



DOC Placement Unit: Coordinating efficient movement of offenders

Purpose: To provide a process that promotes the efficient screening and placement of offenders.

The Placement Unit:

- Prepares detailed packets for every offender ensuring all offender packets include required information presented in a consistent manner allowing for easy review and a reduction in delays.
- Tracks each packet as it moves among programs for screening, preventing delays caused by packets that are misplaced/not forwarded.
- Communicates finalized screening results to required parties creating a clearly identified treatment track that prevents delays in offender movement to prerelease centers after offenders complete treatment.
- Creates and distributes required paperwork to ensure streamlined offender movement from county jails into programming.
- Tracks jail holds across the state, verifying offender locations, the reasons they are in custody, and any new court information. This allows for the timely processing of paperwork for offender movement and screening.
- Communicates information about potential offender placements, release options, and more through a dedicated victim liaison, allowing for victim feedback, the development of safety plans, etc.



The Placement Unit's assumption of these important duties allows DOC staff, primarily Probation and Parole officers, to focus on the more emergent elements of their positions.

