

## **Butler County Adult Probation**

### Offender Assessment, Evaluation and Investigations Unit

A manager assigned to this unit is responsible for maintaining the fidelity of all programs that involve assessments, evaluations and treatment of offenders assigned to the Department of Court Services for supervision. This unit consists of a Manager, the QA Supervisor, Supervisor of PSI's, Investigators and group facilitators.

To comply with the best evidence based practices, the Manager or designee observes all staff in cognitive behavioral treatment techniques to ensure that consultations with offenders are provided in a consistent manner, utilizing approved methods and techniques of Motivational Interviewing.

The Manager is acquainted with and reviews the various assessment and evaluation instruments utilized by the Department and monitors staff implementation and interpretation for consistency in making recommendations to the Court. Policy and procedure development as it relates to offender assessment, evaluation, distribution and recommendation is the responsibility of the Manager.

As the treatment liaison for the Department, the Manager responds to staff requests for referrals and maintains a directory of local treatment resources and assures that the Department is complying with Community Corrections Act standards. The Manager regularly staffs observations of staff with the appropriate unit manager to which staff is assigned.

This unit is also responsible for investigating offenders in the course of conducting a Presentence Investigation (PSI) for the Courts. The purpose of the PSI is to aid the Court in determining the appropriate sentence, assist correctional facilities in a classification and treatment program and to aid probation officers in rehabilitative efforts during supervision. Officers in this unit will conduct other investigations as ordered by the Court.