

# KANSAS DEPARTMENT OF CORRECTIONS



## SEX OFFENDER SUPERVISION HANDBOOK

*A SAFER KANSAS THROUGH EFFECTIVE CORRECTIONAL SERVICES*

### **MISSION**

The Department of Corrections, as part of the Criminal Justice System, contributes to public safety by exercising safe and effective control of inmates, by managing offenders in the community, and by actively encouraging and assisting offenders to become law-abiding citizens.

## **DIVISION OF PAROLE SERVICES**

# **SEX OFFENDER SUPERVISION HANDBOOK**

## **INTRODUCTION**

This handbook is being provided to you so you shall be aware of the expectations/limitations of your activities while under the supervision of Parole Services. You shall be held accountable for the material in this handbook. If you do not understand any item in this handbook, you are expected to get clarification from your assigned parole officer.

This handbook is to be considered a resource book for individualized supervision of sex offenders. Conditions related to other areas of risk or need – such as court obligations, alcohol/drug abuse, etc. are not within the scope of this document. It is anticipated that over time new conditions shall be developed, and/or existing conditions shall be expanded or refined. As changes occur, the handbook shall be updated and distributed on a periodic basis.

The general and special conditions imposed by either the Kansas Parole Board [KPB] or an offender's supervising Parole Officer are not in any way superceded by the provisions of this manual. Instead, the provisions of this manual, in conjunction with the sex offender programming therapeutic recommendations, supplement, rather than replace, any and all conditions of post release supervision established by either the KPB or the Kansas Department of Corrections.

### **Definition of a Sex Offender**

- An offender whose crime of conviction is a sex crime as identified by any state or federal statute, an offender with a prior conviction or juvenile adjudication of a sex crime, or a person who has ever been convicted of a crime that was sexually motivated. An offender whose institutional behavior indicates a pattern or a single event of sexually-motivated behavior with identifiable victim(s) that the Override Panel approves for sex offender management. Sexually motivated means that one of the purposes for which the offender committed the crime was for the purpose of the offender's sexual gratification. The sexual motivation of the offense may be determined through either a judicial finding made at the time of sentencing or by information regarding the offense provided to the Kansas Department of Corrections.

## Special Conditions

**Definition:** A condition of supervision that is imposed when a specific problem or condition becomes apparent which, if left unattended could likely lead to impairment of successful release status and/or the safety of the community.

**Purpose:** The Kansas Parole Board, along with the assigned parole officer shall impose special conditions for all individuals who meet the definition of a sex offender. There are two primary reasons for these special conditions:

- To reduce the likelihood of future victimization
- To restrict opportunities for high risk situations where re-offending behavior can occur

**How this applies to you:** While under supervision by Parole Services you shall comply with the following conditions in this handbook, as designated for your case:

1. **Applies** [  ] **Does not apply** [  ] / **P.O.** [  ] **Offender** [  ] If so directed, you shall enter into and successfully complete an outpatient treatment and therapy program specifically related to your sexual offense. The following requirements apply in each case:

- You shall be responsible for the timely payment of the co-pay fee. Inability to pay for this program shall be evaluated by the assigned parole officer and parole supervisor for indigent status per IMPP 14-107.
- You shall be expected to participate fully in the group treatment process and comply with treatment expectations.
- You shall be subject to maintenance polygraph exams as directed by your assigned parole officer and/or programming provider. You shall be expected to pay the co-pay for the polygraph exam. Payment is due in full one week prior to your scheduled test. You may be subject, at your expense, to random polygraph exams at anytime during your supervision period.
- You shall be expected to attend your assigned programming group as directed. Absences for minor illness, transportation problems, or employment related reasons shall NOT be excused. If you are ill but not hospitalized or excused by a physician, you are required to attend programming and the therapists shall excuse you if appropriate. Any unexcused absence shall be discussed among your parole officer, counselor and parole supervisor to determine a proper sanction for this violation.

**Examples of Excused Absences**

**Hospitalization, verified by parole staff**

**Illness verified by licensed physician**

**Funeral of immediate family member with verification**

**Required to work overtime by your employer, verified by parole staff**

**Other as approved by a Parole Supervisor**

**Failure to follow any of the above requirements may result in your being unsuccessfully discharged from treatment, or found in violation of your release conditions.**

2. **Applies [ ] Does not apply [ ] / P.O. [ ] Offender [ ]**

If the Kansas Violent Offender Registration Act is applicable, you must register with the local Sheriff's office within ten (10) days of arrival in the county of residence. Changes in residence within the same county require written notification to the local Sheriff's office within ten (10) days of the residence change. You are also required to fill out and return the address verification form mailed to you from the Crime Data Information Center of the KBI every ninety-(90) days. Any change in residence also requires written notification within ten (10) days of the residence change to the KBI at the following address:

Crime Data Information Center  
Kansas Bureau of Investigation  
1620 S.W. Tyler  
Topeka, Kansas 66612-1837

3. **Applies [ ] Does not apply [ ] / P.O. [ ] Offender [ ]**

You are required to notify your employer of the following:

- Your current and prior (non-expunged) adult felony convictions,
- Any misdemeanor (non-expunged), sexual offense convictions,
- And, that you are on parole or post-release supervision.

Your assigned officer shall verify that you provided notification to your employer. Your assigned officer shall also notify any individual whom they determine to be at risk. You shall not be employed anywhere you could reasonably be expected to have contact with minors under the age of eighteen years, except under circumstances approved in advance by your assigned officer. All employment must be pre-approved by your assigned officer. Self-employment is not an acceptable employment arrangement and shall not be approved by your assigned officer.

4. **Applies [ ] Does not apply [ ] / P.O. [ ] Offender [ ]**

Unless approved in advance by your assigned officer, you shall have no contact or attempted contact with minors under the age of eighteen (18) years of age, including your own children.

- If you have “incidental contact” with any minors, you shall be polite and courteous to the child and immediately remove yourself from the situation. Any incidental contact is to be reported to your assigned officer and treatment provider.

**Contact is defined as face-to-face or telephonic communication, written correspondence, physical touching, or any indirect communication through another person or computer.**

**Incidental Contact is contact with minors which occurs as you go about your daily life. It happens by chance and not with intent such as public transportation, hospital, emergency room, doctor’s office, and certain community settings, such as stores, churches and libraries.**

- You shall neither reside with nor have overnight visits in the same residence with any minor under the age of eighteen years, including your own children, unless approved in advance by your assigned officer.
- You shall not participate in any volunteer activity where you have contact with minors under the age of eighteen years except under circumstances approved in advance by your assigned officer.

At sometime during your supervision period, you may be allowed by a supervising agent to have supervised contact with minors. Your assigned officer shall be the individual who may authorize such contacts. In order to be considered for such supervised contacts, you must tender a written request to your assigned officer specifying the nature of the contact, the reasons for the contact, where and when the proposed contact would take place, who the contact would be with, and a plan for the supervision of the contact by a supervising agent. Parole Officers shall obtain a recommendation from programming staff on the suitability of the proposed contact, and the supervising agent will consider the recommendation received in approving or disapproving your request.

**Supervised contact means that the supervising agent shall be present to see and hear the entire visit. Supervised contact does not include overnight visits or lodging.**

**Your assigned officer must approve a supervising agent before any supervised contact shall be considered.**

**A supervising agent is a responsible adult who is aware of your offense and your sexual offending relapse cycle, understands how a child can be victimized, has no problem distinguishing right from wrong and shall willingly accept responsibility for supervising the contact. Disclosure of elements of your PMPC, Individualized Treatment Plan and Safety Plan to the proposed Supervising Agent may be required.**

5. **Applies [ ] Does not apply [ ] / P.O. [ ] Offender [ ]**  
You shall have no contact with your victim(s) or your\_victim's family by any means including, but not limited to, in person, by phone, via computer, in writing or through a third party without the advance permission of your assigned officer.
- You shall not willfully enter onto the premises, travel past or loiter near any location where your victim or victim's family members reside, work, attend school, or are known to regularly frequent. If unintentional contact occurs, it shall be reported to your parole officer on the next working day.
6. **Applies [ ] Does not apply [ ] / P.O. [ ] Offender [ ]** Unless you have received the prior authorization of your assigned officer, you shall not be present at schools, parks, playgrounds, fairs, circuses, carnivals, video arcades, toy stores or other areas where children congregate. You shall not move from the residential address approved under your original release plan, or from any subsequently approved residential address, without the written authorization of your assigned officer.
7. **Applies [ ] Does not apply [ ] / P.O. [ ] Offender [ ]** You shall not travel to another jurisdiction without the permission of your assigned officer. You shall maintain a mileage log as per treatment requirements. Hitchhiking is prohibited.
8. **Applies [ ] Does not apply [ ] / P.O. [ ] Offender [ ]** You shall not reside with, enter into a romantic relationship with, or marry anyone who has minor children under the age of eighteen years without advance permission of your assigned officer. You shall inform your assigned officer of any new and/or existing current, close relationships in which you are involved. You shall inform those persons with whom you have a significant relationship or close affiliation of your sexual offense history. Under no circumstances shall you either patronize prostitutes or have any contacts with them other than such incidental contacts as may occur within the scope of daily living.
9. **Applies [ ] Does not apply [ ] / P.O. [ ] Offender [ ]** You shall not own, borrow, view, transport or manufacture any sexually explicit or erotic materials. This includes, but is not limited to, magazines, X-rated movies, photographs, videos, sexual paraphernalia, and any other articles deemed not appropriate by your assigned officer. You shall not enter any adult bookstores or movie theaters. You shall not use any sex service available through phone lines for sexual stimulation or gratification.
10. **Applies [ ] Does not apply [ ] / P.O. [ ] Offender [ ]** You shall not use any personal computers, other Internet accessible device, television or VCR for the purpose of viewing, copying, or transmitting sexually explicit or erotic material. You shall not participate in any "chat rooms", bulletin boards or other Internet correspondence for the purpose of accessing sexually explicit or erotic material or contacting any person for purposes of sexual gratification. Your computer activity is subject to search and inspection by Parole Services at any time.

11. **Applies [ ] Does not apply [ ] / P.O. [ ] Offender [ ]**  
You are not allowed to possess items on your person or property that shall entice or attract minor children under the age of eighteen years.
  
12. **Applies [ ] Does not apply [ ] / P.O. [ ] Offender [ ]**  
You shall not enter any establishments where alcohol is the major source of revenue. These include, but are not limited to; bars, clubs, lounges, taverns, liquor stores, and topless or exotic dance clubs.
  
13. **Applies [ ] Does not apply [ ] / P.O. [ ] Offender [ ]**  
You are permitted to drive motor vehicles properly registered and approved by your assigned officer. Permission to operate a motor vehicle is dependent upon your possession of a valid driver's license.

## ACKNOWLEDGMENT OF STATEMENT OF UNDERSTANDING

I hereby acknowledge that I have been informed of all of the conditions of release specifically related to my sex offense, that they have been explained to me and that I understand the requirements of supervision. I also hereby acknowledge receipt of a copy of the KDOC Sex Offender Supervision Handbook and declare the contents have been explained to me. I understand it is my responsibility to ask questions in the event clarification or further explanation is necessary.

\_\_\_\_\_ I have been advised that condition #2 applies to me.

\_\_\_\_\_ I have been advised that conditions #4, #6, and #11 apply to me.

Signed: \_\_\_\_\_  
(Offender)

Date: \_\_\_\_\_

Witnessed: \_\_\_\_\_  
(Officer)

Date: \_\_\_\_\_