

201—45.3(910) Restitution.

45.3(1) *Restitution plan of payment.* There shall be a restitution plan of payment developed on those parolees who have been court ordered to pay restitution unless the court-ordered restitution plan of payment has been completed. Factors which must be considered in developing the restitution plan of payment are:

- a. Present income/employment
- b. Physical/mental health
- c. Education
- d. Financial situation
- e. Family circumstances

The district department shall have written policies and procedures governing the development and modification of the restitution plan of payment. Final approval of the restitution plan of payment shall be by the district director.

The approved restitution plan of payment shall be forwarded to the appropriate clerk of court by the district department or to the person responsible for collection, if collections are performed by the district department.

45.3(2) *Compliance.*

- a. The parolee shall submit payments in a timely manner to the clerk of court or district department.
- b. If payments are made to the clerk of the district court, the parolee shall provide the district department proof of payments.
- c. The district department will provide statements to the appropriate clerks of court when community service is ordered in lieu of financial restitution.