

EARLY DISCHARGE WORKBOOK OBJECTIVES

The following workbook is designed to help the probationer develop an awareness and understanding of an early discharge. Use of the workbook has the following objectives.

1. The probationer will understand that after his/her areas of need and legal responsibilities have been met, he/she may be discharged early from his/her probation sentence.
2. Provide a review of all the issues he/she has been dealing with and where he/she is at with each particular matter.
3. Help him/her prepare strategies and motivate him/her to resolve various issues of supervision in a timely manner.
4. Establish an understanding that collateral contacts can be a good reference and be a factor in discharge.
5. To create an understanding of the benefit of an early (honorable) discharge.

At this point in your supervision case, you are eligible for consideration for an early (honorable) discharge. Below please find a list of factors that will be evaluated when considering you for discharge. Next to each factor, please note where you are currently at with that issue. Please indicate issues that may have been completed/resolved. In the case of issues not completely resolved, please indicate your plan and time frame to address that factor. An early (honorable) discharge will be part of your record and will indicate a positive resolution of your case.

1. How long have you been on probation? _____

2. Have you maintained legal behavior with no new arrests and/or convictions? Yes No

3. Have you had any misconduct reports or violations of probation filed on your case? Yes No. If you answered yes to the above, please explain the outcome of those actions.

4. If restitution is a factor in your case, has it been paid in full? Yes No.

5. Have you established a responsible reporting record? Yes No.

6. Have you completed all recommended counseling programs? Yes No. If you have answered yes, please indicate date of completion and agency. If you answered no, please indicate your plans to finish up with this area.

7. If chemical dependency (drugs and alcohol) is an issue with your case, please indicate how long you have been abstinent and describe your current participation in a 12-step group (AA/NA).

8. Please note your current situation in school (or with a GED program). Note any success or problems to resolve. Indicate if you have graduated or earned your GED or dates you expect to achieve these goals.

9. Please note any success or progress you may have achieved in improving relationships with family members (spouse, parents, children, etc.).

10. Please note any success with securing or maintaining any significant employment opportunities.

11. Please list any other issues you have dealt with in a responsible manner that you feel should be considered at this time.

After completing the above survey of factors, please write a letter to your Probation Officer outlining your accomplishments since you were placed on probation and your plans and strategies to maintain legal behavior in the future.

Also, it is suggested that you have a collateral contact (spouse, parent, or significant other) write a letter to your Probation Officer indicating their sense of your responsible growth. It is important that you sign a release of information in order to have this person talk with the Probation Officer.