

Butler County Adult Probation

Cognitive Behavioral Groups and Programming

As part of our commitment to evidence-based practice, the Department provides corrective thinking programming for both felony and misdemeanor offenders who are under the supervision of the Butler County Adult Probation Department. The corrective thinking groups are intended to educate offenders about responsible thinking and to provide them with the necessary tools to develop and use responsible thinking in their daily activities.

A variety of corrective thinking groups are offered in an effort to be more responsive to the needs of the offenders. We have the standard corrective thinking groups which use the Truthought curriculum; the corrective thinking groups with a substance abuse component, *Cognitive Behavioral Interventions for Substance Abuse*, developed by the University of Cincinnati Corrections Institute; and “fast track corrective thinking groups,” which use Carey Guides to engage participants in an individualized manner.

In accordance with best practices, the corrective thinking groups are divided by gender and offender risk level as determined by the Ohio Risk Assessment System (ORAS). There will be no more than ten offenders for each group facilitator.

The standard corrective thinking groups and the corrective thinking groups with a substance abuse component will only be available to those offenders that score at least as a moderate risk on the ORAS. The “fast track corrective thinking groups” will only be available to low risk offenders. Considering dosage levels, the duration of each group will be two hours one day per week for very high/high risk offenders, one hour and thirty minutes one day per week for moderate risk offenders, and one hour one day per week for low risk offenders.

Offenders can be ordered to complete the corrective thinking groups as an original condition of their community control, as a sanction for violating a rule in lieu of a probation violation, or as an additional sanction for a probation violation imposed by the Court.

To make a referral to the corrective thinking groups, the supervising officer will locate the corrective thinking group referral form under forms generation of Court View. The supervising officer will complete the referral form including the progress report/narrative, which is a brief description of why the offender is being referred to the program. Upon completing the referral form, the supervising officer will save the completed referral form in the S: drive and place the completed referral form in the mailbox of the quality assurance supervisor. The quality assurance supervisor will review the referral with the group facilitators to ensure the offender is placed in the most appropriate group. The quality assurance supervisor or a group facilitator will then promptly contact the offender to schedule the date on which the offender is to begin the specific corrective thinking group.

The quality assurance supervisor or group facilitator who contacted the offender will log the contact in the case log indicating the date on which the offender is scheduled to begin the corrective thinking group, and in which corrective thinking group the offender was placed. The quality assurance supervisor or group facilitator who contacted the offender will then e-mail the supervising officer that information, and will copy that e-mail to the case log as a log note under e-mail regarding offender.

Once the offender begins the corrective thinking group, the quality assurance supervisor will ensure that the appropriate notations are made on the bottom of the referral form in the area marked for CT group use only, will make a copy of that form for corrective thinking group records, and will place the original form in the mailbox of the supervising officer for filing. If the offender is not present to begin the corrective thinking group on the scheduled date, the quality assurance supervisor will promptly notify the supervising officer via e-mail and will provide another date on which the offender is to begin the corrective thinking group. The quality assurance supervisor will copy that e-mail to the case log as a log note under e-mail regarding offender. It will then be the responsibility of the supervising officer to contact the offender and inform the offender of the new date on which he or she is scheduled to begin the corrective thinking group.

If the offender does not begin the corrective thinking group on that rescheduled date, he or she will be rescheduled again following the same procedure. If the offender fails to begin the corrective thinking group after being scheduled to do so a third time, the corrective thinking group referral will not be considered and will be returned to the supervising officer for further action. The quality assurance supervisor will notify the supervising officer via e-mail that the corrective thinking group referral will not be considered due to the offender's continued failure to begin group. The quality assurance supervisor will copy that e-mail to the case log as a log note under e-mail regarding offender. The quality assurance supervisor will then make a copy of the referral form for corrective thinking group records and will place the original referral form in the mailbox of the supervising officer for filing.

During his or her initial corrective thinking group, the offender will be asked to sign a participation agreement outlining the basic guidelines of the group. The offender will also be asked to complete a confidence assignment rating the level of confidence he or she has in complying with the group guidelines. The group facilitator will collect those documents after group and will submit them to the quality assurance supervisor for record keeping.

The offender will be expected to attend group on a weekly basis, and the offender will be asked to sign the attendance form during each group. The group facilitator will submit the attendance forms to the quality assurance supervisor after each group so that the quality assurance supervisor can track group attendance. After each corrective thinking group, the group facilitator will log the discussion points of the group in the case log of each offender who was present for that group. If an offender is absent from group, the quality assurance supervisor will promptly notify the supervising officer via e-mail that

the offender was not present so that the supervising officer can address the matter with the offender. The quality assurance supervisor will copy that e-mail to the case log as a log note under e-mail regarding offender. If the offender accumulates four consecutive absences from group or is removed from group due to a probation violation, he or she will be terminated from group by way of unsuccessful termination due to excessive absence or due to a probation violation. The group facilitator will then prepare the termination report indicating the reason for unsuccessful termination and will submit it to the quality assurance supervisor. The quality assurance supervisor will then notify the supervising officer via e-mail that the offender was terminated from corrective thinking group and will copy that e-mail to the case log as a log note under e-mail regarding offender. The quality assurance supervisor will make a copy of the termination report for corrective thinking group records and will place the original in the mailbox of the supervising officer for filing.

For offenders in the standard corrective thinking groups and the corrective thinking groups with a substance abuse component, a feedback session will be coordinated with the supervising officer, the offender, the group facilitator, and the quality assurance supervisor approximately eight weeks after the offender has begun the corrective thinking group. The feedback session will consist of those individuals sitting down together, in a round table setting, to discuss the offender's progress in group and to listen to the input of the offender and any concerns he or she may have. If it is determined that the offender has had good attendance, good participation, and has adequately progressed in group, he or she may be terminated from group by way of successful termination at that feedback session. If, during the feedback session, it is determined that the offender has not adequately attended group, has not adequately participated in group, or has not adequately progressed in group, the offender will be given constructive feedback indicating the same and will be required to attend additional corrective thinking groups not to exceed fourteen total groups from the date he or she began group. The offender will be terminated from group by way of successful termination if he or she follows the recommendation of the feedback session.

After each feedback session, the group facilitator will log the discussion points of the feedback session in the case log. The group facilitator will prepare successful termination reports when appropriate and will be responsible for submitting completed successful termination reports to the quality assurance supervisor. The quality assurance supervisor will then notify the supervising officer via e-mail that the offender was successfully terminated from the corrective thinking group and will copy that e-mail to the case log as a log note under e-mail regarding offender. The quality assurance supervisor will make a copy of the successful termination report for corrective thinking group records and will place the original in the mailbox of the supervising officer for filing.

Offenders in the "fast track corrective thinking groups" will be required to attend six groups in order to receive a successful termination; however, if he or she attends five consecutive groups, the sixth group will be waived and the offender will be terminated successfully from the "fast track corrective thinking groups." Successful termination

reports for the “fast track corrective thinking groups” will be prepared and processed as described above, and the supervising officer will be informed of those terminations in the same manner as described above.