



**DEPARTMENT OF CORRECTIONS
PROBATION AND PAROLE DIVISION
OPERATIONAL PROCEDURE**

Procedure No.: PPD 6.4.201	Subject: YOUTH PAROLE VIOLATION INVESTIGATION	
Reference: 52-5-127, MCA; 52-5-129, MCA; 20.9.302 ARM Applicable ACA Standards: 2-7153, 2-7158, 2-7222	Page 1 of 2	
Effective Date: 02/20/18	Revised:	
Signature / Title: /s/ Kevin Olson, Probation and Parole Division Administrator		

I. PURPOSE:

Probation and Parole Division employees will respond to youth when they have violated any conditions of their parole agreement and/or law. Parole Officers will investigate alleged parole violations and determine options to address the problem behavior.

II. DEFINITIONS:

PPD-Probation and Parole Division – The Division oversees the Probation & Parole regional offices, interstate transfers, and the facilities providing assessments and sanctions, prerelease, and treatment services.

Youth Parole Violation – An act or behavior of a youth which does not comply with specific conditions of parole outlined and signed in the *Youth Parole Agreement*.

Youth Parole Violation Investigation – The steps taken by the Parole Officer to gain more information and determine the truthfulness, accuracy, and facts to add to the initial information received regarding an alleged parole violation.

III. PROCEDURES:

A. INVESTIGATION (Data)

1. Whenever the Parole Officer (PO) receives information that a youth has allegedly committed a parole violation, he/she will investigate immediately.
2. This investigation may be brief or extensive depending upon the nature of the alleged violation. If serious, it may necessitate a decision to detain the youth and may result in pursuing revocation of the youth's parole.
3. The purpose of this investigation is to gather and understand the facts pertaining to the alleged violation and determine the appropriate actions to take in response to the violation.
4. The facts regarding alleged parole violations include information from:
 - a. law enforcement;
 - b. schools;
 - c. physical evidence;
 - d. parent/guardian/custodian/representative; and
 - e. persons having direct knowledge of the violation.

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5. This information should be confirmed in writing whenever possible. Consideration will be given as to whether the individual is providing credible information and whether that individual would be willing to testify at an on-site hearing, if necessary.

B. ASSESSMENT

1. When all the available facts are known, the PO should assess the:
 - a. impact of the violation on the victim and community;
 - b. likelihood of a similar violation occurring in the future;
 - c. significance of the violation with respect to the youth's case plan and history; and
 - d. youth's motivation for the violation.

C. ACTION PLAN

1. The PO formulates a plan of action that is intended to promote change and deter further violations. It should address the concerns of victims, public safety, accountability, and competency development.
2. A plan of action must be established to promote a balanced and individualized case plan that reduces the threat to public safety and promotes accountability and competency development of the youth.
3. When a youth has committed a violation with minor impact upon an individual or the community and it is an isolated incident (instead of a behavior pattern), the PO should consider signing *PPD 6.4.202(A) Youth Intervention Agreement* with the youth and parent/guardian/custodian/representative following the procedures given in *PPD 6.3.103 Youth Interventions*.
4. When a youth has committed a serious violation resulting in significant damage, harm, or impact upon an individual or the community, and/or when the violation is an established pattern of behavior or a reoccurring offense, the PO should:
 - a. review the case with the PO's supervisor; and
 - b. consider the need for immediate action such as:
 - i. short-term placement; or
 - ii. detention until an intervention or on-site hearing can be conducted.

IV. CLOSING:

Questions concerning this procedure should be directed to the immediate supervisor.