



*State of North Carolina
Department of Public Safety
Prisons*

Chapter: E
Section: .0700
Title: **Work Release**
Issue Date: 11/03/21
Supersedes: 06/15/17
Expiration: Policy Revision Publication

INTERIM POLICY & PROCEDURE

The purpose of this interim policy is to make a change to a policy prior to the annual review date. The interim policy will be incorporated into the actual policy during the next annual review. All interim policies shall be updated no more than six months past the annual review date. Revisions are highlighted in turquoise. Please review published policy for reference.

NEW LANGUAGE:

.0703 (a) (4)

The **offender** will be in **minimum custody** by the date work release is ordered to begin.

.0703 (b) (2) (d) (ii)

If suitable employment is not secured at the completion of the regular diagnostic process, the **offender** shall be assigned to an appropriate field unit by the classification authority. The assignment should be made to facilitate the **offender's** search for employment. The following is a suggested priority list of assignment locations.

.0703 (b) (4)

Subject to the considerations set forth in E.0703(b)(3), all **offenders** with court recommendations for work release are immediately to be placed in **minimum custody**, for the purpose of work release only. The **offender** will not have any other community privileges unless approved as provided in the existing policy relating to outside activities (F .0600).

.0703 (c) (5)

The **offender** must be in **minimum custody** by the date work release is to begin.

.0703 (d) (6)

The **offender** must be in **minimum custody** on the date **they are** to begin participating in work release. Approval for work release may be requested through the Post-Release Supervision and Parole Commission **after assignment to minimum custody**.

.0706 (a) (1)

Processing for misdemeanants who are court ordered for work release will include fingerprints, photographs, completion of **offender's social history**, personal property inventory, medical examination, psychological testing administered on a need to know basis, completion of OPUS documentation to include promotion to **minimum custody** for work release only and facility assignment. Verification of employment

in accordance with E.0703 (b) (2) (B) and subsequent completion of sections A, B, C and D of the DC-190 will be accomplished.

.0706 (b) (1)

After completion of the reception process as defined in E.0706 (a) (1) above, the Director of the processing diagnostic center will approve promotion to **minimum custody** for work release only and will approve work release by entering and signing the appropriate IC02 and DC-190, unless custodial and correctional considerations preclude work release participation by the **offender**. A negative finding at this level, however, will be referred to the **Warden** for final disposition. In any event, the approving authority will sign section H of the DC190.

.0707 (c)

The **offender** should be in **minimum custody** for work release at the time of transfer. This will prevent unnecessary delays.

.0707 (g)

Sex offenders must be within 24 months of their projected release date and must have completed Thinking for a Change or SOAR prior to assignment to work release.

.0707 (h)

All offenders who are required to have a risk assessment prior to consideration and assignment per policy Chapter C .0100 Offender Custody Classification shall have an acceptable and valid risk assessment prior to consideration and assignment to work release. Some exceptions to this may include Governor's Mansion or MAPP offender assignments.

SUMMARY:

There are several changes to this policy to address the minimum custody collapse.

- “level III” has been deleted from the following sections:
 - .0703 (a) (4)
 - .0703 (b) (4)
 - .0703 (c) (5)
 - .0703 (d) (6)
 - .0706 (a) (1)
 - .0706 (b) (1)
- .0703 (b) (2) (D) (ii) revised to address the minimum custody collapse.
- .0707 (c) revised to address the minimum custody collapse.
- .0707 (g) added to address sex offenders.
- .0707 (h) added to address risk assessments.
- Current .0707 (g) and (h) have been renumbered to coincide with these changes.

FILING:

This Interim Policy will be filed in the Power DMS system and on the Prisons web page along with the original policy.

RESPONSIBILITIES:

The Director of Rehabilitative Services is responsible for ensuring the content of this interim policy and procedure is included in a revised policy and updated through the annual review process.



Commissioner of Prisons

E.0700_11_03_21.doc

November 3, 2021

Date