
 <p>DISTRICT OF COLUMBIA DEPARTMENT OF CORRECTIONS</p> <p>POLICY AND PROCEDURE</p>	EFFECTIVE DATE:	March 3, 2025	Page 1 of 10
	SUPERSEDES:	4021.1A November 15, 2016	
	OPI:	EPCM	
	REVIEW DATE:	March 3, 2026	
	Approving Authority	Thomas Faust Director	
SUBJECT:	RISK AND NEEDS ASSESSMENT AND ADDITIONAL SCREENINGS		
NUMBER:	4021.2		
Attachments:	None		

SUMMARY OF CHANGES:

Section	Change
	<i>The name of the policy was revised resulting in a new policy number.</i>
	<i>The Risk Screening Needs Assessment Software was updated from "Northpointe Correctional Offender Management Profiling for Alternative Sanctions (COMPAS) Risk Screening and Needs Assessment" to "Northpointe Suite Software and COMPAS-R Assessment. This change is reflected throughout the policy.</i>
<i>§4. Program Objectives</i>	<i>Section was revised to detailed information on the use of the automated Risk and Needs tool.</i>
<i>§9. Definitions</i>	New section added to the policy.
<i>§12. Additional Risk Screenings</i>	New section added to the policy to highlight the new procedures of the Domestic Violence Screening process that occurs during intake in the Inmate Reception Center (IRC).

APPROVED:



Thomas Faust, Director

3/3/2025

Date Signed

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1. **PURPOSE AND SCOPE.** To provide guidelines for the use of the Northpointe Suite Software and COMPAS-R Assessment within the District of Columbia (D.C.) Department of Corrections (DOC).
2. **POLICY.** It is DC DOC's policy to promote services that help inmates to identify goals and self-accountability for positive behavioral changes, thereby reducing recidivism and improving long-term public safety.
3. **APPLICABILITY.** This policy applies to staff, pretrial detainees and sentenced inmates who respectively conduct or receive screenings, assessments, case management, programming, and release preparation services within DOC facilities.
4. **PROGRAM OBJECTIVES.** DOC will use an automated risk and needs tool designed to assess criminogenic needs and risk of recidivism. The assessments can guide the agency in making informed decisions about treatment and services and assists case managers when coaching inmates to identify and develop their release case plan that maps a path to achieving positive changes.
 - a. Objectives for Using Needs Assessments:
 - 1) The COMPAS-R Needs Assessment blended with Case Manager's or Clinician's social services skills and experience, will be used to help identify the inmate's greatest criminogenic needs that may contribute to the individual's re-involvement in criminal activities.
 - 2) Needs Assessments help to:
 - a) Create a picture of what is going on in the person's life;
 - b) Provide the opportunity to help the individual connect the dots from the beginning of criminal involvement to the present, and
 - c) Help the individual to figure out factors that may have contributed to the individual's behavior. Some of the factors are:
 - (1) Criminal record,
 - (2) Association with peers who have criminal records,
 - (3) Criminal attitudes such as what a person thinks, believes or values and their attitudes about the world and their place in it,

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- (4) Criminal personality such as impulsiveness, domination, manipulation, lack of conscience,
- (5) Criminal opportunity such as thrill-seeking, lack of constructive activities, etc.; and
- (6) Other predictors which may include:
 - (a) Substance use;
 - (b) Positive and negative influence of family and friends;
 - (c) Education/vocational/ economic history;
 - (d) Motivation and readiness to change; and
 - (e) Potential opportunities for a better future.

- 3) The COMPAS-R Needs Assessment can be used to explain the factors identified in order to help the inmate:
 - a) Identify key issues and behavior that have negatively impacted the individual's life;
 - b) Determine behavioral or life changes he or she may want to make;
 - c) Identify things that throw them off track;
 - d) Identify personal strengths and available resources that can be helpful in maintaining a realistic and successful plan of action; and
 - e) Ultimately assume responsibility for follow-through on the case plan.

5. NOTICE OF NON-DISCRIMINATION. In accordance with the D.C. Human Rights Act of 1977, as amended, D.C. Code § 2-1401.01 et seq., (Act) the District of Columbia does not discriminate on the basis of race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, gender identity or expression, familial status, family responsibilities, matriculation, political affiliation, genetic information, disability, source of income, status as a victim of an intra-family offense, or place of residence or business. Sexual harassment is a

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form of sex discrimination which is also prohibited by the Act. In addition, harassment based on any of the above-protected categories is prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subject to disciplinary action.

6. DIRECTIVES AFFECTED

a. Directives Rescinded

PP 4021.1A Risk and Needs Assessments (11/15/16)

b. Directives Referenced

- 1) TRM 4090.4 Custody Classification Instruments
- 2) PP 4090.4 Custody Classification System
- 3) PP 4923.5 Reentry Program and Services
- 4) PP 6050.3 Residential Substance Abuse Treatment (RSAT)
- 5) PP 8010.1 Work Release Program

7. **STANDARDS REFERENCED.** American Correctional Association (ACA) 5th Edition Standards and Expected Practices for Local Detention, Facilities: 5-ALDF-4C-36.

8. **AUTHORITY.** DC Code § 24-211.02, Powers; Promulgation of Rules.

9. DEFINITIONS

- a. **Bystander of Domestic Violence** - A person who is present at an event or incident where a family member is being physically, verbally, or mentally harmed, or was killed by another member of the family or household.
- b. **Domestic Violence (DV)** - Any abusive, violent, coercive, forceful, or threatening act or word inflicted by one member of a family or household on another.

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- c. **Domestic Violence Screening Instrument – Revised (DVSI-R)** – A screening instrument that is used to identify inmates who are or were victims, perpetrators or bystanders of domestic violence.
- d. **Perpetrator of Domestic Violence** - A person who has physically, verbally, or mentally harmed, or killed a member of a family or household.
- e. **Victim of Domestic Violence** - A person physically, verbally, or mentally harmed, or killed as a result of a crime, accident, or other event or action by one member of a family or household on another.

10. NORTHPOINTE SUITE SOFTWARE AND COMPAS-R SOFTWARE USE OVERVIEW

- a. The Northpointe Suite Software and COMPAS-R assessment is a web-based assessment and case management system used to make decisions about institutional and community services for inmates.
- b. The software calculates general recidivism risk; risk of committing violent crimes; basic criminogenic needs such as anger, criminal associates/peers, employment problems; as well as factors in the individual’s strengths and support systems (such as positive associates, family, peers, and community resources and supports).
- c. The Northpointe Suit Software and COMPAS-R assessment automatically calculates such scales as risk inventory, positive supports, assessed needs and strengths and translates the findings into a narrative report. This information helps the case manager to:
 - 1) Guide the inmate to make informed decisions about choices they have made and link them to critical interventions and services that will contribute to positive outcomes, and
 - 2) Monitor the inmate’s progress on personal and treatment goals that he or she has set as well as for an important pre-release preparation guide.

11. COMPAS RISK SCREENINGS

- a. As part of the intake process, Case Managers will conduct the COMPAS Risk Screening for all persons when committed to DOC within seventy-two (72) hours after commitment.

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- b. Procedures for conducting the Risk Screenings are as follows:
- 1) Intake Case Managers will complete the Risk Screening for each newly committed inmate.
 - 2) The intake Case Manager shall use all available data. This should include but is not limited to:
 - a) Review of the inmate's electronic record (jail document system), BOP Form 129, court commitments, Jail Management System, Pretrial Realtime Information System Management (PRISM), Wales, and JUSTIS;
 - 3) The Case Manager shall then compile all appropriate information and complete the Risk Screening prior to preparing any Needs Assessments as described in Sections 13 of this directive.

12. ADDITIONAL RISK SCREENINGS

- a. During intake in the Inmate Reception Center (IRC), a Case Manager and/or an Intake Support Assistant will conduct the Domestic Violence Screening using the Domestic Violence Screening Instrument-Revised (DVSI-R) for all persons when committed to DOC.
- b. Procedures for conducting the Additional Risk Screening are as follows:
 - 1) The Intake Support Assistant and/or Case Manager in the IRC will complete the DVSI-R for each newly committed inmate.
 - 2) Once completed the DV Screening results will go to DOC's medical provider staff or DOC programs staff for further referrals and assessment depending on the assessment score.
 - 3) For all inmates that identify under a DV category, (perpetrator, bystander, victim) an alert shall be placed in the Jail Management System (JMS) by the IRC Case Manager and/or Intake Support Assistant.

13. NEEDS ASSESSMENT TYPES AND PROGRAM USAGE. The following table illustrates the needs assessments utilized in DOC that are required for each program listed. Section 14 of this directive contains criteria for use of each tool.

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Needs Assessment Type	Community Corrections Placement	Young Men Emerging (YME)	Residential Substance Abuse Treatment Program (RSAT)	Transitional Assistance Program (TAP)	Better and Beyond (Female Program)	DOES/Work Readiness
The Men's Adult Core Risk/Basic Needs Assessments (58 items).	✓					✓
The Men's Full Core Assessment (84 items).		✓	✓	✓		
The Adult Women's Gender Responsive Needs Assessment (183 items).	✓		✓		✓	✓
The Women's Low Risk Needs Assessment (65 items).					✓	✓

Note: For DOES/Work Readiness, the Adult Women's Gender Responsive Needs Assessment (183 items) or the Women's Low Risk Needs Assessment (65 items) shall be used for women.

14. GROUPS SELECTED TO RECEIVE COMPAS R NEEDS ASSESSMENTS.

Needs Assessments will be administered for inmates within seven (7) business days of admission to the Program Units by the designated Program Coordinator/Analyst or Manager:

- a. The designated Program Coordinator/Analyst or Manager shall complete the Men's Adult Core Risk/Basic Needs Assessment (58 items) for men who are eligible for Community Corrections placement.
- b. The designated Program Coordinator/Analyst or Manager shall complete the Adult Women's Gender Responsive Needs Assessment (183 items) for female inmates who are eligible for Community Corrections placement.

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- c. The Case Manager shall prepare halfway house packages for eligible sentenced misdemeanants, and BOP inmates that are sentenced to 180 days or less.
- d. The final halfway house package shall be reviewed by the Chief Case Manager or his/her designee and submitted to the Community Corrections Administrator.
- e. General Inmate Population
 - 1) A COMPAS-R Needs Assessment is completed by the case manager under the following conditions:
 - a) The inmate is a sentenced misdemeanant, sentenced to 60 or more days,
 - b) Upon sentence computation the sentenced misdemeanant has at least 45 days left to serve,
 - c) BOP inmates that are sentenced to 180 days or less, and
 - d) The inmate's 4 question Risk Screening Score is *Medium* or *High*.
 - 2) For inmates participating in Young Men Emerging Unit, Residential Substance Abuse Treatment program and Transitional Assistance Program Unit (Men), the 84 item Men's Full Core Needs Assessment shall be used. The Better and Beyond Unit (Female) the 183 item Adult Women's Gender Responsive Needs Assessment.
- f. For Department of Employment Services (DOES, Work Readiness) Program participants, the 58 item Men's Core Needs Assessment will be used for men Adult Women's Gender Responsive Needs Assessment (183 items) or the Women's Low Risk Needs Assessment (65 items) shall be used for women.
- g. Residential Substance Abuse Treatment Needs Assessments (RSAT).
 - 1) All female participants in RSAT will receive the 183 item Adult Women's Gender Responsive Needs Assessment and a case plan.

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- 2) All male participants in RSAT will receive the 84 item Men's Full Core Needs Assessment and a case plan.
- 3) Because of the emphasis on treatment, RSAT clinicians may also opt to use additional screening tools in the Northpointe Suite such as the TCU Criminal Thinking Questionnaire and the University of Rhode Island Change Assessment (URICA) to assess a participant's readiness in a substance abuse treatment program.

15. TRAINING

- a. *Software.* Designated staff is issued software user licenses when they have received the computer-based training on the application of the Northpointe suite and COMPAS-R assessment tools, software definitions and product usage.
- b. *Specialized Services.* Case Managers, Clinicians, Managers and Operations staff may also receive supplemental training based upon the population they are working with. Examples are:
 - 1) Working with Women Offenders
 - 2) Trauma-Informed Care
 - 3) Gender Responsiveness
 - 4) Prison Rape Elimination Act (PREA)
 - 5) Substance Use Education
 - 6) Residential Substance Abuse Treatment
 - 7) Motivational Interviewing
 - 8) Case Planning
 - 9) Domestic Violence

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16. QUALITY ASSURANCE

- a. At the end of every month, the Case Management Staff Assistant or Designee will run a monthly report from the Northpointe Suite and COMPAS-R assessment that provides a comprehensive list of inmates who received the COMPAS Risk Screening during the month and compare that list to the intake report from the JMS for the same month. The Case Management Staff Assistant will analyze the data to review if the inmates that were admitted to the facility and should have received the Risk Screening did so, and if the screening was conducted within the required 72 hours.
- b. At the end of every month, the Case Management Staff Assistant or Designee will run a monthly report from the Northpointe Suite and COMPAS-R assessment that provides a comprehensive list of inmates who received the Men's Adult Core Risk/Basic Needs Assessment, the Men's Full Core Assessment, the Adult Women's Gender Responsive Needs Assessment, and the Women's Low Risk Needs Assessment.
- c. The Case Management Staff Assistant or Designee will report monthly on the number of Risk Screenings and Needs Assessments that were conducted.