

Step-Down Program Phase Matrix

The Phase program is comprised of four phases, each with identified program components and expectations for phase advancement. While anticipated duration of components are noted for use as a guide to program delivery, components of programming and phase advancement should be based on individualized progress and acquisition of skills and knowledge.

PHASE I –

Inmates assessed with a Motivational Scale overall assessment score of 35.33 or less and a score of 8 or higher on the Housing Assignment and Step-Down Program Evaluation Form will be placed into Phase I. Criminal thinking and social functioning attributes of the inmate will be further assessed to determine components of in cell programming and intensity of services.

Phase I is delivered in four weeks and will include a minimum of 10 hours of structured activities and assignments each week. Structured activity program components include:

- Education programs for those inmates with an assessed need.
- Getting Motivated to Change – introduction to the idea of positive life change.
(Four 2 hour lessons.)
- Preparing for Change – introduction to the process of self-change.
(Four 1 hour lessons.)
- Orientation Workbook – participants reflect on “why am I here” and other consequences of behaviors.
- Interactive Journaling and other in cell assignments.

Expectations of Participants:

- Being up and dressed at established set times;
- Observation of appropriate hygiene routine in accordance with OP-030501 entitled “Personal Hygiene and Appearance Code” (e.g., hair combed, teeth brushed, etc. by established times);
- Appropriate verbal interactions with staff;
- Compliance with directives;
- Active participation in programming.

Phase I will include a minimum of 10 hours of unstructured activities per week. Unstructured activities include:

- Individual Recreation Activities
- In-cell exercise
- Telephone in accordance with OP- 030119 entitled “Inmate Telephone Privileges”
- Leisure Library

Requirements for advancement to Phase II:

- Completion of all assigned homework and exercise activities;
- Adherence to participant expectations;
- Observable acquisition of knowledge and progress made toward accomplishing goals

and objectives outlined in the inmate's Interdisciplinary Treatment Plan (ITP);

- Phase advancement recommendation by the Review Team.

PHASE II –

Inmates assessed with a Motivational Scale overall assessment score of 35.34 or more and a score of 7 or less on the Housing Assignment and Step-Down Program Evaluation Form will be placed into Phase II. Criminal thinking and social functioning attributes of the inmate will be further assessed to determine components of in cell programming and intensity of services. Mid program assessments will be administered. Results of assessments will be used to evaluate participant progress and updates to the inmate's ITP.

Phase II is delivered in four weeks and will include a minimum of 10 hours of structured activities and assignments each week. Structured activity program components include:

- Education programs for those inmates with an assessed need.
- Rational Thinking – addresses antisocial attitudes, beliefs, and values.
(Sixteen 1 hour lessons.)
- Criminal Lifestyles – participants consider how criminal behavior develops from thinking and choices and evaluate the impact of a criminal lifestyle.
(Eighteen 1 hour lessons.)
- Violence Prevention - targets interventions for behavioral change.
(Six 1 hour lessons.)
- Communication Skills – behavior change goal setting and continuing behavior change process.
(Ten 1 hour lessons.)

Expectations of Participants:

- Inmates must be in compliance with assessment for double celling as outlined in OP-030102, entitled "Inmate Housing";
- Being up and dressed at established set times;
- Observation of appropriate hygiene routine in accordance with OP-030501 entitled "Personal Hygiene and Appearance Code" (e.g., hair combed, teeth brushed, etc. by established times);
- Appropriate verbal interactions with staff;
- Compliance with directives;
- Active participation in programming and must participate in one (1) out of cell group activity in the final week of Phase II.

Phase II will include a minimum of 10 hours of unstructured activities per week. Unstructured activities include:

- Individual Recreation Activities
- In-cell exercise
- Telephone in accordance with OP- 030119 entitled "Offender Telephone Privileges"
- Leisure Library

Requirements for advancement to Phase III:

- Completion of all assigned homework and exercise activities;
- Adherence to participant expectations;
- Observable acquisition of knowledge and progress made toward accomplishing goals and objectives outlined in the inmate's ITP;
- Phase advancement recommendation by the Review Team.

PHASE III –

Phase III is delivered in fifteen weeks and will include a minimum of 10 hours of structured activities, assignments, and out of cell group programming each week. Mid program assessment results will be utilized to determine program components and intensity of services for inmates advancing from Phase II. Structured activity program components include:

- Education programs for those inmates with an assessed need.
- Lifestyle Balance – Participants evaluate whether or not their lives are in balance and learn skills for making positive adjustment to key life areas.
(Eight 1 hour lessons.)
- Transition – preparing for transition into general population.
(Eight 1 hour lessons.)
- Thinking for a Change – integrated, cognitive behavioral change program
(Delivered in a group setting, 2 hours every other day, no more than twice a week.)

Expectations of Participants:

- Inmates must be in compliance with assessment for double celling as outlined in OP-030102, entitled "Inmate Housing";
- Being up and dressed at established set times;
- Observation of appropriate hygiene routine in accordance with OP-030501 entitled "Personal Hygiene and Appearance Code" (e.g., hair combed, teeth brushed, etc. by established times);
- Appropriate verbal interactions with staff;
- Compliance with directives;
- Observable acquisition of increased graduated knowledge and improved behaviors;
- Active participation in programming and must participate in out of cell group activities.

Phase III will include a minimum of 10 hours of unstructured activities per week. Unstructured activities include:

- Individual Recreation Activities
- Group Recreation Activities
(3 – 6 participants)
- In-cell exercise
- Out of cell exercise
- Telephone in accordance with OP- 030119 entitled "Inmate Telephone Privileges"

- Leisure Library

Requirements for advancement to Phase IV:

- Completion of all assigned homework and exercise activities;
- Adherence to participant expectations;
- Observable acquisition of increased graduated knowledge and progress made toward accomplishing goals and objectives outlined in the inmate's ITP;
- Double cell occupancy;
- Phase advancement recommendation by the Review Team.

PHASE IV –

Phase IV is delivered in ten weeks and will include a minimum of 10 hours of structured activities, assignments, and out of cell group programming each week. ITP progress notes and mid-assessment results evaluation will be utilized to determine program components and intensity of services for inmates advancing from Phase III. Post programming assessment results and ITP progress notes will be used to determine program component completions. Structured activity program components include:

- Education programs for those inmates with an assessed need.
- Aggression Replacement Training (ART) – behavioral, cognitive, and emotional intervention for aggression. (continuation/completion of programming in a group setting) *(Delivered in a group setting, 2 hours every other day, no more than 3 times a week.)*

Expectations of Participants:

- Inmates must be in compliance with assessment for double celling as outlined in OP-030102, entitled "Offender Housing";
- Being up and dressed at established set times;
- Observation of appropriate hygiene routine in accordance with OP-030501 entitled "Personal Hygiene and Appearance Code" (e.g., hair combed, teeth brushed, etc. by established times);
- Appropriate verbal interactions with staff;
- Compliance with directives;
- Observable acquisition of increased graduated knowledge and improved behaviors;
- Active participation in programming and must participate in out of cell group activities.

Phase IV will include a minimum of 10 hours of unstructured activities per week. Unstructured activities include:

- Individual Recreation Activities
- Group Recreation Activities
(3 – 6 participants)
- In-cell exercise
- Telephone in accordance with OP- 030119 entitled "Inmate Telephone Privileges"
- Leisure Library

Requirements for Phase Program Completion:

- Completion of all assigned homework and exercise activities;
- Adherence to participant expectations;
- Observable acquisition of increased graduated knowledge and accomplishment of major goals and objectives outlined in the inmate's ITP;
- Phase Program completion recommendation by the Review Team.