


<p>Commonwealth of Pennsylvania</p>  <p>Pennsylvania Board of Probation and Parole</p>	<p>Volume III Chapter 4</p> <p>Procedure 04.01.31</p>	<p>Date Revised: NEW 8/10/16</p>
<p>Chapter Title SUPERVISION, REENTRY</p>		<p>Date of Issue 7/20/16</p>
<p>Subject SUPERVISION SUPERVISION OF MENTAL HEALTH OFFENDERS</p>		<p>Effective Date 10/01/16 PUBLIC</p>

I. AUTHORITY

The chairman of the board is delegated authority to direct the operations and administration of the board, as well as directing and administering the work of the staff. 61 Pa.C.S. § 6112 (a) (1-4).

II. PURPOSE

The purpose of this procedure is to explain the specialized aspects concerning the supervision of mental health offender practices.

III. APPLICABILITY

This procedure is applicable to all board staff.

IV. DEFINITIONS

DSM-5: Diagnostic and Statistical Manual- 5th edition

SMI: Serious Mental Illness

SRTU: Secure Residential Treatment Unit

MHU: Mental Health Unit

SNU: Special Needs Unit

V. POLICY

It shall be the policy of the board that all offenders under the supervision of the board, who currently or within the past year have a diagnosable serious mental illness (SMI) or emotional disorder of a sufficient duration meeting the diagnostic criteria and are currently showing signs of pervasive pattern of dysfunction or disruptive social interactions shall be assigned to a mental health agent and/or unit.

VI. PROCEDURE

A. Case Assignment Criteria

Offenders with the following diagnosis based on the Diagnostic and Statistical Manual- 5th edition (DSM-5) of mental disorders will be assigned to specialized PBPP parole staff based on the below criteria:

1. Minimum Criteria Requirements:

- a. Bipolar 1 and 2; with a history prior to incarceration of hospitalization and/or extensive time spent in the SRTU/SNU/MHU of the Department of Corrections.**
- b. Re-occurring major depression with a recent suicidal behavior or spent significant time in the SRTU/SNU/MHU of the Department of Corrections.**
- c. Schizophrenia spectrum of disorders, psychotic disorders etc.**
- d. Diagnosis not included in the above criteria must be approved by the mental health supervisor on a case by case basis for supervision on the mental health caseload.**

B. Caseload Requirements

1. Caseload Management:

- a. The recommended maximum of active street cases for specialized agents who are designated a mental health caseload shall not exceed 40 without the approval of the director of the field operations and the chairman.**

C. Initial Interview

In addition to the initial supervision requirements outlined in procedure 4.01.03, the following will be completed for each offender assigned a mental health agent/unit:

1. Assessment and Case Planning

- a. All offenders will be assessed utilizing the LSI-R to determine the risk level of the offender.**
- b. The agent will identify the offender's criminogenic needs and offender's current health needs while adhering to the risk principle.**
- c. The offender will be directed to have a mental health evaluation in the community and work with community services to meet the offender's needs.**
- d. The agent will conduct regular assessment of the offender for barriers to treatment and apply alternate strategies if necessary.**

- e. **The agent will develop strategies for medication compliance with both short and long term goals toward mental illness stability.**
 - 1) **Short Term- attending scheduled meetings, report to office appointments, and comply with parole conditions and medication requirements.**
 - 2) **Long Term- consistent medication management, develop pro-social behaviors, connected with community supports and employed if able.**

C. Supervision Requirements

1. Supervision Levels

- a. **All newly released SMI offenders will be supervised at maximum level of supervision until a mental health evaluation is confirmed, psychotropic medication has been obtained and the offender is connected to treatment within the community with case management services.**
- b. **Any supervision level overrides will be at the discretion of the district director/designee.**
- c. **Once the offender has been enrolled into treatment and connected to resources in the community, the agent will consult with his/her supervisor to reduce the offender's supervision according to the LSI-R.**
- d. **Once the offender has been stable, medication compliant, and actively involved in treatment services, a case discussion shall take place with the supervisor to determine if the case shall remain on the agent's caseload.**

2. Case Review

Due to the heightened risk that these types of offenders present, these offenders will not be exempt from the 6 month progress and conduct review provided for in Procedure 4.01.05. In addition to those requirements, the following will be required for offenders assigned to mental health agents/units:

- a. **Cases shall be reviewed at both the annual and semi-annual supervision reports for continued supervision by a mental health agent. The decision and reasons shall be documented in the corresponding PBPP 22P.**
- b. **The MH specialized agent shall have regular contact with treatment providers and/or case managers with in the community to participate in the offender's case plan, and have regular contact with the community treatment professionals to include individual goals**

and strategies to assist for parole compliance and treatment compliance on illness management.

- c. **Maintain a copy in the FOCF of all available treatment/service plans and goals developed.**
- 3. Special Conditions (for additional information refer to procedure Probation and Parole Conditions 4.01.13)**

In addition to special conditions imposed by the board, a sentencing court or a sending state, an offender accepted for supervision by a mental health agent/unit, will at a minimum have the following additional conditions applied if they were not previously:

- a. **An evaluation/determination will be made as to your need for outpatient therapy/inpatient therapy (drug/alcohol/sex offender/mental health/other treatment). Before the evaluation is conducted, you shall be required to sign the Authorization for Use or Disclosure of Personal Information (PBPP 283A). You will follow all treatment recommendations and instructions of the treatment and/or parole supervision staff.**
 - b. **Attend outpatient (drug/alcohol/sex offender/mental health/other treatment) as a special condition of your parole/probation supervision until the treatment source and/or parole supervision staff determines it is no longer necessary. You shall be required to sign the appropriate release form for confidential information.**
 - c. **In the event you are admitted to a treatment program where the details of your treatment would otherwise be exempt from disclosure, you are required to sign the appropriate facility release of information. This includes hospital admissions and other placements that are not the result of the sanctioning process. You will not leave the recommended treatment program without prior written permission of the parole supervision staff.**
 - d. **You must take all psychotropic medication if prescribed by your doctor.**
 - e. **For any discharge from any treatment or medical care; other than for successful completion, you will notify your agent within 24 hours.**
- 4. Eligibility Requirements to Transfer Offender to General Supervision:**

The mental health agent shall make sure the offender has met the following and will meet with the supervisor and the offender before transferring the case:

- a. **The offender has not been hospitalized for the past 6 months, as the result of a mental health related incident.**

- b. The offender has not had a high sanction within the previous 6 months.
 - c. The offender is stable in the community.
 - d. The offender is medication compliant.
 - e. The offender is treatment compliant.
5. **Mental Health Agent and Supervisor Qualifications/Requirements:**
- All agents assigned to a mental health caseload shall complete mandated specialized training within 1 year of assignment including but not limited to:
- a. CIT Training/Crisis Intervention Specialist Training
 - b. DSM training

VII. SUSPENSION DURING AN EMERGENCY

This procedure may be suspended during an emergency at the sole discretion of the chairman.

VIII. RIGHTS UNDER THIS PROCEDURE

This procedure creates no rights under law.

IX. RELEASE OF INFORMATION AND DISTRIBUTION OF PROCEDURE

This procedure does contain information that impacts the security of board staff or parolees and may therefore not be released to the public.

X. CROSS REFERENCES

A. Statutes

1. Federal

None

2. State

Act of 1941, P.L. 861, No. 323 § 3 as amended Oct. 9, 1986, P.L. 1424, no. 134 (61 Pa.C.S. § 6112).

B. PBPP Policies

- 4.01.03 – Initial Supervision Requirements**
- 4.01.06 – Levels of Supervision**
- 4.01.05 – Assessment and Supervision Plan**

4.01.13 – Probation and Parole Conditions

C. American Correctional Association

4-APPFS-2A-07

4-APPFS-2B-01

4-APPFS-3A-14

D. Management Directives

E. Report of the Reentry Policy Council