

Procedure No.: 5.1.204	Chapter: Offender Programs	Page 2 of 2
Subject: ENHANCED SUPERVISION PROGRAM		

(mandatory, additional, SCRAM) of *PPD 5.1.204(A) ESP Referral and Offender Contract*. Within three (3) working days from the program's end, PRC will complete *PPD 5.1.204(C) ESP Notification of Completion/Failure* form and distribute as indicated on the form.

4. If the supervising P&P Officer believes the offender should spend more time on the program than originally ordered, the Officer will staff the case with the POII/RA and complete *PPD 5.1.204(D) ESP Length of Stay Extension*. The extension will include the number of days requested, the reasons for the extension, and the POII/RA's signature. Extensions will be emailed to the Contract Manager or designee at correquests@mt.gov for approval. Email subject lines must read: Facility/P&P: Offender last, first name, DOC#: ESP. PRCs may cease providing services if an extension is not received prior to the initial program expiring.

P&P Officer
 POII/RA
 Contract Manager

B. ESP SERVICES

1. ESP services will include at a minimum:
 - a. one (1) one-on-one meeting with PRC case manager per week;
 - b. daily offender check-ins with facility staff;
 - c. daily breathalyzer testing;
 - d. one (1) random urinalysis per week taken after 5:00 p.m.; and/or
 - e. one (1) random urinalysis taken during each weekend.
2. Facilities may determine additional offender services options that may include:
 - a. development of a weekly itinerary with periodic verification by PRC staff;
 - b. additional random urinalysis;
 - c. participation in cognitive behavioral-based groups;
 - d. job development services;
 - e. participation in or referral to chemical dependency assessment, treatment, or aftercare where available; and
 - f. 24-hour Secure, Continuous, Remote, Alcohol Monitoring (SCRAM) where available.
3. The PRC will ensure that ESP staff maintains written documentation of all scheduled meetings and communications relative to supervised offenders, subject to the Department's review.
4. The PRC will contact the referring P&P Officer for any significant changes to the case, i.e., failed UA/BA test, failure to check-in daily, etc.

IV. CLOSING:

Questions regarding this procedure should be directed to the Facility Director, Regional Administrator, or Contract Manager.

V. FORMS:

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| PPD 5.1.204 (A) | ESP Referral and Offender Contract |
| PPD 5.1.204 (C) | ESP Notification of Completion/Failure |
| PPD 5.1.204 (D) | ESP Length of Stay Extension |