



BOARD OF CORRECTIONS  
**POLICY NUMBER: 30-5**  
SUBJECT: Purchase of Services Authorized  
DATE: January 1, 2012

30-5.1 **POLICY** The Board of Corrections recognizes a need for probationers and parolees to have access to services such as temporary room and board, training, counseling, and rehabilitation services in order to provide for a successful return to the community.

The Department of Corrections shall develop general guidelines for the purchase of client services in accordance with the Commonwealth of Virginia Public Procurement Act, and DGS/DPS policies and procedures.

The Department of Corrections shall develop general guidelines so that any person who is granted parole and who is required to receive substance abuse treatment as a condition of parole shall contribute towards the cost of such treatment based upon his ability to pay.

- (i) Any fees collected for such treatment shall be paid directly to the service provider
- (ii) Any person may be exempt from the payment of such fees on the grounds of unreasonable hardship.

30-5.2 **AUTHORITY** Code of Virginia, Sections  
[53.1-150.1](#), Contribution by persons on parole  
[53.1-179](#), Purchase of Services Authorized

30-5.3 **REFERENCES**  
[2.2-4300](#) et seq. Virginia Public Procurement Act.  
DGS/DPS Policies and Procedures

30-5.4 **IMPLEMENTING PROCEDURES**  
Operating Procedure 260.1, Procurement of Goods and Services  
Community Corrections Operating Procedures Manual, to be reissued as Operating Procedure 940.3, *Programs and Purchase of Services*

30-5.5 **EFFECTIVE DATE** January 1, 2012

30-5.6 **SUPERSESSSION** This policy supersedes Board Policy 30-5, dated July 16, 2003.

30-5.7 **REVIEW DATE** This policy must be reviewed within two years of the effective date and updated as necessary.

*Adopted by the Board of Corrections on November 16, 2011.*

*Signature Copy on File*

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Peter G. Decker, III  
Chairman  
Board of Corrections