



## Illinois Department of Corrections

### Administrative Directive

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| Number:<br><b>05.05.125</b> | Title:<br><b>Internal Classification of Maximum Security<br/>Individuals in Custody</b> | Effective:<br><b>3/1/2022</b> |
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| <b>Authorized by:</b> | <i>[Original Authorized Copy on File]</i> | <b>Rob Jeffreys</b><br>Director |
| <b>Supersedes:</b>    | 05.05.125 effective 5/1/2021              |                                 |

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| <b>Authority:</b><br>730 ILCS 5/3-2-2 | <b>Related ACA Standards:</b><br>5-2B-4126, 5-2C-4133, 5-5B-4295, 5-5B-4296,<br>5-5B-4300 |
| <b>Referenced Policies:</b>           | <b>Referenced Forms:</b>  |

#### **I. POLICY**

The Department shall ensure each individual in custody committed to Maximum Security facilities shall be assigned an internal classification level for determining housing placement.

#### **II. PROCEDURE**

##### **A. Purpose**

The purpose of this directive is to establish guidelines for assigning individuals in custody to housing units at Maximum Security facilities.

##### **B. Applicability**

This directive is applicable to all Maximum Security facilities.

##### **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 another person or persons unless otherwise directed.

##### **E. General Provisions**

Nothing in the provisions herein shall be construed to limit the authority of the Director to house or transfer an individual in custody in any institution, facility, unit, cell or program.

##### **F. Internal Classification**

Individuals in custody shall be classified as high, moderate or low based upon the results of the Internal Classification Screening. Individuals in custody classified as:

1. High are those who are assessed to have the highest potential for aggressive behavior.
2. Moderate are those who are assessed to have a moderate potential for aggressive behavior.
3. Low are those who are assessed to have the lowest potential for aggressive behavior.

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**G. Requirements**

The Chief Administrative Officer shall ensure that a housing plan is established for housing individuals in custody in designated areas based on the results of the Internal Classification Screening. This plan may allow low and moderate individuals in custody and moderate and high individuals in custody to be housed together, but shall require that high and low individuals in custody in general population units be housed in designated areas separate from one another.

1. Upon transfer to a Maximum Security facility, clinical services staff shall classify individuals in custody who have not had an internal classification assessment within the last year using the Internal Classification System. The results of the assessment shall be entered into Offender 360 using the "level of aggression" data element.
    - a. The individual in custody's internal classification shall be reviewed at each security reclassification and be revised as indicated.
    - b. An individual in custody's internal classification may also be reviewed at any time it is determined appropriate.
  2. An individual in custody who has been classified as moderate or low and who has received a restrictive housing placement while in maximum security in excess of thirty days shall be reclassified prior to release to a general population unit.
  3. Individuals in custody shall be housed in designated areas based on their internal classification and housing plan, except as approved by the Chief Administrative Officer.
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