

Guidance Documents for Comprehensive Community Corrections Act and Pretrial Services Act, 2013

Title: [CCCA/PSA Supplemental Program Guide for FY 2013-2014](#) (.doc or [.pdf](#), 18 pages)

Summary: Grant application and program guide for local community-based probation and pretrial services agencies.

Latest Revision: March 2012

Title: [Guideline 1: Supervision and Intervention Fees](#) ([.pdf](#), 4 pages)

- Project Income Report Form ([.doc](#) or [.pdf](#), 1 page)

Summary: The purpose of this document is to provide information and guidance pertaining to the collection of supervision and intervention fees in local probation agencies.

Latest Revision: 11/1/2006

Title: [Guideline 2: Training and Staff Development](#) ([.pdf](#), 2 pages)

- Revised Basic Skills Implementation Memorandum ([.pdf](#), 8 pages)
- Basic Skills Attachment 1 ([.docx](#), 1 page)
- Basic Skills Attachment 2 ([.docx](#), 2 pages)

Summary: The purpose of this document is to provide information and guidance pertaining to staff training in local probation and pretrial services agencies.

Latest Revision: 10/4/2001

Title: [Guideline 3: Transfer of Supervision](#)

- Transfer Request Form Attachment 1 ([.doc](#) or [.pdf](#), 1 page)
- Transfer Monthly Report Attachment 2 ([.doc](#) or [.pdf](#), 1 page)

Summary: The purpose of this document is to provide information and guidance pertaining to the transfer of supervision in local probation and pretrial services agencies.

Latest Revision: 2/17/2012

Title: [Guideline 5: Seeking a Capias and Filing a Motion for Show Cause](#) ([.pdf](#), 6 pages)

- Petition for a Capias Form ([.doc](#) or [.pdf](#), 1 page)

Summary: The purpose of this document is to provide information and guidance pertaining to seeking a capias and filing a motion for show cause for local probation and pretrial services agencies.

Latest Revision: 12/17/2009

Guidance Documents for Comprehensive Community Corrections Act and Pretrial Services Act, 2013

Title: [Guideline 6: Community Service for Local Community-based Probation](#) (.pdf, 6 pages)

- Community Service Agreements Attachment (.doc or .pdf, 2 pages)

Summary: The purpose of this document is to provide information and guidance pertaining to placing local probationers on community service.

Latest Revision: 12/2/2008

Title: [Guideline 7: Reporting Serious Incident and Citizen Complaints](#) (.pdf, 4 pages)

- Serious Incident Report Form (.doc or .pdf, 2 pages)

Summary: The purpose of this document is to provide information and guidance pertaining to the reporting of serious incidents and citizen complaints in local probation and pretrial services agencies.

Latest Revision: 3/27/2012

Title: [Guideline 8: Procedures for Oath of Office](#) (.pdf, 4 pages)

Summary: The purpose of this document is to provide information and guidance to probation and pretrial officers for taking an oath of office.

Latest Revision: 12/1/2010

Title: [Guideline 9: Expungement Protocol for Local Probation and Pretrial Services Agencies](#) (.pdf, 5 pages)

Summary: The purpose of this document is to provide information and guidance pertaining to expungement of records.

Latest Revision: 7/1/2007

Title: [Guideline 10: Tracking Sex Offenders](#) (.pdf, 2 pages)

- Change of Information by Registered Sex Offender Form (.doc or .pdf, 2 pages)

Summary: The purpose of this document is to provide information and guidance pertaining to the responsibilities of local probation agencies in tracking registered sex offenders.

Latest Revision: 3/1/2009

Title: [Guideline 11: Services to Out-of-State and In-State Contiguous Localities](#) (.pdf, 4 pages) Summary: The purpose of this document is to provide information and guidance pertaining to providing supervision services for offenders/defendant in out-of-state and in-state contiguous localities in local probation and pretrial agencies.

Latest Revision: 3/1/2009

Guidance Documents for Comprehensive Community Corrections Act and Pretrial Services Act, 2013

Title: [August 2012 Implementation Memo For Case Planning Letterhead](#) (PDF, 6 pages)

Summary: The purpose of this memorandum is to provide information and guidance pertaining to case planning for local probation supervision.

Latest Revision: 9/4/2012

Title: [June 2012 Implementation Memo For Risk Assessment](#) (PDF, 5 pages)

Summary: The purpose of this memorandum is to provide information and guidance pertaining to risk assessment for local probation placements.

Latest Revision: 7/12/2012