

## Interstate Transfer of Supervision

### 406.1 PURPOSE AND SCOPE

The purpose of this policy is to guide the processing of cases related to the Interstate Compact for Adult Offender Supervision (ICAOS) and ensure the Humboldt County Probation Department's (HCPD) compliance with ICAOS.

#### 406.1.1 DEFINITIONS

**Compact Administrator** - The individual in each compacting state responsible for the administration and management of the state's supervision and transfer of offenders, subject to the terms of ICAOS, the rules adopted by the Interstate Commission for Adult Offender Supervision, and policies adopted by the State Council.

**Interstate Compact for Adult Offender Supervision (ICAOS)** - A reciprocal agreement among the 50 states, the District of Columbia, Puerto Rico, and the U.S. Virgin Islands for the controlled movement and transfer of probation supervision authority across state lines.

**Interstate Compact Offender Tracking System (ICOTS)** - A web-based system that facilitates the transfer of supervision for probationers from one state to another. ICOTS includes mechanisms for notifications of departures, arrivals, progress, violations, and case closures.

### 406.2 POLICY

It is the policy of the HCPD to use ICOTS when planning for and organizing the movement and supervision of probationers across state lines. All interstate transfer of supervision activities should comply with the uniform framework of ICAOS.

### 406.3 REQUEST FOR TRANSFER OF SUPERVISION BY A PROBATIONER

When a probationer requests a transfer of supervision to another state, the officer should:

- Discuss the probationer's request with the probationer, including the probationer's reasoning and the probationer's supervision plan for compliance in the potential receiving state.
- Review the probationer's supervision plan to ensure it meets criteria for transfer as specified in ICAOS rules, including any special criteria where applicable (e.g., mandatory transfer, sex offender transfer, emergency transfer).
- Review the probationer's supervision status, including the probationer's current compliance status with any past or present conditions of supervision.

### 406.4 TRANSFER, RETAKE, AND CLOSURE OF ICAOS CASES

The HCPD should follow the rules set forth by the Interstate Commission for Adult Offender Supervision and the State Council and should cooperate with the state Compact Administrator.

The HCPD should utilize ICOTS as necessary, including for notifications of departures, arrivals, progress, violations, and case closures.

# Humboldt County Probation Department

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#### **406.5 RECEIPT OF TRANSFERRED PROBATIONERS**

Transferred probationers received by the HCPD should be given an orientation consistent with the Initial Intake to Probation Services and Orientation Policy. Additionally, after opening supervision to a transferred probationer, the on-going supervision by HCPD should be consistent with their level of risk.

#### **406.6 TRAINING**

The HCPD should provide training to officers involved in ICAOS cases.