

PRISM Discussion/Reference Guide

Suggested Procedure for Reviewing PRISM with Offenders:

Step 1. - Policy Review.

Explain that the policy focuses on responding to desired and undesired behavior in an objective manner utilizing a system of incentives and graduated sanctions as outlined in PRISM. The process focuses on involving and working with the offender to identify behaviors that need to be changed and then working to develop relevant and realistic goals to work on during supervision.

Explain the offenders will have the opportunity to earn positive reinforcements and incentives for exhibiting desired behavior that will help them reach their case plan goals. Explain that all violations will be addressed at the time of occurrence and an appropriate sanction will be applied. Let the offender know that local judicial practices and requirements will be followed when applicable.

Step 2. – Review of PRISM.

- A. Explain that each condition/goal category corresponds to the requirements of the offender's court order/parole grant, P&P Agreement, or an established case plan goal.
- B. Explain how the desired behaviors column lists behaviors that will help the offender accomplish their case plan goals and be successful on probation. Briefly point out some of the options available as positive reinforcements and incentives when they demonstrate a desired behavior. Stress that the offender has control over their behavior and therefore the ability to earn positive reinforcements and incentives.
- C. Explain that undesired behaviors, or violations, will be identified as low, medium, or high risk. The response to a violation will be based on the circumstances of each individual case taking into consideration aggravating and mitigating factors.
Explain that the Staffing Report is a mechanism that will provide a higher level of review and consistent process for staffing violations with a District Supervisor, when the recommended sanction falls within the shaded area of PRISM, or when aggravating and mitigating factors are present. Explain that the sanction response may not always fall within the recommended sanction category due to aggravating and mitigating factors.

- D. Introduce the offender to the concept of the collaborative sanction agreement process. Explain that this process will involve the agent and offender working together to decide on sanctions to deal with undesired behavior. Stress to the offender that they have ownership over their behavior and will be expected to participate in correcting undesired behaviors through this process.
- E. Briefly show the offender some of the options available as sanctions so they know what to expect.

Case Plan Review Process:

- A. Case Plans should be reviewed, visible, and shared during meetings with the offender.
- B. Case Plan goals should be continuously adjusted to reflect needed changes such as progress, or lack of progress, the offender is making towards the case plan goals.
- C. Smaller, short term “*activities*” or “*tasks*” should be discussed with the offender and added to the Case Plan whenever needed to help the offender work on the larger, long term goal. Accomplishing these smaller activities or tasks will instill confidence in the offender and motivate them to work towards accomplishing the larger goal.
- D. Remember to reinforce all positive behavior as it occurs.