

**Reference Sheet
for
Programming and Structured Time Tracking Spreadsheet**

Education	
Dosage	Criminogenic
	Assessments
	GED/Literacy Classes
	School/College
	Practice Test Sessions
	Testing
	Case Management/EPICS Driven Session

Employment	
Dosage	Criminogenic
Case Management/EPICS Driven Session	Assessments
	Job Search, i.e., applications, recruiters, job fairs
	Any Employment Class
	Serv. Safe
	Interviews
	Employment Individuals, i.e., goal sheets
	Vocational/Technical School
	Re-entry - Employment Topics

Financial Situation	
Dosage	Criminogenic
Case Management/EPICS Driven Session	Budgeting Classes
	Benefit Referrals, i.e., SS, Veterans, Medicaid, Job and Family Services
	Re-entry – Financial Topics

Family and Social Support	
Dosage	Criminogenic
IOP Co-joint Sessions	Family Matters
TCU Social Skills Building (curriculum 4 sessions)	Structured Family Activities, i.e., family celebrations, PTA, school extra-curricular events, teacher’s meetings
Caseworker/Support System Meetings	Family/Couples Counseling
Case Management/EPICS Driven Session	Family Nights
Inside Out Dad	Re-entry – Family Topics

Neighborhood Problems	
Dosage	Criminogenic
Case Management/EPICS Driven Session	ATR Services
	Referrals for Housing
	Apartment/House Searching Activities
	Re-entry – Neighborhood Topics

Substance Use	
Dosage	Criminogenic
Treatment Readiness Group	Assessments
Out-Patient	12-Step Meetings
Intensive Out-Patient	Sponsor-related Activities
Intensive Out-Patient Individuals	Founder’s Day
Aftercare	Recovery Month Activities
K-2 Group	A Woman’s Journey
Opiate Group	Re-entry – Substance Use Topics
Case Management/EPICS Driven Session	Recovery Coach Sponsored Events
Recovery Coach/EPICS Driven	

Peer Associations	
Dosage	Criminogenic
Case Management/EPICS Driven Session	Church Activities, i.e., interactive social clubs/meetings, single’s club, ladies guild
	Pro-social Clubs with organized meetings, i.e., book clubs, work union
	Referrals to events with the focus of meeting or interacting with pro-social people

Criminal Attitudes and Behavioral Patterns	
Dosage	Criminogenic
Thinking for a Change	Assessments, i.e., CTS, Anger Management
Thinking for a Change Individuals	Re-entry Support Meeting
Thinking Errors	
Boosters	
Social Skills Sessions	
Motivation for Success/Orientation	
New Directions	
Anger Management	
Coping Skills	
Time Out	
Case Management/EPICS Driven Session	

Other	
Non-Criminogenic	Structured
Mental Health Sessions/Individual or Group	Meals
Crisis Counseling	Chores
Medical	Laundry
Clothing Referrals	Community Service
Planned Parenthood	Facility Upkeep
HIV/STD Sessions	Medication
Criminal Non-Support	Reflection
Church Services	Passes
Bible Study	Staff Supervised Recreation
Sunday School	Resident Meetings
Nutrition Classes	Visitation
Life Management Skills	Supervised Smoke Breaks

NOTE: Time staff practice social skills with clients on the floor can be counted for dosage hours as the topic relates to all the criminogenic needs.

INSTRUCTIONS

- **Spread Sheet is to be updated weekly.**
- **Record times in 15 minute increments**
- **Use information to evaluate client performance and progression through the program.**

/bjg (12/27/12)
JA-dosage folder