Special Instructions/Notices for Release Plans

Transportation/Reporting Instructions

OFFENDERS WITH A SEX OFFENDER CIVIL COMMITMENT HOLD:
The caseworker must develop one release plan with three different placements to cover the three eventualities for offender release:

1) Release to petitioning county per Minn. Stat. § 253B.045, subd.1, and release to county with the hold or DOC custody;
2) Release to MSOP; and
3) Release to community
   (**If the offender has already been committed, the first plan can be omitted).

INTERSTATE COMPACT RELEASES:
The caseworker must create two separate plans. One reentry plan must include the interstate release plan with the interstate agent as the agent of record. The second reentry plan must include a Minnesota release plan with a Minnesota agent as the agent of record. Both plans must include any special conditions that are related to the offender's history; however, the interstate plan must also include the mandatory interstate conditions. Both plans must be at PRT approved status in order to be reviewed and approved by HRU. The comment section should note the interstate agent who has approved the plan. A notice should be placed in the Special Instructions/Notices of the plan, stating: "travel plan has been approved by the deputy compact administrator and compact administrator for end of confinement review committee (ECRC) level three interstate transfers of supervision."

RELEASE TO MINNESOTA DETAINERS (Other than ICE):
The caseworker must create a plan with multiple placements. If there are multiple detainers, the plan must include each detainer. If the offender is released to a detainer, a backup plan must be in place in the event the offender is released from the custody of the detainer. The agent indicated in the back-up plan is the agent of record and should be the only agent listed. The caseworker must assign any mandatory conditions of release according to SR or ISR designation, any special conditions that are related to the offender's history, in addition to the mandatory detainer condition(s).

OUT OF STATE DETAINERS - U.S. MARSHAL HOLD – DUAL COMMIT - ICE HOLD RELEASES:
The caseworker must create a plan with multiple placements. If the offender is released to a detainer, a backup plan must be in place in the event the offender is released from the custody of the detainer. At the time of release planning, a backup community investigation must be sent to the local agent of the proposed residence for validation and approval/denial, if not the county of commit, a copy of the plan must be sent to the county of commit for informational purposes. The county of commit agent remains the agent of record at the SRD regardless of the location of the backup plan and should be the only agent listed in these specific cases. The caseworker must assign any mandatory conditions of release according to SR or ISR designation, any special conditions that are related to the offender's history, in addition to the mandatory detainer condition(s). At the time of SRD, a letter of notification (See attachment - 106.112E) must be completed and given to transport and/or custodial authority.

CONDITIONAL MEDICAL RELEASE:
The caseworker must include the following statement in the Special Instructions/Notices section:

> "The commissioner of corrections may rescind the medical release placement without a hearing if the medical condition improves to the extent that continuation is no longer medically necessary and/or presents serious risk to the public."

WORK RELEASE:
The caseworker must include the following statement in the Special Instructions/Notices section:

> "If information becomes available that may cause you to be ineligible for work release, your work release status may be revoked and you will be returned to a Minnesota correctional facility."

CHALLENGE INCARCERATION PROGRAM (CIP) PHASES II AND III:
The caseworker must place these notices in the Special Instructions/Notices of the release plan:

1. If information becomes available that may cause you to be ineligible for CIP, your CIP status may be revoked and you will be returned to a Minnesota correctional facility.
2. If removed from CIP you will not receive credit for time served in CIP phase II and III. You will be returned to a Minnesota correctional facility for a time period equal to your original term of imprisonment. "Original term of imprisonment" means a time period equal to two-thirds of the sentence originally executed by the sentencing court, minus jail credit, if any.
3. If convicted of a crime that occurred after August 1, 1993, you do not earn "good time" pursuant to Minn. Stat. §244.04, and you do not earn "good time" during your participation in CIP.