

## FREQUENTLY ASKED QUESTIONS

### Out of Area/Out of State Travel by People under Parole Supervision – June 2019

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**1. Q: If I am on parole supervision, live in New York State, and need to travel to another part of the state of New York (i.e. out of area travel), am I required to seek permission and/or a permit to travel?**

A: No, under DOCCS's recently updated travel pass policy, you don't need to seek permission or get a pass to travel within New York State, with two exceptions. First, you need to ask permission if you are considered to be part of a "high risk population" (see Question 2). Second, you need to ask permission if you will be staying overnight at a location, such as a hotel or a family or friend's home, that is not your approved residence. In these two cases, you must speak with your parole officer before traveling, and provide the travel details and obtain permission. You don't need a written pass for in-state travel.

**2. Q: What parolees are considered to be part of a high-risk population?**

A: Those individuals who are considered to be "high-risk" are as follows: SIST (Strict and Intensive Supervision and Treatment) respondents, Registered and Discretionary Sex Offenders, UBER parolees (pertains to certain individuals supervised in the Rochester area), SMI-V cases (individuals who have been designated as Seriously Mentally Ill with a propensity for violence by the Office of Mental Health), parolees with known gang affiliation, and parolees who are on GPS/EM monitoring.

**3. Q: I am not certain if I fall into the high-risk population. How can I find out if I am?**

A: If you are unsure if you fall into the high-risk category, ask your parole office before traveling out of the city or region in which you currently reside. Also, parolees who have been identified as high-risk will have a special condition imposed by the Parole Officer explaining exactly where they are allowed to travel without first obtaining approval from the Parole Officer.

**Q: May I travel to another state for employment or visiting purposes? Do I need a travel permit?**

A: Yes, you may travel to another state, and you will be granted permission for such travel unless you are in a high-risk category, or certain aggravating circumstances exist. Unlike in-state travel, you must ask for permission to travel out of state in all instances. You will receive an open-ended (no end date) permission if the travel is for work; for all other travel, the permission is for 45 days, although it can be renewed. Aggravating circumstances that may stop you from getting out-of-state permission may include, but are not limited to, an open arrest, confirmed use of a controlled substance without medical approval, or traveling to an area where a prior victim lives.

**Q: I just found out I have a family emergency in another state. How long will it take to obtain travel permission from my Parole Officer?**

A: In emergency situations that are time sensitive, every effort will be made to make the decision as soon as possible. In non-emergency situations, out of state travel permit requests must be approved or denied by DOCCS staff within 3 business days, provided you give DOCCS the information needed to consider the request, such as the reason for travel, dates of travel, travel destination and contact information, method of travel, and names of travel companions.

**Q: What are the reasons my travel permit request may be denied?**

A: Examples of reasons why a travel permit request may be denied include open arrests, unauthorized use of controlled substances, if the travel is near the residence of a past victim, etc. Also, if you are considered high-risk, your parole officer must consider your overall adjustment in the community, your compliance with conditions of release, and the purpose/duration of the travel.

**Q: If I do not think my Parole Officer was fair in denying my travel permit request, is there anything I can do?**

A: Yes. If you feel that the reason for denial of the travel permit was unfair, you may then request to speak with a supervisor. Parole Officers must discuss each travel permit request with a supervisor and are not allowed to deny the travel request without approval. Reasons for a denial must be documented. Additionally, you may avail yourself of the Parolee Grievance Program to appeal the decision of the Parole Officer and the supervisor (forms are available in the waiting room).

**Q: How do I apply to travel outside of the country (outside of the United States)?**

Any requests involving travel outside of the United States will require approval by the Regional Director or a higher-ranking official. Once you have provided all of the necessary information, your parole officer and supervisory staff can create a request on your behalf to send to the Regional Office for review.