

DATE:	March 11, 2022
NUMBER:	T.1.C.1
SUBJECT:	CORRECTIONAL COUNSELING PROGRAM

PROCEDURE

- I. All incarcerated persons with classification levels 1-3 and only level 4 incarcerated persons in the Programming Participation Housing (PPH) may attend educational/recovery programs. Individuals wishing to attend classes must complete a request form addressed to the correctional counselor listing the class(es) they wish to attend. Only those individuals whose names appear on the class roster will be allowed to attend classes. Incarcerated persons are subject to removal from any class enrollment due to unacceptable conduct in the class and/or facility.

Prior to entering class, the pro-per deputy will verify the classification levels of those enrolled and will cross-check the incarcerated persons enemy list to avoid incidents.

- II. Individuals are only permitted to bring study material related to the class along with writing paper. Pencils are supplied by the instructor. The only items allowed to leave with the individuals are the items mentioned above.

- III. Correctional Counselor responsibilities:

- A. Process requests. If the incarcerated person meets the criteria, they will be enrolled using their Offender 360 program database.

- B. The correctional counselor will inform the incarcerated person of approval or denial of the enrollment by returning the request to the individual.

- IV. Available classes at SDCJ include:

- A. Educational Programs (e.g., High School Equivalency/Computer Literacy)
 - B. Vocational Programs (e.g., HSAT)
 - C. Psychosocial Programs (e.g., Thinking for a Change)
 - D. Wellness Programs (e.g., 12 Step Meetings/Yoga)