

# MEMO



*Central Office*

**DATE:** May 14, 2015  
**TO:** IMPP Manual Users  
**FROM:** Libby Snider, Staff Attorney/Policy Analyst  
**RE:** Summary of Changes to IMPPs – Distribution #627

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In accordance with IMPP 01-101D, any attached IMPPs summarized below have had their revision/introduction advanced through appropriate procedures set forth within the context of that IMPP. Additionally, policy memoranda are sometimes issued on a very limited basis, and, if included in this distribution, are similarly summarized below. The following are summaries of the revisions to policy and/or procedures resulting from these processes, and have been reviewed in an attempt to ensure consistency with statutes, regulations, and the current needs and philosophy of the Department.

Per IMPP 01-101D, new and revised policies shall be distributed, prior to their implementation, to designated staff, contract personnel, volunteers, and when appropriate to offenders and designated agencies. The yellow highlighted IMPPs listed in this document are considered “**STAFF READ ONLY**” and shall not be included in the distributions to agencies or organizations not authorized such access.

- 14-103A**      **PAROLE SERVICES: Release Investigation Process.** This policy was revised to bring it in line with current procedures including, but not limited to removal of language that was duplicative of IMPP 11-117, updated language relating to interstate compact residence plans, and added language regarding release planning conference calls and M4S transitional team meetings. KDOC IMPP 14-103 is revoked effective 05-14-15.
- 14-104A**      **PAROLE SERVICES: Initial Reporting and Case Management Procedures.** This policy was revised to bring it in line with current procedures and to clarify procedures including, but not limited to removal of language that is duplicative and found in the Offender Supervision Handbook, added language as to the EPICS Role Clarification process as an expectation, streamlined information related to child support enforcement. KDOC IMPP 14-104 is revoked effective 05-14-15.
- 14-105A**      **PAROLE SERVICES: Interstate Compact for Adult Offender Supervision.** This policy was revised to bring it in line with Interstate Compact guidelines, updated the classification process information so that it is consistent with IMPP 14-111 and updated the time frame for initial registration for offenders who are required to register. KDOC 14-105 is revoked effective 05-14-15.
- 14-108A**      **PAROLE SERVICES: Processing of Direct Placement to Parole Release Supervision.** This policy was revised to bring it in line with current procedures by updating the title to make it shorter and more accurate, streamline the policy states and deleted unnecessary content, removal of language related to the release of offender who are admitted to KDOC facilities, but must be release quickly (moved to IMPP 14-103A), and added procedures for cases that are admitted directly to PRS from ail without being admitted to a KDOC facility. KDOC 14-108 is revoked effective 05-14-15.

**NOTE:** Yellow highlighting indicates that the particular IMPP is “**Staff Read Only.**”