
Policy Number: 620.100
Title: Intensive Supervised Release Supervision Standards
Effective Date: 6/25/25

PURPOSE: To provide standards of supervision for the highest risk individuals released from a Minnesota Department of Corrections facility. Supervision uses evidence-based services for individuals with high criminogenic needs.

APPLICABILITY: All Community Corrections Act Counties (CCA), and Minnesota Department of Corrections (DOC) staff

DEFINITIONS:

Case plan (community supervision) – a case plan which guides the corrections practitioner and the client toward the accomplishment of specific requirements and goals.

Criminogenic needs – dynamic attributes of a client that, if addressed through skill building, reduce the likelihood of criminal behavior.

Individualized rehabilitation plan (IRP) – a case plan developed by an incarcerated person, in collaboration with their assigned caseworker and other relevant DOC staff, that targets their criminogenic needs and identified responsivity factors.

Intensive supervised release (ISR) – level of supervision for one-year or until the expiration of sentence (whichever is less) of a client released from a Minnesota Correctional Facility (MCF) who scores very high on the MNSTARR 3.0 or who has been approved release by the Supervised Release Board. Clients designated as level 3 registrants by the End of Confinement Review Committee (ECRC) are released under Intensive Supervised Release for the duration of their supervised release term, unless approved for risk level reduction by the ECRC.

Multidisciplinary team (MDT) – the incarcerated person, multiple DOC staff, and community supervision staff; including the caseworker, in which the results from the assessments summary report (ASR) are reviewed and the individualized release plan (IRP) is developed or updated.

Prosocial activity – any positive, constructive activity that encourages social engagement and responsibility, helping clients to reintegrate into the community and avoid reoffending. These activities focus on building skills, developing healthy relationships, and fostering a sense of community involvement and support.

Supervision agent – an employee in the job classification of DOC corrections agent or Community Corrections Act (CCA) corrections agent responsible for providing community supervision for clients.

PROCEDURES:

A. Release Planning

1. If a client meets the criteria for intensive supervised release (ISR) placement, per DOC Policy 203.018, "Agent Assignment and Release Planning," the supervision agent and caseworker are responsible to schedule a virtual meeting with the client, no less than 60 days prior to release, to discuss the following:
 - a) Placement planning
 - (1) If there are no placement options identified, discuss possible options with client.
 - (2) If there is an identified placement, explain the investigation process whereby supervision agents will contact the place/person in accordance with DOC Policy 203.018, "Agent Assignment and Release Planning."
 - b) Identification of any victim considerations/safety planning, including consideration of the reunification principles (attached) if the victim desires contact. Supervision agents establish contact with the victim(s) where and when appropriate.
 - c) Identification of community supports, programs, and other agencies that will assist the client in transitioning to the community. Supervision agents are encouraged to include these groups and individuals in the virtual meeting when appropriate.
 - d) Identification of cultural/religious needs specific to the client (for example, prayer times, language, diet, and traditions).
 - e) Information related to mental health, substance use disorder and treatment, and social, family and relational information, etc., and other procedures in accordance with Policy 203.0152, "Comprehensive Assessments for Release."
 - f) Overview of ISR supervision standards as outlined in the ISR Orientation Guide (attached).
 - g) Client specific needs
 - (1) Food, clothing and other primary needs;
 - (2) Transportation plans upon release; and
 - (3) Employment opportunities.
 - h) Supervision agent(s) contact information.
2. If an ISR client who is ready for re-release after having been returned to a Minnesota Correctional Facility for a violation, is at risk of having their incarceration extended due to lack of an approved residence, the supervision agent and caseworker must convene a multidisciplinary team (MDT) for the purpose of an expedited, collaborative, and continual search for an available and suitable residence, in accordance with DOC Policy 203.018, "Agent Assignment and Release Planning."

3. Clients designated as level 3 registrants by the End of Confinement Review Committee (ECRC) are released under ISR for the duration of their supervised release term, unless approved for risk level reduction by the ECRC.

B. Electronic Monitoring

1. An individual released on ISR may be placed on electronic home monitoring (EHM), global positioning monitoring (GPS), and alcohol monitoring if:
 - a) There is a documented current and specific public safety risk as identified in the release plan, client history, or supervision history; or
 - b) The client is assigned a Level 3 registrant designation by the ECRC.
2. When GPS monitoring is designated, a schedule must be provided and updated as needed and supervision agents must identify inclusionary and/or exclusionary zones. It is the expectation that supervision agents are monitoring GPS software at a minimum weekly and also due to any concerns regarding violation behavior.
3. When radio frequency /cellular monitoring is designated, a schedule must be provided and updated to the agency providing monitoring service.
4. If the supervision agent believes the client should remain on monitoring for 90 days or more, supervision agents must review the monitoring needs after 90 days of designation and provide a documented reason to their supervisor for continued monitoring.
5. Clients must have their equipment installed prior to their release from the Minnesota correctional facility or jail and supervision agents must verify the equipment is working properly when the client arrives at their residence, in accord with Minn. Stat. § 244.05, subd. 1d.
6. Staff must train annually on monitoring software/hardware usage. Training includes but not limited to GPS mapping, zones, schedules, and equipment. The training must be recorded in the agency-approved electronic training management system.

C. Supervision Standards

Supervision agents must provide high-quality services to the clients they supervise while using evidence-based skills designed to reduce a client's criminogenic needs through skill building and interventions throughout each client visit. Those include such examples as:

1. Completion of a standardized and validated risk and needs assessment that includes a reassessment of risk and needs within 60 days of release from the Minnesota correctional facility. The risk/needs assessments completed during this time are the following:
 - a) All clients receive a Level of Service/Case Management Inventory (LS/CMI) - general risk and needs assessment tool and;
 - b) Client also receive any validated trailer assessment specific to the client's offense or responsivity as determined by the supervision agency.

2. Case plans, which are required for all ISR clients under supervision.
 - a) Case plans must be developed to target criminogenic needs using a practice model with an evidence-based and responsive appointment structure.
 - b) Case plans should be documented electronically in the case record, time and goal driven, and dynamic in nature. Case planning is different than monitoring the client's conditions. The purpose of case planning is to reduce a client's risk of re-offense by building skills using cognitive behavioral interventions targeting a client's criminogenic needs. If a client has more than one criminogenic need, the initial case planning process helps to align with an initial area of focus.
3. Clients are referred to appropriate community programming addressing identified criminogenic needs. Supervision agents must assess client responsivity factors and make referrals to programming based on identified needs, such as:
 - a) General cognitive behavioral programming, (for example, Decision Points, Thinking for a Change, etc.);
 - b) Specific cognitive behavioral programming based on gender, culture, age, etc. (for example, Moving On, Beyond Trauma, domestic violence/intimate partner violence programming, culturally specific substance use disorder programming, etc.
4. Supervision agents must establish a process with clients to create a scheduling procedure specific to the individual clients' needs and responsivity. Schedules must include daily activities or plans based on client needs, strengths, and capabilities.
 - a) Clients initially released must have a modified schedule (for up to 60 days) not to extend beyond 6:00 p.m. daily unless approved otherwise by the supervision agent for employment, programming, or other prosocial activity.
 - b) Scheduled daily curfew, other than for employment and programming, must be concluded by 10:00 p.m. Overnight stays are not permissible unless the client is under very low intensity or otherwise approved by the supervision agent.
 - c) Level 3 clients are extended to a midnight weekend curfew upon completion of one year of supervision and completion of sex-offense-specific programming. Upon completion of two years of supervision and completion of treatment, level 3 clients are extended to a daily midnight curfew.
5. Contact standards
Standards are adjusted based on sustained client progress as determined through weekly staffing. Clients must complete a minimum of 30 days on each supervision level. The contacts must occur unpredictably any time of the day or night, with a minimum of half of the face-to-face contacts occurring on weekends, holidays, or between 4:30 PM and 8:00 AM. Employment contacts must be done sparingly and are intended to not impact the client's employment status.
 - a) High intensity: Three visits per week

- (1) One contact at residence per week. Minimum of one contact between 4:30 p.m. and 8 a.m. Monday through Friday, weekends, or holidays per week. If the client is at a 24/7 supervised facility, the contact standard is one time per week.
 - (2) Weekly chemical testing for a client with substance use disorder (SUD) as a special condition or as a result of risk-based behavior.
- b) Medium intensity: Two visits per week
 - (1) Minimum of one contact at the residence per week.
 - (2) Chemical testing with SUD as a special condition or as a result of risk-based behavior as needed.
- c) Low intensity: One visit per week
 - (1) Minimum of two home visits per month.
 - (2) Level 3 clients must remain on this level of supervision until completion of sex offense treatment programming. Upon completion, clients are moved to very low intensity.
 - (3) Chemical testing with SUD as a special condition or as a result of risk-based behavior as needed.
 - (4) Clients may no longer be required to provide the supervision agent with a schedule during this level, but must conclude all activities by 10:00 p.m., unless otherwise approved by the supervision agent.
- d) Very low intensity: Two visits per month
 - (1) Minimum of one home visit per month.
 - (2) Chemical testing with SUD as a special condition or as a result of risk-based behavior as needed.
 - (3) Clients may no longer be required to provide the supervision agent with a schedule during this level and must conclude all activities by 10:00 p.m., unless otherwise approved by the supervision agent.
6. Clients' progress must be reviewed on a weekly basis and documented electronically in CSTS. The purpose of the staff review is to identify the following:
- a) The client's highest criminogenic needs areas, and how the client is addressing them through case planning.
 - b) The client's engagement with supervision, including the client's adherence to their approved schedule, monitoring, violation behavior, and programming compliance.
 - c) The client's support system established and/or available.
 - d) Documented changes in supervision intensity. Clients making progress towards improvement, or lacking the above elements, must be considered for supervision intensity reduction. Clients may also be considered for supervision intensity increase if needed.
 - e) Other supervision considerations.

7. The use of a series of graduated responses to address behaviors throughout supervision, including proportionate incentives for compliance and sanctions for non-compliance with conditions of supervision.
 - a) Supervision agents must motivate positive behavioral change or desistence in negative behaviors of clients through individualized and consistent application of incentives. Supervision agents must encourage clients to maintain positive behavioral change.
 - b) To promote success for individuals on supervision, it is important that incentives are used frequently to acknowledge progress and change. Incentives must be genuine, focused on criminogenic needs, and used at a higher frequency than sanctions.
8. Transition Planning
 - a) A client must remain on supervision for one-year or until the expiration of their sentence (whichever is less). Clients may be eligible for early transfer from ISR to supervised release based on the following:
 - (1) A minimum of six months of supervision on ISR.
 - (2) Substantial compliance for a minimum of 30 days. (That is, the client made a genuine effort to comply with the conditions and rules of ISR).
 - (3) Victim concerns (if available/applicable).
 - (4) Updated general risk and needs assessment completed.
 - (5) Early transfer request (attached) and transition plan worksheet (attached) are completed by the supervision agent and client.
 - (6) Supervisor approval is required prior to submitting transfer request.
 - (7) The supervision agent submits the transfer request through CSTS and in accordance with DOC Policy 201.021, "Intrastate Transfer of Adult Supervision."
 - b) For clients who are 60 days from the completion of ISR supervision, supervision agents must complete the following for transfer:
 - (1) Updated general risk and needs assessment (if the transfer is to be to Supervised Release).
 - (2) Transition plan worksheet (attached), attached to the transfer request.
 - (3) Transfer submitted through CSTS and in accordance with DOC Policy 201.021, "Intrastate Transfer of Adult Supervision."
 - (4) Review of Level 3 clients for ECRC risk level reduction (attached).
 - (5) Documented decision must be identified in CSTS.

D. Supervised Release Board (SRB) - Approved releases

1. The executive officer of the hearings and release unit (HRU) and the supervised release board (SRB) must be kept apprised of the progress and concerns of any individual who was granted release or parole by the SRB. This includes, for all board releasees, such examples as alleged violations, EHM/GPS removal, warrant requests, restructures, reductions in supervision levels, progress, or death.

2. The executive officer of the HRU/SRB is the final approver of conditions of release, restructures, and warrant issuances.

INTERNAL CONTROLS:

- A. All interactions, progress, strategies, case plans, and interventions are documented electronically in the case record.
- B. All client reports are documented electronically in the case record.
- C. Training of supervision agents is retained in the agency-approved electronic training management system.

REFERENCES: [Minn. Stat. §§ 244.05](#), subd. 1d.; and [244.052](#)
[Policy 201.021, “Intrastate Transfer of Adult Supervision”](#)
[Policy 203.0152, “Comprehensive Assessments for Release”](#)
[Policy 203.018, “Agent Assignment and Release Planning”](#)
[Policy 205.220, “Predatory Registrant: Registration, Notification, Public Registrant Website, and Risk Level Assessment”](#)

REPLACES: All facility policies, memos, or other communications whether verbal, written, or transmitted by electronic means regarding this topic.

ATTACHMENTS: IPV Reunification Principles ([620.100A, public pdf developed by the Minnesota Domestic Violence Steering Committee](#))
[ISR Orientation Guide \(620.100B\) \(public pdf of 620.100B\)](#)
[ISR Orientation Guide \(public pdf in Spanish\) \(620.100B-Spanish\)](#)
[Early Transfer Request-Agent \(620.100C\) \(public pdf of 620.100C\)](#)
[Early Transfer Request-Client \(620.100D\) \(public pdf of 620.100D\)](#)
[Early Transfer Request-Client \(public pdf in Spanish\) \(620.100D-Spanish\)](#)
[Transition Guide Worksheet \(620.100E\) \(public pdf of 620.100E\)](#)
[Transition Guide Worksheet \(public pdf in Spanish\) \(620.100E-Spanish\)](#)
[Risk Level Reduction Process \(620.100F\) \(public pdf of 620.100F\)](#)
[Risk Level Reduction Process \(public pdf in Spanish\) \(620.100F-Spanish\)](#)

APPROVALS:

Commissioner of Corrections