

IN THE SUPREME COURT OF THE STATE OF ARIZONA

In the Matter of:)
)
ARIZONA CODE OF JUDICIAL) Administrative Order
ADMINISTRATION § 6-202.01:) No. 2018 - 74
ADULT INTENSIVE PROBATION) (Affecting Administrative
EVIDENCE-BASED PRACTICES) Order No. 2017-04)

An amendment to the above-captioned section of the Arizona Code of Judicial Administration having come before the Arizona Judicial Council on June 18, 2018, and having been approved and recommended for adoption,

Therefore, pursuant to Article VI, Section 3, of the Arizona Constitution,

IT IS ORDERED that Arizona Code of Judicial Administration § 6-202.01 is amended as indicated on the attached document. All other provisions of § 6-202.01, as originally adopted, remain unchanged and in effect.

IT IS FURTHER ORDERED that courts and probation departments shall not count reentry cases as direct cases pursuant to section ACJA § 6-202.01(K)(2)(a) unless and until the presiding judge of the superior court submits a plan and requests approval by the Administrative Director, Administrative Office of the Courts. The Administrative Director shall only approve a request and plan that present policies and procedures that meet the following criteria:

1. Aim to reduce offender risk and the likelihood of future criminal behavior that are consistent with the principles of evidence-based practices by initiating a reentry plan with each offender discharging from the Department of Corrections.
2. Address the requirement for a pre-release contact with the probationer within 90 calendar days of their discharge to assist the probationer to develop a plan and to secure items set forth in ACJA § 6-202.01(K)(2)(a)(1-8).
3. Provide that probationers will be supervised for a minimum of six to nine months to promote the successful reentry to the community based on risk and needs.

Dated this 8th day of August, 2018.

SCOTT BALES
Chief Justice

ARIZONA CODE OF JUDICIAL ADMINISTRATION
Part 6: Probation
Chapter 2: Adult Services
Section 6-202.01: Adult Intensive Probation Evidence-Based Practices

A. Definitions. In this section the following definitions apply:

“Absconder” as provided in A.R.S. § 13-105(1) “means a probationer who has moved from the probationer’s primary residence without permission of the probation officer, who cannot be located within ninety days of the previous contact and against whom a petition to revoke has been filed in the superior court alleging that the probationer’s whereabouts are unknown. A probationer is no longer deemed an absconder when the probationer is voluntarily or involuntarily returned to probation service.”

“ACJIS” means Arizona Criminal Justice Information System.

~~“Actuarial risk” means measurable factors that have been correlated to the probability of offender recidivism that are gathered informally through routine interactions and observations with offenders and by formal assessment guided by instruments.~~

“Administrative director” means both the administrative director of the Administrative Office of the Courts and the director’s designee.

“Alcohol and drug testing” means any validated or verified method of determining the level of identifiable substances in the body including, but not limited to, breath, blood, oral fluid urine, hair, and sweat testing.

“AOC” means Arizona Supreme Court, Administrative Office of the Courts.

“Arrest notification” means notice, by any means, that the probationer has been arrested, cited or had official contact with a law enforcement officer.

“Case plan” means the documented behavior change plan and supervision strategy developed by the supervising probation officer, in collaboration with the juvenile and family or adult probationer, which clearly identifies the risk factors and needs of the probationer and how they will be addressed.

“Case record” means any record pertaining to a particular probationer maintained by the probation department in an electronic or paper medium.

“Collateral” means any individual or agency that has a relationship to a particular probationer that serves as a source of information or point of contact, including but not limited to friends, family members, law enforcement, victims, community members, neighbors, treatment providers or other associates.

“Community restitution” means unpaid labor or services provided to a not-for-profit private or governmental agency.

“Court” means the superior court.

“Criminogenic need” means any issues of concern which are directly linked to criminal or delinquent behavior that when addressed and changed affect a probationer’s risk for recidivism, which include, but are not limited to criminal personality, antisocial attitudes, values, beliefs, low self control, criminal peers, substance abuse, dysfunctional family, unemployment and lack of education.

“Direct case” means probationers actively supervised.

“Employment verification” means face-to-face communication, telephone contact, obtaining pay stubs, or other electronic means as approved by the department.

“Evidence-based practice” means strategies that have been shown through current, scientific research to lead to a reduction in recidivism.

“Hand counts” means the manual tabulation of all intensive probation case files in the probation department, conducted independently from any automated system.

“Intensive probation team” means one probation officer and one surveillance officer, two adult probation officers, or one probation officer and two surveillance officers, or one probation officer if a waiver of standards is granted.

~~“Pro social activity” means any action or event that promotes sobriety and/or provides an opportunity for building a social support system that encourages a crime free lifestyle and improved community bonds.~~

“Residential treatment” means any type of licensed treatment or counseling where the probationer resides at the facility. “Short term residential treatment” is 30 days or less. “Long term residential treatment” is 31 days or more. Halfway houses are not considered residential treatment.

“Schedule” means documentation of the hours the probationer is to be at the probationer’s residence or other approved locations pursuant to A.R.S. §13-914(E)(4).

“Standardized assessment” means the state-approved tool to determine the offender’s needs related to criminal behavior and propensity to re-offend.

“Standardized reassessment” means the state-approved tool designed to measure changes in an offender’s needs related to criminal behavior and propensity to re-offend.

~~“Target interventions” means supervision related services determined by the probationer’s risk, criminogenic needs, and other factors such as temperament, learning style, motivation, gender and culture.~~

“Tracking system” means the AOC approved automated case management system which contains adult probation staff work product created and used by adult probation to manage and access cases for purposes of supervision.

“Visual contact” means face-to-face communication or visual contacts conducted via AOC approved policy and department approved technology with the intensive probationer at any place including but not limited to the probation department, the intensive probationer’s residence, place of employment, treatment location or community restitution placement to confirm compliance with conditions of probation and discuss progress, issues of concern or other appropriate matters. Contacts with probationers are not ends in themselves but are opportunities for officers to achieve specific objectives. These objectives include establishing rapport with the offender, assessing the offender’s criminogenic factors and triggers, developing and, when needed, modifying a ~~supervision~~ case plan, and using both subtle and overt incentives and sanctions to guide the offender toward positive change.

B. Applicability. Pursuant to Az. Const. Art. 6, § 3 and A.R.S. §§ 13-913 through 13-920, the following requirements are adopted to govern the administration and operation of adult intensive probation programs. The AOC shall administer adult intensive probation programs on behalf of the supreme court. A.R.S. § 13-805(A)(B)(C) provides:

A. ~~The trial court shall retain jurisdiction of the case for purposes of ordering, modifying and enforcing the manner in which court ordered payments are made until paid in full or until the defendant’s sentence expires. as follows:~~

1. Subject to paragraph 2 of this subsection, for purposes of ordering, modifying and enforcing the manner in which court-ordered payments are made until paid in full or until the defendant's sentence expires.

2. For all restitution orders in favor of a victim, including liens and criminal restitution orders, for purposes of ordering, modifying and enforcing the manner in which payments are made until paid in full.

B. At the time the defendant is ordered to pay restitution by the ~~superior~~ court, the court may enter a criminal restitution order in favor of each person who is entitled to restitution for the unpaid balance of any restitution order. A criminal restitution order does not affect any other monetary obligation imposed on the defendant pursuant to law.

C. At the time the defendant completes the defendant’s period of probation or the defendant’s sentence or the defendant absconds from probation or the defendant’s sentence, the court shall enter both:

1. A criminal restitution order in favor of the state for the unpaid balance, if any, of any fines, costs, incarceration costs, fees, surcharges or assessments imposed.

2. A criminal restitution order in favor of each person entitled to restitution for the unpaid balance of any restitution ordered, if a criminal restitution order is not issued pursuant to subsection B of this section.

The provisions of this code section requiring a probation officer to request a criminal restitution order apply to a probationer who moved from the probationer's primary residence on or after July 20, 2011 without permission of the probation officer.

C. – G. [No changes]

H. Eligibility Requirements for Intensive Probation.

1. A.R.S. § 13-914(A) provides:

An adult probation officer shall prepare a presentence report for every offender who has either:

1. Been convicted of a felony and for whom the granting of probation is not prohibited by law.
2. Violated probation by commission of a technical violation that was not chargeable or indictable as a criminal offense.

2. Pursuant to A.R.S. § 13-914(B), "The adult probation officer shall evaluate the needs of the offender and the offender's risk to the community, including the nature of the offense and the criminal history of the offender" Adult probation department staff shall administer the standardized assessment. The adult probation officer shall consider these factors in addition to those set forth in H.4. in making a recommendation to the court for placement on intensive probation.

3. The presentence report assists the court in determining appropriateness for placement on intensive probation. For all probation eligible cases, presentence reports shall also contain case information related to criminogenic risk and needs as documented by the standardized risk assessment and other file and collateral information. The report shall also contain the officer's recommendation for supervision and treatment services based upon the convicted person's documented criminogenic risk and needs when authorized.

- ~~4. Probation officers shall support any recommendation for the placement of an offender on intensive probation with the standardized assessment or reassessment. Probation officers shall not recommend placement on intensive probation for an offender who scores outside the acceptable limits of the standardized assessment or reassessment unless approved in writing by the chief probation officer or designee.~~

45. Probation officers shall only recommend intensive probation supervision for offenders that assess as high or medium-high risk on the standardized assessment or reassessment, unless approved in writing by the chief probation officer or designee. In determining appropriateness for intensive probation the probation officer shall also consider:

- a. Community safety;

- b. The potential harm to the victim including the victim's attitude toward placing the offender on intensive probation;
 - c. The offender's assessment scores in areas known to be significant predictors of the risk to re-offend, which include but are not limited to criminal history, anti-social cognition, anti-social personality and anti-social companions;
 - d. The offender's need for structure, accountability, and close monitoring in order to maximize treatment and intervention outcomes;
 - e. The focus on treatment inherent in the intensive probation program;
 - f. The benefits of the intensive probation program to the offender; and
 - g. The probability the offender will remain at liberty without violating the law.
65. The probation officer shall also consider the following when determining the appropriateness for intensive probation:
- a. The probationer's ability to pay restitution;
 - b. The probationer's ability to perform community restitution hours;
 - c. The probationer's legal eligibility to work in the United States;
 - d. The recommendation for a specialty court or special conditions, such as but not limited to Drug Court, Mental Health Court, and Veteran's Court; and
 - e. The probationer's inability to meet the statutory requirements.
76. The probation officer shall include the reasons supporting intensive probation in the presentence report.

I. – J. [No changes]

K. Direct Case.

1. Intensive probation teams shall only supervise persons on intensive probation supervision.
2. The intensive probation team's direct caseload shall include:
 - a. Probationers within 90 calendar days of their discharge from the Arizona Department of Corrections (ADC). Departments, at a minimum, shall complete a pre-release contact with the probationer, via telephone or in person, to assist the probationer to develop a plan to secure the following as needed:
 - (1) Valid state driver license or identification card;

- (2) Housing;
- (3) Health care;
- (4) Prescribed medications;
- (5) Transportation;
- (6) Potential interstate compact or intercounty transfer;
- (7) Social Security card;
- (8) Birth certificate.

- ~~a~~b. Probationers receiving intensive supervision services residing in the team's county, regardless of their supervision level;
- ~~b~~c. Probationers in jail pending probation revocation proceedings;
- ~~e~~d. Probationers in short or long term residential treatment in another county unless transferred pursuant to ACJA 6-211;
- ~~d~~e. Probationers in residential treatment in the team's county;
- ~~f~~e. Probationers in jail and participating in a work furlough, work release, or job search program; and
- ~~g~~e. Probationers on warrant status for less than 90 days.
- ~~h~~. Probationers supervised in the team's county on behalf of another state in accordance with the Interstate Compact for Adult Offender Supervision.

3. The intensive probation team's direct caseload shall not include:

- ~~a~~. ~~Probationers~~ Inmates imprisoned in the ADC who will be released to community supervision with the ADC Arizona Department of Corrections as a condition of probation;
- b. Probationers considered absconders with an active warrant for 90 days or more;
- c. Probationers deported to another country and the team has received notice of the deportation;
- ~~d~~. ~~Probationers~~ Inmates serving concurrent or consecutive prison commitments who are not within 90 calendar days of their discharge from ADC;
- ~~e~~. Probationers ~~residing in another county pending acceptance of~~ transferred to another county; or
- ~~f~~. ~~Probationers in long term residential treatment in another county; or~~

g. Probationers in jail as a condition of intensive probation, regardless of length of incarceration, who are not participating in a work furlough, work release, or job search program.

L. Program Operations.

1. Each probation department shall develop:

a. – d. **[No changes]**

e. Policies and procedures which require supervising intensive probation officers to monitor intensive probationer compliance, behavioral changes and level of risk and request the court modify an intensive probationer's level of supervision when behavior and compliance with conditions of intensive probation have been achieved. Documentation regarding the compliance factors and justification for a requested level change shall be maintained in the intensive probationer's case record and tracking system. A.R.S. § 13-917(A) provides:

The adult probation officer shall periodically examine the needs of each person granted intensive probation and the risks of modifying the level of supervision of the person. The court may at any time modify the level of supervision of a person granted intensive probation, or may transfer the person to supervised probation or terminate the period of intensive probation pursuant to A.R.S. § 13-901, subsection E.

f. – l. **[No changes]**

2. Each intensive probation officer or team shall:

a. – d. **[No changes]**

e. Assess each intensive probationer's need for monitoring of alcohol and drug use and determine the frequency of testing. The testing shall be random and occur at intervals documented in the case record and tracking system. Signed admissions of alcohol or drug use may be accepted in lieu of alcohol or drug testing;

f. – o. **[No changes]**

p. Petition the court to reduce the level of supervision for a probationer that assesses as low risk on the standardized assessment or standardized reassessment. The intensive probation team shall document in the case record and tracking system the circumstances for continuing probationers that assess as low risk on the standardized risk needs instrument on intensive probation supervision;

q. – u. **[No changes]**

3. – 6. [No changes]

7. Notify the court having jurisdiction upon finding that the intensive probationer has become in arrears in an amount totaling two full court ordered monthly payments of restitution. This notification shall consist of a petition to modify, petition to revoke, or memorandum to the court outlining the reasons for the delinquencies and expected duration thereof. A copy of the petition or memorandum shall be provided to the victim, if the victim has requested notice of restitution modifications.

78. At the time a warrant is issued, the intensive probationer is revoked from intensive probation, or at the time of the intensive probationer's death, any monies remaining in the account shall be disbursed to satisfy court-ordered payments in a manner and in amounts determined by the chief probation officer or the court. Any remaining balance in the account over \$5.00 shall, on request, be paid to the intensive probationer or the intensive probationer's beneficiary.

89. A person on intensive probation may have supervision transferred to another Arizona county provided the receiving county operates an intensive probation supervision program.

910. A person on intensive probation must reside in the state of Arizona until completion of the term of intensive probation, or until the court otherwise modifies the probation grant or discharges the person from supervision.

M. [No changes]

N. Minimum Supervision Requirements.

1. The following supervision requirements are established as minimum thresholds for intensive probationers being supervised in the community without waiver provisions. Each probation department may establish more rigorous intensive supervision requirements. Each chief probation officer shall ensure that all established minimum intensive supervision requirements are provided in writing to each intensive probation team, along with training on adherence to those requirements.

2. The probation department shall establish and document minimum intensive supervision requirements for intensive probationers incarcerated in jail. Each probation department shall provide, in writing to each intensive probation team, the minimum intensive supervision requirements established for intensive probationers incarcerated in jail and furnish training on adherence to those requirements.

3. Supervision level I (Entrance and Planning) is reserved for newly sentenced probationers and shall include:

a. Visual contacts. The intensive probation team shall have a minimum of four visual contacts each week with each intensive probationer, with at least one occurring at the

- intensive probationer's residence. Home and other community contacts are required on a random and varied basis. Mandatory visual contacts may be made by other probation or surveillance officers when authorized by the chief probation officer. Visual contacts shall be varied, scheduled and unscheduled, and include days, nights, weekends and holidays.
- b. An initial contact at the probationer's residence to verify the suitability of the environment within ten days of sentencing or release from incarceration.
 - c. Employment. Within ten days of placement on intensive probation or date of hire, the intensive probation team shall notify the intensive probationer's employer of the intensive probationer's probation status and employment verification requirements. The intensive probation team shall verify the probationer's employment each week. The intensive probationer, if unemployed and eligible to work in the state of Arizona, shall each weekday, unless otherwise directed, provide the intensive probation team with verification of job search activities.
 - d. Collateral contacts. The intensive probation team shall have a minimum of one collateral contact regarding each intensive probationer every month, if applicable.
 - ~~e.~~ Planning. If not already completed, the standardized assessment shall be completed within 30 days of sentencing or release from incarceration. If the assessment indicates that the probationer can move beyond the Entrance and Planning phase quickly, the probation officer shall petition the court for modification to the appropriate level of supervision. In the Entrance and Planning phase, the case plan shall be developed and any needed programming referrals shall be completed prior to a request for modification to Level II.
4. Supervision level II (Intervention) is reserved for probationers who have successfully completed Entrance and Planning. A modification must be obtained from the court prior to placement on level II. Supervision level II shall include:
- a. Visual contacts. The intensive probation team shall have a minimum of two visual contacts each week with each intensive probationer, with at least one occurring at the intensive probationer's residence. Home and other community contacts are required on a random and varied basis. Mandatory visual contacts may be made by other probation or surveillance officers when authorized by the chief probation officer. Visual contacts shall be varied, scheduled and unscheduled, and include days, nights, weekends and holidays.
 - b. Employment. Within ten days of placement on intensive probation or date of hire, the intensive probation team shall notify the intensive probationer's employer of the intensive probationer's probation status and employment verification requirements. The intensive probation team shall verify the probationer's employment every two weeks. The intensive probationer, if unemployed and eligible to work in the state of

Arizona, shall each weekday, unless otherwise directed, provide the intensive probation team with verification of job search activities.

- c. Collateral contacts. The intensive probation team shall have a minimum of one collateral contact regarding each intensive probationer every month, if applicable.
 - d. Intervention. During the Intervention phase, the probationer shall be actively following the case plan referrals. The intensive probation team shall have contact with a designated provider, if in treatment, a minimum of ~~one time monthly~~ once a month, in addition to the collateral contact. The probationer shall have made progress in required programming prior to any request for modification to Level III.
5. Supervision level III (Maintenance) is designed for stabilizing high and medium-high risk probationers who continue to participate and make progress in case plan referrals and as a step down from level I for probationers assessed as medium, medium-low or low risk. A modification must be obtained from the court prior to placement on level III. Supervision level III shall include:
- a. Visual contacts. The intensive probation team shall have a minimum of one visual contact each week with each intensive probationer, with at least one occurring at the intensive probationer's residence every other week. Home and other community contacts are required on a random and varied basis. Mandatory visual contacts may be made by other probation or surveillance officers when authorized by the chief probation officer. Visual contacts shall be varied, scheduled and unscheduled, and include days, nights, weekends and holidays.
 - b. Employment. Within ten days of placement on intensive probation or date of hire, the intensive probation team shall notify the intensive probationer's employer of the intensive probationer's probation status and employment verification requirements. The intensive probation team shall verify the probationer's employment every two weeks. The intensive probationer, if unemployed and eligible to work in the state of Arizona, shall each weekday, unless otherwise directed, provide the intensive probation team with verification of job search activities.
 - c. Collateral contacts. The intensive probation team shall have a minimum of one collateral contact regarding each intensive probationer every month, if applicable.
 - d. Maintenance. During the Maintenance Phase, the probationer shall continue to make progress in case plan referrals. The intensive probation team shall have contact with a designated provider, if in treatment, a minimum of ~~one time monthly~~ once a month, in addition to the collateral contact. The probationer shall be required to be making progress in case plan referrals and other case plan goals prior to any request for modification to standard probation.

6. Supervision level IV (Transition) is designed to be a transition between intensive and standard probation. The supervising probation officer may petition the court to reduce the level of supervision for a probationer that assesses as low risk on the standardized assessment or standardized reassessment. The case record and tracking system shall document the circumstances for continuing probationers that assess as low risk on the standardized risk needs instrument on intensive probation supervision. A modification must be obtained from the court prior to placement on level IV. Supervision level IV shall include:
 - a. Visual contacts. The intensive probation team shall have a minimum of one visual contact every two weeks with each intensive probationer, occurring at the intensive probationer's residence. Home and other community contacts are required on a random and varied basis. Mandatory visual contacts may be made by other probation or surveillance officers when authorized by the chief probation officer. Visual contacts shall be varied, scheduled and unscheduled, and include days, nights, weekends and holidays.
 - b. Employment. Within ten days of placement on intensive probation or date of hire, the intensive probation team shall notify the intensive probationer's employer of the intensive probationer's probation status and employment verification requirements. The intensive probation team shall verify the probationer's employment ~~every four weeks~~ once a month. The intensive probationer, if unemployed and eligible to work in the state of Arizona, shall each weekday, unless otherwise directed, provide the intensive probation team with verification of job search activities.
 - c. Collateral contacts. The intensive probation team shall have a minimum of one collateral contact regarding each intensive probationer every month ~~4 weeks~~, if applicable.
 - d. Transition. If the probationer has successfully completed and progressed through court ordered levels, the probation officer may recommend placement on standard probation supervision based on risk and needs.
7. Supervision level V (Residential Treatment) is reserved for intensive probationers participating in residential treatment. On release from residential treatment, the intensive probation team shall utilize the results of the standardized assessment or reassessment, along with the intensive probationer's compliance with the conditions of intensive probation, discharge plan supported by and involving the treatment provider, intensive probation team and intensive probationer, and any other relevant factors to recommend to the court placement on an appropriate supervision level. Supervision level V shall include:
 - a. Visual contacts. The intensive probation team shall have a minimum of one visual contact every ~~30 days~~ month with each intensive probationer. Mandatory visual contacts may be made by other probation or surveillance officers when authorized by

the chief probation officer. Visual contacts shall be varied, scheduled and unscheduled.

- b. Treatment provider contacts. The intensive probation team shall have a minimum of one contact every ~~30 days~~ month with the intensive probationer's treatment provider.
- c. Collateral contacts. The intensive probation team shall have a minimum of one collateral contact regarding each intensive probationer every ~~30 days~~ month, if applicable.
- d. Community restitution. Intensive probationers participating in residential treatment are exempt from community restitution requirements.

O. Waiver Provisions.

1. – 5. [No changes]

- 6. A person placed on intensive probation and assigned to a waived officer shall be supervised by the intensive probation officer at supervision Contact Level ~~4~~2 (CL~~4~~2) Entrance and Planning until the completion of the standardized assessment and initial case plan. In the Entrance and Planning Phase, the case plan shall be developed and any needed programming referrals shall be completed prior to a request for modification to Contact Level ~~2~~3 (CL~~2~~3). The intensive probation officer shall utilize the results of the standardized assessment, along with the probationer's compliance with the conditions of intensive probation and any other relevant factors, and recommend to the court placement on an appropriate supervision contact level. Pursuant to A.R.S. § 13-917, if reductions or increases in supervision level are warranted, such reductions or increases shall be made by the court upon recommendation of the probation officer, as further described in L(8)(k). (CL~~4~~2). Minimum contact standards include:
 - a. Visual contacts. A minimum of two contacts per week are required with at least one occurring at the probationer's residence. Home and other community contacts are required on a random and varied basis. Mandatory visual contacts may be made by other probation or surveillance officers when authorized by the chief probation officer. Visual contacts shall be varied, scheduled and unscheduled, and include days, nights, weekends and holidays.
 - b. Employment. Within ten days of placement on intensive probation or date of hire, the intensive probation officer shall notify the intensive probationer's employer of the intensive probationer's probation status and employment verification requirements. The intensive probation officer shall verify the probationer's employment every two weeks. The intensive probationer, if unemployed and eligible to work in the state of Arizona, shall each weekday, unless otherwise directed, provide the intensive probation team with verification of job search activities.

- c. Collateral contacts: The intensive probation officer shall have a minimum of one collateral contact regarding each intensive probationer every month ~~two weeks~~, if applicable.
 - d. Planning. If not already completed, the standardized assessment shall be completed within 30 days of sentencing or release from incarceration. If the assessment indicates that the probationer can move beyond the Entrance and Planning phase quickly, the probation officer shall petition the court for modification to the appropriate level of supervision. In the Entrance and Planning phase, the case plan shall be developed and any needed programming referrals shall be completed prior to a request for modification to Contact Level 23.
7. Contact Level 23 (CL23) (Intervention) may be recommended for probationers who have completed Entrance and Planning. Minimum contact standards shall include:
- a. Visual contacts. A minimum of one visual contact per week is required with at least one contact occurring at the probationer's residence every other week. Home and other community contacts are required on a random and varied basis. Mandatory visual contacts may be made by other probation or surveillance officers when authorized by the chief probation officer. Visual contacts shall be varied, scheduled and unscheduled, and include days, nights, weekends and holidays.
 - b. Employment. Within ten days of placement on intensive probation or date of hire, the intensive probation officer shall notify the intensive probationer's employer of the intensive probationer's probation status and employment verification requirements. The intensive probation officer shall verify the probationer's employment every two weeks. The intensive probationer, if unemployed and eligible to work in the state of Arizona, shall each weekday, unless otherwise directed, provide the intensive probation team with verification of job search activities.
 - c. Collateral contacts: The intensive probation officer shall have a minimum of one collateral contact regarding each intensive probationer every month ~~30 days~~, if applicable.
 - d. Intervention. The probationer shall be actively following the case plan referrals. The intensive probation team shall have contact with a designated provider, if in treatment, a minimum of ~~one time monthly~~ once a month, in addition to the collateral contact. The probationer shall be required to be making progress in required programming prior to any request for modification to Contact Level 34.
8. Contact Level 34 (CL34) (Maintenance) is designed for stabilizing high and medium high risk probationers who continue to participate and make progress in case plan referrals and as a step down from CL Level I for probationers assessed as medium or low risk. A modification must be obtained from the court prior to placement on CL34. Minimum contact standards shall include:

- a. Visual contacts. A minimum of one visual contact every two weeks is required at the probationer's residence. Home and other community contacts are required on a random and varied basis. Mandatory visual contacts may be made by other probation or surveillance officers when authorized by the chief probation officer. Visual contacts shall be varied, scheduled and unscheduled, and include days, nights, weekends and holidays.
 - b. Employment. Within ten days of placement on intensive probation or date of hire, the intensive probation officer shall notify the intensive probationer's employer of the intensive probationer's probation status and employment verification requirements. The intensive probation officer shall verify the probationer's employment ~~every four weeks~~ once a month. The intensive probationer, if unemployed and eligible to work in the state of Arizona, shall each weekday, unless otherwise directed, provide the intensive probation team with verification of job search activities.
 - c. Collateral contacts: The intensive probation officer shall have a minimum of one collateral contact regarding each intensive probationer every month ~~30 days~~, if applicable.
 - d. Maintenance. During the Maintenance Phase, the probationer shall continue to make progress in case plan referrals. The intensive probation team shall have contact with a designated provider, if in treatment, a minimum of ~~one time monthly~~ once a month, in addition to the collateral contact. The probationer shall be required to be making substantial progress in required programming and other case plan goals prior to any request for modification to standard probation.
9. Contact Level ~~4 (CL4)~~ 5 (CL5) (Residential Treatment) is reserved for intensive probationers participating in residential treatment. On release from residential treatment, the intensive probation team shall utilize the results of the standardized assessment or reassessment, along with the intensive probationer's compliance with the conditions of intensive probation, discharge plan supported by and involving the treatment provider, intensive probation team and intensive probationer, and any other relevant factors to recommend to the court placement on an appropriate supervision level. Minimum contact standards shall include:
- a. Visual contacts. The intensive probation officer shall have a minimum of one visual contact every ~~30 days~~ month with each intensive probationer. Mandatory visual contacts may be made by other probation or surveillance officers when authorized by the chief probation officer. Visual contacts shall be varied, scheduled and unscheduled.
 - b. Treatment provider contacts. The intensive probation officer shall have a minimum of one contact every ~~30 days~~ month with the intensive probationer's treatment provider.

- c. Collateral contacts. The intensive probation team shall have a minimum of one collateral contact regarding each intensive probationer every month ~~30 days~~, if applicable.

P. [No changes]