

**TEXAS DEPARTMENT OF CRIMINAL JUSTICE
PAROLE DIVISION**



**POLICY AND
OPERATING PROCEDURE**

NUMBER: PD/POP-2.2.3

DATE: 7/23/97

PAGE: 1 of 4

SUPERSEDES: 7/25/95

SUBJECT: IN-PRISON THERAPEUTIC COMMUNITY (IPTC)

AUTHORITY: TEX. GOV'T CODE ANN. § 501.0930, ACA Standards 2-3167, 2-3169

PURPOSE: To establish procedures for the tracking/release to supervision of inmates voted by the Board of Pardons and Paroles to participate in the In-Prison Therapeutic Community (IPTC).

PROCEDURE:

I. BOARD PANEL VOTES FOR PARTICIPATION IN IPTC

- A. A Board panel shall vote an inmate an "FI-5" or "FI-6," designating parole approval after the completion of the nine-month IPTC program.
 - 1. An inmate receiving an "FI-5" vote shall be transferred to the program within TDCJ-ID upon availability of bed space.
 - 2. An inmate receiving an "FI-6" vote shall not enter the program before a specific date set by the Board. An inmate may also be voted an "FI-5" deferred date, which is identical to an "FI-6" vote.
- B. Inmates shall not be retained in the IPTC upon reaching their mandatory release dates.

II. TRACKING OF INMATES VOTED FOR PARTICIPATION IN IPTC

- A. In any case in which an inmate is voted "FI-5" or "FI-6," the file shall be sent to Specialized Supervision, Central.
- B. Inmate information shall be entered into a database maintained by Specialized Supervision, Central, for tracking and statistical purposes. The file shall then be forwarded to Review and Release Processing (Approved Tracking), Central.
- C. The officer assigned to the IPTC facility shall notify the Program Administrator I or designee, Specialized Supervision, Central, upon the arrival of any inmate. The officer shall also notify

the Program Administrator I upon the release of inmates prior to their scheduled release dates (e.g., transferred to medical facility, released on detainer/beach warrant).

- D. The inmate shall complete the nine-month IPTC program prior to release to supervision. An inmate may be removed from the program for the following reasons:
 - 1. Medical or psychological problems that prevent participation;
 - 2. Willful failure to participate in the program;
 - 3. Disciplinary problems;
 - 4. Administrative reasons; or
 - 5. Escape.
- E. Inmates may have their “FI-5” or “FI-6” vote rescinded by the Board prior to or after entering the IPTC. The re-vote may be based upon additional information received by the Board. . If an inmate’s “FI-5” or “FI-6” vote is rescinded before entering the IPTC, then the transfer shall not take place. If an inmate’s “FI-5” or “FI-6” vote is rescinded after entering the program, then the inmate shall be transferred to another unit.

III. IPTC REPORTS BY SPECIALIZED SUPERVISION

- A. Specialized Supervision, Central, shall notify the Huntsville and Gatesville Units, TDCJ-ID, by faxed list each Friday regarding the inmates voted “FI-5” or “FI-6” during the week.
- B. The Specialized Supervision Section, Central, shall generate a list of inmates who are sixty (60) days from completing the program. The list shall be generated between the 20th and 25th day of each calendar month, and shall be used to begin the Therapeutic Treatment Community (TTC) placement process.
- C. The Placement Analyst shall make copies of inmate file material on all inmates scheduled for release within sixty (60) days. Field case managers shall submit Service Plans to the Placement Analyst.

IV. PLACEMENT OF INMATES RELEASED TO SUPERVISION

- A. The Placement Analyst shall make copies of inmate file material on all inmates scheduled for release within sixty (60) days. Field case managers shall submit Service Plans to the Placement Analyst.
- B. The Placement Analyst shall place the inmate in a TTC facility within the inmate’s county of residence if a facility is available. If there is no facility available in the inmate’s county of residence, then placement shall be made into a TTC facility nearest to the inmate’s county of residence.

- C. After the inmate has been placed, the Placement Analyst shall notify the TDCJ-ID Unit Transitional Planning Officer (TPO) and Review and Release Processing, Central.
- D. On the date of release, the Unit TPO shall release the inmate to supervision following the procedures outlined by TDCJ policy, including:
 - 1. Reading supervision rules;
 - 2. Signing of the Certificate of Release by the inmate and TPO;
 - 3. Giving reporting instructions to the inmate to follow upon release; and
 - 4. Issuing a gate check to the releasee.

V. TRANSMITTALS

- A. Specialized Supervision, Central, shall submit transmittals to the Board regarding inmates who are:
 - 1. Voted “FI-5” or “FI-6” and who are subsequently determined to be inappropriate for IPTC placement (e.g., medical/psychological or received a major disciplinary case at TDCJ-ID with loss of time/class, protective status cases); or
 - 2. Voted “FI-5” or “FI-6” and who are already in an IPTC unit but were terminated from the program by the treatment team (e.g., refusal to participate, fighting, threatening staff members or other inmates, detainer executed).
- B. Transmittals shall be prepared by a Disciplinary Analyst, Specialized Supervision, Central. After review by the Program Administrator I and Operations Manager, the transmittals shall be sent to the original voting Board Panel for action.
- C. The Board Panel may rescind the inmate’s “FI-5” or “FI-6” vote. The Board Panel may vote a “Serve All,” “Next Review,” or a new “FI” date.
- D. Upon return of the voted transmittal, the Disciplinary Analyst shall enter the decision information into the database. The Disciplinary Analyst shall notify the TDCJ-ID Transitional Planning Officer (TPO) and Review and Release Processing, Central. The file shall then be forwarded to Review and Release Processing, Central.
- E. Extensions of time in the IPTC are frequently requested by the treatment team for lack of progress or other issues. The Analyst may request a history of the inmate’s disciplinary/treatment issues that led to the extension request. Extensions shall not be routinely granted but shall be evaluated on a case-by-case basis. Extensions may be granted in thirty (30) day increments.

The Disciplinary Analyst shall take the following items into consideration when reviewing an extension request:

1. Circumstances that precipitated the request if the inmate has been in the program for at least eight (8) months; and
2. Reasons the request was not submitted in a timely manner if the inmate is within thirty (30) days of release.

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