

<p style="text-align: center;">STATE OF VERMONT AGENCY OF HUMAN SERVICES DEPARTMENT OF CORRECTIONS</p>	<p style="text-align: center;"><u>INTERIM MEMO:</u> Sex Offender Housing Determinations</p>	<p style="text-align: center;">Page 1 of 1</p>									
<p>Applicability: Field and Facility Local Procedure(s) Required: No. Applicability: All staff (including contractors and volunteers) Security Level: “B” – Anyone may have access to this document.</p>											
<p>Approved:</p> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 33%;">SIGNED</td> <td style="text-align: center; width: 33%;">3/10/16</td> <td style="text-align: center; width: 33%;">3/14/16</td> </tr> <tr> <td style="text-align: center;"><hr/></td> <td style="text-align: center;"><hr/></td> <td style="text-align: center;"><hr/></td> </tr> <tr> <td style="text-align: center;">Lisa Menard, Commissioner</td> <td style="text-align: center;">Date Signed</td> <td style="text-align: center;">Date Effective</td> </tr> </table>			SIGNED	3/10/16	3/14/16	<hr/>	<hr/>	<hr/>	Lisa Menard, Commissioner	Date Signed	Date Effective
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When making determinations regarding whether or not to approve a residence for any sex offender with a furlough, probation, or parole condition that prohibits him/her from residing or being in areas near day care providers or areas frequented by children, staff members shall utilize the Department for Children and Families (DCF) Child Care Information System (<http://www.brightfutures.dcf.state.vt.us>) to determine whether or not the residence near any known, licensed, or registered child care provider.

If a staff member is unable to determine whether a residence is near a known, licensed, or registered child care provider, s/he shall contact the local DCF office for assistance.

The assigned Field Corrections Service Specialist (CSS) shall document the determination of whether or not the residence is near child care providers or areas frequented by children in contact notes in the Offender Management System (OMS).

When making a sex offender housing determination, staff shall also consider whether any applicable municipal ordinance restricts sex offenders from residing in designated areas of the municipality.