

# Process for Commitment to Work Education Release, Electronic Home Detention, Community Center for Alternative Programs, Community Work Program and Helping Hands Program

- The Community Corrections Division provides pre-trial and sentencing alternatives to secure confinement. These options are available for both misdemeanor and felony offenses.
- Work Education Release (WER), Electronic Home Detention (EHD) and the Community Center for Alternative Programs (CCAP), Community Work Program (CWP) and the Helping Hands Program (HHP), are program alternatives available to persons resolving criminal charges who are incarcerated or facing incarceration.
- In order to participate, a person must be statutorily eligible and ordered to the program by the Court. The Department of Adult and Juvenile Detention (DAJD), Community Corrections Division, does not determine eligibility.
- The Court may use the WER, EHD and CCAP alternatives pre-trial, at sentencing or for post sentencing violations. CWP and HHP are for sentenced individuals only.
- The Community Corrections Division strives to use evidenced-based practices that promote pro-social behaviors and lifestyles.

## WER, EHD, CCAP, CWP and HHP Program Descriptions

**WER** – located on the 10th floor of the King County Courthouse, Room 1028, WER is a residential program that allows participants to be released to go to work, attend school or treatment. Otherwise, they remain in a secure facility. Participants are assessed an application fee of \$25.00. They also pay a daily room and board fee calculated on a sliding scale based on their hourly rate of gross pay. See “Recovery of Incarcerations Costs,” King County Code 2.73.050. Offenders are involved in a case management process that directs them to structured programs and/or treatment. Court ordered random drug tests are conducted to monitor for illegal drug use and consumption of alcohol.

**EHD** – located on the 10th floor of the King County Courthouse, Room 1028, EHD allows individuals to serve their confinement in their home. Participants are monitored electronically and are confined to their homes except for attendance at work, school or treatment. Court ordered random drug tests are conducted to monitor illegal drug use and consumption of alcohol. The person wears an electronic bracelet that uses an electronic monitoring system and uses a land-line telephone to receive computerized random calls to the person’s residence. The participant must have a land-line capable of placing and receiving 1-800 (toll free) phone calls. Restrictions include: no call waiting, no answering machine, phone messaging, voice mail, call forwarding, privacy plus, no implanted medical devices (pacemaker, e.g.) no fax machine attached to phone line, no dial up modem or dial up internet connections and if the person works in a hospital or medical setting it may endanger the reading of certain reports (EKG, MRI, etc.). Program fees are the same as WER.

**CCAP** – is located on the first floor of the Yesler Building, 400 Yesler Way in Seattle. Enter the building on Terrace Avenue which is on the north side of the building. Use the door on Terrace Avenue marked “Public Entrance.”

**CCAP Basic** – pre-sentenced, pre-trial, requires participants to report by telephone 7 days per week. The Court may order random urinalysis tests.

**CCAP Enhanced** – participants typically report for programs and services offered from 9:00 AM to 4:00 PM, Monday through Friday. The goal of CCAP Enhanced is to assist the person in changing behaviors that have contributed to being charged with a crime. Participants receive an individual needs assessment and are scheduled for a variety of programs and services (see grid on opposite side). There are no fees for the on-site programs and services. CCAP also provides referrals to community-based programs. Court ordered random drug tests monitor illegal drug use and consumption of alcohol.

For WER, EHD and CCAP, caseworkers monitor participants according to their Conditions of Conduct Order. Participants are expected to abide by these conditions. If they fail to do so, they will be sanctioned according to the consequences indicated in each obligation on the Conditions of Conduct Order (see grid on opposite side for Violation Process).

**CWP** – is located in the Yesler Building, Room 420. Enter the building on Terrace Avenue which is on the north side of the building. Use the door on Terrace Avenue marked “Public Entrance.” This alternative is available for sentenced offenders in District Court and for individuals sentenced for non-felony charges in Superior Court. Sex offenses are not eligible for this alternative. Participants remain out of custody while serving their sentences in CWP. CWP staff assist participants in developing their work crew schedules. Drug Diversion Court may use CWP as a sanctioning option. CWP is for persons NOT being supervised by the Washington State Department of Corrections.

**HHP** – is located on the first floor of the Yesler Building, Room 113. Enter the building on Terrace Avenue which is on the north side of the building. Use the door on Terrace Avenue marked “Public Entrance.” The HHP alternative is a sentencing alternative in Superior Court. Participants remain out of custody while completing their community service obligations. HHP assists persons court-ordered to perform community service find a site to complete their hours of service and monitors compliance for cases NOT supervised by the Washington State Department of Corrections.

	Work Education Release (WER)	Electronic Home Detention (EHD)	Community Center for Alternative Programs (CCAP)	Community Work Program (CWP)	Helping Hands Program (HHP)
Location and hours of operation (all alternatives are located in Seattle)	KCCJ, 10th Floor, Room 1028 8:30 AM to 4:30 PM	KCCJ, 10th Floor, Room 1028 8:30 AM to 4:30 PM	Yesler Building, 1st floor 8:30 AM to 4:30 PM	Yesler Building, 4th floor, Room 420 7:30 AM to 4:00 PM	Yesler Building, 1st floor, Room 113 8:00 AM to 4:00 PM
Telephone Number	206-296-1240	206-296-1240	206-296-1735	206-296-1232	206-296-1199
Eligibility	Court ordered Pre-trial – sentenced Misdemeanor – felony	Court ordered Pre-trial – sentenced Misdemeanor – felony	Court ordered Pre-trial – sentenced Misdemeanor – felony	Court ordered Sentenced Non-felony	Court ordered Sentenced, NOT supervised by DOC Not available to District Court
RCW	RCW 9.94A.731, partial confinement	RCW 9.94A.734, partial confinement	RCW 9.94A.680, non-confinement	Superior Court: Conditions of Conduct District Court: Management Plan	RCW 9.94A.680
Access to Program	Requires two orders: 1. Order to WER 2. WER Conditions of Conduct Order	Requires two orders: 1. Order to EHD 2. EHD Conditions of Conduct Order	Requires two orders: 1. Order to CCAP 2. CCAP Conditions of Conduct Order	Requires one order: Judgment and Sentence, District Court Probation-Violation Order	Requires two orders: 1. Judgment & Sentence 2. Community Service Order to HHP
Types of Conditions of Conduct Orders	One	One	Two: CCAP Basic: daily phone contact and UA's as ordered by the Court CCAP Enhanced: daily attendance for programs and services	NA	NA
Classes and Services	Reentry Case Management Services provide linkages and referrals to community services. Access to The Learning Center (TLC) for Adult Education, GED, Computer Instruction, Life Skills to Work Program.	Reentry Case Management Services provide linkages and referrals to community services. Access to The Learning Center (TLC) for Adult Education, GED, Computer Instruction, Life Skills to Work Program.	State Certified Chemical Dependency Treatment; Housing Vouchers; Life Skills; Anger Management; Problem Solving; Decision Making; People Skills; DV Education; HIV and Health Education; Family Planning; Parenting; Family Relationships; Access to The Learning Center (TLC) for Adult Education, GED, Computer Instruction; Life Skills to Work; DSPS; Financial Services	Access to The Learning Center (TLC) for Adult Ed, GED, Computer Instruction, Life Skills to Work, Re-entry Services	Access to The Learning Center (TLC) for Adult Ed, GED, Computer Instruction, Life Skills to Work, Re-entry Services
Credit for time served	Yes	Yes	Yes	No	No
<b>VIOLATION PROCESS</b>					
Notice of Violation (NOV) sent to Court, Counsel, Prosecutor?	Yes	Yes	Yes	Yes	Yes
Superior Court: Pre-trial and Sentenced Transferred/remanded to secure detention or WER? Bench warrant requested for failure to return and other violations?	Transferred to secure detention Yes	Transferred to secure detention or WER Yes	Remanded to secure detention Yes	Remain out of custody until violation hearing No	Remain out of custody until violation hearing No
Violation Hearing for Pre-trial	Hearing scheduled by counsel typically in Criminal Presiding	Hearing scheduled by counsel typically in Criminal Presiding	Hearing scheduled by counsel typically in Criminal Presiding	NA, no pre-trial cases except Drug Court sanctions	NA, no pre-trial cases
Superior Court: Violation Hearing for Sentenced	In-custody SRA Calendar, Seattle, persons housed at RUC are transported to Seattle for the SRA	In-custody SRA Calendar, Seattle, persons housed at RUC are transported to Seattle for the SRA	In-custody SRA Calendar, Seattle, persons housed at RUC are transported to Seattle for the SRA	Out of custody SRA Calendar, Seattle	Out of custody SRA Calendar, Seattle
District Court: Pre-trial/Sentenced NOV sent to Court, Counsel, PAO? Violation Hearing?	Yes Scheduled by Court	Yes Scheduled by Court	Yes Scheduled by Court	No, email notification Scheduled by Court	NA