

[Skip to Content](#)

Department of Corrections and Community Supervision

Transitional Services Program

PROGRAMS

- [Aggression Replacement Training \(ART\) Program](#)
- [Community Lifestyles](#)
- [Inmate Program Associate Program](#)
- [Job Development](#)
- [Network Program](#)
- [Transitional Services Program](#)

AGGRESSION REPLACEMENT TRAINING (ART) PROGRAM

Description

ART is a program designed to assist inmates in identifying and controlling their aggressive behavior. ART is provided by trained inmate facilitators under the general supervision of a facility staff coordinator. The intervention is based on a cognitive-behavioral approach to self-directed change.

ART is the Department's only recognized program that satisfies aggression/violent behavior program needs for inmates. The program consists of three coordinated interventions as follows:

1. Structured learning consists of the following components designed to enhance pro-social skills development:
 - Role Playing
 - Performance Feedback
 - Transfer Training
2. Anger Control Training incorporates antisocial behavior inhibition through the following steps:
 - Recognition
 - Management
 - Reduction and/or control of anger and aggression responses
3. Moral Reasoning exposes program participants to a series of scripted moral dilemmas in a discussion-group context. Differing levels of moral reasoning are shared by group participants. This increases participants' potential exposure to, and awareness of, higher levels of reasoning.

Goals

Assist inmates in identifying aggressive behavior tendencies and teach them alternative ways in which to control their anger and aggressive behavior. Ultimately, these skills can be incorporated into their day-to-day experiences.

Length

ART involves a minimum of 100 hours of instruction for program completion. The duration of the program varies from 8 - 16 weeks depending on facility class schedule.

Admission Requirements

Inmates who are assessed as having the need for ART are assigned to the program by the facility Program Committee.

Assessment

- Program participants are required to satisfactorily complete weekly homework assignments.
- Participants must share their experiences with the group identifying how they utilized acquired ART skills.
- Each participant is required to actively and appropriately participate in group discussions and be willing to assist other participants.
- Participants may be videotaped to provide visual feedback as part of the learning process.

Locations

Adirondack
Albion
Altona
Arthur Kill
Attica
Auburn
Bare Hill
Bayview
Beacon
Bedford Hills
Butler
Cape Vincent
Cayuga
Clinton
Collins
Coxsackie
Downstate
Eastern
Elmira

Fishkill
Five Points
Franklin
Gouverneur
Gowanda
Great Meadow
Green Haven
Greene
Groveland
Hale Creek
Hudson
Lakeview
Livingston
Marcy
Mid-State
Mohawk
Mt. McGregor
Ogdensburg
Orleans
Otisville
Riverview
Shawangunk
Sing Sing
Southport
Sullivan
Taconic
Ulster
Upstate
Wallkill
Washington
Watertown
Wende
Woodbourne
Wyoming

[Back to Top](#)

COMMUNITY LIFESTYLES

Description

The Community Lifestyles Program is a residential self help program that provides a structured dorm based program, which establishes positive, participatory communities, where inmates enhance and practice their social living skills.

Goals

- To establish housing unit teams comprised of correction officers and correction counselors assigned to the housing unit.
- A facility wide interdisciplinary team approach that assists behavioral monitoring and change.
- To improve communication and collaboration among staff.

Length

The program is continuous in the facilities where it is operated.

Admission Requirements

All inmates assigned to applicable facilities.

Assessment

- Daily evaluation of both individual and community participation of progress.
- Participation in all applicable programs and activities.

Locations

Greene
Washington

[Back to Top](#)

INMATE PROGRAM ASSOCIATE PROGRAM

Description

The Inmate Program Associate (IPA) is an inmate whose paid assignment involves assisting Program Services staff in the direct provision of services to other inmates. The Supervisor of Volunteer Tutors (SVT) or designee selects inmates according to the standards described in the IPA Policy and Procedure Manual for the IPA position, recommends placement in program services positions according to interest, knowledge and skills, and arranges training for all inmates involved in the program. With regard to the Education Program, the IPA assists the teachers and instructors in the classrooms and shops.

Goals

1. To increase knowledge, awareness, and social skills of the inmates who are trained as Inmate Program Associates.
2. To acquire a basic knowledge of adult learning theory and to apply these techniques through the preparation, delivery, and evaluation of lesson plans.
3. To provide staff with inmate assistants who can, under supervision, disseminate technical information,

provide life skills seminars, and tutor inmates who need and accept such assistance.

4. To transfer knowledge and social skills from staff through IPA's to other inmates in a clear and structured manner, yet in a way that is understandable to inmates of different cultures and socioeconomic backgrounds.
5. To provide a vehicle for helping inmates who are unable to function well in a large class setting by providing a small group tutoring environment.
6. To provide positive inmate role models for individuals in education and self-help programs.

Curriculum

Although there is no standardized curriculum for this program, the SVTs will implement an orientation class of no fewer than five hours for the IPA candidates. Topics should include: introduction to the IPA Program, attributes of a successful IPA, self-improvement and IPA training, what is expected of an IPA, what should potential IPAs expect and selection and training process. In addition, the SVT must conduct a 50 hour minimum classroom training to include the following subjects and topics as they are outlined in the Policy and Procedure Handbook: decision making/problem solving, conflict resolution, group behavior, suicide prevention, adult learning and communication skills. Daily assignments for the IPA to follow are provided by cooperating staff.

Admission Requirements

Inmate Program Associates must possess at least a High School Diploma or Equivalency, successfully complete the training program and be willing to tutor other inmates. All IPA's must meet the standards as stated in the Inmate Program Associate Policy and Procedure Manual.

Assessment

Successful completion of the Inmate Program Associate Training Program is determined by the Supervisor of Volunteer Tutors, or designee.

Locations

Albion
Bare Hill
Bedford Hills
Cape Vincent
Cayuga
Clinton
Clinton - Annex
Collins
Elmira
Franklin
Gouverneur
Gowanda
Great Meadow
Groveland
Livingston

Marcy
Mid-State
Mohawk
Orleans
Riverview
Shawangunk
Sing Sing
Sullivan
Wallkill
Washington
Wyoming

[Back to Top](#)

JOB DEVELOPMENT

Description

Job Developers are contracted by the Department of Correctional Services. Full-time experienced job developers will be most effective in assisting the inmate population in processing suitable and meaningful employment. The New York City office provides oversight for the New York City geographic area and the Albany office provides oversight for the upstate geographic area.

Job Description

The Job Developer must have the specialized skills needed to research the local job market and hiring practices and to locate specific jobs through interviews with prospective employers.

Goals

1. IDENTIFYING EMPLOYMENT RESOURCES

The Job Developer understands the trends of the labor market: is familiar with the needs of local employers and unions, which includes hiring practices and job qualifications.

LOCAL RESOURCES

1. State Department of Labor
2. Local Colleges, Universities
3. Interviews with Employers
4. Personnel Departments
5. Faith Based Communities
6. Personal Contacts
7. Newspapers

8. World Wide Web
9. BOCES
10. Contractors:
11. WIA (Workforce Investment ACT)-Educational Opportunity Centers, WOTC (Work Opportunity Tax Credit), OJT (On the Job Training), and Federal Bonding Program.
12. New York Metro Business Directory

2. DEVELOPING POSITIVE EMPLOYER RELATIONSHIPS

1. To identify specific job openings.
2. Compile information about each company.
3. Make a phone contact or personal visit with employers. The purpose of the contact is to exchange information and to determine whether the company is a suitable placement for our clients.

3. SCREENING PARTICIPANTS AND MATCHING THEM TO THE JOB

Skills and interests of the participants are crucial elements. Careful placement will ensure that the inmate will retain the job and serve as a good advertisement of the program's success.

Orientation must include the videos, "Making Work Release Work for You" and WOTC, WIA and "The Federal Bonding Program," followed by a discussion

4. PROVIDE FOLLOW-UP AND SUPPORTIVE SERVICES TO PARTICIPANTS AND EMPLOYERS AFTER PLACEMENT

Length

This is an ongoing program. This program provides support for the inmate until he finds a job, is paroled, or reaches the ME (Maximum Expiration) date, or the Conditional Release Date.

Admission Requirements

Inmates must be on Work Release or must be preparing for transition to the community.

Assessment

Assessment will be based on the support that is provided for the inmate, the number of job placements, and the overall success of his/her participation in the program. Prepare a monthly report to include (where applicable):

- Number of inmates interviewed.
- Number of employer contacts.
- Number of inmates referred for jobs - interviewed.
- Number of inmates hired.
- Number of diligent search letters as requested by adoption agencies and by the family courts of NYC.
- Number of referral letters to employers.
- Number of referral letters to DMV.

Locations

Arthur Kill
Chateaugay
Queensboro
Sing Sing

[Back to Top](#)

NETWORK PROGRAM

Description

The Network Program is designed to promote the positive involvement of inmate participants in an environment which has as its focus their successful community reentry.

Goals

- To assist inmates in learning cooperative work and leadership skills, while demonstrating responsible behaviors.

Length

Program length varies.

Admission Requirements

The program is open to all inmates who are willing to abide by both Department and Network rules. Admission is strictly voluntary.

Assessment

- Group participation - participants are expected to participate in all assigned group activities.
- Attendance - participants are expected to attend all programs as prescribed.
- Participants are expected to complete all assignments and to adhere to Department and Network rules.

Locations

Clinton
Fishkill
Otisville
Sing Sing
Taconic
Woodbourne

[Back to Top](#)

TRANSITIONAL SERVICES PROGRAM

Description

The Transitional Services Program is a three phase program that is designed to assist inmates in preparing for their return to the community. Additional activities have been developed to assist inmates as they transition within the correctional system. Transitional Services is operated in accordance with the Transitional Services Directive #4780. The program is conducted primarily out of the Transitional Services Center under the supervision of a Transitional Service Counselor. The program phases are:

Phase One - Orientation/Introductory Phase -- is provided for all inmates entering the state correctional system.
Phase Two - The Core Phase -- is provided for inmates to assist them in developing the basic skills necessary to live a productive, crime free life in society.
Phase Three - Transitional Phase -- is the final preparation for community reentry.

Goals

To assist inmates throughout the stages of their incarceration to fully participate in programs designed to prepare them for a successful reentry to the community as a law abiding and productive citizen.

Length

Phase One - Orientation/Introductory - shall not exceed three weeks.
Phase Two - Core Phase - shall not exceed 90 days.
Phase Three - Transitional Phase - shall not exceed 90 days.

Admission Requirements

Phase One - Orientation/Introductory - mandatory for all inmates new to the correctional system.
Phase Two - Core Phase - mandatory for all inmates at General Confinement facilities where the program is provided.
Phase Three - Transitional Phase - mandatory for all inmates as part of their final pre-release preparation for community reentry.

Assessment

- Attendance -- all of sessions.
- Pre and post exams.
- Participation -- quantity and quality of interaction.
- Outcomes -- Secure legal documents -- social security card, birth certificate, and where appropriate, marriage license, DD214 for veterans.
- Develop a life action plan -- Phases One, Two and Three.
- Develop a concrete release plan based on life plan.
- Develop an employment portfolio, resume, cover letter, letters of reference from the community and

certificates.

Locations

The program is operated in all facilities with modified versions at specialized facilities.

[Back to Top](#)