



## ADULT COMMUNITY CORRECTIONS DIVISION STANDARD OPERATING PROCEDURES

Procedure No.: ACCD 5.3.100	Subject: <b>CP&amp;R</b>
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Effective Date: 01/16/14	Revision Dates:
Signature / Title: /s/ Pam Bunke, ACCD Administrator	

### I. DIVISION DIRECTIVE:

The Adult Community Corrections Division programs and facilities will implement the programs determined by the Department of Corrections to be beneficial to offenders' rehabilitation and reentry to the community.

### II. DEFINITIONS:

ACCD-Adult Community Corrections Division Program/Facility – The Division includes the Adult Interstate Bureau; the Probation and Parole Bureau which provides the Day Reporting Programs (DRP), Intensive Supervision Programs (ISP), and Enhanced Supervision Program (ESP); the Missoula Assessment and Sanction Center (MASC); and the Facilities Program Bureau which includes Treasure State Correctional Training Center (TSCTC), and the contracted facilities of Prerelease Centers (PRC), Sanction Treatment Assessment Revocation & Transition (START), Warm Springs Addiction Treatment and Change Program (WATCH), Connections Corrections Program (CCP), Passages Alcohol and Drug Treatment (Passages ADT), Passages Assessment Sanction & Revocation Center (Passages ASRC), NEXUS Correctional Treatment Center (NEXUS), and Elkhorn Treatment Center (Elkhorn).

Department – The Montana Department of Corrections.

Prerelease Facility Contract Manager – The Department's employee who acts as the liaison for services and monitors the contractual agreements between the Department and prerelease centers: Alpha House PRC, Gallatin County Re-entry Program, Butte PRC, Great Falls Transition Center, Helena PRC, and Missoula PRC.

Reentry – The transition of an offender from prison back to the community.

Treatment Facility Contract Manager – The Department's employee who acts as the liaison for services and monitors the contractual agreement between the Department and ACCD contract treatment facilities: START, CCP, Passages, Elkhorn, Nexus, and WATCH.

### III. PROCEDURES:

- A. The Department has developed a program of cognitive restructuring, known as Cognitive Principles and Restructuring (CP&R) and the corresponding curriculum for offenders, and requires ACCD programs/facilities to implement this program/curriculum.
- B. The purpose of the program is to educate offenders on their thought processes, associated feelings and criminal cycles. Positive interventions and action plans are developed to aid the offender in changing his/her behavior

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- C. To ensure compliance with the program design, contract monitoring reviews will be performed.
- D. Facilities utilizing CP&R will follow the Department's CP&R facilitator's manual guidelines for completion of Phase I, II, and III.
  - 1. Offenders will be permitted to enter Phase I, II, or III groups within 30 calendar days of their arrival to the facility, unless other treatment program scheduling precludes this.
  - 2. Offenders will be permitted to discontinue CP&R upon completion of Phase II or Relapse Phase III requirements.
- E. For prerelease offenders, all CP&R groups will be scheduled to allow offender completion within a six (6) month time period.

#### **IV. CLOSING:**

Questions regarding this procedure should be directed to the Facility Administrator or Prerelease Facility or Treatment Facility Contract Manager.