Minnesota Department of Corrections

Division Directive:	**600.150**	**Title: Reimbursement for Housing Release Violators**
Issue Date:	**8/5/14**	
Effective Date:	**8/19/14**	

AUTHORITY: Minn. Stat. §241.32

PURPOSE: To reimburse counties for housing offenders in county jails who are under the jurisdiction of the department.

APPLICABILITY: Minnesota Department of Corrections (DOC); all counties housing release violators

POLICY:

A. Counties housing offenders on work release who have allegedly violated the conditions of their work release and have been placed in jail on a department warrant are reimbursed at $55 per diem rate, from the date after the offender's arrest through the date of their release. If arrest and release date occur on the same day there is no reimbursement. Reimbursements are paid for work release offenders from the community services care of persons account.

B. Counties housing offenders on supervised release who have allegedly violated the conditions of their release and have been placed in jail by reason of a department warrant are reimbursed at $55 per diem rate, from the date after the revocation or restructure hearing through the date of the release. If arrest and release date occur on the same day there is no reimbursement. Reimbursement for the release violators is paid from the community services revocation special placement account. The department reimburses counties or pays medical provider for medical expenses incurred by the offenders from the date after the revocation hearing through the date of their release.

DEFINITIONS: None

PROCEDURES:

A. Jail incarceration and release dates are documented in the corrections operation management system (COMS) by the appropriate facility staff.

B. County jails must bill the department for housing release violators and offender medical bills.

C. The work release director must review the bills for accuracy, approve or deny payment, and forward the bills to financial services for payment. The work release director must review medical bills and submit the bills to health services unit for payment from the vendor.

D. Documentation of payments made to counties by the department is retained in the state accounting system and hard copies are retained in financial services according to Policy 104.104, "Payment Requests, Preparation, and Approval."

INTERNAL CONTROLS:

A. Jail incarceration dates are retained in COMS.

B. Documentation of payments made by the department are retained in finance.

REVIEW: Annually

REFERENCES: None

SUPERSESSION: Policy 600.150, "Reimbursement for Housing Release Violators," 5/4/10. All facility policies, memos, or other communications whether verbal, written, or transmitted by electronic means regarding this topic.

ATTACHMENTS: None

/s/
Deputy Commissioner, Community Services