

VERMONT DEPARTMENT OF CORRECTIONS

INTERIM REVISION MEMO

**TO:** All Staff  
**FROM:** Andrew A. Pallito, Commissioner *A. Pallito*  
**RE:** Change to Directive 371.12, *Program Participation Requirements of Offenders Convicted of Listed Offenses* (dated 12/30/02)  
**DATE:** March 26, 2013  
**Cc:** Kim Bushey, Program Services Director

---

Based upon a recommendation from the Executive Management Team, I am authorizing a change in the program requirements for offenders in the Incarcerated Domestic Abuse (INDAP) and the Cognitive Self Change (CSC) programs in order to support the transition of risk reduction programming from offense based to risk based. This transition will include further direction as we move from Program Participation Credit calculations to dosage of programming based upon assessed level of risk.

CSC and INDAP participants will be required to complete a maximum of 8 program participation credits to complete the incarcerate portion of the programs.

This will NOT apply to those offenders currently in programming with a requirement to complete 16 PPCs. These changes will apply to offenders beginning CSC/INDAP on and after April 1, 2013.

To summarize the change in the directive (pages comport with the version on our Web site):

1. Page 2 – Program Eligibility Window – change minimum program window CSC/INDAP to a maximum of 8 months.
2. Page 3 – Sec.4.4. 5<sup>th</sup> paragraph, Example: change from 6 – 24 months to 8 months
3. Appendix A – Program Eligibility and Program Participation Credit – Calculation Worksheet – change CSC/INDAP from 6 months – 24 months to 8 months.

These changes go into effect on April 1, 2013. Please attach this interim revision memo to the current directive in your administrative manual. A complete revised directive will be issued in the future.

If you have any questions about these changes, please contact: John Gramuglia, Program Services Clinical Specialist @ 802-951-5080.