

## Termination of Supervision

### 623.1 PURPOSE AND SCOPE

The purpose of this policy is to set forth the guidelines and procedures for determining when supervision is no longer necessary and for recommending termination of supervision. This policy applies to all Probation Officers.

### 623.2 AUTHORITY AND REFERENCES

- Executive Committee;
- Penal Code §§ 1203.2 (b)(1), 1203.3(b)(1), & 3456;
- Welfare and Institutions Code §§ 786 & 791.

### 623.3 POLICY

A recommendation for termination of supervision may be completed when the objectives of supervision have been satisfied or they are no longer amenable to probation services.

### 623.4 JUVENILE WARDSHIP CASES

- (a) Cases will be reviewed by the officer and staffed with the supervisor to identify those suitable for termination of supervision.
- (b) Petitions to the juvenile court shall be done by Ex-Parte Memorandum according to the Exparte Application Notification Instructions.
- (c) Upon receipt of a termination order, the officer shall promptly complete a brief statement in the Juvenile Management System (JAMS) as to the type and date of termination.
- (d) All file close-out procedures and appropriate screens in JAMS shall be reviewed and updated.
- (e) If the court denies the termination, the reasons, if given, shall be recorded in JAMS. The officer shall review the case with the unit supervisor to establish the level of continued supervision.

### 623.5 ADULT CASES

#### 623.5.1 FORMAL PROBATION AND MANDATORY SUPERVISION

- (a) Upon an adult completing court-ordered requirements, reintegrating into the community, and paying all financial obligations, the officer may staff the case with the supervisor to consider termination. If termination appears warranted, the officer shall obtain statements from the following parties: the district attorney, the adult's attorney, and the victim.
- (b) Termination memorandums will be submitted to the court and documented in JAMS.

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#### 623.5.2 POST-RELEASE COMMUNITY SUPERVISION

- (a) Any adult on post-release supervision for six consecutive months with no violations of his or her conditions of post-release supervision that result in a custodial sanction may be considered for immediate discharge.
  - 1. After consulting with the supervisor, if termination appears warranted, complete a brief close-out summary and update appropriate screens in JAMS.
- (b) Any adult who has been on post-release supervision continuously for one year with no violations of his or her conditions of post-release supervision that result in a custodial sanction shall be discharged from supervision within 30 days.
  - 1. Complete a brief close-out summary and update appropriate screens in JAMS.

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