

## Treatment Notification Process

### PLEASE NOTE ITEM #4.

This law states that any person tried as an adult that offends out of the state of Colorado and is ordered by any legal entity to take treatment, and that offender comes to Colorado for treatment (does not apply to evaluation only) has to register by filling out attached form and being fingerprinted by local PD (if treatment center is within city limits) or county sheriff's office (if outside city limits) where treatment center is located.

Attached is the Notification of Out-of-State Offender Placement form and a sample Referral form.

1) **Treatment Center** fills out Notification of Out-of-State Offender Placement.

2) Send client to Police Dept where Treatment Center is located, **not where client lives**, to be fingerprinted and photographed with registration form **ONLY** (Form B). It does not matter if they have been fingerprinted and photographed elsewhere previously (separate laws). Client should know that the fingerprints need to be done on a **Red** card and they must return the Registration form (Form B) to the treatment agency. **Note:** If this is not done correctly it will have to be corrected in order to process the Notification paperwork

3) Fax or Email- filled in Notification of Out-of-State Offender Placement form (Form A), Registration form (Form B) a Release of Information Waiver specifically stating information can be released to DOC Interstate Compact, and any/all court documents regarding crime. **Note:** If any of the forms are missing or not completed this can delay the notification process.

4) Under no circumstances, is this client to receive treatment until you receive notification from this office, which generally takes two weeks (14) days.

### Upon Discharge from program:

1) Fill in bottom part of Notification of Out-of-State Offender Placement form.

2) Please note: Rebecca will be sending PD/Sheriffs office and CBI a letter

If you have any questions, please call Rebecca at 303-763-2441.