, or engaging in other offensive behavior directed to or in the presence of another person(s) or group(s) based upon race, creed, color, age, sex, national origin, religion, sexual orientation, marital status or status as a state registered domestic partner, disability, veteran's status, or genetic information
- 899** Failing to obtain prior written authorization from the sentencing court, contrary to RCW 9.94A.645, prior to commencing or engaging in any civil action against any victim or family of the victim of any serious violent crime the individual committed

CATEGORY C GUIDELINES

Negotiated sanctions may only be used for the first occurrence.

A guilty finding may be subject to a loss of good conduct time as follows:

- Up to 30 days for the first occurrence
- Up to 60 days for the second occurrence
- Up to 90 days for subsequent occurrences

A guilty finding for a 557 or 810 violation will result in a mandatory loss of earned time and programming points.

A guilty finding for a 477 violation related to employment or programming while in partial confinement will result in a mandatory loss of earned time and programming points.

CATEGORY D VIOLATION - 5 CLASSIFICATION POINTS FOR 6 MONTHS

- 421** Using facility phones, information technology resources/systems, or related equipment intended for employee/contract staff use without authorization
- 422** Possessing, manufacturing, or introducing an unauthorized tool
- 424** Damaging, altering, or destroying any item that results in the concealment of contraband or demonstrates the ability to conceal contraband
- 435** Intentional destruction, damage, or altering any item that is not the individual's personal property, the value of which is \$10.00 or more
- 436** Possessing any sexually explicit material(s) as defined in WAC 137-48-020
- 439** Urinating, defecating, or placing feces or urine in any location other than a toilet or authorized receptacle
- 474** Unauthorized modification or noncompliance of an approved case plan
- 482** Violating an imposed special condition
- 483** Failing to comply with any administrative or post-hearing sanction imposed for committing any violation
- 484** Operating motor vehicle or being in a motor vehicle without permission
- 486** Telephoning or sending written or electronic communication to any individual in a correctional facility, directly or indirectly, without prior written approval of the Superintendent/Reentry Center Manager/Community Corrections Supervisor/designee

CATEGORY D GUIDELINES

Stipulated agreements may only be used for the first occurrence for individuals in a Reentry Center or Community Parenting Alternative. A full administrative hearing is required for a fourth or subsequent occurrence.

A guilty finding may be subject to a loss of good conduct time as follows:

- Up to 20 days for the first occurrence
- Up to 30 days for the second occurrence
- Up to 40 days for the third occurrence
- Up to 60 days for subsequent occurrences

Individuals convicted of a sex offense and found guilty of a 436, 474, or 482 violation may result in an additional loss of good conduct time up to 10 days per occurrence.

CATEGORY E VIOLATION - 0 CLASSIFICATION POINTS

- 471** Failing to comply with written rules, handbook, or case plan
- 475** Entering into an unauthorized contract
- 476** Failing to report/turn in all earnings
- 487** Possession of unauthorized items, to include money or other negotiable instruments without proper authorization
- 491** Introducing, possessing, or using a cell phone, electronic/wireless device, or related equipment, without proper authorization
- 492** Misusing or wasting issued supplies, goods, services, or property
- 493** Out-of-bounds: Being in the room/dorm assigned to another individual under Department jurisdiction or an area of the facility without authorization
- 495** Giving, selling, purchasing, borrowing, lending, trading, or accepting money or anything of value except through approved channels

CATEGORY E GUIDELINES

Stipulated agreements may only be used for the first, second, or third occurrence for individuals in a Reentry Center or Community Parenting Alternative. A full administrative hearing is required for a fourth or subsequent occurrence.

A guilty finding may be subject to a loss of good conduct time as follows:

- Up to 5 days for the first occurrence
- Up to 10 days for the second occurrence
- Up to 15 days for the third occurrence
- Up to 30 days for subsequent occurrences