POLICY OF STATE OF DELAWARE DEPARTMENT OF CORRECTION	POLICY NUMBER 4.6	TOTAL PAGES 2
	RELATED ACA STANDARDS: 2-CO-4B-01, 2-CO-4B-03; ACI 5-5B-4295-4303 (4-4295-4303); 4-ALDF-2A-30, 4-ALDF-2A-31, 4-ALDF-2A-33; 4-ACRS-5A-01-08; 4-APPFS-2A-02, 4-APPFS-2A-03, 4-APPFS-2A-011	
CHAPTER: 4-DECISION MAKING RELATED TO OFFENDERS	SUBJECT: CLASSIFICATION	
APPROVED BY THE COMMMISSIONER AND EFFECTIVE THIS DATE: Claire DeMatteis 9/14/20		
APPROVED FOR PUBLIC RELEASE		

I. AUTHORITY: 11 *Del. C.* §§4321, 4332, 6502, 6503, 6517, 6527, 6529, 6529A, 6530, 6531, 6533, 8903; 21 *Del. C.* §4177(d); 29 *Del. C.* §8903

II. PURPOSE: To establish a system of classification within the Delaware Department of Correction (DOC).

III. APPLICABILITY: All DOC employees, volunteers, persons and organizations conducting business with the DOC, and all offenders under the custody and supervision of the DOC.

IV. DEFINITIONS:

A. Classification: The systematized assessment of offender risks and needs based on specific criteria; a process by which offenders are assigned security or supervision levels and rehabilitative programming based on the use of actuarial risk/needs assessments.

V. POLICY: It is the policy of the Department of Correction that a uniform classification system will be established and maintained. Specific criteria will be used to assist in the placement of offenders in proper security settings or supervision levels and programming consistent with the rehabilitative and special needs of the offender, and the security concerns of the DOC and the safety of the public.

VI. PROCEDURES:

A. The Bureau Chiefs of Prisons and Community Corrections will develop and routinely evaluate and monitor compatible classification systems for their respective populations.

B. The Bureau Chiefs of Prisons and Community Corrections will develop procedures to carry out the purpose of this policy for their respective populations.

C. Classification criteria will include but not be limited to:

1. Results of DOC approved actuarial risk/needs assessments
2. Consideration of gender, age, and criminal history
3. Identification of academic, vocational, and/or treatment needs
4. Behavioral risk presented both in the institution and in the community
5. Statutory requirements or prohibitions

D. Classification systems must have processes for classification plans, status reviews, pre-parole progress reports (where applicable), and must comply with Chapter 4 "Decision Making Related to Offenders" of the DOC Policy Manual.

E. The classification system for offenders sentenced to Level V will include an appeal process.

F. In accordance with 11 *Del. C.* §6530, DOC will classify offenders to programming based on identified classification criteria developed to address the rehabilitative needs of the offender. When the rehabilitative interventions identified through the DOC classification process differ from sentencing orders directing the participation in a specific program, the offender will be classified based on the DOC classification results.

1. Example: If a sentence order stipulates the completion of a substance use disorder program at Level V, the DOC will assess the offender to determine his/her criminogenic risk level and needs. If substance use disorder treatment is not identified in the assessment and classification process as a best-fit program, the DOC will not place the individual in the program and will instead classify the offender to the programming indicated by the classification system.
2. The DOC will notify the court of jurisdiction using the DOC Progress Report when an offender's classification results are not consistent with the sentencing order requesting the sentencing order be modified to reflect the classification results.
3. The DOC will notify the court of jurisdiction using the DOC Progress Report when an offender, sentenced to a period of Level V or Level IV suspended upon successful completion of programming is unable to complete the court ordered, court recommended, or classified programming.

G. In accordance with 11 *Del. C.* §§4321 and 4332, DOC will notify the court of jurisdiction when an offender is sentenced to Level I through Level IV Home Confinement Probation or Parole and the offender's classification results are not consistent with the sentencing order using the DOC Progress Report.