

INITIAL CLASSIFICATION/DESIGNATION FORM

This form is only used within 5 days of remand

Institution: _____ Date Classification Completed: _____

SECTION A IDENTIFYING DATA

Prisoner: _____ D.O.B.: _____ Offender #: _____

Central Monitoring: _____ Remand date: _____ Release Date: _____

Current charges/convictions: _____ Felony _____ Misdemeanor

Jurisdiction of charges (check all that apply): _____ City _____ State _____ Federal _____ Other

Children under 18: _____ GED/HS Diploma: _____ Substance Abuse Referral Needed: _____

Initial Classification Short-Term Designation Long-Term Designation

SECTION B CUSTODY SCORING

1. A. **OFFENSE SEVERITY**
1 = Low 5 = High
3 = Moderate 7 = Highest
_____ Score

B. **ADDITIONAL FELONIES; MISDEMEANORS INVOLVING VIOLENCE/ESCAPE**
(1 pt. for each - up to 3 pts. maximum)
_____ Score

2. **PRIOR OFFENSE SEVERITY (ADULT & JUVENILE CONVICTIONS)**
0 = None 1 = Low 3 = Moderate 5 = High 7 = Highest
_____ Score

3. **HISTORY OF ESCAPES**
0 = No escapes or attempts
1 = Escape or attempt from non-secure custody over 1 year ago
3 = Escape or attempt from non-secure custody within past year
5 = Escape or attempt from secure facility OR any escape with actual or threatened violence over 10 years ago (include B8 write-ups)
7 = Escape or attempt from secure facility OR any escape with actual or threatened violence within past 10 years (include B8 write-ups)
_____ Score

4. **HISTORY OF INSTITUTIONAL VIOLENCE WITHIN PAST 4 YEARS** list year: _____
0 = None
4 = Disciplinary conviction listed as Hi-Mod or lower
 D6 C1 C2 C3 (threats) C14 C17
7 = Disciplinary conviction listed as a Major offense
 B1 B2 B4 B5 B6 B8 (weapon)
_____ Score

5. **NUMBER OF PRIOR ADULT AND JUVENILE CONVICTIONS**
0 = None 1 = 1 - 3 2 = 4 and above
_____ Score

6. **CURRENT AGE** 0
1 = 24 or younger 0 = 25 - 38 years -2 = 39 or older
_____ Score

TOTAL POINTS (ITEMS 1 - 6) 0

Prisoner: 0

Offender #: 0

SECTION C

ASSIGNMENT OF CUSTODY

Level indicated by scale below

Custody at last classification (during this incarceration only) _____

TOTAL CUSTODY SCORE (items 1 - 6)

14 or more points.....	Close	CLO
7 to 13 points.....	Medium	MED
6 or fewer points.....	Minimum	MIN

Was prior custody an override _____

0
Total Points

MIN
Custody Level

Check (√) all factors that apply to this inmate for purpose of Over-Riding Custody Level:

Non-Discretionary - MIN custody restrictions:

- Detainer
- > 10 years remaining to serve

Discretionary Over-Ride - Higher Custody

- Recent Assaultive Behavior
- Recent Escape/Walkaway
- Notoriety of Offense
- Crime more severe than scale indicates
- Prior record more severe than scale indicates
- Recent Disruptive Behavior
- STG - documented affiliation during incarceration
- Pending Moderate and above charges

Discretionary Over-Ride - Lower Custody

- Positive adjustment
- Crime less severe than scored
- Re-entry programming needs
- Prior record less severe than scored

Non-Discretionary - MED custody restrictions:

- Murder 1 and Arson 1 (includes attempted)
- (this non-discretionary override excludes those incarcerated on PTRPs and/or PVRs for Murder 1 & Arson 1)

Is over-ride of scored custody level recommended? Yes No

Recommended custody level after over-ride _____

If yes, give rationale (required): _____

Probation Officer (print): _____

Signature: _____

Next Review Date: _____

Furlough eligibility date: _____

Inmate Comments: _____

Staff Comments/Recommendations: _____

SECTION D

APPROVAL OF RECOMMENDED CUSTODY LEVEL

Approve recommended custody level? Yes No

If no, give rationale (required): _____

Superintendent recommended custody level (if Probation Officer recommended custody level not approved - use list below):

- MIN** (minimum)
- MED** (medium)
- CLO** (close)

Superintendent Signature _____

Date _____

COPY RECEIVED

Inmate Signature _____

Date _____

(Staff initial and date if prisoner is unable or unwilling to sign receipt)