

## The Parole Release Process

### What do I need to know after I have a green sheet granting me parole?

If your green sheet contains conditions that must be fulfilled before you are released, you must complete them before any release processing will begin. You must also remain misconduct free. Any detainers or new charges may delay or invalidate your parole.

### Release checklist

- Crime Victims' Compensation Fund Payment
- DOC RRRRI Certification
- Victim Awareness Class Completion (if applicable)
- DNA Sample (if you have a past or present felony conviction)
- Megan's Law Registration (if required)
- Completed Programming (if noted)
- Urinalysis
- Chairman's Certification (CERT) (if violent crime)
- CCC Bed Date
- Approved Home Plan
- Release Orders from the Board
- Release Date from DOC

*Note: An in-state (Pennsylvania) home plan is valid for 150 days. An out-of-state home plan is valid for 120 days. A urine test is good for 45 days.*

### How long until I get released?

It depends. Legally you cannot be released on parole prior to your minimum sentence date. If you have completed all required programming, are a non-violent offender, have an approved home plan or CCC bed date, and have no detainers, release may occur within a short time frame. The average inmate is released within 130 days of being interviewed. However, offenders with violent convictions will take much longer.

### My family needs me out to help now, why aren't my family needs considered?

An inmate may not be released until all legal requirements are met. Release is not allowed to be determined based on outside events, but only when all requirements are met.

### What does a "when available" green sheet mean?

"When available" means that the Board cannot consider you for parole because you have outstanding criminal charges or a new conviction that must be disposed of before your current sentence (and parole status) can be finalized. You are determined to "be available" when the Board receives an official version of the disposition of charges (records from the court).

### What fees must be paid before I'm released?

It depends on your offense.

A Crime Victims Compensation payment may be required. This depends if you are subject to Acts 27, 35, 85, 86, or 96. The Crime Victims Compensation payment is due two months prior to your minimum date.

### **What does being a “Category 3” offender mean to my release?**

Category 3 offenders are those offenders who are considered to be most likely to re-offend in a violent manner. If you are designated as a Category 3 offender it will mean you are required to take a violence prevention program, be released to a specialized CCC to take a violence prevention booster program, and that you will be under a higher level of parole supervision when released to a home plan.

### **How do I find out what category I am?**

Ask your DOC counselor or your institutional parole agent. Your category is determined based on three factors:

- 1) Are you currently serving a conviction for a violent offense?
- 2) Have you had a conviction (or juvenile adjudication) for a violent offense within the 10 years prior to your current incarceration? and
- 3) What is your RST level?

### **Why should I get a photo ID before I am released?**

Most employers will require you to have a government-issued photo ID. You also need a government-issued photo ID to access all government programs including social security, medical assistance, and welfare. You can, and should, authorize DOC to allow money to be deducted from your inmate account to obtain a copy of your birth certificate and a photo ID card. Your inmate ID is not acceptable when you walk out the gate at the SCI.

### **What is CERT?**

CERT stands for ‘Chairman’s Certification’ – the final review of a violent offender’s file that must be done to verify that all legal requirements for parole release have been met. Release orders may only be issued after the Chairman of the Board has signed this certification.

### **How do I get into a half-way house?**

A community corrections center (CCC), often called a halfway house, is a residency under the jurisdiction of the DOC. To be placed in a CCC, DOC must approve your placement and provide a bed date. This will be requested for you by institutional parole staff if your green sheet states you are paroled to a CCC.

The Department of Corrections is responsible for placing offenders at community corrections centers. The Board encourages each offender to work with his institutional parole officer to develop an approved home plan in order to expedite placement.

### **When will I get a bed date and what CCC will I go to?**

The DOC controls the location and times for bed dates. The parole agent only makes a referral to a DOC Corrections Classification Program manager (DOC CCPM). You may check with your corrections counselor or the institutional parole agent if you have not received a bed date within one month of receiving your paroling Board Action.