



Illinois Department of Corrections

Administrative Directive

Number: 01.07.926	Title: Release Violation Hearings in Absentia	Effective: 7/1/2022
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Authorized by:	<i>[Original Authorized Copy on File]</i> Rob Jeffreys Director
Supersedes:	01.07.926 effective 8/1/2021

Authority: 730 ILCS 5/3-3-9	Related ACA Standards: 5-ACI-1E-01 – 03, 5-ACI-1F-01, 02, 06, 08, 5-ACI-5A-01 and 02, 5-ACI-5F-05
Referenced Policies: 01.07.230, 01.07.935	Referenced Forms: DOC 0195 – Parole Warrant DOC 0618 – Time Lost on Appeal Bond When Sentence is Determinate Under 1978 Law

I. POLICY

The Prisoner Review Board at its discretion may conduct hearings regarding parole or mandatory supervised release violations without the releasee being in physical custody of the Department of Corrections.

II. PROCEDURE

A. Purpose

The purpose of this directive is to establish a written procedure for Field Service Representatives on the disposition of results of Prisoner Review Board hearings in absentia.

B. Applicability

This directive is applicable to all correctional facilities, offices, programs and parole services within the Department.

C. Facility Reviews

A facility review of this directive shall be conducted at least annually.

D. Designees

Individuals specified in this directive may delegate stated responsibilities to Field Services Representative(s) unless otherwise directed.

E. Definitions

Automated Management System (AMS) – provides case management support services for the parole division, which includes contractual staff support and an electronic system of record.

F. Requirements

Upon receipt of the results of the Prisoner Review Board (PRB) violation hearing in absentia, the Field Service Representative shall obtain from the facility Record Office the recomputed release date and discharge date of the releasee.

1. If the releasee in custody's supervision term has expired:
 - a. The releasee in custody shall be discharged according to established procedures:

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- (1) Notification shall be sent via email to the Warrant Officer and assigned Parole Office Commander.
- (2) Upon receipt of withdrawal of a Parole Warrant, DOC 0195, Field Services shall discharge the releasee in accordance with Administrative Directive 01.07.935.

b. A scanned copy of the PRB revocation hearing results and recomputed calculation with new discharge date shall be sent via email to the Warrant Officer, appropriate Parole Supervisor and Automated Management System (AMS).

NOTE: If an individual is being held at a non-IDOC facility, notification requiring the discharge to be in effect immediately shall be relayed to the Warrant Officer and related parties as soon as possible but no later than the actual date of release.

2. If the releasee's parole or mandatory supervised release (MSR) has been revoked and the parole or MSR term has not been discharged, the master file shall remain under warrant status.

NOTE: Upon reviewing the daily discharge report, any parolee held in custody outside of a Department facility who remains in warrant status and has reached his or her recalculated discharge date shall immediately be forwarded to the Field Service Representative Supervisor for review of removal of warrant for discharge.

3. If the releasee is found to be in violation of his or her parole or MSR and an order to resume parole has been entered, the Field Service Representative shall:

- a. Obtain PRB hearing results and recomputed Time Lost on Appeal Bond When Sentence is Determinate Under 1978 Law, DOC 0618, with the updated MSR release and discharge date from the Facility Records Office.
 - (1) Notification shall be sent via email to the Warrant Officer and assigned Parole Office Commander.
 - (2) A scanned copy of the PRB revocation hearing results and recomputed DOC 0618 with new discharge date shall be sent via email to the Warrant Officer, appropriate Parole Supervisor and AMS.

b. Process the release of the releasee in accordance with Administrative Directive 01.07.230.

4. If the releasee is to be released immediately to supervision status, the Field Service Representative shall obtain PRB hearing results and recomputed DOC 0618 with the updated MSR release and discharge date from the Facility Records Office.

- a. Notification shall be made to the Warrant Officer and assigned Parole Office Commander.
- b. A scanned copy of the PRB revocation hearing results and recomputed DOC 0618 with new discharge date shall be sent via email to the Warrant Officer, appropriate Parole Supervisor and AMS.