



COMMUNITY INSTRUCTION	Parole suspension
COMMUNITY INSTRUCTION NO.	C26.1
SCOPE	Community Corrections

PURPOSE

To provide instruction to Community Corrections staff on the suitability and approval process of the suspension of face-to-face supervision for offenders subject to Parole Orders.

PROCEDURES

1. Suitability

- 1.1 To be considered suitable for suspension of face-to-face supervision while subject to a Parole Order, the following suitability requirements must be met:
 - a. the offender has been supervised for at least 12 months
 - b. the offender has been compliant with supervision appointments
 - c. all interventions identified in the case plan have been completed and verified
 - d. the offender has recently returned negative drug tests.
- 1.2 Once 1.1 is complete the following collateral checks must be undertaken:
 - a. ACT Policing must confirm no outstanding charges are active or issues remain
 - b. a recent home visit has occurred with nil issues raised
 - c. the Victim Liaison Officer must confirm no victim concerns remain (if applicable)
 - d. employment has been verified (if applicable).
- 1.3 Offenders with family and domestic violence and sexual related offences may be suitable for suspension. The additional suitability requirements below must be met:
 - a. Sexual offence:
 - i. assessed as low to medium low risk (considering both Level of Service Inventory – Revised and Static-99R scores)
 - ii. the Child Sex Offender Registry Team (CSORT) have no concerns.
 - b. Family and domestic violence offence:
 - i. the matter has been referred to the Family Violence Safety Action Pilot group and nil concerns have been raised.

2. Suspension Request and Approval

- 2.1 If a Community Corrections Officer (CCO) is satisfied that an offender has met the suitability requirements for parole suspension, they must prepare a case note outlining the completion of Section 1 and request approval or support from their Team Leader (TL).
- 2.2 For offenders assessed as a low or medium low risk, parole suspension may be approved directly by the TL.
- 2.3 For offenders with an assessed risk of medium or above, parole suspension must be supported by the TL and approved by the Director or Senior Director.
- 2.4 Parole suspension for offenders with a family and domestic violence or sexual related offences must be supported by the TL and approved by the Director or Senior Director.

- 2.5 The approving officer must case note the approval and the TL must change the supervision stage to “Compliance” in the offender information management system.

3. Suspension Supervision Requirements

- 3.1 The CCO and TL will determine the contact frequency for the offender and provide the offender with the next telephone reporting date.
- 3.2 Contact frequencies may be extended out to once every three months if the offender continues to show compliance with telephone reporting.
- 3.3 If circumstances occur which require the offender to return to face-to-face reporting, e.g. further offences or information received from Intel or ACT Policing, the CCO must contact the offender via telephone or post and direct the offender to report in person.

RELATED DOCUMENTS AND FORMS

Nil.



Bruno Aloisi
A/g Assistant Commissioner
ACT Corrective Services

26 October 2021

Document details

Criteria	Details
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