

PROBATION DEPARTMENT DIRECTIVE

No	1461
Issued	07/20/2021
Post Until	08/20/2021

SUBJECT: POST-RELEASE SERVICES (AB 109) BUREAU MANUAL POLICIES – TRAINING STANDARDS (PRS-207); MOTIVATIONAL INTERVIEWING POLICY (PRS-403); SUPERVISION OF GANG INVOLVED CLIENTS (PRS-529); AND STANDARDS OF MANDATORY SUPERVISION (SPLIT SENTENCE) (PRS-541)

The following sections of the AB 109 Bureau Manual have been approved for distribution. Staff assigned to support the AB 109 Bureau are instructed to review the attached policies. The following new/revised policies are to be incorporated into the AB 109 Manual, which is currently in progress:

1. The Training Standards (PRS-207) policy, which includes the following sections:
 - Introduction
 - Quality Assurance Program Analysts
 - Head Clerk & Clerical Staff Training
 - PRC & HUB/CRRC Director, SDPO, DPO Training
 - Revocation Court Director SDPO, DPO Training
 - Co-Located Director, SDPO, DPO Training
 - Mobile Assistance Team (MAT) Director, SDPO, DPO Training
 - Supervision Director & SDPO Training
 - Supervision DPO Training
2. The Motivational Interviewing Policy (PRS-403), which includes the following sections:
 - Introduction
 - Definition
 - Policy
 - Motivational Interviewing Skills & Strategies
3. The Supervision of Gang Involved Clients (PRS-529) policy, which includes the following sections:
 - Introduction
 - EBP Supervision Strategy
 - Conditions of Supervision
 - Responses to Pro-Social and Violation Behaviors
 - Officer Safety

PROBATION DIRECTIVE

AB109 BUREAU MANUAL POLICIES – PRS-207, PRS-403, PRS-529, PRS-541

PAGE 2 OF 2

4. The Standards of Mandatory Supervision (Split Sentence) policy (PRS-541), which includes the following sections:

- Introduction
- Intake
- Orientation
- Supervision

The policies will also be located on Prob-Net [Probation Manuals → Post-Release Services (AB 109)]. Questions or concerns regarding this Directive shall be directed to the AB 109 Special Assistants at "EDL-PROB AB109 Special Assistants" (AB109SpecialAssistants@probation.lacounty.gov).

Brandon Nichols, Chief Deputy
Adult Services

~~JUL-19-2021~~
Date

Subject: POST-RELEASE SERVICES AB 109 BUREAU MANUAL TRAINING STANDARDS	Section Number: PRS-207
	Effective Date: 7/19/2021
	Approved By: 
	Brandon Nichols, Chief Deputy

TABLE OF CONTENTS

207.1	INTRODUCTION
207.2	QUALITY ASSURANCE PROGRAM ANALYSTS
207.3	HEAD CLERK & CLERICAL STAFF TRAINING
207.4	PRC & HUB/CRRC DIRECTOR, SDPO, DPO TRAINING
207.5	REVOCATION COURT DIRECTOR, SDPO, DPO TRAINING
207.6	CO-LOCATED DIRECTOR, SDPO, DPO TRAINING
207.7	MOBILE ASSISTANCE TEAM (MAT) DIRECTOR, SDPO, DPO TRAINING
207.8	SUPERVISION DIRECTOR & SDPO TRAINING
207.9	SUPERVISION DPO TRAINING

TRAINING STANDARDS**207.1 INTRODUCTION**

The purpose of this policy is to ensure that staff of the AB 109 Bureau maintain a skill set required to ensure the proper functioning of the Bureau. This mandatory training will vary by position title and job assignment. Directors and supervisors shall ensure that staff complete the Bureau's mandatory training. This training does not include mandatory training required by the County or Department and is subject to changes by AB 109 management to address the Bureau's needs.

207.2 QUALITY ASSURANCE PROGRAM ANALYSTS

This section lists the training which shall be completed by the Quality Assurance Program Analysts:

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| <ul style="list-style-type: none"> ▪ Introduction to AB 109 ▪ Use of Adult Computer Systems ▪ AB 109 Policy Trainings ▪ Introduction to Motivational Interviewing ▪ Motivational Interviewing Treatment Integrity Coding System (MITI) ▪ LS/CMI Training | <ul style="list-style-type: none"> ▪ Responsivity Factors (gender, gender identity, sexual orientation, developmental disability, etc.) ▪ Four Core Competencies for Line Staff: Achieving Risk Reduction Through Effective Intervention Skills ▪ Effective Case Planning & Management ▪ Effective Use of the Carey Guides |
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207.3 HEAD CLERK & CLERICAL STAFF TRAINING

This section describes the training which shall be completed by the Head Clerk and clerical staff.

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|---|---|
| <ul style="list-style-type: none"> ▪ Introduction to AB 109 ▪ AB 109 Policy Trainings | <ul style="list-style-type: none"> ▪ Use of Adult Computer Systems |
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207.4 PRC & HUB/CRRC DIRECTOR, SDPO, DPO TRAINING

This section describes the training which shall be completed by the PRC and HUB Directors, SDPOs, and DPOs:

- | | |
|---|--|
| <ul style="list-style-type: none"> ▪ Introduction to AB 109 ▪ Adult Field DPO Roles & Responsibilities ▪ Use of Adult Computer Systems ▪ AB 109 Policy Trainings ▪ AB 109 Court Report Writing ▪ Mental Illness / Mental Health First Aid | <ul style="list-style-type: none"> ▪ Four Core Competencies for Supervision/Line Staff: Achieving Risk Reduction Through Effective Intervention Skills ▪ Responsivity Factors (gender, gender identity, sexual orientation, developmental disability, etc.) ▪ Commercial Sexual Exploitation of Children/Adults |
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LOS ANGELES COUNTY PROBATION DEPARTMENT	PRS-207
TRAINING STANDARDS	

207.5 REVOCATION COURT DIRECTOR, SDPO, DPO TRAINING

This section describes the training which shall be completed by the Revocation Court Director, SDPO and DPOs.

▪ Introduction to AB 109	▪ AB 109 Court Report Writing
▪ Adult Field DPO Roles & Responsibilities	▪ Mental Illness / Mental Health First Aid
▪ Use of Adult Computer Systems	▪ Four Core Competencies for Supervision/Line Staff: Achieving Risk Reduction Through Effective Intervention Skills
▪ AB 109 Policy Trainings	

207.6 CO-LOCATED DIRECTOR, SDPO, DPO TRAINING

This section describes the training which shall be completed by the Co-Located Director, SDPO and DPOs.

▪ Introduction to AB 109	▪ Mental Illness / Mental Health First Aid
▪ Adult Field DPO Roles & Responsibilities	▪ Four Core Competencies for Supervision/Line Staff: Achieving Risk Reduction Through Effective Intervention Skills
▪ Use of Adult Computer Systems	▪ Standard First Aid
▪ AB 109 Policy Trainings	▪ AB 109 Radio Training
▪ AB 109 Court Report Writing	
▪ Booking	

207.7 MOBILE ASSISTANCE TEAM (MAT) DIRECTOR, SDPO, DPO TRAINING

This section describes the training which shall be completed by the MAT Director, SDPO and DPOs.

▪ Introduction to AB 109	▪ Standard First Aid
▪ Adult Field DPO Roles & Responsibilities	▪ Mental Illness / Mental Health First Aid
▪ Use of Adult Computer Systems	▪ Four Core Competencies for Supervision/Line Staff: Achieving Risk Reduction Through Effective Intervention Skills
▪ AB 109 Policy Trainings	
▪ Booking	
▪ AB 109 Radio Training	

TRAINING STANDARDS**207.8 SUPERVISION DIRECTOR & SDPO TRAINING**

This section lists the training which shall be completed by Directors and Supervising Deputy Probation Officers (SDPOs) that oversee caseload DPOs.

▪ Introduction to AB 109 ▪ Adult Field DPO Roles & Responsibilities ▪ Use of Adult Computer Systems ▪ AB 109 Policy Trainings ▪ AB 109 Court Report Writing ▪ Standard First Aid ▪ Booking ▪ AB 109 Radio Training ▪ LS/CMI Training ▪ Spousal Assault Risk Assessment ▪ Introduction to Motivational Interviewing ▪ Domestic Violence ▪ Victim Rights ▪ Responsivity Factors (gender, gender identity, sexual orientation, developmental disability, etc.)	▪ Supervision of Clients with Mental Illness ▪ Supervision of Clients with Substance Use Disorders ▪ Facilitation of Supervisors EBP BriefCASE ▪ Four Core Competencies for Supervisors: Achieving Risk Reduction Through Effective Intervention Skills ▪ Effective Case Planning & Management ▪ Effective Use of the Carey Guides ▪ Commercial Sexual Exploitation of Children/Adults ▪ Supervision of Gang Members ▪ Standard First Aid ▪ Containment Model training (Sex Offender caseloads only)
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207.9 SUPERVISION DPO TRAINING

This section describes the training which shall be completed by supervision DPOs that are assigned caseloads.

▪ Introduction to AB 109 ▪ Adult Field DPO Roles & Responsibilities ▪ Use of Adult Computer Systems ▪ AB 109 Policy Trainings ▪ AB 109 Court Report Writing ▪ Booking ▪ AB 109 Radio Training ▪ Standard First Aid ▪ LS/CMI Training ▪ Spousal Assault Risk Assessment (SARA) ▪ Introduction to Motivational Interviewing ▪ Domestic Violence & Victim Rights ▪ Mental Illness / Mental Health First Aid ▪ Supervision of Clients with Mental Illness	▪ Supervision of Clients with Substance Use Disorders ▪ Responsivity Factors (gender, gender identity, sexual orientation, developmental disability, etc.) ▪ EBP monthly BriefCASE sessions ▪ Four Core Competencies for Line Staff: Achieving Risk Reduction Through Effective Intervention Skills ▪ Effective Case Planning & Management ▪ Effective Use of the Carey Guides ▪ Commercial Sexual Exploitation of Children/Adults ▪ Supervision of Gang Members ▪ Containment Model training (Sex Offender caseloads only)
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Subject: POST-RELEASE SERVICES (AB 109) BUREAU MANUAL MOTIVATIONAL INTERVIEWING POLICY	Section Number: PRS-403
	Effective Date: 7/19/2021
	Approved By: Brandon Nichols, Chief Deputy

TABLE OF CONTENTS

403.1	INTRODUCTION
403.2	DEFINITION
403.3	POLICY
403.4	MOTIVATIONAL INTERVIEWING SKILLS & STRATEGIES

APPENDICES

APPENDIX A:	THE FOUR PROCESSES IN MI
APPENDIX B:	SPIRIT OF MI
APPENDIX C:	ADDITIONAL READINGS
APPENDIX D:	LISTENING ROADBLOCKS
APPENDIX E:	INTERVIEWING TRAPS
APPENDIX F:	APPOINTMENT STRUCTURE, FOUR-POINT CHECKLIST

MOTIVATIONAL INTERVIEWING POLICY**403.1 INTRODUCTION**

The Postrelease Community Supervision Act of 2011 requires that the County's postrelease supervision strategy be consistent with evidence-based practices to reduce recidivism (Penal Code 3450). Research suggests that "motivational interviewing" skill sets and techniques, rather than persuasion tactics, effectively enhance motivation for initiating and maintaining behavior changes. Motivational Interviewing (MI) integrates seamlessly with Cognitive Behavioral Interventions.

403.2 DEFINITION

Motivational interviewing is a collaborative conversation to strengthen a person's own motivation for and commitment to change (Miller & Rollnick, 2013).

MI is an established evidence-based practice that law enforcement, corrections, parole and probation professionals are using to encourage positive behavior change and reduce resistance behaviors with clients. MI focuses on exploring and resolving ambivalence and centers on motivational processes within the individual that facilitate change. Ambivalence is having two opposing values at the same time and is a natural part of the change process.

The founders of MI describe four central processes that form the flow of MI: Engaging, Focusing, Evoking and Planning. The founders of MI envision this process as a staircase as shown in Appendix A. The processes may flow into each other, overlap, and reoccur. The process can be described as both sequential and recursive. Each later process builds upon those that were laid out before and continue to run beneath it as a foundation. During a conversation, one may also need to return to a prior step that requires renewed attention.

MI is more than the use of a set of technical interventions, skills, and strategies. It is characterized by a "spirit" or "way of being" with people that is based on four key elements (*Partnership, Acceptance, Compassion, and Evocation*) and four central principles (*Express Empathy, Develop Discrepancy, Roll with Resistance, and Support Self Efficacy*). Refer to Appendix B (Spirit of MI) for a description of these elements and principles. Staff interested in learning more about MI are encouraged to read the publications listed in Appendix C (Additional Readings).

403.3 POLICY

MI skills and techniques shall be used when communicating with all supervised persons during assessments and when conducting CBI interventions. The goal of using MI language skills is to minimize verbal and behavioral resistance to change and guide clients towards the initiation and maintenance of positive behavior change. MI is about arranging conversations so that people talk themselves into change, based on their own values and interests (Miller & Rollnick, 2013).

DPOs must use actively listening while making sure to avoid the use of listening roadblocks (Appendix D) and interviewing traps (Appendix E). In addition, the DPO must be attuned to the

MOTIVATIONAL INTERVIEWING POLICY

supervised person's feelings, "ambivalence" and "readiness for change" and thoughtfully utilize MI micro-skills and strategies that are responsive and respectful to the client.

The use of MI as an integrated component within the AB 109 service delivery model and is designed to help clients:

- Discover their own interest in considering and/or making a change in their life;
- Express in their own words their desire, ability, reason and need for change (i.e., "change talk");
- Examine both sides of their ambivalence about the change;
- Plan for and begin the process of change or maintain a change that has already begun;
- Elicit and strengthen their own change-talk (DARN–CAT);
- Enhance their confidence to take action and notice small, incremental steps in their change journey; and
- Strengthen their commitment to change.

403.4 MOTIVATIONAL INTERVIEWING SKILLS & STRATEGIES

The practice of MI involves the skillful use of certain micro-skills and strategies for maintaining "MI *spirit*", demonstrating MI core principles, and guiding the process. These micro-skills are used throughout the Four MI processes (Engaging, Focusing, Evoking, & Planning).

MI Micro-Skills: A R O S E Acronym

Often called micro-skills, OARS is a brief way to remember the basic micro-skills of using MI. These micro skills help to build rapport, develop a **professional alliance** with our clients, and create a safe conversational moment for the purpose of eliciting change.

- **Affirmations** are statements that reflect client strengths. There is no measure to which the client must demonstrate these strengths. DPOs use affirmations to assist in building rapport and to help the client see themselves in a more whole way. Affirmations must be spoken as genuine and without sarcasm or shaming. The use of affirmations can help clients feel that change is possible even when previous efforts have been unsuccessful. Affirmations often involve reframing behaviors or concerns as evidence of existing strengths and efforts client is making in the change journey. Affirmations are a key element in facilitating the MI principle of supporting self-efficacy (i.e., a supervised person's belief that change is possible).
- **Open-Ended Questions** are those that are not easily answered with a "yes/no" or short answer containing only a specific, limited piece of information. In MI, open-ended questions invite elaboration and deep thinking about an issue and ensure change talk will occur as a natural effect of answering the question. Open-ended questions are used purposefully to elicit the change talk that has not yet been spoken. Although closed questions have their place in supervision and are at times valuable (e.g., when collecting specific information

MOTIVATIONAL INTERVIEWING POLICY

during an initial contact with a client), key, open-ended questions always seek to elicit and deepen change talk.

- **Reflections** or reflective listening is perhaps the most crucial skill in MI. Reflections are brief statements that paraphrase back to the client their values and feelings. The strategic use of reflective listening will build rapport by confirming that the client has been heard. Simple reflections stay very close to what the speaker said and communications attention and interest. Complex reflections add meaning or emphasis to what the speaker has said, making a guess about the unspoken content or what might come next. Double-sided reflections highlight the ambivalence in the client's words.
- **Summaries** are a special type of reflection that summarizes the content of client speech to encapsulate the content. Summaries are used to communicate interest, understanding and call attention to important elements of the interactive process. A summary of the most important things (ambivalence and change talk) is the most beneficial kind of summary in that it highlights both sides (opposites) of the client's ambivalence about change and promotes the resolution of discrepancy by strategically selecting what should be included and what can be minimized or excluded. Strategic summaries may be used to shift attention (or direction) and prepare the supervised person to "move on."
- **Elicit Change Talk:** The goal and purpose of a MI conversation is, at all times, the elicitation of change-talk and commitment language.

Change Talk

Change talk is defined as statements by the client that reveal consideration of motivation for, or commitment to change. The DPO seeks to guide the client to speak change talk as often as possible within each session. Available research suggests that there is a clear correlation between client statements about change and outcomes and client-reported levels of success in changing a behavior. In other words, the more someone talks about change, the more likely they are to change and/or maintain a change already in progress. Different types of change talk can be described using the *mnemonic (memory learning aid) * DARN-CAT:*

D.A.R.N.

Preparatory Change Talk
(least predictive of positive outcomes)

Desire (I want to change)
Ability (I can change)
Reason (It's important to change because)
Need (I need to change)

C.A.T.

Implementing Change Talk (*most predictive of positive outcome*)

Commitment (I will make changes)
Activation ... (I'm ready, prepared, willing to change)
Taking Steps (I'm taking specific actions to change)

MOTIVATIONAL INTERVIEWING POLICY**Strategies for Evoking Change Talk**

Strategies that are likely to elicit and support change talk in motivational interviewing include the following:

1. **Ask Evocative Questions:** Ask a key, open question, the answer to which is likely to be change talk.
2. **Explore Decisional Balance:** Ask for the pros and cons of both changing and staying the same.
3. **Good Things/Not-So-Good Things:** Ask about the positives and negatives of the target behavior.
4. **Come Alongside:** Explicitly side with the negative (status quo) side of ambivalence. Ask: "Perhaps _____ is so important to you that you won't give it up, no matter what the cost?"
5. **Ask for Elaboration/Examples:** When a change talk theme emerges, reflect client statements that will elicit more details. "You're already doing something about this." "You seem to know what works for you." "You kind of like how this looks to you." What you reflect will be determined by actual client speech.
6. **Looking Back:** Ask about a time before the target behavior emerged. How were things better, different?
7. **Look Forward:** Ask what may happen if things continue as they are (keeping the status quo in place). Try the miracle question: If you were 100% successful in making the changes you want, what would be different?
8. **Query Extremes:** What are the worst things that might happen if you don't make this change you want to make? What are some of the best things that might happen if you do make this change you want to make? (Include the change talk: "want to change" as the change is identified by the client)
9. **Use Change Rulers:** Ask: "On a scale from 1 to 10, how important is it to you to change [the specific target behavior] and WHY? The WHY is added so the client may elicit more from within him/herself and potentially deepen the change talk.
Alternatively, you could also ask: "How confident are you that you could make the change if you decide to do it, and WHY?"
10. **Explore Goals and Values:** Ask: What is most important to you? What do you want most in life? How does your current behavior fit in with your goals and things most important to you?

MOTIVATIONAL INTERVIEWING POLICY**APPENDIX A: THE FOUR PROCESSES IN MI****4. PLANNING****The Bridge to Change**

Planning encompasses both developing commitments to change and formulating a specific plan of action. DPOs can consolidated commitment by selectively reinforcing commitment language; asking key questions to determine readiness for action planning; assisting with change plans; revisiting change plans to determine need for more work in former stages and/or changes/additions to the plan, etc. Continued use of OARS support the Planning process of making and working a change plan.

3. EVOKING**Drawing out client's intrinsic motivation and their own ideas for change.**

Eliciting client's own motivation for change. It occurs when there is a focus on a change, and you harness the client's own ideas and feelings about how and why they might do it. It involves listening for and recognizing change talk; selectively reinforcing change talk; summarizing change talk; avoiding expert trap; and providing advice only with permission after asking the client his or her own ideas and reasons... ("What makes this change important to you?" "What makes you confident you can do it?", etc.)

2. FOCUSING**Guiding client to a target behavior that is important to them.**

The process by which DPO develops and maintains a specific direction in the conversation about change. The focusing process helps client identify a target area about which s/he is ambivalent or struggling to make a change. Asking the client what's important to him/her or what area of present behavior might get in the way of his/her goals. Being transparent about what the target is, once identified.

1. ENGAGING**The relational foundation**

Listening; accurate empathy; striving to understand fully from the client's perspective without agenda; use of OARS to understand BOTH sides of the ambivalence or dilemma; affirming client's strengths; avoiding righting reflex or "fixing".

MOTIVATIONAL INTERVIEWING POLICY**APPENDIX B-1: SPIRIT OF MI****FOUR KEY ELEMENTS****PARTNERSHIP**

Collaboration is a partnership between the DPO and the client, grounded in the point of view and experiences of the client. We seek an alliance that moves beyond a focus on requirements and compliance, and one that will bring about lasting and meaningful change. In order to achieve this, clients need to be generally viewed as allies rather than opponents. It is important to let clients know that your job is to help them achieve long-term behavior change for a successful reentry.

ACCEPTANCE

Related to this spirit of partnership is an attitude of profound acceptance of what the client brings. To accept a person in this sense does not mean that you approve of the person's actions or acquiesce to the status quo. Acceptance involves (1) absolute worth: recognizing the inherent worth and potential of every human being; (2) accurate empathy: an active interest in an effort to understand the other's internal perspective; (3) autonomy support: honoring and respecting each person's right and capacity of self-direction because the true power of change rests solely within the client; and (4) affirmation: seek and acknowledge the person's strengths and efforts.

COMPASSION

Compassion is a deliberate commitment to pursue the welfare and best interests of the other. Within the spirit of MI, compassion is not a personal feeling, sympathy, or identification with the client. To be compassionate in MI is to actively promote the other's welfare, to give priority to the other's needs. In other words, the use of MI should be for the client's best interest.

EVOCATION

The spirit of MI starts from a strengths-focused premise, that people already have within them much of what is needed, and the DPOs task will be to evoke it, to call it forth. From this perspective, it is particularly important to focus on and understand the person's strengths and resources rather than probe for deficits.

MOTIVATIONAL INTERVIEWING POLICY**APPENDIX B-2: SPIRIT OF MI****FOUR CENTRAL PRINCIPLES****EXPRESS EMPATHY**

Expressing empathy towards a client shows acceptance and increases the chance of the developing a rapport. Empathy involves **seeing** the world through the client's eyes, thinking about things as the client thinks about them, feeling things as the client feels them, and sharing in the client's experiences without looking at one's self to gauge the right or wrong of it. This empathic interaction tends to reduce resistance and creates a safe space in which clients are more likely to honestly share their experience. The process of expressing empathy allows the DPO to see the world as the client sees it, without the burden of judging the content as good or bad, right or wrong, or positive or negative.

DEVELOP DISCREPANCY

Developing discrepancy enables the supervised person to see that his/her present situation does not necessarily fit into his/her values and what s/he would like in the future. Motivation for change occurs when a person perceives a mismatch between where they are and where they want to be. The DPOs role is to help clients examine the discrepancies between their current circumstances/behavior and their values and future goals. As the DPO helps the client to become aware of how current behaviors may lead them away from, rather than toward, their personally chosen goals, clients recognize their current behaviors conflict with their values and interfere with the accomplishment of self-identified goals.

ROLL WITH RESISTANCE

Rolling with resistance prevents a breakdown in communication between the supervised person and DPO and allows the supervised person to explore her views. From an MI perspective, resistance occurs when the client becomes uncomfortable, experiences a conflict between their own view of the "problem" or their own view of the "solution," or when the client experiences their freedom or autonomy being impinged upon.

When using MI, DPOs should avoid producing and escalating resistance (discomfort). DPOs shall not confront the client when resistance occurs; rather they should utilize affirming statements about client strengths, abilities, and efforts, and reflect client feelings and values to de-escalate and minimize discomfort-driven interactions. This conversation skill is called, "*rolling with resistance*." Actions and statements that demonstrate resistance remain unchallenged (especially early in the supervisory relationship).

SUPPORT SELF-EFFICACY

Self-efficacy is a crucial component to facilitating change because if a client believes that s/he can change, the likelihood of change occurring is greatly increased. MI is a strength-based approach that believes clients have within themselves the capabilities to change successfully. A client's belief that change is possible and can be done by themselves (self-efficacy) is needed to utilize a deeply held hope about making those difficult changes. While using MI, DPOs support self-efficacy by affirming client's strengths, abilities, and efforts. DPOs assist the client to focus on aspects of previous successes and reflect client speech around those successes.

The DPO should always be mindful of the "*righting reflex*", that is, the natural tendency (a) to ensure the client understands and agrees with the need to change and (b) to solve the problem for the client. To "right" for another is to dishonor one's own autonomy and undermines client self-responsibility within the change process.

MOTIVATIONAL INTERVIEWING POLICY**APPENDIX C: ADDITIONAL READINGS**

Miller, W. and Rollnick, S. (2013). *Motivational Interviewing: Helping People Change*. 3rd ed. New York: Guilford Publishing.

Stinson, J. and Clark, M. (2017). *Motivational Interviewing with Offenders: Engagement, Rehabilitation, and Reentry*. New York: Guilford Publishing.

MOTIVATIONAL INTERVIEWING POLICY**APPENDIX D: LISTENING ROADBLOCKS
(THOMAS GORDON'S 12 ROADBLOCKS)**

1. <i>Ordering, Directing, Commanding</i> ▪ "Don't say that" ▪ "You've have got to deal with reality" ▪ "You need to apologize"	7. <i>Agreeing, Approving, Praising</i> ▪ "You are absolutely right." ▪ "That's what I would do."
2. <i>Warning, cautioning, or threatening</i> ▪ "If you don't start listening you are going to lose your job" ▪ "This is the last time you are going to get away with that"	8. <i>Shaming, Ridiculing, Labeling (Name-Calling)</i> ▪ "That was really stupid" ▪ "You should be ashamed of yourself" ▪ "How could you have done such a thing?"
3. <i>Giving Advice, Making Suggestions, Providing Solutions</i> ▪ "What I would do is..." ▪ "Why don't you..." ▪ "Have you ever tried..."	9. <i>Interpreting or Analyzing</i> ▪ "You don't really mean that." ▪ "You know what the real issue is, don't you?"
4. <i>Persuading with Logic, Arguing, Lecturing</i> ▪ "Yes, but..." ▪ "You know how many times I have heard this same excuse"	10. <i>Reassuring, Sympathizing, Consoling</i> ▪ "It's okay, it's not that bad." ▪ "Don't worry, everything will be alright"
5. <i>Moralizing or Preaching</i> ▪ "You really ought to..." ▪ "You really shouldn't smoke, it's bad you and for your family."	11. <i>Questioning or Probing</i> ▪ "How are you going to manage that?" ▪ "Doesn't that upset you?"
6. <i>Disagreeing, Judging, Criticizing, Blaming</i> ▪ "It's your own fault." ▪ "You are being so selfish." ▪ "I can't believe you didn't know better."	12. <i>Withdrawing, Distracting, Humoring, Changing the Subject</i> ▪ "Can we talk about that some other time?" ▪ "That reminds me of a time when I ..."

Source: Miller, W & Rollnick (2013)

MOTIVATIONAL INTERVIEWING POLICY**APPENDIX E: INTERVIEWING TRAPS****ASSESSMENT TRAP**

This style can emerge during the first sessions. The DPO ask questions, and the supervised person answers them. This relegates the supervised person to a passive role with little power which can quickly lead to alienation and disengagement. Although assessments must be completed, information for the assessment should come from the use of the MI micro skills (O.A.R.S.) Doing so will increase rapport and set the stage for upcoming sessions.

EXPERT TRAP

In the Expert Trap, correctional professionals fall into providing direction to the client without first helping the supervised person to determine his or her own goals, direction, and plans. The problem with this approach is that clients may tend to passively accept suggestions and may only half-heartedly commit to the difficult work involved in changing. DPOs have professional training, knowledge and years of experience and have knowledge in the effects of criminality and drug use, available treatment options, and systemic response to criminal behavior. However, supervised persons are the experts of themselves and many will talk themselves into behavior change if encouraged to do so. As such, advice should be given only with permission and using the Elicit-Provide-Elicit format (1. Elicit what the client already knows and wants to know. 2. Provide information in a neutral manner. 3. Elicit the client's response and interpretation of the information.)

PREMATURE FOCUS TRAP

Until clients have decided that change is important (the "why"), they will be uninterested in in the steps they must take to get there (the "how"). The DPOs must ensure that the supervised person's personal goals are tied to and reflected in the case plan.

LABELING TRAP

The Labelling Trap happens when the correctional professional attempts to convince a client that he or she is an alcoholic, addict, or some other label. Labels often carry a certain stigma in the public mind; therefore, it is not surprising that people often resist them. Staff should avoid getting into unproductive debates and struggles over labels.

BLAMING TRAP

Supervised persons may become mired in defensiveness and blaming. However, blaming distracts us from goals. Correctional professionals may feel compelled to show the client how he or she is at fault for the difficulties encountered. This is the blaming trap and is useless to the behavior change process. Blame is irrelevant and DPOs should make clear that their role is to help rather than assign blame.

CHAT TRAP

It is possible to fall into the trap of simply chatting and having little direction to guide the session. Making small talk can be a friendly way to initiate conversation and have an ice-breaking effect. This is especially true of some cultures where a certain amount of chatting is both polite and expected before getting down the more serious matters at hand. Chatting is helpful but only in small doses. Too much chatting is counterproductive for facilitating conversations about change. DPOs are reminded to use the Appointment Structure, 4-point checklist (Appendix F) to structure client appointments.

Sources: Stinson, J. and Clark, M. (2017); Miller, W. and Rollnick, S. (2013)

MOTIVATIONAL INTERVIEWING POLICY

APPENDIX F: APPOINTMENT STRUCTURE, FOUR-POINT CHECKLIST

Appointment Structure Four-Point Checklist

STEPS	DURATION
☐ CHECK-IN <u>Goals</u> ▪ Build rapport ▪ Prepare for the appointment by checking for crises (“clearing the fog”) ▪ Monitor compliance with conditions of supervision <u>Activities</u> ▪ Discuss what has transpired since the last visit ▪ Discuss how the person is doing ▪ Discuss progress on conditions of supervision	Check-in: 4-5 minutes
☐ REVIEW <u>Goals</u> ▪ Ensure take-home assignment was completed ▪ Check for learning <u>Activities</u> ▪ Review previous skill practice ▪ Review take-home assignment ▪ Discuss take-home assignment	Review: 4-5 minutes
☐ INTERVENTION <u>Goal</u> ▪ Facilitate learning of prosocial skills <u>Activities</u> ▪ Teach new skill ▪ Demonstrate new skill ▪ Model new skill ▪ Practice new skill	Intervention: 10 minutes
☐ TAKE-HOME ASSIGNMENT <u>Goal</u> ▪ Transfer skill to natural environment ▪ Increase dosage through repetition and complexity <u>Activity</u> ▪ Offer choice of assignments related to skill practice	Assignment: 1 minute

Source: Based on source developed by The Group

Subject: POST-RELEASE SERVICES (AB 109) BUREAU MANUAL SUPERVISION OF GANG INVOLVED CLIENTS	Section Number: PRS-529
	Effective Date: 7/19/2021
	Approved By: 
	Brandon Nichols, Chief Deputy

TABLE OF CONTENTS

- 529.1 INTRODUCTION
- 529.2 EBP SUPERVISION STRATEGY
- 529.3 CONDITIONS OF SUPERVISION
- 529.4 RESPONSES TO PRO-SOCIAL AND VIOLATION BEHAVIORS
- 529.5 OFFICER SAFETY

APPENDICES

- APPENDIX A: EXCERPT OF SPECIALIZED CONDITIONS OF POSTRELEASE
COMMUNITY SUPERVISION (PRCS)-GANG CONDITIONS

SUPERVISION OF GANG INVOLVED CLIENTS**529.1 INTRODUCTION**

This policy establishes the standards for the supervision of postrelease community supervision (PRCS) cases where the supervised person is involved in a *criminal street gang*. California Penal Code 186.22(f) defines a *criminal street gang* as any ongoing organization, association, or group of three or more persons whose members have a common name, sign, or symbol that engages in a pattern of one or more of the following criminal activities:

- Assault with a deadly weapon/force likely to produce great bodily injury
- Robbery
- Homicide/manslaughter
- Drug sales, trafficking, or manufacturer
- Shooting of firearms at dwellings or occupied motor vehicles
- Arson
- Witness/victim intimidation
- Grand theft of firearms, vehicles, trailers, or vessels
- Burglary
- Rape
- Looting
- Money laundering
- Kidnapping
- Mayhem
- Torture
- Extortion
- Felony vandalism
- Carjacking
- Firearm sales, delivery, or transfers
- Gun possession
- Criminal threats
- Vehicle theft

529.2 EVIDENCE-BASED PRACTICES (EBP) SUPERVISION STRATEGY

The evidence-based supervision strategy set forth in this policy manual are especially important and applicable to reduce the recidivism of gang-involved clients. Strength-based case plans shall address the criminogenic needs as identified on the risk assessment and client's responsivity factors (Risk Assessment & Case Planning Policy, PRS-505) and must incorporate the use of the Cognitive Behavioral Intervention (CBI) curriculum as required by the CBI policy (PRS-402). Minimum requirements for office and community contacts is based on the client's assessed risk level (Standards of Office & Community Contacts, PRS-507).

Research¹ on gang desistance (leaving the gang) has identified a set of factors that may *push* or *pull* individuals out of gang participation. *Push factors* make continued gang activity unappealing and may include police enforcement activities, conditions of postrelease supervision, and threats of violence from rival gangs. *Pull factors* are circumstances or situations that attract individuals to alternative activities and pathways and away from the gang and may include employment, parenthood, and marriage. The effects of these pushes and pulls are

¹ Research on gang desistance mentioned in this policy is from "Getting Out of Gangs, Staying Out of Gangs: Gang Intervention and Desistance Strategies". National Gang Center Bulletin, January 2013. Michelle Arciaga Young (National Gang Center) and Victor Gonzalez (Houston's Mayor's Anti-Gang Office).

SUPERVISION OF GANG INVOLVED CLIENTS

cumulative and are useful for DPOs to leverage for their assigned clients while using Motivational Interviewing skills.

Best practice gang desistance interventions include removing barriers which may keep the individual stuck in a life of gangs while *simultaneously* helping the individual to gain/maintain new adult roles and responsibilities and affirming these steps forward. Examples of barriers to leaving the gang and new adult roles/responsibilities are presented in the table below.

Address Barriers to Leaving the Gang Lifestyle	+ Gain New Adult Roles/ Responsibilities
• Threat of violence from the gang • External identification as a gang member • Internal identification as a gang member • Dependence on the gang for social support • Mental health/substance use issues • Multigenerational gang families	• Helping the individual re-envision his personal identity • Helping the client set and achieve goals • Providing access to educational opportunities • Providing access to economic opportunities • Providing support to bolster client's efforts to change • Strengthening family bonds

DPOs can support gang desistance efforts through the following:

- Use of Motivational Interviewing skills to evoke change within the client and affirm client's efforts to change
- Referrals to housing services (to meet housing needs and/or move clients away from neighborhood threats)
- Auxiliary Funds: Housing Assistance (to meet housing needs and/or move clients away from neighborhood threats)
- Auxiliary Funds: Personal and Work Clothing (to replace gang clothing; to support employment)
- Referrals for gang intervention services
- Referrals for low cost/no cost tattoo removal services
- Addressing identified criminogenic needs, especially Anti-Social Cognition, Anti-Social Personality, Anti-Social Companions/Peers, Family
- Referrals for county funded treatment for mental health disorders and/or substance use disorders

SUPERVISION OF GANG INVOLVED CLIENTS

- Linking client's case plan to client's personal long-term goals (employment, economic success, well-being, etc.)
- Referral to employment services
- Referrals to local educational programs
- Referrals to the Department of Public Social Services (DPSS) for public benefits to support the client in meeting their basic needs

On the street, gang membership can be used to negotiate a place to live, a source of income, and a group of loyal friends. The first hours and days after release represent a window of opportunity (and vulnerability). Providing housing services, employment services, and referrals for public assistance (DPSS) should be done strategically to address client's basic instrumental needs so that the benefits of gang membership do not pull clients back into the gang lifestyle.

529.3 CONDITIONS OF SUPERVISION

Monitoring and enforcing conditions of supervision creates the structure within which DPOs hold clients accountable to increase public safety. All PSPs that are gang involved must have the applicable gang conditions applied to their conditions of supervision. In addition, PSPs with a controlling offense or a history related to gang activity (e.g. witness intimidation or jury tampering) are to have the applicable gang conditions included in their conditions of supervision. Refer to the Conditions of Supervision Standards policy, PRS-511, for additional information.

529.4 RESPONSES TO PRO-SOCIAL AND VIOLATION BEHAVIORS

DPOs must ensure that they respond to positive and negative behaviors swiftly while accounting for the supervised person's risk and needs in accordance with the Incentive Policy & Matrix (PRS-512) and the Violation Policy & Matrix (PRS-513). Incentives/rewards and sanctions serve different, but complementary, functions. Research shows that when used together, incentives and sanctions can have synergistic effects that produce better outcomes than applying either technique alone.

Appropriate responses to technical violations and new law violations must be addressed in accordance with the Violation Policy and Matrix. Furthermore, all potential violations of the gang conditions are considered serious and should be immediately addressed by the DPO with the SDPO's review.

529.5 OFFICER SAFETY

Due to the nature of gang violence, DPOs supervising clients who are gang-involved should remain aware of potential safety issues when engaging in office visits and community contacts.

When in the community to ensure officer safety, DPOs must continuously monitor for potential or actual degrees of threat, harm and/or danger within the environment. Potential threats may

SUPERVISION OF GANG INVOLVED CLIENTS

include other gang members, anti-social family members, or client on-going criminal behavior. If the DPO identifies any potential red flags or potential for danger, the DPO should leave the environment immediately and reschedule the visit for another day/time. Office visits for clients that are gang involved should be scheduled on opposite day/times of rival gangs to prevent verbal or physical confrontation at/near the Probation office.

SUPERVISION OF GANG INVOLVED CLIENTS**APPENDIX A: EXCERPT OF SPECIALIZED CONDITIONS OF PRCS-GANG CONDITIONS****SPECIALIZED CONDITIONS OF POSTRELEASE COMMUNITY SUPERVISION (PRCS)**

Based on information obtained during the prerelease screening, HUB screening/intake, and supervision, PSPs shall also be subject to specialized conditions of supervision. DPOs must add/remove conditions as applicable to address the PSP's risks, needs, and criminal history.

GANG CONDITIONS

- X14:** DO NOT HARASS, MOLEST, ANNOY, OR MAKE ANY CONTACT WITH THE VICTIM(S) AND ABIDE BY ANY RESTRAINING ORDER OR FURTHER INSTRUCTION TO KEEP AWAY FROM THE VICTIM(S).
- X15:** DO NOT ASSOCIATE WITH (KEEP AWAY FROM) PERSONS OR GROUPS THAT ARE SPECIFICALLY NOT APPROVED BY THE PROBATION OFFICER.
- X16:** DO NOT ASSOCIATE WITH PERSONS YOU KNOW TO BE GANG MEMBERS OR ASSOCIATES, OR FREQUENT LOCATIONS THAT YOU KNOW TO BE PLACES WHERE GANG MEMBERS FREQUENT OR CONGREGATE.
- X17:** DO NOT FREQUENT LOCATIONS THAT YOU KNOW HARBOR/HOST/CONDONE ILLEGAL ACTIVITIES.
- X26:** OBEY THE PROTECTIVE ORDER ISSUED IN THIS OR ANY OTHER CASE.
- X43:** YOU SHALL NOT BE A MEMBER OF ANY GANG, ACT IN THE FURTHERANCE OF, IN ASSOCIATION WITH, OR FOR THE BENEFIT OF ANY GANG.
- X46:** YOU SHALL NOT POSSESS ANY GRAFFITI MATERIALS, INCLUDING BUT NOT LIMITED TO AEROSOL SPRAY PAINT CANS, MARKER PENS, AND LIQUID SHOE POLISH.
- X48:** YOU SHALL NOT OBTAIN ANY NEW TATTOOS, BRANDS, BURNS, PIERCINGS, OR VOLUNTARY SCARRING AND SHALL PERMIT PHOTOGRAPHING OF ALL TATTOOS THAT EXIST TO THE DATE OF THIS ORDER.
- X64:** YOU SHALL NOT ATTEND ANY COURT PROCEEDINGS WHERE A GANG MEMBER IS A DEFENDANT UNLESS YOU ARE A CO-DEFENDANT OR SUBPOENAED AS A WITNESS.
- X65:** CRIMINAL STREET GANG REGISTRATION REQUIRED. "GANG" IN THE ABOVE CONDITIONS MEANS A "CRIMINAL STREET GANG" AS DEFINED IN 186.22(F)PC.
- X92:** DO NOT PARTICIPATE IN ANY TYPE OF GANG ACTIVITY.
- X93:** YOU SHALL NOT ACT IN FURTHERANCE OF OR FOR THE BENEFIT OF ANY GANG.
- X94:** YOU SHALL ADHERE TO ANY IMPOSED GANG INJUNCTION.

Subject: POST RELEASE SERVICES (AB 109) BUREAU MANUAL STANDARDS OF MANDATORY SUPERVISION (SPLIT SENTENCE)	Section Number: PRS-541
	Effective Date: 7/19/2021
	Approved By: Brandon Nichols, Chief Deputy

TABLE OF CONTENTS

541.1 INTRODUCTION

541.2 INTAKE

541.3 ORIENTATION

541.4 SUPERVISION

APPENDICES

APPENDIX A: MANDATORY SUPERVISION OVERVIEW FLOWCHART

APPENDIX B: HUB LOCATIONS

APPENDIX C: CONSENT FOR DISCLOSURE OF INFORMATION OF A SUPERVISED PERSON FORM

STANDARDS OF MANDATORY SUPERVISION (SPLIT SENTENCE)**541.1 INTRODUCTION**

The Public Safety Realignment Act (AB 109/117) gave the sentencing court the authority to sentence a defendant to mandatory supervision under Penal Code 1170(h)(5). Mandatory supervision, also known as Split Sentencing, is the splitting of a defendant's sentence between local custody and local community supervision. The defendant's case must be considered Non-violent, Non-serious, or a Non-high risk sex offense. Persons subject to mandatory supervision/split sentence supervision are generally referred to as a "N3".

During the period of mandatory supervision, the defendant is supervised by the county probation officer in accordance with the terms, conditions, and procedures generally applicable to persons placed on probation, for the remaining unserved portion of the sentence imposed by the court. The period of supervision is mandatory and may not be terminated early unless ordered by the court. Any proceeding to revoke or modify mandatory supervision must be conducted pursuant to either subdivisions (a) and/or (b) of Penal Code Sections 1203.2 or 1203.3.

All County services available to the Postrelease Community Supervision population are also available to those supervised by Probation under Mandatory Supervision. An overview of Mandatory Sentence Supervision model is discussed in the Overview of Public Safety Realignment (PRS-501) policy. The Supervision Model flowchart is displayed in Appendix A.

541.2 INTAKE

All N3s with an order for mandatory supervision shall be processed out of the investigating office, in the same manner as a formal grant of probation. Clerical staff shall verify the custody status of the N3, ensure custody information is inputted in the APS DFID, CNDD, and CNCD screens prior to the transfer. Custody information shall include the N3's booking number and the scheduled release date to ensure the case is routed to the appropriate area office for monitoring/supervision.

In those instances in which the Department is notified of the new mandatory supervision order and the N3 is in custody, supervision of the case shall be transferred to the N3 Centralized Custody Caseload at the Alhambra Pre-Release Center (PRC). If the N3 has been released from custody prior to or at the time of sentencing, supervision shall be referred to the HUB location that services the supervision office where the N3 will be assigned based on their indicated and provided address in accordance with the Case Assignment Standards (PRS-505) policy. The HUB locations are listed in Appendix B.

541.3 ORIENTATION

N3s who do not receive orientation in custody via jail in-reach or if any of the following processes were not able to be completed during the jail in-reach, will be referred to the HUB location that services the Area Office where the N3 will be assigned based on their indicated and provided address. The HUB DPOs will be responsible for completing the HUB Intake & Orientation Operations (PRS-503) processes with the following notations:

STANDARDS OF MANDATORY SUPERVISION (SPLIT SENTENCE)

- Explanation of the Court ordered conditions of Mandatory Supervision as indicated in the Trial Court Information System (TCIS).
- N3 will sign and date a copy of his/her Trial Court Information System (TCIS) conditions of supervision.
- N3 shall be given a copy of his/her signed conditions of supervision.
- Review the Consent for Disclosure of Information form (Appendix C) with the N3 and obtain his/her signature in accordance with the Consent for Disclosure of Information policy (PRS-543).
- Refer the N3 to the Client Engagement Navigation Systems (CENS) for substance use disorder, if treatment is ordered by the Court.
- Refer the N3 to co-located Department of Mental Health (DMH) staff for an assessment for needed services, if ordered by the court
- HUB staff shall test all N3s with a narcotics testing order from the Court utilizing the onsite testing device.
- HUB staff shall input record information into the APS and TCPX system pertaining to the completion of the N3's assessment, orientation and assignment, including, but not limited to the update of the APS DFID, SINO, DTPD, DCID, DFAD, FCID, and RPDD screens.

Refer to the HUB Intake & Orientation Operations (PRS-503) policy for additional information on the HUB processes.

541.4 SUPERVISION

All N3s shall be supervised with the Post Release Community Supervision (PRCS) caseloads in accordance with the Case Assignment Standards (PRS-505) policy. The minimum number of office visits and community contacts is established by the Standards of Office and Community Contacts (PRS-507) policy. Risk Assessment and Case Planning standards are established by the Risk Assessment & Case Planning (PRS-504) policy. Exceptions to the standards are noted in the following sections.

Restrictions on the Supervision of N3s

- DPOs may not add conditions to the N3 without first obtaining the permission of the Court. If the DPO of Record believes the N3 needs additional conditions of supervision, a Modification of Probation Hearing must be calendared and the N3 must be referred to Court.
- DPOs may not exercise the imposition of a Flash Incarceration on N3s.

STANDARDS OF MANDATORY SUPERVISION (SPLIT SENTENCE)

- All hearing requests and progress reports shall be made using the standard formal probation reports, forms and procedures. DPOs must indicate in the section of the report "Reason for Hearing" that the N3 was sentenced pursuant to California Penal Code Section 1170(h)(5).

Custody Expiration Adjustments

1170(h)(5)(B)(i) Mandatory Supervision: Any time period which is suspended because a person has absconded shall not be credited toward the period of supervision. Mandatory supervision is the one exception to the principle that time in custody has no relationship to the period of supervision. Under section 1170(h)(5)(B)(i) the person receives normal section 4019 credits (four days of credit for every two days in custody) for time in actual custody, but only actual time credit when on mandatory supervision (day for day credit for supervision). All of the credits are applied against the total sentence (total supervision time) ordered by the court.

Accordingly, the relationship between custody and non-custody time has a direct bearing on the length of supervision – the longer the period of custody, the shorter the period of supervision. For example, if the defendant receives a three-year sentence with two years of custody and one year of mandatory supervision, the sentence will be satisfied two years from the date it is imposed. If, however, the defendant receives a three-year sentence, with one year of custody and two years of supervision, the sentence will be satisfied after two years and six months of imposition.

If the supervised person violates mandatory supervision and is given custody time, for every two days served, the defendant will have four days taken off of the available supervision time.

Example: N3 has 1 year remaining of supervision and sustains a violation in which the court orders 60 days of custody. The N3 serves 30 actual days. With 4 days credit for every 2 days served, the N3 will earn 60 days off of their expiration date and the expiration date will need to be adjusted to reflect the extra 30 days of earned credits.

If the actual days served is an odd number, the 4 days for 2 days is only calculated for the even number.

In the above example, if the N3 served 31 days in actual custody, they would earn 61 days off of their expiration date.

In the above example, if the N3 served 32 days in actual custody, they would earn 64 days off of their expiration date.

The Supervision DPO must calculate the custody credits and forward the information to clerical, in order for clerical staff to update the new expiration date in APS.

Clerical will utilize the following disposition codes to make adjustment based on custody credits.

- E9 RESTORED-EXPIRATION REDUCTION(Dispo used when restored)
- SY RESTORED-EXPIRATION REDUCTION (Dispo used if restored from a BWPU)

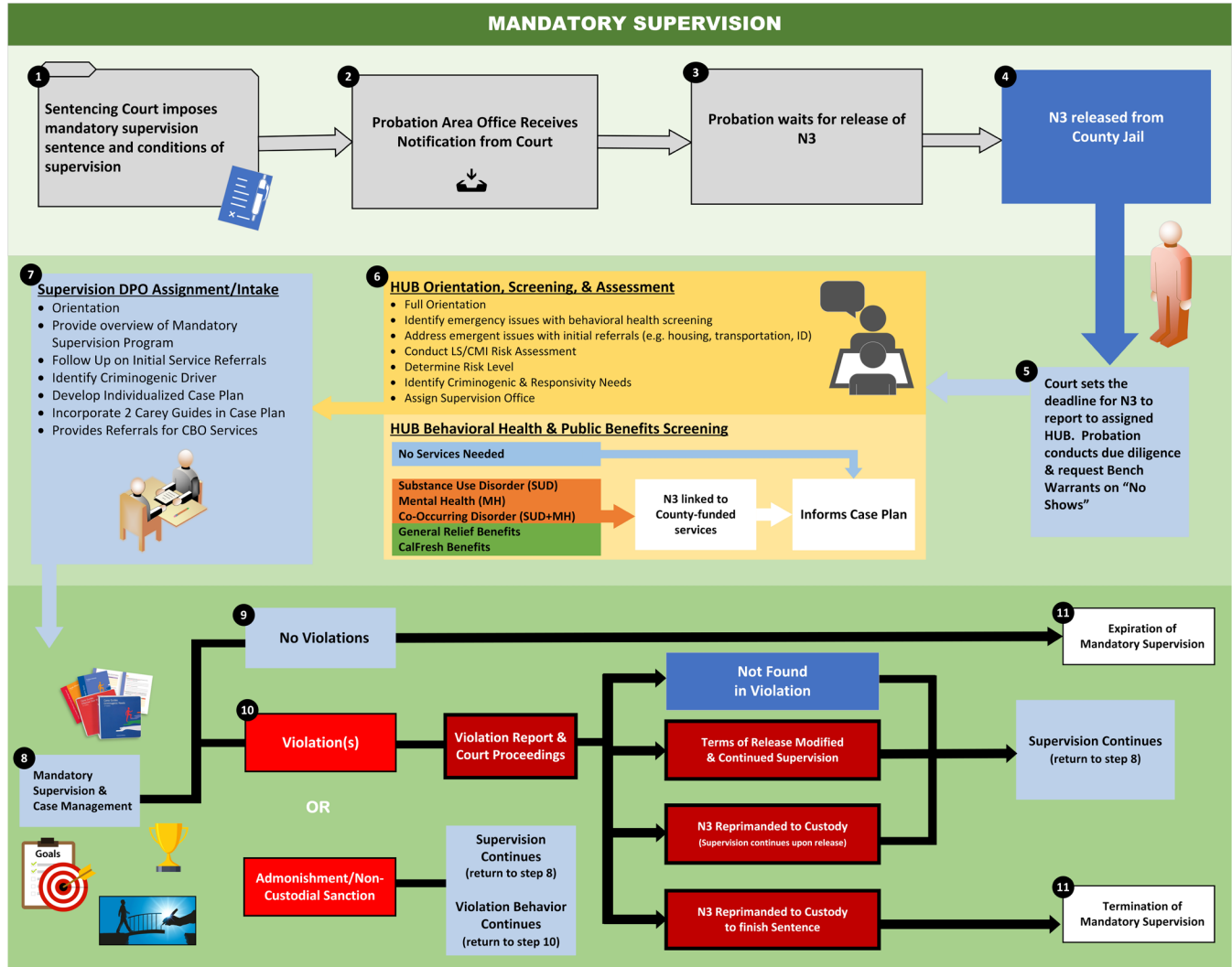
LOS ANGELES COUNTY PROBATION DEPARTMENT	PRS-541
STANDARDS OF MANDATORY SUPERVISION (SPLIT SENTENCE)	

Case Transfers

Mandatory supervision may be transferred to the defendant's county of residence under section 1203.9, the same transfer procedure for probation cases.

STANDARDS OF MANDATORY SUPERVISION (SPLIT SENTENCE)

APPENDIX A: MANDATORY SUPERVISION OVERVIEW FLOWCHART



LOS ANGELES COUNTY PROBATION DEPARTMENT	PRS-541
STANDARDS OF MANDATORY SUPERVISION (SPLIT SENTENCE)	

APPENDIX B: HUB LOCATIONS

ANTELOPE VALLEY REGIONAL HUB
43423 DIVISION STREET, SUITE 401
LANCASTER, CA 93535
(661) 471-1900

SAN FERNANDO VALLEY REGIONAL HUB
13557 VAN NUYS BLVD
PACOIMA, CA 91331
(818) 485-0050

SOUTH BAY REGIONAL HUB
1299 E. ARTESIA BLVD
CARSON CA 90746
(310) 761-3915

POMONA VALLEY AREA OFFICE HUB
1660 W. MISSION BLVD.
POMONA VALLEY, CA 91766
(909) 469-4507

SOUTH LOS ANGELES REGIONAL HUB
236 E. 58TH STREET
LOS ANGELES, CA 90011
(323) 238-1000

STANDARDS OF MANDATORY SUPERVISION (SPLIT SENTENCE)**APPENDIX C-1: CONSENT FOR DISCLOSURE OF INFORMATION OF A SUPERVISED PERSON FORM**

**COUNTY OF LOS ANGELES
PROBATION DEPARTMENT**

9150 East Imperial Highway, Downey, California 90242
(866) 931-2222



CONSENT FOR DISCLOSURE OF INFORMATION OF A SUPERVISED PERSON

SUPERVISED PERSON'S NAME (FIRST MIDDLE LAST):	X-NUMBER	DATE OF BIRTH:
	X-	

The Probation Department's goal is to provide supervised persons with services that promote successful rehabilitation and positive behavioral change. These services can include health, mental health, housing, employment, substance use disorder treatment, and other public social services. Communication between treatment teams, service providers, and the Probation Department will support the delivery of timely, coordinated, and effective services for supervised persons.

By signing this form, I authorize the following organizations and their contractors, including those Department of Mental Health (DMH) contractors listed on page 2, to disclose and receive my personal information for purposes related to my care, rehabilitation, and compliance with the terms and conditions of my supervision:

- Los Angeles County Probation Department; Department of Health Services; Department of Mental Health; Department of Public Health; Substance Abuse Prevention and Control; and Workforce Development, Aging and Community Services
- HealthRIGHT360, a community-based housing supports provider, and Amity/MCOP
- Other(s): _____

I have carefully read the contents of this form, including the information on the back of this form, and am signing it of my own free will. I understand I have the right to consult an attorney before signing.

SUPERVISED PERSON'S SIGNATURE

DATE

FOR STATE, COUNTY AND COUNTY CONTRACTOR PERSONNEL: I certify that this form was provided to and explained to the above-named supervised person for his/her review before such person's signature was obtained.

EMPLOYEE NAME (First Last)

AGENCY

EMPLOYEE ID NUMBER

EMPLOYEE SIGNATURE

DATE

STANDARDS OF MANDATORY SUPERVISION (SPLIT SENTENCE)**APPENDIX C-2: CONSENT FOR DISCLOSURE OF INFORMATION OF A SUPERVISED PERSON FORM****Details About Your Personal Information and This Form**

1. **If I sign this form, what types of information about me can the organizations that are listed on the form see?** These organizations can see information about:

- Your health, such as allergies, test results, medications, diagnoses, mental health conditions, and whether you are HIV positive.
- Whether you have a substance use disorder, including any treatment or medications you may have received for such disorder and any drug test results.
- Your criminal history, maintained by the County of Los Angeles, and any reports filed with courts about you.
- Your housing and employment programs and supports.
- Benefits you receive, such as Medi-Cal (Medicaid).
- Whether you are participating in court-ordered programs and meeting the goals of such programs.
- What you report to the Probation Department or other organizations listed on this form.
- Other(s): _____

2. **If I sign this form, how can these organizations use my personal information?** They may use your personal information only for purposes related to your care, receipt of services and rehabilitation. This means that they may use your personal information to:

- Provide you with health care, housing, and other services.
- Coordinate your care and services.
- Determine your eligibility for benefits and services.
- Monitor your compliance with the terms of your supervision.
- Evaluating the effectiveness of the probation system and the County's service delivery.

If you don't follow the terms of your supervision, these organizations may report your non-compliance to Probation.

3. **Do I face any consequences if I do not sign this form?** Your decision not to sign will not impact your right to services, health care treatment, eligibility for benefits, or right to coverage under your health plan, if any. However, the Probation Department may inform the court of your decision not to sign.

4. **How long does my consent last?** The consent lasts until the end of your supervision, unless you revoke your consent before then.

5. **How do I revoke my consent?** You can revoke your consent any time by notifying your assigned Deputy Probation Officer in writing.

6. **Can the recipient of my personal information re-disclose that information?** Yes, but only to the extent permitted by law.

7. **Can I receive a copy of this form?** Yes, you have a right to a copy from your assigned Deputy Probation Officer.

DMH Contractors Include the Following:

- | | |
|--|--|
| • Gateways & Mental Health Center, Path | • San Fernando Valley Community Mental Health Center (SFVCMHC), Milestones |
| • Gateways Normandie Village | • Special Services for Groups, Inc., Project 180 |
| • Hillview Mental Health Center, Inc. | • Tarzana's Treatment Center, Inc. |
| • Kedren Community Health Center, Inc. | • Telecare |
| • Pacific Clinics | • Other: _____ |
| • Prototypes | • Other: _____ |
| • Southern California Health & Rehabilitation Program (SCHARP) | |

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