

CASE  
2328

PROJECT-189

## INMATE CLASSIFICATION PROCESS

### 1. Initial Classification and Placement

SALLY ROGERS

U.S. Department of Justice  
National Institute of Justice

82667

This document has been reproduced from the personal or official collection of the U.S. Department of Justice. It is not to be distributed outside the Department of Justice.

For information on reproduction of this document, please contact the  
Ontario Ministry of Correctional  
Services

At the National Archives and Records Administration

Further reproduction of this document is prohibited without the permission of the copyright owner.



Ontario

MINISTRY OF	Honourable
CORRECTIONAL	Nicholas G. Leluk
SERVICES	Minister
	Archie Campbell, Q.C.
	Deputy Minister

DECEMBER 1981

82667

MINISTRY OF CORRECTIONAL SERVICES

PROVINCE OF ONTARIO

PLANNING AND SUPPORT SERVICES DIVISION

M.J. Algar  
Executive Director

PLANNING AND RESEARCH BRANCH

A.C. Birkenmayer  
Manager, Research Services

PROJECT STAFF

Tom McCallum  
Heather Pivnick  
Cheryl Swain

TYPIST

Juanita Williams

ISBN- 0-7743-7081-5

ACKNOWLEDGEMENTS

Sincere appreciation is extended to all of those individuals who have assisted in this study.

I am particularly grateful to Rhoda Weltman who was responsible for the implementation of the revised classification procedures. Her valuable input and enthusiastic support throughout the first phase of this study were much appreciated.

I would also like to acknowledge the ongoing assistance received from the Inmate Classification and Transfer Branch, especially Susan Hyne, the Provincial Co-ordinator of Classification, who recorded additional information for the purpose of this research.

A special note of thanks is also extended to each of the Classification staff in the Eastern Region for their assistance and continued co-operation in this research effort.

# ADMINISTRATIVE ABSTRACT

This is the first of two reports describing the inmate classification and transfer process in this Ministry. It focuses upon inmates receiving sentences of 90 to 729 days. These inmates are classified by Main Office. Inmates with lesser sentences are classified locally and were not included in this study.

The study sample consisted of 500 inmates who were assessed in the Eastern Region between October, 1980, and February, 1981. This report describes their classification by Main Office and initial placement. The second phase of this study will examine their program involvement and reclassification.

Inmates are classified to various Correctional Centres, according to their security requirements and treatment needs. Since 1980, field classification staff have provided the Co-ordinator of Inmate Classification at Main Office with inmate assessments containing all of the locally available data and their recommendations for placement and programming. The classification decision is based upon field staff's assessment coupled with the information in the inmate's Ministry file, if one is available.

Among the 500 cases in this study, there was a discrepancy rate of 19.4% between the placement recommended by the field classification staff and the placement designated by Main Office. A large proportion of these discrepancies involved recommendations and/or classifications to Maplehurst Complex and the two treatment facilities, the Ontario Correctional Institute (O.C.I.) and Guelph Assessment and Treatment Unit (G.A.T.U.). As far as could be determined, most of these discrepancies appeared to be attributable to a lack of precision in the existing classification guidelines, and a lack of feedback to field staff in cases in which the Co-ordinator of Inmate Classification felt the placement recommendations were inappropriate. Few discrepancies appeared to be attributable to the additional information in the Ministry file.

Almost two-thirds of the inmates in this study were classified to minimum security institutions. Of these minimum security inmates, approximately 18% were initially placed in Community Resource Centres (C.R.C.'s) and another 18% remained in the Jails and Detention Centres to which they had been admitted. The remainder were transferred to the minimum security Correctional Centres to which they had been classified.

In total, 71% of the study sample were transferred to Correctional Centres or treatment facilities. For these inmates, the classification and transfer process took an average of 25 days: approximately eight days for assessment, six days for classification, and eleven days for placement. Delays in assessment were related to outstanding charges and

heavy classification workloads in the larger institutions. Delays in placement were related to the inmate's security requirements. Inmates classified to Maplehurst (medium), Millbrook (maximum), O.C.I. and G.A.T.U. (treatment) waited an average of three weeks following classification before being placed, due to the chronic shortage of bedspace in these institutions.

As a result of the initial assessments which are now consistently provided for every inmate sentenced to over 89 days, the classification decision now reflects a much more comprehensive information base. Nevertheless, serious gaps still exist in both the documentation and transmission of information. At present, the inmate's security status is not recorded. Although it can generally be inferred from the institution designated for placement, this is not the case for classifications to Vanier Institute and Jails and Detention Centres.

A more serious information gap is the lack of documentation of the reasons supporting the classification decision. At present, these are only recorded for classification to Millbrook, O.C.I. and G.A.T.U. which represented only 10% of the cases in this study. Although the field classification staff record the reasons for their placement recommendation on the new classification form which accompanies the inmate's institutional file, the classification decision by Main Office does not always reflect these reasons. If the reasons for the initial classification are not recorded and communicated to the Receiving Institution, further classification decision-making is impeded. Documentation of the reasons supporting the classification decision is also required in order to evaluate the predictive validity of the classification criteria.

It was also noted that the Case Summary and Recommendations form which was designed to provide a chronological record of the inmate's incarceration experience is not always transferred with the inmate's institutional file, nor is it being consistently updated by the Receiving Institution and forwarded to Main Office at the time of the inmate's release. Unless this information is documented, the effectiveness of future classification decisions is reduced. Moreover, a system is needed to make this information available to field staff at the time of an inmate's reincarceration, or the entire assessment process will have to be repeated.

TABLE OF CONTENTS

	Page
ADMINISTRATIVE ABSTRACT .....	iii
LIST OF TABLES .....	vii
LIST OF FIGURES .....	vii
I INTRODUCTION .....	1
II METHODOLOGY .....	5
A. SAMPLE .....	5
B. DATA COLLECTION AND ANALYSES .....	5
III FINDINGS .....	9
A. CLASSIFICATION OF INMATES BY MAIN OFFICE ....	9
B. RECOMMENDATIONS VERSUS CLASSIFICATION .....	10
1. Reasons for Variations .....	10
2. Variations Related to Placement Recommended .....	12
3. Judicial Recommendations and Classification .....	14
C. LENGTH OF CLASSIFICATION AND TRANSFER PROCESS	16
1. The Assessment Period .....	17
2. The Classification Period .....	19
3. The Transfer Period .....	19
a. Transfer Time According to Admitting Institutions .....	20
b. Transfer Time According to Receiving Institutions .....	21
c. Classification Versus Actual Placement .....	22
i. Comparison of Rideau and C.R.C. Placement .....	22
ii. Inmates Remaining in Jails or Detention Centres .....	22
D. INMATE CHARACTERISTICS .....	24
1. Personal Demography .....	24

	<u>Page</u>
2. Current and Previous Convictions .....	24
3. Physical Problems .....	25
4. Mental or Emotional Instability .....	25
5. Learning Problems .....	26
6. Drug/Alcohol Problems .....	26
E. PROGRAMMING RECOMMENDATIONS .....	27
F. EVALUATION OF CLASSIFICATION DOCUMENTS .....	30
1. Initial Classification Report .....	30
2. Classification Information Form .....	32
3. Case Summary and Recommendations Form ...	32
IV DISCUSSION .....	35
V CONCLUSIONS AND RECOMMENDATIONS .....	39
VI REFERENCES .....	41
APPENDIX A - Summary of Information Contained in Classification Reports & A.I.S. ....	43
APPENDIX B - Summary of Information Contained in Initial Classification Report .....	47
APPENDIX C - Security Designations of Institutions Included in This Study .....	51

<u>LIST OF TABLES</u>	
<u>Table</u>	<u>Page</u>
1 INMATES' SECURITY NEEDS AT THE TIME OF INITIAL CLASSIFICATION .....	9
2 REASONS CLASSIFICATION COUNSELLORS' RECOMMENDATIONS WERE NOT ACCEPTED .....	12
3 VARIATIONS RELATED TO PLACEMENT RECOMMENDED ....	13
4 JUDICIAL RECOMMENDATIONS BY CLASSIFICATION .....	15
5 LENGTH OF TIME BETWEEN DATE OF SENTENCE AND DATE OF INITIAL PLACEMENT .....	16
6 LENGTH OF ASSESSMENT PERIOD AND PROPORTION OF ASSESSMENTS COMPLETED BY ADMITTING INSTITUTION .	19
7 NUMBER OF DAYS FROM DATE OF CLASSIFICATION TO DATE OF FIRST PLACEMENT BY ADMITTING INSTITUTION .....	20
8 NUMBER OF DAYS FROM DATE OF CLASSIFICATION TO DATE OF FIRST PLACEMENT BY RECEIVING INSTITUTION .....	21
9 SECURITY CLASSIFICATION BY FIRST PLACEMENT .....	23
10 PROPORTION OF ASSESSMENTS IN WHICH MENTAL OR EMOTIONAL INSTABILITY WAS INDICATED .....	25
11 PROPORTION OF INMATES WITH DRUG OR ALCOHOL PROBLEMS .....	26
12 SPECIFIC PROGRAM RECOMMENDATIONS .....	28
13 PROGRAMS RECOMMENDED BY PLACEMENT RECOMMENDED ..	29

<u>LIST OF FIGURES</u>	
<u>Figure</u>	<u>Page</u>
1 INMATES' TOTAL SECURITY NEEDS COMPARING RECOMMENDATIONS WITH CLASSIFICATION .....	11
2 LENGTH OF CLASSIFICATION PROCESS .....	18

## I INTRODUCTION

The term "classification", as used in a correctional setting, is a broad concept that relates to the process by which an inmate population is systematically divided into sub-groups based on their program and security needs. It is a continuous process embracing the time an individual is admitted to custody until he is released.

In most inmate classification systems, an underlying principle is that all inmates should be placed in the lowest custody level consistent with public safety. This principle is not only consistent with the aim of providing a system which is "just" but is also consistent with the aim of providing a system which is cost-efficient. Greater security translates into greater expenditure.

A system which ensures that inmates are not placed in greater custody than they require, or over-classified, is of particular importance at the present time because of the increasing demand for bedspace in the medium and maximum security facilities. While an increasing inmate population has been somewhat offset in the minimum security institutions through the increasing use of Community Resources Centres (C.R.C.'s), no alternative measures have been introduced for inmates requiring greater security. In view of these current pressures faced by correctional administrators, the development of an effective classification system is no longer just a worthy objective. Rather, it represents a vital element in effective correctional management. Without a thorough understanding of the custody and programming needs of the inmate population, optimal utilization of existing resources and rational facility planning is impossible. Recognition of this need for an effective classification system has been demonstrated in the past year through the implementation of revised classification procedures.

### Initial Classification at Admitting Institution

Prior to 1980, there were no standardized procedures for the initial classification of inmates admitted to Jails and Detention Centres. The only standard document was the Adult Information System (A.I.S.) form, which lacked space for recording Correctional Officer's personal observations and other types of information critical to decisions concerning supervision and housing assignments. To overcome this problem, the "Initial Classification Report" (I.C.R.) was designed, and gradually implemented throughout 1980. A training session concerning completion of this form was offered to Correctional Officers in all of the Jails and Detention Centres.



### Classification of Inmates Sentenced to 90 Days or More

Inmates on remand in custody and inmates sentenced to less than 90 days are normally held in the Jails or Detention Centres to which they are admitted. For inmates sentenced to 90 days and over, a central classification system is employed wherein classification is completed by the Inmate Classification and Transfer Branch at Main Office from information provided by the admitting institutions. Prior to 1980, there were only two consistent sources of information upon which the classification decision was based: the A.I.S. and the inmate's Ministry file. Because these sources did not always provide sufficient information to assign inmates to appropriate settings, twenty-three Classification Officers were hired to augment existing Social Service staff in providing initial assessments for every inmate sentenced to 90 days or more. The total assessment package includes various forms and documents containing information acquired from institutional records, institutional staff, the Probation and Parole Service, the Police Department, and the inmate.

This study was initiated to examine the impact of these revised procedures upon the existing classification system employed by this Ministry. One method of evaluating new classification procedures is to examine whether the system has been brought into better balance in terms of under- or over-utilization of available facilities. A comparison of data for January, 1980, and January, 1981, indicated that the utilization of minimum facilities increased more than the utilization of the more secure facilities (+7.3% versus +4.4%). However, it must also be noted that the more secure facilities were already operating at levels close to capacity, limiting the potential for increased utilization. On the other hand, it has been observed that the waiting lists for the more secure facilities are growing. Unfortunately these observations could not be empirically demonstrated because prior to April, 1981, data recording the number of inmates awaiting transfer were not systematically kept.

Lack of historical data also prevented a comparison of the proportions of inmates initially classified to the various security levels prior and subsequent to the revised procedures. Classification and transfer information was not retained by this Ministry after the inmate's warrant expiry date. Nor could historical data be retrieved from the A.I.S., because the inmate's classification status is not recorded. While the inmate's security status could have been inferred from his actual placement, this would have excluded approximately 30% of the population who are sentenced to 90 days or more, and are not transferred to Correctional Centres.

A change in the proportion of transfers, following initial placement, is another measure of the appropriateness of the initial classification. These data will be explored in the second phase of this study, although it is suspected the results may be somewhat inconclusive. Transfers following

the initial placement are generally based on behaviour problems and therefore tend to reflect under-classification. Over-classification is more difficult to detect. Reclassification downwards tends to be less frequent because in cases where inmates indicate a satisfactory institutional adjustment, correctional administrators try to avoid unnecessary disruption to an inmate's program.

Due to the lack of historical data, an impact evaluation of the revised procedures was not possible. As a result, the model adopted for this research represents a process evaluation. The current classification procedures were monitored, and problems associated with the current procedures were identified. In addition, this initial phase of the study was able to provide an inventory of the security and primary programming needs of the current inmate population.

This investigation was confined to inmates sentenced in the Eastern Region of the Province and, therefore, some of the statistics presented may not be representative of other Regions. Nonetheless, the Eastern Region enjoys a high proportion of experienced classification personnel and a Regional Director who has demonstrated a strong commitment to implementing the revised procedures, and therefore, it is reasonable to assume that the problem areas identified by this research are generalizable to the Province as a whole.

## II METHODOLOGY

Two phases of data collection and analyses comprise this study. This report addresses issues related to initial classification and placement. The second report will focus on issues related to program implementation and further reclassification.

### A. SAMPLE

The sample consisted of 500 inmates sentenced to 90 days or more who were assessed between October 27, 1980, and February 20, 1981, in the Eastern Region of the province. This Region was selected for this study because of the interest expressed by its personnel, and because it appeared to be making the most headway in implementing the new forms and procedures at the time the study was initiated.

The Eastern Region accounts for 16.5% of provincial sentences ranging from 90 days to 729 days. Within its boundaries are eleven admitting institutions: nine Jails and two Detention Centres. It also contains two Correctional Centres - Rideau, a minimum security institution which serves the Eastern Region, and Millbrook - a maximum security institution which receives inmates from the entire province. Eastern Region inmates must be transferred to other Regions for placement in a medium security Correctional Centre or a treatment centre.

### B. DATA COLLECTION AND ANALYSES

The data analyzed in this study were collected from two main sources: Inmate Records at Main Office and the Inmate Classification and Transfer Branch. Each of the Classification Officers\* in the Eastern Region provided the researchers with the names of each of the inmates assessed within the study period. When the classification process had been completed by the Inmate Classification and Transfer Branch, the assessment documents, which also noted the Main Office classification decision, were forwarded to Inmate Records for inclusion in the inmate's Ministry file. Assessments completed in the Eastern Region were set aside for the researchers, and any names not included in the original list were added to the sample. A total of 580 names were recorded. Eighty of these cases were eliminated from the analyses because they were not new admissions, or because the Case Summary and Recommendations form, which is the major classification document, was not received. In the latter case, it is possible the new classification form had not been implemented or that the classification process was incomplete at the termination of data collection.

---

\* Although "Classification Officer" is used throughout this report to describe the field classification personnel, their actual job titles varied. All of the classification staff in the Eastern Region held Masters' Degrees in Social Work or Criminology.



CASES ELIMINATED

Parole violators	19
Reclassifications	18
Penitentiary inmates	2
Case Summary not received	<u>41</u>
	80
	—

Transfer data were obtained from the Inmate Classification and Transfer Branch to determine the length of the initial classification process and the inmates' actual placement. Data collection was terminated April 3, 1981, which was seven weeks after the latest sentence included in the sample. For the purpose of this research, the Provincial Co-ordinator of Classification also recorded reasons for the classification decisions which did not reflect the Classification Officer's recommendation for placement.

Five major documents or forms which were often included in the assessment package are briefly described below. The percentage which is noted beside each title indicates the proportion of assessments analyzed which contained each document. The three new forms which were introduced with the revised classification procedures are evaluated in the body of this report.

1. Case Summary and Recommendations Form (100%) - completed by the Classification Officer at the time of the assessment; contains a description of the inmate's previous community adjustment, health, previous education and employment, and security and program needs. Following classification, the purpose of the form is to provide a chronological record of modifications to program plans, the implementation of programs, the inmate's behaviour and a discharge summary.
2. Classification Information Form (98.2%) - completed by the Classification Officer at the time of his/her personal interview with the inmate; contains information regarding circumstances of the offence and previous criminal history.
3. Adult Information System Card (94.2%) - completed by Correctional staff at the time of the inmate's admission; contains demographic data, current offence, aggregate sentence and the Judge's recommendation(s).
4. Initial Classification Report (67.8%) - completed by Correctional staff at the time of the inmate's admission; used for internal classification purposes within the admitting institution; describes Correctional staff's initial impressions of the inmate, and any information offered by the police.

5. Presentence Report (27.8%) - completed by Probation and Parole Officers; included with classification documents if available.

III FINDINGS

A. CLASSIFICATION OF INMATES BY MAIN OFFICE

Inmates sentenced to 90 days and more were classified by Main Office according to the inmate's security and treatment needs. The inmate's security status (i.e. minimum, medium or maximum) was not recorded; instead the inmate was assigned to a specific institution. Based upon the level of security provided by the institution designated, the security needs of the inmates in this study are presented in Table 1. (See Appendix C for a description of the institutions in this study.) Because assessment and treatment were primary considerations in classifications to the Ontario Correctional Institute (O.C.I.) and the Guelph Assessment and Treatment Unit (G.A.T.U.), these classification decisions are identified separately under "treatment".

In a small proportion of cases the inmate's security needs could not be inferred from the placement designated. For example, all of the 15 women in this study were classified to Vanier Institute, which is the only provincial Correctional Centre for women. To clarify their security needs, the initial placements of these women were examined. It was found that nine of these inmates were transferred to Vanier while the others remained at the Jail or Detention Centre. Those who were transferred to Vanier were considered to have medium security requirements; the rest were considered "minimum", because they had usually been recommended for community programming.

Only 1.8% (9) of the inmates in this study were classified to Jails or Detention Centres, but these classifications were the most ambiguous. Reasons supporting these classification decisions also did not specify the inmate's security needs (i.e. local programming, parole pending, protective custody, further charges). Nevertheless, because most of these inmates were recommended for community programming, they are included under minimum security in Table 1.

TABLE 1

INMATES' SECURITY NEEDS

AT THE TIME OF MAIN OFFICE CLASSIFICATION

SECURITY LEVEL	%	#
Minimum	65.2	(318)
Medium	24.8	(121)
Maximum	4.3	( 21)
Treatment (O.C.I. or G.A.T.U.)	5.7	( 28)
Preceding page blank	100.0	(488)*

\* Classification data was missing in 12 cases

## B. RECOMMENDATIONS VERSUS CLASSIFICATION

An important measure of an effective classification system is the extent to which the classification criteria provide uniformity in decision-making. To evaluate the existing classification criteria, the placements recommended by the Classification Officers were compared with the placement designated by Main Office.

Determining which cases represented variations (or inconsistencies) in decision-making was often difficult. In order that the reader can evaluate the variations reported, the types of cases counted as variations by the researchers are defined below:

- 1) The institution recommended was different from the institution designated by Main Office.
- 2) A specific security level, rather than an institution was recommended, and this security level was not reflected in the placement designated by Main Office.
- 3) The recommendation was unclear or not stated.
- 4) It was recommended that the inmate "remain in jail" and the inmate was classified to a medium or maximum security Correctional Centre.

This fourth condition deserves further explanation. In 29% (140) of the cases in this study, the Classification Officer recommended that the inmate remain in the Jail or Detention Centre to which he or she was admitted. This recommendation was made to facilitate an inmate's placement in a C.R.C., for compassionate reasons, or to allow the inmate to participate in local programming. As a matter of Ministry policy, all inmates sentenced to 90 days or more were classified to Correctional Centres by Main Office. This classification provided the basis for decision-making in the event that the local placement broke down, and therefore was not considered to be at variance with the recommendation "to remain in Jail". Inconsistencies in decision-making in these cases were difficult for the researchers to identify; however, because this recommendation was usually offered to facilitate community programming, those cases (12) in which the inmates were classified to medium or maximum facilities were counted as variations. It should be noted here that, regardless of the placement designated by Main Office, an inmate could remain at the Jail or Detention Centre or be transferred to a C.R.C. if written approval was received from the Regional Director. Based on the foregoing explanation, inconsistencies in decision-making were noted in 19.4% (97) of the 500 cases in this study.

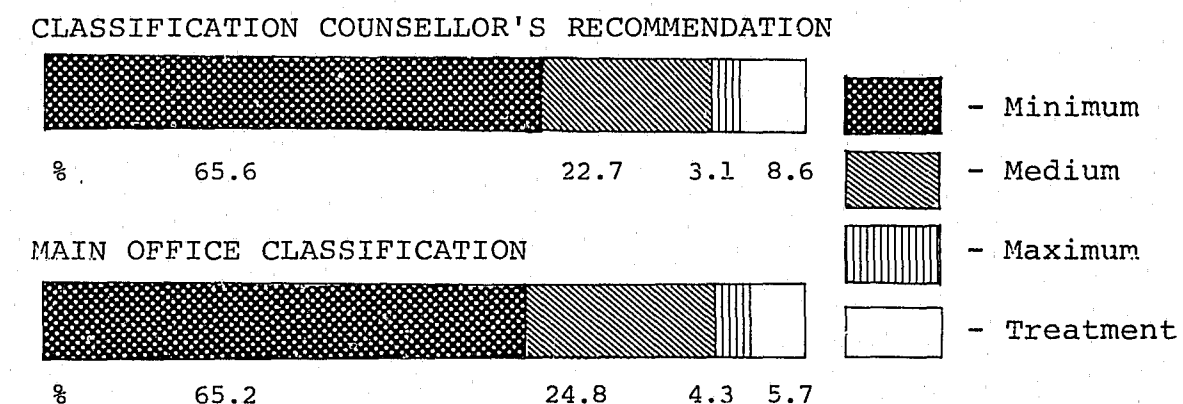
### 1. Reasons for Variations

In order to examine whether there was a difference between the Classification Officers and Main Office in terms

of their emphasis on security, the security recommended was compared with the inmate's classification. The data in Figure 1 indicate that the emphasis on security was similar although, as noted previously, there was some disagreement as to which inmates comprised the various levels.

FIGURE 1

### INMATES' TOTAL SECURITY NEEDS COMPARING RECOMMENDATIONS WITH CLASSIFICATION



In 17.5% (17) of the 97 variations, the inmate was classified to a less secure setting than that recommended by the Classification Officer (see Table 2). In these cases, the Provincial Co-ordinator of Classification felt that there was insufficient evidence in the assessment documents and Ministry file to support the higher level of security recommended.

In 26.8% (26) of the cases, inmates were classified to a higher level of security. Reasons for the higher security level were as follows: arson or sex-related offences; heavy involvement in drug trafficking; a history of violent offences and/or behaviour; evidence of a need for protective custody; attempted suicide; or immigration status. In a few cases, a higher security level resulted if the inmate was considered to be very "experienced", as indicated by a long criminal history, particularly if it included penitentiary time.

Not all of the variations reflected disagreement concerning the inmate's security requirements. In fact, a large proportion (37.1%, 36) of the variations were related to assessment/treatment considerations. Reasons for the classification decisions in these cases are discussed in the following section. It was also found that a few of the variations reflected administrative considerations. In several cases an inmate was classified to a different

institution than recommended to separate him from the co-accused or to place him in an institution in his home community.

TABLE 2

REASONS CLASSIFICATION COUNSELLORS'  
RECOMMENDATIONS WERE NOT ACCEPTED

REASONS FOR VARIATIONS	#	% OF VARIATIONS n=97	% OF TOTAL SAMPLE n=500
More security needed	26	26.8	5.2
Less security needed	17	17.5	3.4
Inappropriate candidate for treatment centre	23	23.7	4.6
Assessment/treatment Centre required	9	9.3	1.8
Treatment Centre switched (O.C.I./G.A.T.U.)	4	4.1	0.8
Recommendation unclear or not stated	7	7.2	1.4
Similar security but different placement	11	11.4	2.2
TOTAL	97	100.0%	19.4

2. Variations Related to Placement Recommended

The data in Table 3 indicate a high incidence of variations among recommendations for O.C.I. and G.A.T.U. Inmates who were recommended for these institutions for alcohol treatment were classified to Rideau if they did not appear to be security risks. Rideau also offers an alcohol program, and thus could meet both the inmate's security and programming needs. In other cases, inmates were judged to be inappropriate candidates for O.C.I. or G.A.T.U. because of their past performance at these institutions or other evidence that indicated they would be unreceptive to treatment.

The decision to classify an inmate to O.C.I. or G.A.T.U. when this placement had not been recommended was usually based on the nature of his offence (arson or sex-related) or a psychiatric assessment which implied a need for further assessment or treatment. If an inmate was recommended for O.C.I. and there was evidence that he needed a higher

level of security (i.e. he was violent, suicidal or needed protective custody), he was classified to G.A.T.U. which was able to provide cellular accommodation. Based upon the high proportion of variations among cases involving O.C.I. and G.A.T.U., it appears that neither the selection criteria nor the security status of these institutions were clear to the Classification Officers.

TABLE 3

VARIATIONS RELATED TO PLACEMENT RECOMMENDED

PLACEMENT RECOMMENDATION	PROPORTION VARIED #	%
Rideau, Mimico, Burtch	(17 of 176)	9.7
Maplehurst	(14 of 36)	38.8
Guelph	(17 of 63)	27.0
Millbrook	( 3 of 15)	20.0
O.C.I.	(20 of 32)	62.5
G.A.T.U.	( 7 of 10)	70.0
Vanier	( 0 of 10)	0.0
Jail or Detention Centre	(12 of 148*)	7.4
No specific recommendation	( 7 of 7)	100.0
TOTAL	(97 of 500)	19.4%

\* 140 recommended to remain in Jails or Detention Centres;  
8 recommended to be transferred to another Jail or Detention Centre.

Confusion surrounding Maplehurst Complex also resulted in a large proportion of the variations noted. Technically, Eastern Region inmates do not have access to Maplehurst, and inmates requiring medium security are supposed to be classified to Guelph. The data in this study demonstrated that many exceptions are made to this policy. In fact, 7.2% (36) of the sample was recommended for Maplehurst and 9% (45) was classified to this institution. As agreement between the recommendations and classifications to Maplehurst existed in only 21 of these cases, it would appear that both the admission criteria and the Ministry policy regarding this institution need further clarification.

Ten of the inmates recommended for Maplehurst were classified to minimum security institutions. This finding suggests that some of the Classification Officers may not be

fully aware of the degree of security which Maplehurst provides. It was also noted that recommendations for Maplehurst in lieu of Guelph tended to reflect programming considerations (i.e. vocational training), whereas the classification decisions were based upon the difference in institutional climate between these two institutions (i.e. young, inexperienced inmates were classified to Maplehurst rather than Guelph).

Surprisingly, few of the variations between the recommendations and classification decisions appeared to be attributable to the information in the Ministry file which is available to the Provincial Co-ordinator of Classification. Where this was the case, the reason for the variation was related to the inmate's previous institutional behaviour, rather than the inmate's criminal history which was usually well documented in the Classification Officer's assessment.

### 3. Judicial Recommendations and Classification

Judicial recommendations were noted on only 30% of the cases examined. Three-quarters of these were recommendations that the inmate be considered for the Temporary Absence Program for employment purposes. Only 7.4% of the 500 cases contained judicial recommendations for drug, alcohol or vocational programs or psychiatric assessment (see Table 4).

Whether or not the judicial recommendations were implemented cannot be ascertained until the second phase of this study when the release data is examined. Nevertheless, over 80% of the inmates whom the Judges identified as appropriate candidates for a Temporary Absence Program received a minimum security classification, and nearly all of the inmates recommended for treatment or vocational programs were classified to institutions in which these programs were available.

TABLE 4

JUDICIAL RECOMMENDATION BY CLASSIFICATION

JUDICIAL RECOMMENDATION	MAIN OFFICE CLASSIFICATION				
	MINIMUM SECURITY	O.C.I. OR G.A.T.U.	MEDIUM/ MAXIMUM SECURITY	TOTAL	
	#	#	#	%	#
Alcohol treatment	8	2	3	2.6	( 13)
Drug treatment	4	1	3	1.6	( 8)
Psychiatric assessment/treatment	2	9	2	2.6	( 13)
Educational/vocational program	0	0	3	0.6	( 3)
Immediate 'temporary absence'	64	0	11	15.0	( 75)
No objection to 'temporary absence'	24	0	10	6.8	( 34)
No recommendation by Judge	234	16	104	70.8	(354)
TOTAL	336 (67.2%)	28 (5.6%)	136 (27.2%)	100.0%	(500)



### C. LENGTH OF THE CLASSIFICATION AND TRANSFER PROCESS

A primary issue addressed by this research was the length of the classification and transfer process. Of the 500 inmates in this study, 82.6% (413) were transferred from the Jail or Detention Centre to other facilities. One-half of these inmates were placed within three weeks following sentencing (see Table 5); however, a considerable amount of variation in placement time was noted. A few inmates were transferred immediately after being sentenced, while others remained in the admitting institution for as long as three months.

TABLE 5

#### LENGTH OF TIME BETWEEN DATE OF SENTENCE AND DATE OF INITIAL PLACEMENT

LENGTH OF TIME	PROPORTION OF INMATES	
	%	#
1 - 14 days	28.2	112
15 - 21 days	23.2	92
22 - 30 days	23.2	92
31 - 42 days	13.6	54
Over six weeks	11.8	47
Not transferred	-	79
Missing data/not applicable*	-	24
TOTAL	100.0	500

\* Date of transfer was unavailable for 16 inmates, 13 of whom were transferred to C.R.C.'s, and eight inmates were released on a Judge's order shortly after sentencing.

Reasons for lengthy delays and variations in transfer time are discussed in this section. To clarify this discussion, the classification and transfer process is analyzed within the context of three separate processes.

1. The Assessment Period - Date of sentence to the date the Classification Officer completed the inmate's assessment;
2. The Classification Period - Date of assessment to the date of classification by Main Office;

3. The Transfer Period - Date of classification to the date of placement in the designated institution.

The average length of time between the date of sentence and the date of initial transfer was 25.4 days. Divided among the three separate processes involved, this represented an average of 7.8 days for assessment, 6.4 days for classification, and 11.0 days for the inmate to be placed in the institution designated (see Figure 2). Inmates transferred to C.R.C.'s were excluded from the calculation of average transfer time. These transfers were carried out by the local administration and are therefore discussed separately.

#### 1. The Assessment Period

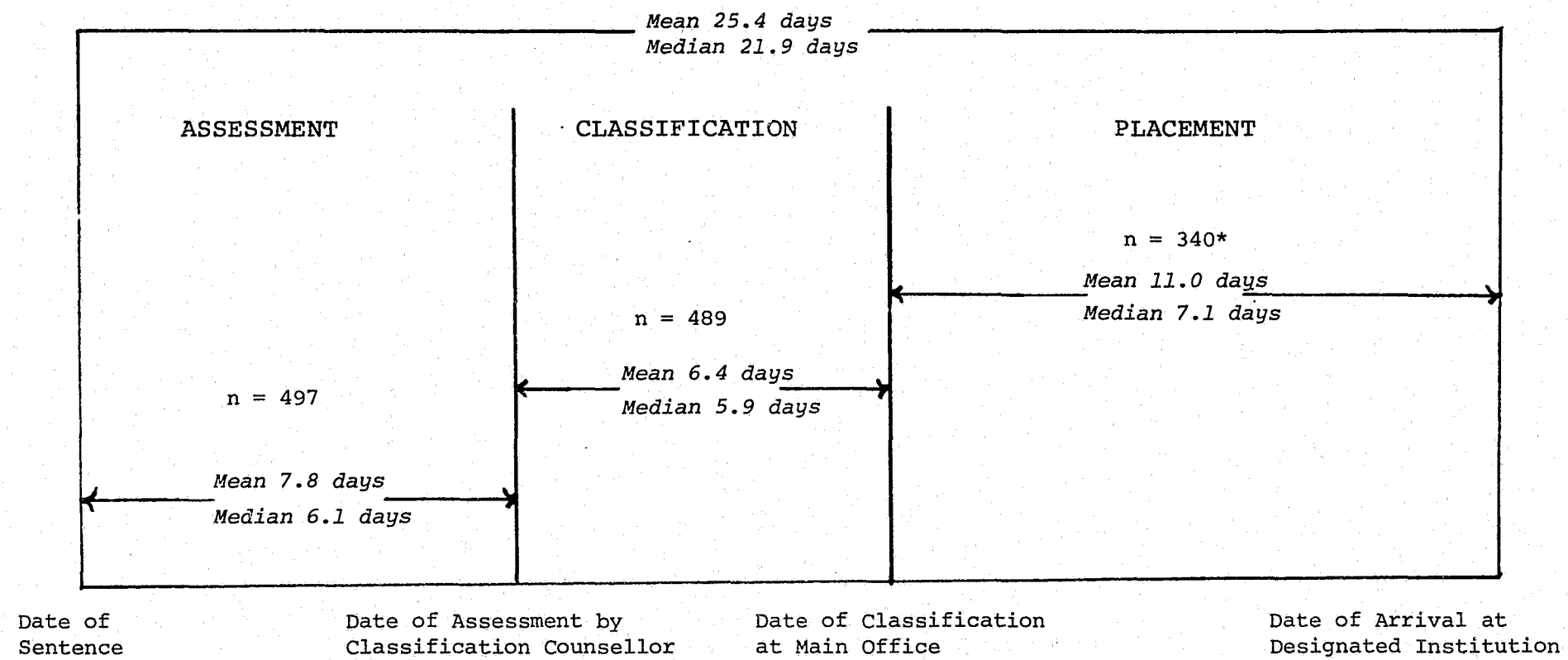
One-half of the assessments were completed within six days following the inmate's sentence date, although assessment periods ranged from 1 to 111 days. In some cases, assessments were deliberately delayed until after an inmate's outstanding charges had been dealt with. In other cases, the delays seemed to be related to heavy classification workloads.

At the time of this study, ten persons were responsible for providing initial inmate assessments in the eleven Jails and Detention Centres within the Eastern Region. The three largest institutions generated 62.6% (313) of the assessments completed. Each of these institutions (Whitby, Quinte, and Ottawa-Carleton) had full time Classification staff. During the period of the study, the Classification Officer at Ottawa-Carleton, who also serviced Cornwall and L'Orignal Jails, completed an average of over nine assessments per week. The smaller Jails which generated one to three assessments each per week were serviced on a weekly basis by Classification staff from Rideau and Millbrook Correctional Centres. Initially, some concern had been expressed that providing classification services only one day a week would create delays in the smaller institutions. Based on the data in this study, this concern was not substantiated. As indicated in Table 6, assessments were completed in a shorter length of time at the smaller Jails than at the larger institutions; an exception was Quinte Detention Centre which completed assessments in an average of only four days.

Apart from the problem of larger classification workloads in certain institutions, reasons for other variations in assessment time were not evident. However, it is possible that administrative procedures may have delayed the process slightly. In a number of cases, an interval was observed between the interview date and the date the assessment was approved by a senior staff member prior to forwarding the assessment to Main Office.

FIGURE 2

LENGTH OF CLASSIFICATION PROCESS



\* Inmates who remained in jail or were transferred to C.R.C.'s have been excluded from the average transfer time.

TABLE 6

LENGTH OF ASSESSMENT PERIOD AND  
PROPORTION OF TOTAL ASSESSMENTS  
COMPLETED BY ADMITTING INSTITUTION

ADMITTING INSTITUTION	PROPORTION OF ASSESSMENTS		NO. OF DAYS	
	%	#	MEAN	MEDIAN
Whitby	20.8	(104)	12.6	9.9
Ottawa-Carleton D.C.	23.8	(119)	10.0	8.5
Cornwall	4.8	( 24)	9.9	9.0
Perth	2.2	( 11)	9.1	6.0
Brockville	4.8	( 24)	8.5	5.3
L'Orignal	2.2	( 11)	6.7	5.8
Cobourg	2.8	( 14)	6.1	5.5
Quinte	18.0	( 90)	4.1	2.7
Peterborough	8.8	( 44)	4.0	2.1
Lindsay	7.4	( 37)	2.8	1.3
Pembroke	4.4	( 22)	2.6	2.3
TOTAL	100.0	(500)	7.8	6.1

2. The Classification Period

It took an average of 6.4 days from the most recent date noted on the classification documents to the date of classification by Main Office. Occasionally, cases required additional investigation by the Provincial Co-ordinator of Classification before the classification decision could be made, however, most classifications were completed within 48 hours after the classification documents were received. Assuming the information was forwarded to Main Office on the date noted above, the remaining time (four days) was attributable to the mailing process.

3. The Transfer Period

Seventy percent (348) of the inmates in this sample were transferred to Correctional Centres. The average length of time between the Main Office classification and the inmate's transfer was eleven days. While some transfers took up to 81 days, only 8.0% (28) of the inmates were held at the Jail or Detention Centre one month or more following classification.

Lengthy delays in transferring inmates were primarily due to inmates being held for trial on other charges.

Most inmates were transferred directly to the designated institution with only 24 being admitted to another Jail or Detention Centre while enroute. Only ten of this latter group were delayed for over a week - three inmates were transferred prematurely due to overcrowding at the admitting institution, while the remaining seven were being transferred to other Regions. Considering that 29% (146) of the inmates in this study were transferred out of the Eastern Region, the proportion delayed in transit (4.8%, 24), did not appear large.

(a) Transfer Time According to Admitting Institution - The transfer time among the admitting institutions ranged from an average of 5.2 to 19.1 days (see Table 7). Reasons for the variations among institutions could only be surmised. The most rapid transfers occurred at Peterborough Jail. This institution is usually overcrowded and, consequently, efforts are probably made to transfer inmates out as quickly as possible. L'Orignal and Pembroke Jails retained inmates the longest. Overcrowding is not a problem at these institutions, and because they are fairly remote they may be serviced less frequently by the Bailiff's buses.

TABLE 7

NUMBER OF DAYS FROM DATE OF CLASSIFICATION TO  
DATE OF FIRST PLACEMENT BY ADMITTING INSTITUTION

ADMITTING INSTITUTION	AVERAGE NO. OF DAYS		
	n	MEAN	MEDIAN
L'Orignal	10	19.1	7.5
Pembroke	21	18.9	8.8
Lindsay	28	15.4	13.1
Perth	8	13.0	3.5
Whitby	61	11.9	7.9
Cobourg	13	11.4	9.0
Brockville	15	10.6	7.3
O.C.D.C.	75	10.1	6.3
Quinte	56	8.5	4.5
Cornwall	20	8.2	7.2
Peterborough	33	5.2	2.4
TOTAL	340*	11.0	7.1

\* Excludes: Transfers to C.R.C.'s (61), penitentiary, Quebec (2), missing data (12).

(b) Transfer Time According to Receiving Institution - Transfers to Vanier Centre for Women were the quickest, the mean length of time being only two days following Main Office classification (see Table 8). Bedspace was available at Vanier throughout the study period, and because individual arrangements were usually made for transferring women, transfers could be effected quickly.

Generally, inmates also were transferred promptly to C.R.C.'s. In fact, 17 inmates in this study were transferred to C.R.C.'s prior to their classification by Main Office. As noted previously, the decision to place an inmate in a C.R.C. is made at the local level, rather than by Main Office. The reasons for prompt transfers were similar to those reported for Vanier. Bedspace was usually available and transportation was arranged by the local administration.

Transfers to minimum security Correctional Centres were also carried out fairly quickly. The mean time was eight days. Information provided by the Inmate Classification and Transfer Branch indicated that there were usually more beds available at Rideau than inmates awaiting to be transferred to this institution; thus, inmates were transferred to Rideau as soon as transportation arrangements were made.

As the need for security increased, the availability of bedspace decreased. Although inmates were transferred to Guelph in an average of eleven days, placements at Maplehurst and Millbrook took considerably longer. The lengthiest waits occurred among inmates classified to G.A.T.U. and O.C.I., with transfers to these institutions taking an average of 21 and 23 days, respectively.

TABLE 8

NUMBER OF DAYS FROM DATE OF CLASSIFICATION TO  
DATE OF FIRST PLACEMENT BY RECEIVING INSTITUTION

RECEIVING INSTITUTION	AVERAGE NO. OF DAYS		
	n	MEAN	MEDIAN
O.C.I.	20	22.7	16.5
G.A.T.U.	5	20.8	20.0
Maplehurst	35	19.3	12.8
Millbrook	18	17.5	13.5
Guelph	58	10.5	7.8
Mimico	11	10.2	7.0
C.R.C.	46	8.2	2.0
Rideau	171	8.1	6.0
Vanier	9	2.3	0.8
TOTAL	373*	10.9	

\* Excludes: Transfers to institutions not noted (20) and missing data (23).

(c) Classification Versus Actual Placement - Over 70% (355)  
of the inmates in this study were transferred to the institution to which they had been classified (see Table 9). The remaining inmates were either placed in C.R.C.'s (12.2%), or were held in the Jails or Detention Centres to which they were originally admitted (15.8%).

(i) Comparison of Rideau and C.R.C. Placement - With the exception of two inmates who were classified to medium security institutions, the inmates placed in C.R.C.'s all appeared to be minimum security risks. However, in order to determine the selection criteria for placement in a C.R.C. versus a minimum security Correctional Centre, comparisons were made between the 174 inmates placed in Rideau and the 61 inmates transferred directly to C.R.C.'s.

It was found that the three major differences between these two groups were related to sentence length, judicial recommendations, and assessment or treatment needs. C.R.C. inmates were serving sentences with an average length of only four months, compared to an average length of eight months among Rideau inmates. It is generally acknowledged that a C.R.C. placement should not exceed three months and therefore inmates serving longer terms are usually not considered for placement in a C.R.C. until later in their sentence. C.R.C. inmates were also more likely than the Rideau inmates to have been recommended by the Court for the Temporary Absence Program for employment (61% vs. 12%), and were less likely than Rideau inmates to have been recommended by the Classification Officer for psychological assessment or treatment (7% vs. 34%). While police recommendations regarding a C.R.C. placement were stated for only one-third (20) of the C.R.C. inmates, it is worth noting that in none of these cases did the police voice an objection to the inmate being placed in the community. Although police recommendations were rarely stated for the inmates placed in Rideau, in 12 of the 17 cases in which this information was recorded, the recommendations were negative.

In terms of the other criteria examined, the two groups were found to be very similar. The proportion who had served previous sentences of 90 days or more was only slightly higher among the Rideau inmates (39%) than the C.R.C. inmates (28%). It was also somewhat surprising to find that 30% of both of these groups of minimum security inmates had been convicted of a serious offence at some time.

(ii) Inmates Remaining in Jails or Detention Centres - Considering that all of the inmates in this study were sentenced to three months or longer, it seemed that a rather sizable proportion (15.8%, 79) of the sample remained in the Jail or Detention Centre to which they were admitted. For this reason, this particular group of inmates were examined separately. Three-quarters (59) of these inmates were located in Whitby Jail, Quinte or Ottawa-Carleton Detention Centres while the rest were distributed among the remaining eight Jails in the Eastern Region.

TABLE 9

SECURITY CLASSIFICATION BY FIRST PLACEMENT

SECURITY CLASSIFICATION	TRANSFERRED ACCORDING TO CLASSIFICATION #	C.R.C. #	REMAINED IN JAIL #	UNKNOWN #	#	%
Minimum (Rideau, Mimico, Burtch)	197	53	54	2	306	61.2
Medium (Maplehurst)	36	1	5	0	45	9.0
Medium (Guelph)	59	1	9	1	69	13.8
Maximum (Millbrook)	19	0	1	1	21	4.2
Assessment/treatment (O.C.I.)	22	0	0	0	22	4.4
Assessment/treatment (G.A.T.U.)	5	0	1	0	6	1.2
Vanier Centre for Women	9	2	4	0	15	3.0
Jail/Detention Centre	2	2	4	1	9	1.8
Classification decision not noted on C.S. & R.	4*	2	1	0	7	1.4
TOTALS	355 (71.0%)	61 (12.2%)	79 (15.8%)	5 (1.0%)	500 (100%)	100%

\* These four inmates were transferred to Rideau, Burtch, Maplehurst and Lindsay Jail.



The data indicated that eighty percent (62) of the inmates who did not get transferred had been classified by Main Office to either a minimum security Correctional Centre or the Vanier Institute for Women. Most were serving short sentences ( $\bar{x}$ =4.7 months); only six of these inmates were sentenced to over six months. A majority (66%) of these inmates had been identified by the Classification Officer as prospective candidates for Temporary Absence Programs, Community Work Projects, or C.R.C. placement. Another 16% (13) had been recommended to remain at the Jail or Detention Centre to work in the kitchen or provide institutional services. Two inmates had been classified to Millbrook and G.A.T.U., but neither of these men reached the designated institution. Both had been sentenced to only three months incarceration, which meant they were probably released in eight weeks. Because it took an average of four to five weeks following sentencing to transfer inmates to Millbrook or G.A.T.U., it may have been felt that the short time remaining did not warrant their transfer.

#### D. INMATE CHARACTERISTICS

##### 1. Personal Demography

This sample from the Eastern Region consisted of 485 males and 15 females. Their ages ranged from 16 to 74 years, with one-half being 22 or younger. Most of the inmates were unmarried and 78% had no dependents. Less than half of the inmates reported that they were employed at the time they were admitted, and only 30% were identified as having any type of vocational or marketable skill. Nearly all (89%) had been convicted previously, and 45% had served sentences of three months or longer. Sentences ranged from three to 26 months, and 27% (137) of the inmates were sentenced to a period of probation following incarceration (see Appendix A for detailed demographic data).

##### 2. Current and Previous Offences

Offences were divided into serious and non-serious categories. The serious category consisted of: rape, incest and other sexual offences, dangerous weapons offences, assault causing bodily harm, arson/attempted arson, robbery and armed robbery, robbery with violence, escape custody, and trafficking or importing drugs. Using these categories, it was found that 27% (136) of the inmates were serving sentences for serious offences.

When current offences were compared with previous offences, it emerged that almost 40% (198) of the sample had been convicted of a serious offence at some time: 12.4% (62) previously; 21.2% (106) currently; and 6% (30) both currently and previously. Of the 136 inmates who were currently serving sentences for a serious offence, 48.5% (66) were classified to minimum security institutions, 33% (45) were classified to

medium security institutions, and 6.6% (9) were classified to a maximum security institution. The remaining 11.8% (16) were classified to O.C.I. and G.A.T.U.

##### 3. Physical Problems

Some type of physical disability was indicated for 11.8% of the inmates in this study but, according to the Classification Officer's assessment, only 2% of the inmates were unable to work. Problems mentioned ranged from sight and hearing impairments to seizures, blackouts and diabetes.

##### 4. Mental or Emotional Instability

In 33.2% (166) of the cases examined, the classification documents indicated that the inmate had some type of mental or emotional problem. However, the degree of instability which existed was difficult to determine, and the data in Table 10 represents the researcher's subjective evaluation of the data.

More concrete types of indicators of mental or emotional instability are the types of programs and placements recommended. In 12% (60) of the cases in this study, the Classification Officer recommended that the inmate be given a psychological assessment or treatment. Placement at O.C.I. or G.A.T.U. was recommended for 8.4% (42) of the inmates, while the other 3.6% (18) were recommended for placement in other Correctional Centres.

TABLE 10

PROPORTION OF ASSESSMENTS IN WHICH  
MENTAL OR EMOTIONAL INSTABILITY WAS INDICATED

DEGREE OF STABILITY	N	%
Appears stable	329	65.8
Some problems	137	27.4
Taking medication for nerves	12	2.4
Unstable	17	3.4
No information	5	1.0
TOTAL	500	100.0

## 5. Learning Problems

In many cases it was difficult to determine from the assessment data whether or not the inmate had a learning problem. However, evidence of illiteracy, a severe reading problem or an exceptionally low level of educational achievement (less than grade 6) seemed indicative of a learning problem. Based on whether one of these indicators was present, 7.2% (36) of the inmates appeared to have learning disabilities, but only one of the inmates in this sample was clearly identified as being retarded.

## 6. Drug/Alcohol Problems

The Classification Officers indicated that among two-thirds of the inmates, drugs or alcohol presented a problem or was related in some way to the offence (e.g. the inmate was under the influence of drugs and/or alcohol when the offence was committed, or was convicted of a drug or alcohol offence). In 51 of the cases in which drugs or alcohol were related to the offence, the Classification Officer did not feel that the inmate was abusing these substances, but even when these 51 cases were eliminated, it appeared that 56.2% (281) of the inmates in this study had problems related to the use of drugs and/or alcohol (see Table 11).

TABLE 11

### PROPORTION OF INMATES WITH DRUG OR ALCOHOL PROBLEMS

DRUGS OR ALCOHOL WERE.....	DRUGS		ALCOHOL		EITHER DRUGS OR ALCOHOL*	
	#	%	#	%	#	%
Related to offence	100	20.0	176	35.2	246	49.2
Problem, but not related to the offence	54	10.8	82	16.4	86	17.2
Not mentioned	346	69.2	242	48.4	168	33.6
TOTAL	500	100.0	500	100.0	500	100.0

\* Some inmates had a problem in both areas.

## E. PROGRAMMING RECOMMENDATIONS

The proportion of inmates recommended for the various types of programs are indicated in Table 12. While these data provide a global perspective of the inmate population's primary programming needs, two limitations are noted:

- 1) In 15.6% of the assessments examined, no program recommendations were stated.
- 2) When recommendations were stated, they appeared to be tailored to the existing programs at the placement recommended.

Recommended most frequently (40.8% or 204 of the cases) were programs related to treatment. Within this category, the most often mentioned were programs related to alcohol treatment (28.4%, 142). Considering that alcohol was reported to be a problem or was related to the offence for 52% of the inmates in this study, the proportion recommended for alcohol programs seemed to be somewhat small.

Programs related to academic upgrading and/or vocational training were recommended for 32.2% (186) of the sample. Again this would seem to be a fairly modest proportion, considering that 66% of the sample lacked any marketable skills.

Employment programs were recommended for 25.0% (126) of the inmates. The Classification Officers viewed most of these inmates as potential candidates for either the Temporary Absence Program or C.R.C. placement. The reader is reminded that recommendations for community programs have no bearing upon the classification decision - all inmates are classified by Main Office to Correctional Centres. Decisions regarding the Temporary Absence Program or C.R.C. placement are made at the local level, within the limitations described earlier.

Recommendations for institutional work programs or community work projects were suggested less frequently than treatment, educational, or employment programs. The major objective of work programs is to facilitate the ongoing operation of the institution or to provide a service to the community. As such, these programs may not have been viewed as directly related to the inmate's needs. Furthermore, some of the Classification Officers may have felt that recommendations for work programs were not essential. All inmates who are not involved in full-time treatment, educational or employment programs are automatically considered for institutional work programs, unless other factors (i.e. protective custody, health reasons) preclude such involvement.

### Programming Recommended Compared to Placement Recommended

The data in Table 13 indicate the proportion of inmates recommended for each major program area, according to

TABLE 12

SPECIFIC PROGRAM RECOMMENDATIONS

TYPE OF PROGRAM	# OF RECOMMENDATIONS	PROPORTION OF INMATES FOR WHOM PROGRAM WAS RECOMMENDED	
		Specific Program n=500 %	General Category %
<u>TREATMENT</u>			
Alcohol	142	28.4	40.8
Drugs	59	11.8	
Psychological/psychiatric treatment	60	12.0	
Behaviour therapy	5	1.0	
<u>EDUCATION</u>			
Academic	73	14.6	32.2
Vocational	113	22.6	
<u>EMPLOYMENT</u>			
Institutional Industries	12	2.4	25.0
Employment T.A.P.-community	114	22.8	
<u>WORK PROGRAMS</u>			
Institutional services	59	11.8	16.4
Self-sufficiency projects	5	1.0	
Community work projects	27	5.4	
<u>SOCIAL SKILLS</u>			
Social Skills (B.J.R.T.)	14	2.8	7.8
Lifeskills	28	5.6	
Interpersonal skills	2	0.4	
Leisure skills	4	0.8	
TOTAL		717*	

\* More than one program recommendation was offered in many cases.

TABLE 13

PROGRAMS RECOMMENDED BY PLACEMENT RECOMMENDED

PROGRAM AREA	RIDEAU n=151		MIMICO n=6		VANIER n=7		MAPLEHURST n=28		GUELPH n=36		MILLBROOK n=4		O.C.I. n=32		G.A.T.U. n=10		JAIL OR DETENTION CENTRE n=140	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Education	(80)	53.0	(0)	0.0	(5)	71.4	(21)	75.0	(22)	61.1	(0)	0.0	( 5)	15.6	(4)	40.0	(21)	15.0
Employment	(20)	13.2	(5)	83.3	(0)	0.0	( 2)	7.1	( 5)	13.9	(0)	0.0	( 0)	0.0	(0)	0.0	(93)	66.4
Assessment/treatment	(15)	9.9	(0)	0.0	(1)	14.3	( 3)	10.7	( 4)	11.1	(1)	25.0	(22)	68.8	(7)	70.0	( 8)	5.7
Drug/alcohol	(65)	43.0	(2)	33.3	(2)	28.6	(10)	35.7	(16)	44.4	(3)	75.0	(22)	68.8	(4)	40.0	(36)	25.7
Work programs	(33)	21.9	(0)	0.0	(0)	0.0	( 2)	7.1	( 3)	8.3	(0)	0.0	( 0)	0.0	(0)	0.0	(41)	29.3
Social skills	(12)	7.9	(0)	0.0	(1)	14.3	( 5)	17.9	( 2)	5.6	(0)	0.0	( 3)	9.4	(1)	10.0	(15)	10.7
No Program Recommendations	.10.7%		0.0%		30.0%		22.2%		42.9%		73.3%		0.0%		0.0%		0.0%	
	(18 of 169)		(0 of 6)		(3 of 10)		(8 of 36)		(27 of 63)		(11 of 15)		(0 of 32)		(0 of 10)		(0 of 10)	

Note: The percentages in this Table were based on the number of assessments which contained program recommendations.

the placement recommended. It appears that the extent to which program recommendations were offered was inversely related to the degree of security required. Program recommendations were stated for every inmate recommended for Mimico and 89% of those recommended for Rideau. These are both minimum security facilities. Program recommendations were also stated for every inmate who was recommended to remain at a Jail or Detention Centre. This is to be expected as some justification is needed to support the decision not to transfer an inmate to a Correctional Centre.

Mentioned somewhat less frequently were program recommendations for inmates recommended for placement at Maplehurst (78%) and Guelph (57%). Moreover, programming recommendations were stated for only 26.7% (4) of the 15 inmates recommended for Millbrook. It was not clear as to why the Classification Officers were less inclined to make program recommendations when the inmate was a security risk, considering that both Guelph and Millbrook have a wide range of programs available. It is possible that the Classification Officers were unaware of these programs, or they may have felt that the internal classification staff at these institutions were better equipped to make program decisions because the inmate's custody needs would be a primary consideration.

A wide range of programming was recommended among inmates recommended for placement in minimum and medium Correctional Centres. However, education and treatment programs were the most frequently mentioned: 61% to 75% of these inmates were recommended for educational programs and 43% to 50% were recommended for treatment programs. A fairly wide range of needs were also identified among inmates recommended to remain at the Jail or Detention Centre, but the most prevalent recommendation was "employment in the community". Inherent in all of the recommendations for O.C.I. and G.A.T.U. was the need for psychological assessment and/or treatment, and some of these inmates were also recommended for educational programs. As noted previously, program recommendations were stated for only 26.7% (4) of the Millbrook inmates, and all of these recommendations were related to treatment.

#### F. EVALUATION OF CLASSIFICATION DOCUMENTS

##### 1. Initial Classification Report

The Initial Classification Report (I.C.R.) was designed to be used by the Jails and Detention Centres for internal classification purposes. Whether this form was to constitute part of the assessment package for inmates sentenced to 90 days or over was never clarified, and often it was not included. After learning of this inconsistency, the researcher requested the Classification Officers to include this form with their assessment documents. Two-thirds (339) of the assessments examined contained I.C.R.'s. (The data contained in these forms is summarized in Appendix B.)

#### Police Comments

When the offender was brought to the Jail or Detention Centre, the escorting police officer was requested by the admitting staff to offer any information that could have implications for custodial decisions. Obtaining this information was a problem if the offender was not known to the escorting officer, or if the officer was reluctant to divulge information preceding a trial. Police comments were present on 38.3% (130) of the I.C.R.'s examined. While most of the comments were related to the type of offence or the offender's general attitude, 6% of the comments referred to violent behaviour or potential security problems.

#### Previous Criminal History

According to the data, over two-thirds (70.2%) of the inmates had been under Probation or Parole supervision at some time, and one-third of the inmates reported they were under supervision at the time of their present offence. Regarding inmate's previous incarceration experience, the data was less specific. Under "last institution" usually the name of a Jail or Detention Centre was recorded which revealed little about the nature of the offender's incarceration experience. This section would be more valuable if the length of the longest previous sentence and the name of the last Correctional Centre or Penitentiary in which the inmate was incarcerated were recorded.

#### Health-Care Problems

The information in this section indicated that 21.2% of the inmates claimed to have had current or recent health-care problems, most of which were related to a recent injury or illness. Previous psychiatric treatment was reported in 16.8% of the cases with one-half of this group (8.6%) having been patients in an Ontario Hospital.

#### Impressions of Admitting Staff

This section was completed consistently. Most of the inmates (86.7%) were described as "normal". Only 8% were described as "impaired" or presenting other types of custodial problems (see Appendix B). The "quiet" category could probably be eliminated as this term lends itself to interpretation difficulties.

#### Additional Comments

In 60.2% of the I.C.R.'s examined, additional comments were included. Most of these comments simply restated the offence or described the inmate as "no problem" but in 9% of the I.C.R.'s, the comments alluded to mental or physical problems, violent behaviour or to potential escape risks.

Except for the minor problems noted, the I.C.R. appears to be a well-designed intake form, which was being completed in a fairly consistent manner at the time of this study. Based on the type of information recorded, it appears to be an effective means of alerting staff to critical inmate management problems if it is updated as required and is accessible to institutional staff.

## 2. Classification Information Form

The Classification Information Form (C.I.) was designed to be used as an interview guide by the Classification Officers during their personal interviews with the inmates. Information recorded is then transferred to the Case Summary and Recommendations Form (C.S. & R.). Recording this information twice was felt by the Classification staff in the Eastern Region to represent a duplication of effort. As a result, they jointly decided to complete only that part of the C.I. which contained details not included in the C.S. & R. Specifically, these were: the circumstances surrounding the offence, the inmate's criminal history, and notation of outstanding charges. If the C.S. & R. was redesigned to include this information, the C.I. could be eliminated.

## 3. Case Summary and Recommendations Form

The Case Summary and Recommendations Form (C.S. & R.) initiated by the Classification Officer, was designed to be the primary assessment document. As the title suggests, it summarizes the inmate's background and contains the Classification Officer's recommendations. It also provides a continuous record of the inmate's program involvement, institutional behaviour, reason(s) for reclassification, and a discharge summary suggesting an appropriate security level for future incarceration. The following problems have been identified in relation to the C.S. & R.:

Section 1 - Community Adjustment - This section was meant to provide a description of the inmate's social history and criminal involvement. However, information regarding the circumstances surrounding the present offence is not specifically requested and available space does not permit a detailed description of criminal history. These data are very important to both the Inmate Classification and Transfer Branch and the Parole Board. If a Section were added to the C.S. & R. to record this data, all relevant information describing the case would be included in one form and as mentioned previously, the C.I. could be eliminated.

Section 2 - Health - In some cases, details concerning the inmate's prior involvement in treatment programs were not provided (i.e. place, type, length, date(s) and outcome of treatment).

Section 3 - Education and Employment - The major problem in this section was lack of space. Comments were usually carried over to the following page, or worse, to an attached sheet. For the most part, the data were clear and fairly consistent, although the length of the inmate's previous employment (or unemployment) was sometimes vague, and his/her post-release employment expectations were not always stated.

Section 4 - Institutional Programmes & Release Planning - This section contains the Classification Officer's recommendation concerning the inmate's placement. While the placement recommendation represents the focal point of the assessment, its present location on page 2 of the C.S. & R. reduces its visibility. It was also noted that the reasons supporting the placement or security level recommended were not always clearly delineated. In order to ensure that an inmate is classified appropriately, it is very important that the rationale supporting the recommendation be clearly presented, particularly when the inmate's background data appears to conflict with the security level recommended.

## Chronological Record

It is not possible to offer a complete evaluation of the C.S. & R. until all of the inmates in the sample have been released and all the completed forms have been examined. Nevertheless, based on the completed C.S. & R.'s that have been received to date, several critical problems have been revealed which deserve immediate attention.

Few of the institutions have been providing a chronological record of the inmate's incarceration experience. In many cases, the inmate's release date and perhaps a discharge summary is the only information recorded. And in some cases, the final C.S. & R. was not received at all. An exception is Rideau Correctional Centre, which is doing an excellent job in updating these forms in the intended manner. Its Social Service staff have been responsible for developing an effective system for both obtaining and recording the required information.

A further problem that has not been thoroughly addressed in the revised procedures is the process by which the Classification Officers can access the inmate's previous C.S. & R. if an inmate is reincarcerated. If the original assessment information is not accessible, the entire assessment process will have to be repeated. If the new Case Summary and Recommendations form is to fulfil its intended function, appropriate procedures must be developed and implemented to ensure that the C.S. & R. is updated as required, and is accessible to Classification Officers when inmates are reincarcerated.



#### IV DISCUSSION

The initial classification decision\* provides the fulcrum in any inmate classification system. Although there must be room for later up and down movement in terms of security, an appropriate initial classification can reduce excessive transferring and ensure the optimal utilization of available resources. Inherent in any effective classification system is uniformity in decision-making. Similarly situated inmates should receive similar custody requirements. To ensure uniformity in classification decisions, objective classification criteria are essential.

The classification criteria used by this Ministry focus upon the identification of inmates who are mentally disturbed and/or potential security risks. If no evidence exists to indicate that the inmate is a security risk, he is classified to a minimum security Correctional Centre.

The inmate's programming needs were not a consideration in the classification of inmates in this study. These Eastern Region inmates had access to only one Correctional Centre within each of the three possible security levels. As a result, once the inmate's security needs were established, little choice existed in terms of his institutional placement.

In spite of the restricted options available, the Classification Officer's recommendations differed from the placement designated by Main Office, or was not clearly stated, in 19.4% of the classifications examined. Many of these disparities appeared to be attributable to a lack of preciseness in the Ministry's classification guidelines. Descriptions such as "serious" institutional misconducts, "potential" behaviour problems, "long-term" recidivists, and "heavy" drug traffickers lend themselves to a certain degree of subjective interpretation.

Approximately one-third of the cases in which a discrepancy occurred involved recommendations or classifications to the Maplehurst Complex. In some cases, this placement was recommended when insufficient evidence existed to justify a medium security placement. In other cases, inmates were classified to Maplehurst when greater or lesser security had been recommended. These data also indicate that the Ministry policy concerning classifications to Maplehurst is not being strictly adhered to. Officially, Eastern Region inmates do not have access to Maplehurst, and those requiring medium security are supposed to be classified to Guelph. Forty per-cent of the medium security inmates in this study were classified to Maplehurst by Main Office. Based on these findings, both the classification criteria and Ministry policy regarding Maplehurst need further clarification.

It was also noted that a large proportion of the variations occurred in cases in which both treatment and security factors had to be weighed together. Sexual offenders, for instance, were classified to O.C.I., G.A.T.U., and

---

\* Refers to the decision regarding placement, as opposed to the internal classification decision at the time of admission.

Millbrook. Obviously the inmate's security requirements and the inmate's potential response to treatment were both important considerations in these types of cases.

Type of offence was not always a strong determinant of the classification decision. For instance, persons convicted of drug trafficking were classified to every level of security. In fact, one-half of the inmates in this study who were convicted of serious offences were classified to minimum security settings. Obviously, other factors, such as the circumstances surrounding the offence and the inmate's previous criminal history, were strongly related to these decisions.

Total agreement in classification decision-making may be a somewhat unrealistic expectation. Each case possesses unique information, and the weighing of multiple factors is often required. Nevertheless, the reasons for the variations noted in this study indicated that a greater level of consistency in classification decision-making is achievable through refinement of the existing classification criteria and consistent feedback to Classification Officers when the classification decision does not reflect their recommendations.

In order to develop an effective classification system, details concerning the circumstances surrounding the offence, the nature of the inmate's psychiatric problems, the inmate's motivation for treatment, and the reasons for protective custody, etc., must be consistently and accurately documented. While the assessments examined in this study appeared to be fairly thorough, it was noted that no baseline criteria yet have been established. Moreover, there is no existing mechanism to provide the Classification Officers with feedback regarding the adequacy of their assessments and recommendations.

Due to the insufficient staffing in the Inmate Classification and Transfer Branch at the time of this study, the Provincial Co-ordinator of Classification was unable to tackle these problems. Nevertheless, collaboration between field staff and Main Office is absolutely essential if the revised procedures are to be part of an integrated system of classification, and not just a superficial adjunct to the previous system. On the other hand, no rational argument can be offered for reverting to the previous procedures in which classification decisions were based upon a dearth of information, and in which no mechanisms existed for either control or adjustment.

Of primary importance to an effective classification system is the documentation of the reasons supporting the classification decision. At present these are not recorded. Recording this information not only ensures the uniform application of criteria, but it also provides the necessary data base which allows for periodic examination of existing policy. This data is also important to the receiving institution to facilitate further decision-making.

Also investigated was the length of the classification and transfer process. Concern was expressed initially that inmates would be delayed in the smaller Jails as a result of providing classification services to these institutions only one day per week. This concern was not substantiated by the findings of this study. The data indicated that in most cases assessments were completed in a shorter period of time at the smaller Jails than at the larger institutions. Although the larger institutions generally had full-time Classification staff, they also generated a large volume of initial assessments.

What appeared to be a more critical issue than the length of the classification process was the length of the transfer process following the classification decision. Although transfers to minimum security institutions only took an average of one week, transfers to Maplehurst, O.C.I., G.A.T.U. and Millbrook took an average of three weeks following the inmate's classification. Apart from introducing a greater element of risk into the existing classification criteria, it would appear that little can be done to reduce the delays in transferring inmates without increasing the capacities of medium, maximum and treatment facilities.

## V CONCLUSIONS AND RECOMMENDATIONS

For the most part, the initial objectives of the revised classification procedures have been achieved. Inmate assessments are now provided to the Inmate Classification and Transfer Branch at Main Office to permit more effective decision-making. Nevertheless, some problem areas do exist. The major concerns perceived by the author relate to the existing classification guidelines, the inconsistent documentation of critical data, and the lack of feedback to Classification Officers.

The following recommendations are proposed as some of the means of dealing with the problem areas identified.

### RECOMMENDATION 1

Reasons supporting the classification decision were not systematically recorded by the Inmate Classification and Transfer Branch, and a record of the initial classification decision was not retained after the inmate's warrant expiry date. Without this information, consistency in decision-making cannot be insured, nor can the predictive validity of the existing classification criteria be investigated. It is therefore recommended:

"that the reasons supporting each Classification decision be systematically recorded by the Inmate Classification and Transfer Branch. Consideration should also be given to recording an inmate's security status on the A.I.S."

### RECOMMENDATION 2

Essential information for classification decision-making was not consistently included in the assessment. It is therefore recommended:

"that baseline criteria required for classification decision-making be established."

### RECOMMENDATION 3

The findings revealed a 19.4% discrepancy rate between the Classification Officers' recommendations and the Main Office classification decision. It is therefore recommended:

"that newly hired Classification Officers receive a thorough orientation regarding Ministry policy and procedures, and a thorough exposure to the various types of Correctional Centres", and

"that the classification guidelines be clarified, prioritized and quantified to the greatest extent possible", and

"that a mechanism be developed to provide Classification Officers with consistent feedback regarding inappropriate recommendations."

#### RECOMMENDATION 4

Eastern Region inmates officially do not have access to Maplehurst Complex. Nevertheless, the findings indicated that both the Classification Officers and the Provincial Co-ordinator of Classification felt that Maplehurst was a more appropriate setting than Guelph for many of the medium security inmates in this study. It is therefore recommended:

"that Maplehurst Complex be designated to serve all Regions", and

"that admission criteria for Maplehurst and Guelph be clearly defined."

#### RECOMMENDATION 5

The inmates' programming needs were not always stated. When stated, they were usually tailored to the programs already in place. This does not permit program planners to respond to changing inmate needs. It was also noted that the inmates' program plan is established by an internal Classification Committee within the Receiving Institution. It is therefore recommended:

"that there be discussion between the Classification Officers and the internal classification staff within the Correctional Centres, to clearly establish the objectives of stating programming needs at the time of initial assessment."

#### RECOMMENDATION 6

Many institutions were not completing the C.S. & R.'s in the manner intended. The inmate's institutional behaviour and his program involvement were often not recorded. It is therefore recommended:

"that institutions be given any assistance or direction they require to ensure consistent updating of the C.S. & R.'s."

When an adequate information base has been developed, future research should be aimed at establishing empirical evidence to support the predictive validity of the existing classification criteria.

#### VI REFERENCES

- Bohn, Jr., Martin J., Ph.D. "Management Classification for Young Adult Inmates". Federal Probation, December, 1979.
- Clements, Carl B. "The Future of Offender Classification: Some Cautions and Prospects". Criminal Justice and Behaviour, Vol. 8, No. 1, American Association of Correctional Psychologists, March, 1981.
- Fowler, Lorraine. "Managing Correctional Change". Corrections Today, California Department of Corrections, May/June, 1981.
- Holland, Terrill R. and Holt, Norman. "Correctional Classification and the Prediction of Institutional Adjustment". Criminal Justice and Behaviour, Vol. 7, No. 1, American Association of Correctional Psychologists, March, 1980.
- Holt, Norman and Ducat, Gary and Eakles, H. Gene. "California's New Inmate Classification System". Corrections Today, California Department of Corrections, May/June, 1981.
- Levinson, Robert B., Ph.D. "Security Designation System: Preliminary Results". Federal Probation, Washington, D.C.: Administrative Office of the United States Courts, September, 1980.
- Levinson, Robert, Ph.D. and Williams, J.D. "Inmate Classification: Security/Custody Considerations". Federal Probation, March, 1979.
- Toch, Hans. "Inmate Classification as a Transaction". Criminal Justice and Behaviour, Vol. 3, No. 1, American Association of Correctional Psychologists, March, 1980.
- Warren, Marguerite Q. "Classification of Offenders as an Aid to Efficient Management and Effective Treatment". Journal of Criminal Law, Criminology and Police Science, 62:2, 1971.

APPENDIX A

SUMMARY OF INFORMATION  
CONTAINED IN  
CLASSIFICATION REPORTS AND A.I.S.  
N = 500

1. <u>Age</u>	<u>#</u>	<u>%</u>
16-18	113	22.6
19-21	111	22.2
22-25	104	20.8
26-30	66	13.2
31-74	106	21.2
	<u>500</u>	<u>100.00</u>
2. <u>Marital Status</u>	<u>#</u>	<u>%</u>
Single	350	70.0
Married	67	13.4
Common-law	34	6.8
Seperated/Divorced	46	9.2
Widowed	1	0.2
Insufficient Information	2	0.4
	<u>500</u>	<u>100.0</u>
3. <u>Employment Status at Time of Admission</u>	<u>#</u>	<u>%</u>
Unemployed	296	59.2
Self-employed	25	5.0
Lost job due to offence/incarceration	37	7.4
Job if TAP granted	44	8.8
Job available after release	47	9.4
Outcome of job unknown	22	4.4
Job status not mentioned	29	5.8
	<u>500</u>	<u>100.0</u>
4. <u>Employment Category</u>	<u>#</u>	<u>%</u>
White collar	20	4.0
Blue collar (skilled/service)	69	13.8
Operatives & Kindred workers	36	7.2
Labourer	315	63.0
Student	25	5.0
Homemaker	7	1.4
Other	28	5.6
	<u>500</u>	<u>100.0</u>



5. Employment History

	#	%
Fairly stable	120	24.0
Sporadic	190	38.0
Poor/non-existent	135	27.0
Insufficient information	55	11.0
	500	100.0

6. Marketable Skills

	#	%
Yes	150	30.0
No	350	70.0
	500	100.0

7. Aggregate Sentence

	#	%
89 - 183 Days	298	59.6
184 - 365 Days	117	23.4
366 - 729 Days	82	16.4
730 + Days or more	3	0.6
	500	100.0

8. Current Offences

	#	%
PERSON (Rape, Indecent Assault)	10	2.0
(Assault Causing Bodily Harm)	18	3.6
(Dangerous Weapon, Firearm)	21	4.2
(Other Offences Against Persons)	21	4.2
PROPERTY (Arson)	7	1.4
(Armed Robbery, Robbery with Violence)	41	8.2
(Other Offences Against Property)	288	57.6
PUBLIC MORALS (Incest, Indecent Exposure, Sexual Offences)	3	0.6
(Other Offences Against Public Morals)	4	0.8
PUBLIC ORDER (Escape)	4	0.8
(Unlawfully at large)	1	0.2
(Breach of Court Order)	111	22.2
(Parole Violation)	1	0.2
(Other Offences Against Public Order)	44	8.8
LIQUOR (Impaired Driving)	66	13.2
(Other Liquor Offences)	13	2.6

DRUG (Drug Trafficking/Importing)	42	8.4
(Other Drug Offences)	28	5.6
OTHER (Immigration, Citizenship)	4	0.8
(Traffic Offences)	51	10.2
(Other Statutes/By-Laws)	3	0.6

9. Previous Offences N = 387\*

	#	%
PERSON (Rape, Indecent Assault)	5	1.3
(Assault Causing Bodily Harm)	22	5.7
(Dangerous Weapon, Firearm)	26	6.7
(Other Offences Against Persons)	51	13.2
PROPERTY (Arson)	6	1.6
(Armed Robbery, Robbery with Violence)	23	5.9
(Other Offences Against Property)	283	73.1
PUBLIC MORALS (Incest, Indecent Exposure, Sexual Offences)	1	0.3
(Other Offences Against Public Morals)	8	2.1
PUBLIC ORDER (Escape)	15	3.9
(Unlawfully at Large)	11	2.8
(Breach of Court Order)	110	28.4
(Parole Violation)	6	1.6
(Other Offences Against Public Order)	72	18.6
LIQUOR (Impaired Driving)	84	21.7
(Other Liquor Offences)	36	9.3
DRUG (Drug Trafficking/Importing)	18	4.7
(Other Drug Offences)	68	17.6
OTHER (Immigration, Citizenship)	1	0.3
(Traffic Offences)	73	18.9
(Other Statutes/By-Laws)	3	0.8

10. Previously in Training School

	#	%
Yes	69	13.8
No	431	86.2
	500	100.0

\* These percentages are based on 387 inmates for whom information was available concerning previous offences. In a further 58 cases inmates had committed previous offences but the type was unknown.

11. Most Serious Previous Sentence

	#	%
None recorded	55	11.0
Fine, suspended sentence, etc.	16	3.2
Probation	61	12.2
Sentenced to 89 days or less	137	27.4
Sentenced to 90 days or more	190	38.0
Penitentiary (2 years or more)	34	6.8
Length of Sentence Unknown	7	1.4
	500	100.0

12. Number of Previous Sentences of More than 90 Days

	#	%
None	269	53.8
One	104	20.8
Two or Three	64	12.8
Four or more	17	3.4
Number Unknown	46	9.2
	500	100.0

13. Year of Last Previous Conviction \*

	#	%
1980 - 81	203	40.6
1978 - 79	144	28.8
1977 or earlier	45	9.0
No Convictions or Date Unknown	108	21.6
	500	100.0

\* Study period = October, 1980 - February, 1981.

APPENDIX B

SUMMARY OF INFORMATION  
CONTAINED IN  
INITIAL CLASSIFICATION REPORT

(internal classification at time of admission to Jail  
or Detention Centre)

N = 339

Police Comments

	<u>#</u>	<u>%</u>
Charge(s)	69	20.4
Inmates's attitude	53	15.6
Violent	9	2.7
Inmate's mental condition	7	2.1
Security/escape risk	5	1.5
Suicide risk	1	0.3
Other comments	7	2.1
One or more of above	130	38.3

Previous Number of Incarcerations

None	66	19.5
One or two	161	47.5
Three or more	112	33.0
	<u>339</u>	<u>100.0</u>

Last Institution

Jail or detention centre	210	62.0
Correctional centre/penitentiary	54	15.9
None or not noted	75	22.1
	<u>339</u>	<u>100.0</u>

Previously Released

Within last year	180	53.1
Over a year ago	93	27.4
Never incarcerated	66	19.5
	<u>339</u>	<u>100.0</u>

Where Served

None	66	19.5
All in Ontario	246	72.6
Some or all outside Ontario	21	6.2
Unknown	6	1.8
	<u>339</u>	<u>100.0</u>

Previous Probation/Parole

Still under supervision at time of current offence	124	36.6
Previous probation or parole	114	33.6
None or not noted	101	29.8

Health Problems

	#	%
Recent injury	29	8.6
Recent illness	11	3.2
Diabetes	1	0.3
Epilepsy	2	0.6
Allergies	18	5.3
Other	16	4.7
One or more of above	72	21.2

Previous Psychiatric Treatment

Had treatment	28	8.2
Patient in Ontario Hospital	29	8.6
	57	16.8

Previous Wardship

Ward of training school	31	9.1
Ward of children's aid society	34	10.0

Ran away or escaped

Police custody or correctional institution	20	5.9
Ontario Hospital	0	0.0
Training school	15	4.4
Parent or foster home	12	3.5

Impressions of Correctional Officers

Normal	294	86.7
Quiet	102	30.1
Sleepy	6	1.8
Crying	1	0.3
Aggressive	4	1.2
Depressed	5	1.5
Alcohol impaired	8	2.4
Drug impaired	11	3.2
Cut or bruised	3	0.9
Handicapped	1	0.3
Retarded	1	0.3
Mentally ill	1	0.3
Suicidal	0	0.0
Escape risk	2	0.6
One or more of above	327	96.5

Inmate known previously

Yes	127	37.5
-----	-----	------

Custody level assigned

	#	%
Maximum	153	68.9
Medium	19	8.6
Minimum/population	37	16.6
Protective custody	7	3.2
Female unit	6	2.7
None indicated	117	-
	339	100.0

Additional Comments by Correctional Officer

Nature of offence	101	29.8
Previous incarceration	20	5.9
Violent behaviour	19	5.6
Violent offence(s)	10	2.9
Escape risk	1	0.3
Mental problems	15	4.4
Physical problems	11	3.2
Family problems	2	0.6
No problem	74	21.8
One or more of above	204	60.2

APPENDIX C

SECURITY DESIGNATIONS OF INSTITUTIONS  
INCLUDED IN THIS STUDY

Security Designation and Institution	Region	Description of Institution
<u>MINIMUM</u>		
Rideau	Eastern	No perimeter security; offers trade, academic and work Programs for first offenders and recidivists.
Mimico	Central	Has perimeter security but emphasizes housing inmates for community service projects and special medical treatment.
Burtch	Western	No perimeter security; offers trade, academic and work programs for first offenders and recidivists.
<u>MEDIUM</u>		
Maplehurst	Central	Perimeter security; no cellular accommodation; offers trade, academic and work programs for first offenders and recidivists.
Guelph	Serves all Regions	Perimeter security; cellular accommodation; can house potential and actual behaviour problems, long-term recidivists, and ex-penitentiary inmates.
<u>MAXIMUM</u>		
Millbrook	Serves all Regions	Perimeter security; cellular accommodation, houses active behaviour problems, homo-sexuals requiring protective custody, hard-core addicts, and arsonists assessed at G.A.T.U. or O.C.I.

ASSESSMENT/TREATMENT

Ontario Correctional Institute (O.C.I.)	Serves all Regions	Perimeter security; no cellular accommodation; houses inmates who appear to be mentally disturbed; inmates requiring psychiatric assess- ment if service not available at receiving institution; inmates with arson or sexual charges who do not need a cellular setting.
Guelph Assessment & Treatment Unit (G.A.T.U.)	Serves all Regions	Perimeter walls; cellular accommodation; houses inmates with special physical or mental problems who require cellular accommodation during assessment/treatment programs, and inmates returning from Mental Health Centres requiring assessment prior to reclassification.

---

FEMALE

Vanier Centre	Serves all Regions	Houses females sentenced to 30 - 729 days requiring minimum or medium security.
---------------	-----------------------	---

---



**END**