

**201—47.4(904) Program structure.**

**47.4(1)** The district department shall provide 24-hour housing and supervision of clients either directly or through a contract with other agencies or individuals.

**47.4(2)** Each client shall sign a supervision agreement approved by the department of corrections. Failure to sign said agreement or abide by the requirements therein shall constitute reason to recommend returning the client to an institution.

**47.4(3)** The district department shall ensure that all clients are involved in an appropriate continuum of programming which has been approved by the department of corrections.

**47.4(4)** Reserved.

**47.4(5)** The district department shall ensure, to the extent possible, that all capable clients are employed a minimum of 30 hours per week.

**47.4(6)** The district department shall comply with established policies and procedures to allow clients to leave the facility for treatment, employment, and food service when those activities are not provided at the facility. In all other circumstances, clients may only leave the facility without supervision in accordance with department of corrections furlough procedures.

**47.4(7)** The district department, or subcontractor, shall utilize the department of corrections policies and procedures concerning client discipline.

**47.4(8)** Each district department shall have policies and procedures for a restitution plan of payment for each client entering the program. Said policies and procedures shall comply with the Code of Iowa and local judicial procedure. Restitution payments shall be an integral part of each client's financial management.

**47.4(9)** The district department shall comply with established policies and develop procedures to ensure that the clients who are identified as needing continuing care receive follow-up treatment according to their identified needs. The client will receive correctional supervision following release from the facility unless the client's sentence has legally expired.

**47.4(10)** The district department shall have written policies and procedures which govern the medical care of OWI clients in case of emergencies, sudden illnesses, accidents, or death.

**47.4(11)** The district department shall comply with established policies and develop procedures to ensure that a report of violations and a transfer classification decision are completed timely on all clients who fail to satisfactorily complete the program and who are being recommended for placement at the Iowa medical and classification center/Iowa correctional institution for women.

**47.4(12)** The district department shall comply with established policies and develop procedures and criteria for recommending parole from the facility which shall include the completion of a department of corrections-approved continuum of programming.

**47.4(13)** Each client shall be awarded earned time in accordance with department of corrections policies and procedures. The district director or designee may recommend the loss of earned time pursuant to the same policy.

**47.4(14)** The district department shall comply with established policies and develop procedures which provide for visitation of clients. However, visiting privileges may be limited to the extent necessary for treatment, security, or management reasons.

**47.4(15)** Reserved.

**47.4(16)** The district department shall maintain and make available to the department of corrections requested data for the purpose of evaluating the facility and program.

**47.4(17)** The district department shall comply with established policies and develop procedures for addressing an escape when a client is absent from the facility without authorization or there is probable cause to believe the client is taking flight or involved in criminal activity.

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