
 Department of Corrections and Community Supervision DIRECTIVE	TITLE Definition of Terms		NO. 0002
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REFERENCES (Include but are not limited to) 7 NYCRR 1.5; Criminal Procedure Law Section 410.91; Sex Offender Management and Treatment Act; ACA Expected Practice 5-ACI-5E-08	APPROVING AUTHORITY 		

Unless otherwise defined in a directive, the following definitions apply to terms in the Policy and Procedure Manual:

- “Administrative Law Judge (ALJ)” means a Hearing Officer who is authorized to conduct parole revocation proceedings.
- “Alcohol and Substance Abuse Treatment Correctional Annex” means a medium security correctional facility consisting of one or more residential dormitories, which provides intensive alcohol and substance abuse treatment services to incarcerated individuals otherwise eligible for temporary release or mandated by the sentencing court.
- “Alcohol and Substance Abuse Treatment Facility” means a correctional facility designed to house medium security incarcerated individuals and operated for the purpose of providing intensive alcohol and substance abuse treatment services.
- “Area Office” means the community-based location where supervision and services are provided by Parole Officers to persons released to Community Supervision in that geographic location.
- “Area Supervisor/Bureau Chief” means the chief administrative officer of an Area Office, which provides supervision to individuals subject to Strict and Intensive Supervision and Treatment (SIST) or Community Supervision.
- “Commissioner” means the New York State Commissioner of Corrections and Community Supervision.
- “Community Supervision” means the supervision of individuals released into the community on temporary release, presumptive release, parole, conditional release, post-release supervision, or medical parole.
- “Correctional Camp” means a correctional facility consisting of a camp maintained for the purpose of including conservation work in the program of incarcerated individuals.
- “Correctional Facility” means any place operated by the Department and designated by the Commissioner as a place for the confinement of persons under sentence of imprisonment or persons committed for failure to pay a fine.
- “Department” means the New York State Department of Corrections and Community Supervision (DOCCS).
- “Detention Center” means a correctional facility for the temporary detention of persons taken into custody upon violation of parole or upon violation of a condition of release, or of persons being transferred from other correctional facilities, or of persons who are assigned to other correctional facilities for confinement but whose presence is required in court or for some other purpose at a location that is distant from the institution of confinement.

- “Diagnostic and Treatment Center” means a correctional facility operated for the purpose of providing intensive physical, mental, and sociological diagnostic and treatment services, including pre-parole diagnostic evaluation where requested by the Board of Parole, and scientific study of the social and mental aspects of the causes of crime.
- “Drug Treatment Program” means a facility operated by the Department to provide a program of intensive drug treatment services to individuals sentenced to parole supervision sentences pursuant to Section 410.91 of the Criminal Procedure Law or for certain parole violators.
- “General Confinement Facility” means a correctional facility for confinement and treatment of persons under institutional programs oriented to education, vocational training, and industry.
- “Hub” means a regional cluster of facilities that share administrative, support, and program services. The Hub consists of a “core facility” and “satellite facilities.”
- “Incarcerated Individual” means a person convicted of a felony or adjudicated as a youthful offender who has been committed to the custody of DOCCS under indeterminate or determinate sentence of imprisonment and is assigned to a correctional facility. The term “incarcerated individual” is now routinely used by the Department instead of the former term “inmate” to better reflect modern penological thinking.
- “Institution” means a correctional facility and any other place operated by the Department as a place for the confinement of persons.
- “Offender” means a person convicted of a felony or adjudicated as a youthful offender and committed to the custody of DOCCS under an indeterminate or a determinate sentence of imprisonment. For purposes of any Departmental directive, the term offender may also be used to mean an incarcerated individual, a releasee, or both.
- “Reception Center” means a correctional facility for reception, classification, and program-planning for purposes of confinement, treatment, and transfer.
- “Region” means a cluster of Area Offices where administrative, support, and program services are provided to persons subject to Community Supervision. A region is also the geographic area of responsibility for providing supervision.
- “Regional Director” means the chief administrative officer of a region.
- “Assistant Regional Director” means the assistant administrative officer of a region.
- “Releasee” means an individual released into the community on temporary release, presumptive release, parole, conditional release, post-release supervision, or medical parole who is under supervision by Community Supervision.
- “Residential Mental Health Treatment Unit” means housing for incarcerated individuals with serious mental illness that is operated jointly by the Department and the Office of Mental Health and is therapeutic in nature. Such units shall not be operated as disciplinary housing units, and decisions about treatment and conditions of confinement shall be made based upon a clinical assessment of the therapeutic needs of the incarcerated individual and maintenance of adequate safety and security on the unit. Such units shall include, but not be limited to, the residential mental health unit model, the behavioral health unit model, the intermediate care program, and the intensive intermediate care program.

- “Residential Treatment Facility” means a correctional facility consisting of a community-based residence in or near a community where employment, educational, and training opportunities are readily available for persons who are on parole or conditional release, and for persons who are or who will soon be eligible for release on parole who intend to reside in or near that community when released.
- “Shock Incarceration Facility” means a correctional facility designated by the Commissioner as an institution which may conduct the shock incarceration program for selected incarcerated individuals.
- “Strict and Intensive Supervision and Treatment (SIST)” means the regimen of supervision provided by Parole Officers to those sex offenders who were subject to a civil management petition, and found to suffer from a mental abnormality, as provided for by the Sex Offender Management and Treatment Act.
- “Superintendent” means the chief administrative officer of a correctional facility.
- “Supervising Superintendent” means the chief administrative officer of a Hub.
- “Vocational and Skills Training Facility (VAST)” means a correctional facility designated by the Commissioner to provide a Vocational and Skills Training (VAST) program to incarcerated individuals who need such service before they participate in a work release program.
- “Work Release Facility” means a facility designated by the Commissioner as an institution that may conduct a work release program.