

# MEMO



Department of Corrections

*Central Office*

**DATE:** February 1, 2016  
**TO:** IMPP Manual Users  
**FROM:** Libby Snider, Staff Attorney/Policy Analyst  
**RE:** Summary of Changes to IMPPs – Distribution #650

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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.

- 09-102D SAFETY, SANITATION AND INSPECTIONS: Housekeeping Plans and Health and Sanitation Inspections.** This policy was revised to include superintendents and changing a definition to better clarify staff roles. KDOC IMPP 09-102 is revoked effective 02-01-16.
- 09-103D SAFETY, SANITATION AND INSPECTIONS: Industrial Safety Inspections and Preventive Maintenance Plans.** This policy was revised to include superintendents and changing a definition to better clarify staff roles. KDOC IMPP 09-103 is revoked effective 02-01-16.
- 10-131D PROGRAMS AND SERVICES: Management of Offenders with Infectious/Communicable Diseases.** This policy was revised to change definitions to appropriately delineate the lines of clinical and administrative authority in the KDOC healthcare system. KDOC IMPP 10-131 is revoked effective 02-01-16.
- 10-138D PROGRAMS AND SERVICES: Assistance for Offenders and/or Victims with Limited English Proficiency.** This policy was revised to include new procedures so staff understand and are able to access services and new definitions so staff will have a better understanding of this policy. KDOC 10-138 is revoked effective 02-01-16.
- 14-168A PAROLE SERVICES: Grievance Process for Released Offenders.** This is a new policy outlining the grievance processes, the timelines involved and attaching the grievance form to the policy.

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