# **U.S. Probation/Pretrial Services**

Revised January 1, 2012

# FEDERAL RESIDENTIAL RE-ENTRY:

What You or Your Family May Expect



# **PACT-Bradley Center**

# **Residential Re-Entry Center**

132 E. Sixth Street Michigan City, IN 46360 219-872-9139



# The U.S. Probation and Pretrial Services System

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## **The U.S. Probation and Pretrial Services System**

#### What It Is

The U.S. Probation and Pretrial Services System is a part of the federal judiciary. The system's mission is to <u>investigate</u> and <u>supervise</u> defendants and offenders. U.S. probation and pretrial services officers provide these services. For offenders and their families wishing to know more about the core responsibilities of federal probation officers, the following information is available.

#### INVESTIGATION

Officers investigate defendants and offenders for the court by gathering and verifying information about them. Pretrial services officers investigate defendants who are charged with federal crimes and awaiting a court hearing. Probation officers investigate offenders who are convicted of crimes and awaiting sentencing, as well as those who are serving a term of supervision after release from prison.

#### **REPORT PREPARATION**

Officers prepare reports that the court relies on in making decisions. Pretrial services reports help the court decide whether to release or detain defendants while they are waiting for trial and presentence investigation reports help the court



impose fair sentences for offenders in accordance with federal sentencing guidelines and applicable federal law. Officers also prepare other reports for the court, including reports that address individuals' adjustment to supervision and their compliance with conditions of release.

#### SUPERVISION

Officers supervise defendants and offenders in the community. Pretrial services officers supervise defendants released pending trial. Probation officers supervise offenders conditionally released by the court, the U.S. Parole Commission or Federal Bureau of Prisons.

Officers engage with a variety of strategies aimed at maximizing defendant and offender success during the period of supervision.

### The U.S. Probation and Pretrial Services System (Cont.)

#### **SUPERVISION** (cont.)

These strategies include techniques both to control and to correct the behavior of persons under supervision to help ensure that these individuals comply with the conditions of release the court has set for them and remain law abiding.

As part of risk control-and by order of the court-officers may direct defendants and offenders to services that help them stay on the right side of the law. These services include substance abuse or mental health treatment, medical care, training, or employment assistance. Treatment providers under contract to the U.S. courts provide many of these services. Social service resources provided by state programs also are used.

#### **Benefits of Supervision**

- ⇒ Supervision potentially makes the community safer and the lives of defendants and offenders better.
- ⇒ Supervision protects the public by reducing the risk that persons under supervision will commit future crimes.
- ⇒ Supervision gives officers the means to enforce conditions

ordered by the court, such as those requiring persons to perform community service or pay fines and restitution.

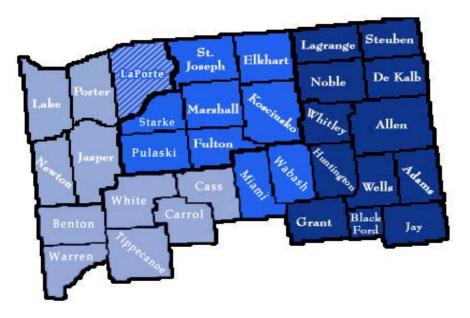
- ⇒ Supervision may provide substance abuse treatment to enable defendants and offenders to cope without relying on drugs or alcohol.
- ⇒ As an alternative to incarceration, supervision allows individuals to live with their families, hold jobs, and be productive members of society.
- ⇒ Supervision may provide mental health treatment to enable defendants and offenders to function better in the community.
- ⇒ Supervision may provide educational or vocational training that boosts defendants' and offenders' capacity to earn a living.



# U.S. Probation and Pretrial Services in Northern Indiana

#### **Northern District of Indiana**

The U.S. Probation/Pretrial Services Office for the Northern District of Indiana has offices in the U.S. District Courts in Hammond, South Bend, and Fort Wayne, Indiana. Officers supervise offenders in the top 32 counties in Indiana.



Hammond Division	South Bend Division	Fort Wayne Division
5400 Federal Plaza	105 Federal Bldg.	3134 Federal Bldg.
Suite 1000	204 S. Main St.	1300 S. Harrison St.
Hammond, IN 46320	South Bend, IN 46601	Fort Wayne, IN 46802
219-852-3620	574-246-8130	260-423-3200

#### **Statutory Conditions**

Nearly all offenders who are sentenced in the U.S. District Court to a term of imprisonment will have a period of supervision to follow. Some defendants will receive a sentence of probation, but probation is different than supervised release, in that probation does not require a period of imprisonment and is its own sentence.

Supervised release is governed by federal law, specifically Title 18 United States Code Sec. 3583. All offenders on supervised release must abide by several conditions that are required by federal law:

- Report to federal probation within 72 hours of release from prison
- Not commit another federal, state or local crime
- Not unlawfully possess a controlled substance



- Not possess a firearm, ammunition, destructive device, or any other dangerous weapon
- Register as a sex offender if required by the officer in accordance with federal or state laws
- Participate in domestic violence counseling if convicted of a federal domestic violence offense
- Cooperate in the collection of DNA
- Refrain from drug use and, unless specifically waived by the federal judge, submit to a drug test within 15 days of release and at least 2 more drug tests thereafter.

#### **Standard Conditions**

In the Northern District of Indiana, federal judges have adopted fifteen (15) conditions that all offenders on supervised release are required to follow:

- The defendant shall not leave the judicial district without the permission of the court or probation officer
- The defendant shall report to the probation officer in the manner and as frequently as directed by the court or probation officer
- The defendant shall answer truthfully all inquiries by the probation officer and follow his or her instructions (cont.)

#### **Standard Conditions (cont.)**

- The defendant shall support the defendant's dependents and meet other family responsibilities
- The defendant shall work regularly at a lawful occupation unless excused by the probation officer for schooling, training, or other acceptable reasons
- The defendant shall notify the probation officer at least ten (10) days prior to any change of residence or employment
- The defendant shall refrain from excessive use of alcohol and shall not purchase, possess, use, distribute, or administer any controlled substance, or any paraphernalia related to any controlled substance, except as prescribed by a physician
- The defendant shall not frequent places where controlled substances are illegally sold, used, distributed, or administrated, or other places specified by the court
- The defendant shall not associate with any persons engaged in criminal activity, and shall not associate with any person convicted of a felony unless granted permission to do so by the probation officer
- The defendant shall permit the probation officer to visit the defendant at any time at home or elsewhere, and shall permit confiscation of any contraband

observed in plain view of the probation officer

- The defendant shall notify the probation officer within 72 hours of being arrested or questioned by a law enforcement officer
- As directed by the probation officer, the defendant shall notify 3rd-parties of risks that may be occasioned by the defendant's criminal record or personal history or characteristics, and shall permit the probation officer to make such notifications and to confirm the defendant's compliance with such notification requirement
- The defendant shall pay the special assessment imposed or adhere to a court-ordered installment schedule for the payment of the special assessment
- The defendant shall notify the probation officer of any material change in the defendant's economic circumstances that might affect the defendant's ability to pay any unpaid amount of restitution, fines, or special assessments





# Fines, Special Assessments and Restitution

Federal law requires district court judges to consider imposing certain monetary penalties against defendants.

In the Northern District of Indiana, offenders owing one or more of these financial obligations may expect the U.S. Attorney's Office (USAO) to utilize payment agreements, garnishment, liens and/or tax refund seizures if arrangements are not made between the probation office, the offender and the USAO.

Payment of any special assessment, fine or restitution order is often due to the Clerk's Office in the District where the person was sentenced.

#### SPECIAL ASSESSMENTS

Special assessments are required in all criminal cases. For felonies, the

special assessment is \$100.00. This money goes into a national Crime Victims Fund that assists programs for crime victims across the country.

The special assessment is due at the time of sentencing, but may be collected while a defendant is in prison and becomes a condition of supervised release if not paid by the time the defendant is released.

#### FINES

When deciding the sentence in a criminal case, federal judges must consider imposing a fine, but only if the defendant can afford it. Probation officers assist in this decision by examining the financial picture of the defendant prior to sentencing.

If a fine is imposed, it becomes a condition of supervised release if the fine is unpaid at the time he or she is released from the Bureau of Prisons. In most cases, the court will set a payment schedule that must be followed. Probation officers will provide instructions in the collection of these fines.

As with special assessments, fines also are collected for the federal Crime Victims Fund. Federal fines only expire after 20 years from the day a person is released from prison or upon the death of that individual.



#### RESTITUTION

Federal law requires District Judges to consider restitution for victims of crime. Certain crimes require that restitution be imposed when there is an identifiable victim. Federal law requires restitution to be ordered without consideration of a defendant's financial situation.

Restitution is generally ordered at the time of sentencing and is determined with the assistance of the probation officer.

If more than one defendant owes restitution for the same crime, a judge may order that each defendant be liable for the full amount. If more than one victim is owed restitution, the judge may set different payment schedules.

A judge may order restitution to be paid in a single, lump-sum payment or on a payment schedule. Judges may order nominal period payments if the court determines the defendant is unable to pay the full amount. Restitution may be collected while a defendant is in prison, and will become a condition of supervised release if the restitution is not paid in full.

While restitution is owed, defendants should expect restrictions on their ability to take out loans, establish credit, or any leisure travel. Offenders must notify the probation office and U.S. Attorney's Office of any changes in address and financial situation.

#### **Special Conditions**

A final consideration federal judges make in deciding a sentence is what special conditions the case requires.

These conditions are specifically tailored to the case to ensure the goals of sentencing are met: 1) to reflect the seriousness of the offense, promote respect for the law, and provide just punishment for the offense; 2) to afford deterrence to criminal conduct; 3) to protect the public from further crimes of the defendant; and 4) to provide the defendant with needed educational or vocational training, medical care or other correctional treatment in the most effective manner.

Special conditions are listed on a defendant's Judgment order.

#### **Special Conditions (Cont.)**

However, here are a few of the most frequently imposed special conditions:

 Participate in substance abuse treatment, submit to drug and alcohol testing, refrain from all drug and alcohol use, and pay for any treatment services, if necessary



- Participate in mental health treatment, follow all program rules, and help pay for treatment, if required
- Participate in sex offender testing and evaluation, if appropriate, and follow all program rules, restrictions and requirements, including individual and group counseling, regular polygraph examinations, refrain from possessing pornography, restrictions on computer and Internet use and help pay for any

required treatment, if possible.

- Perform community service
- Obtain a GED or enroll in job skill or vocational training
- Abide by special financial conditions restricting opening of new lines of credit, obtaining credit cards or bank loans
- Provide U.S. Probation and/or the U.S. Attorney's Office with access to financial information, credit reports to ensure any fines, special assessments and/ or restitution is paid or will be paid according to the Court's orders
- Serve a portion of supervision on home confinement utilizing curfew restrictions, electronic monitoring, or Global Positioning Systems (GPS), as determined by the probation officer.



# **The Residential Re-Entry Center**



# Residential Re-Entry Centers

The Bureau of Prison contracts with residential reentry centers (RRCs), also known as halfway houses, to provide assistance to inmates who are nearing release. RRCs provide a safe, structured, supervised environment, as well as employment counseling, job placement, financial management assistance, and other programs and services.

RRCs help inmates gradually rebuild ties to the community and facilitate supervising offenders' activities during this readjustment phase. An important component of the RRC program is transitional drug abuse treatment for inmates who have completed substance abuse treatment program while confined in a Bureau institution.

#### **The PACT-Bradley Center**

Since its origin as a halfway house for men in 1971, the Bradley Center has grown to provide residential/ work release programs for thousands of men and women. Today, the Center provides services for

- Institutional transfers—serving offenders completing the final portion of the prison sentence
- U.S. Probation placements serving offenders who have programming needs requiring residential placement
- Pretrial placements—serving defendants ordered into residential programming by the courts

The opportunity for re-entry services at the Bradley Center is a privilege and not a right.

# What to Expect at the RRC

The rest of this Guide is developed to assist offenders and their families to learn more about the Bradley Center RRC. If you have further questions, please contact the RRC directly.

#### **Bradley Center Staff**

The Center consists of one Director responsible for overall operations. Each resident is assigned to a case manager who is responsible for instructing and assisting residents achieve his or her program goals. A Social Services Coordinator is responsible for providing clinical and other treatment services. A Resident Monitor Supervisor and resident monitors are responsible for ensuring the safety of all staff, residents and visitors.

#### **The Program Review Team**

When an offender arrives at the Bradley Center RRC, he or she will meet with the Program Review Team (PRT). This team is comprised of the Center Director, the Senior Case Manager, the Social Services Coordinator and representatives of the U.S. Probation Office and the Swanson Center, a mental health treatment agency the Bradley Center contracts with for substance abuse and mental health treatment.

#### **The Orientation Process**

Each individual who participates in the Bradley Center residential program receives an orientation with a case manager. The orientation process may take several hours and involves developing an Individual Program Plan addressing a resident's needs and issues. Residents are fingerprinted and photographed upon his or her arrival.

#### The Stages of Programming

Every resident of the Bradley Center is expected to abide by the rules of the Center. Residents are also expected to complete various programs required by the Federal Bureau of Prisons. Those rules and requirements will be discussed in detail with every resident during orientation, but are presented briefly here.

It is important to know that every resident will have an individual program developed by the resident and his or her case manager!

Compliance with the rules and programs result in every offender moving through one of three stages of programming. Programming well results in increased liberties and privileges.

## The Three Components of the RRC

#### **The Community Corrections Component**

It is important to remember that a resident of the Bradley Center is still considered a federal inmate, unless specifically placed there by U.S. Probation/Pretrial Services as a condition of supervision or pretrial release.



This is the most restrictive component of the program and can be used as a punitive sanction. Residents are prohib-

ited from leaving the center except for emergencies, employment, programs, and/or community service ordered by a federal court. Visitation is permitted.

#### **The Pre-Release Component**

This component is designed to assist offenders transitioning from prison back to the community. It also helps start the family reunification process. In addition to work, counseling or other programming goals, residents are allowed to visit family at home, to go shopping for basic needs, or to participate in social groups, such as religious services.

#### **The Home Detention Component**

This final component of the RRC experience is for those residents who have complied with all the rules of the Bradley Center, including employment, counseling, or any specific program goal set out during the orientation process. It permits residents to reside at their homes for the remainder of their time under the control of the Federal Bureau of Prisons.

The home detention program requires approval by the Director, the Program Review Team, the Federal Bureau of Prisons, and the U.S. Probation Office. A home inspection is required in advance by either the Center or the Bureau of Prisons. On occasion, the U.S. Probation Office will assist. Other restrictions apply such as telephone service without special features, such as Caller ID, call blocking or internet access. Electronic monitoring devices, such as GPS, may be utilized.

Residents on home detention are still required to report to the Bradley Center on a weekly basis, and on very short notice. Center staff will conduct random home visits during curfew times as might U.S. Probation Officers.

#### Federal Re-Entry: What You or Your Family May Expect

#### Community Corrections Component No Passes

Visits allowed

May job search, obtain ID, attend school, attend counseling, attend church, see doctor/hospital;

Family may visit at the Center

Requires approval from PRT to move out of this programming component



Level 1 & 2a: Must complete general and employment orientation



Pre-Release Component: Requires Approval of Program Review Team (PRT)

Job search, attend school, attend counseling, attend church, visit family at home, limited shopping privileges

Weekend and evening family/home passes

Home Confinement Component: Requires approval of PRT, Director, & Bureau of Prisons

Reside at home for duration of sentence with opportunities for personal leave

Requires general curfew with random and scheduled home verification checks

Electronic monitoring may be required



# **BRADLEY CENTER RULES**

#### Bradley Center is a nonsmoking facility!

 Residents will submit to any required physical examination, urine specimen, sober meter test or laboratory test to determine possible communicable disease or the use of prohibited substances.



- 2. Residents may operate vehicles only with the permission of the Bureau of Prisons and the Center's Director.
- Residents must keep their dormitories clean and neat at all times. Each resident is accountable for maintaining clean and orderly living quarters. All clothing is to be kept within the locker provided. Nothing can be on or under the bed except for one (1) pair of shower shoes. NO EXCEPTIONS!
- 4. All resident daily work requirements (chores) are to start at 7:00 a.m. Staff will inspect daily for compliance.
- Residents shall be fully dressed in appropriate clothing in public areas of the Center at all times. (Tank tops, short shorts, torn clothes, sunglasses and hats will be considered inappropriate. This list is not inclusive!)
- 6. Count times (curfew) are when all residents must be in their respective dorms:
  - A. Sunday through Thursday: 10:45 p.m.– 6:00 a.m.
  - B. Friday, Saturday and Holidays: 11:45 p.m.- 6:00 a.m.
- 7. Yelling, running, horseplay, abusive and profane language are not allowed in any part of the building.
- 8. Congregating around the Control Area is prohibited at all times.
- 9. Destruction of any part of the facility is a serious violation.
- 10. Gambling is prohibited.

# **BRADLEY CENTER RULES (CONT.)**

- 11. Residents must understand that pay phone use is a privilege.
- 12. Residents must notify their employer of intended absences or tardiness in front of a Security staff member.
- 13. Residents may not be in a position of authority over other residents at any time.
- 14. Residents must follow policies established and posted on the resident bulletin board and the policies in the Resident Handbook.
- 15. Any item which staff determines to be a fire, safety, or health hazard must be removed or stopped immediately.
- 16. The Bureau of Prisons, Fire Marshal and Bradley Center consider extension cords a safety hazard. One item per plug allowed.
- 17. Residents will report any new personal property items to the control area in order for the personal property list to be current.
- Residents must attend all scheduled house meetings, appointments with Case Managers, substance abuse counselors, group sessions, Bradley Center activities and IPC-designated activities.
- 19. Residents will cooperate in all emergency evacuation drills.
- 20. Residents will not be a passenger in a privately-owned motor vehicle without approval from the Director.
- 21. Residents are not to remove or tamper with smoke detectors, firearms or security door alarms.
- 22. Residents may not leave their work site without prior approval from their case manager or the Social Services Coordinator.
- 23. Residents will agree to pay 25% of their gross income as subsistence each pay period.

# **Personal Property Rules & Procedures**

The Center enforces a standard <u>quantity</u> and <u>type</u> of personal property a resident may retain. All property will be inventoried and kept in an assigned locker.

ELECTRONICS-Battery-powered only!

- No recording devices allowed
- No privately-owned televisions
- Laptops are allowed only with written permission of the Director upon arrival
- All permitted audio equipment must have earphones

#### JEWELRY/Miscellaneous

- 1 watch/1 ring (no stones)/1 religious medal or chain permitted.
- 2 pieces of luggage
- 2 wallets
- 2 pairs of glasses or contact lenses
- 12 books/magazines

#### Clothing

Residents may have no more than the following items:

#### MEN

#### **WOMEN** 5 pairs of pants or skirts

5 pairs of pants 5 shirts	5 pairs of pants or skirts 5 tops
5 sweaters (light weight)	5 sweaters (light weight)
2 sweaters (heavyweight)	2 sweaters (heavy weight)
7 pairs of underwear	7 pairs of underwear
7 t-shirts	7 bras
7 pairs of socks	7 pairs of socks/hosiery
2 pairs of pajamas	2 pairs of shoes
2 pairs of shoes	2 dresses/suits
2 sports jackets/blazers (or suit)	2 outerwear coats
2 outer coats	2 hats
2 hats	2 pairs of gloves
2 pairs of gloves	



# **Personal Property Rules & Procedures**

# Toiletries/Personal Hy-

#### giene (no more than...)

2 boxes of facial tissue
4 bars of soap
2 tubes of toothpaste
2 toothbrushes
1 electric razor/2 disposable
1 container of shaving cream
2 bottles of cologne
1 nail clipper
1 of each of the following haircare
products: comb, brush, dryer, plastic
cap, curling iron, shampoo, conditioner, gel, mousse spray, nail clipper,
mirror (handheld)

#### **Procedures**

All personal property will be inventoried upon arrival at the Bradley Center. A written record will be signed by both the resident and staff.

Audio equipment will have serial numbers recorded. If any item is confiscated for a violation of the rules, it may be given to someone



such as a family member or friend.

If a resident is removed from the Bradley Center for noncompliance with the program rules, personal property will be gathered in a bag with the resident's name.

The resident must make arrangements for someone to recover his or her belongings from the Bradley Center. The individual collecting a resident's belongings must call ahead to make arrangements. Photo ID is required.

Personal property will not be shipped to another location.

Any property not claimed after 30 days will automatically be disposed.

# Security, Searches and Disciplinary Rules

#### **Security Information**

The Bradley Center is a minimum security Residential Reentry Center. Residential Monitors record movements of all residents who must be accountable for their movements at all times. If staff does not know where a resident is at, that resident shall be in violation which could result in being removed from the Center and returned to incarceration.

Residential Monitors are present 24 hours a day, 365 days a year. Staff is trained in CPR and First Aid.

NOTE: If any resident is considered to have <u>escaped</u> the facility, new criminal charges in violation of Title 18 U.S.C. Sec. 751 may be filed by the U.S. Attorney's Office for the Northern District of Indiana.

#### **Searches and Shakedowns**

It is the policy of the Bradley Center and the Federal Bureau of Prisons that all persons, including visitors and agency employees, be subject to a pat search and/or shakedown for contraband. Staff, visitors and residents found in possession of weapons and/or drugs may be subject to felony charges and prosecution. A list of contraband items is posted at the Bradley Center. Strip/body searches may only be ordered by the Director for cause and will be done by same-sex staff. Room and dormitory shakedowns will be conducted randomly. At least two staff members shall conduct these random searches. Personal property will be searched in a manner that is respectful without compromising thoroughness. During a shakedown, residents will be instructed what to do. Residents will be notified of any items confiscated.

#### **Disciplinary Procedures**

All disciplinary procedures will be set forth for residents at the time of their orientation in accordance with the rules of Federal Bureau of Prisons and Center regulations.



# **Housing, Dietary & Mail Rules**

#### **Housing Assignments**

The Bradley Center is a three-story building with dormitory settings. There are two (2) men's dormitories capable of housing twenty-five (25) male residents, and one (1) women's dormitory housing up to nine (9) female residents. The Center's Resident Monitor Supervisor or designee will make bed assignments upon a resident's arrival.

The Center's first and second floor are handicap accessible with a chair lift and entrance ramp.

Visitation is NOT permitted in any of the dormitories.

#### **Dietary Notice**

Residents are provided three (3) meals per day at no cost to the resident. The meal schedules are designed so that male residents do not eat at the same time as female residents. Accommodations will be made for residents who are working, attending counseling, or have medical appointments.

Special meals will be prepared in compliance with bona-fide and documented religious and medical requirements. Personal preference in not eating red meat or pork does not qualify.

#### **Mail Policy**

Bradley Center supports communication with family, friends and others. Residents may receive and send mail that is not in violation of Federal, State or local laws. Incoming mail is logged by Security and filed in each resident's folder. Signatures are required to receive mail.

Residents must provide their own postage unless deemed indigent by their case manager.

Correspondence between residents and inmates in another institution must be approved in advance.

Mail is not read, censored or reproduced. Residents should only receive checks or money orders through mail. No cash.

When residents are released or transferred, correspondence will be forwarded for a short time and then returned to sender.

# Important Miscellaneous Information

#### **Visitation Policy**

An important aspect of the reentry process is reestablishing ties with family and friends. Visitors are permitted at the Bradley Center. Certain rules apply, however.

Residents must supply a list of visitors to their case managers for approval. Family are encouraged to visit, including spouses, siblings, children or primary parental figures.

Children must have parental permission prior to visiting and children under 12 must be accompanied by an adult.

Visiting Hours are as follows:

Mon/Tue/Thur/Fri:	1 pm-3 pm
	7 pm-9 pm
Sat/Sun/Holidays	12:30-3:30 pm
	7 pm-9 pm

#### There is no visitation on Wednesdays

#### **Telephone Use**

Residents may not use facility telephones except in cases of emergency, employment or medical appoint scheduling. Permission from the Director is required in advance.

Pay phones are provided by the Bradley Center. When demand is high, residents are limited to calls of no more than ten (10) minutes.



Residents may make collect calls but certain rules apply.

#### Cell phones are currently permissible

but various restrictions apply: no cameras, no internet access, no texting services, etc. Advance approval and physical inspection of any cell phone by Director is required.

#### **Work Assignments**

Residents are expected to complete work assignments (chores) every day. Work assignments are made daily and are done in a fair and equitable manner based on how long a resident has been with the Center. All chores are inspected for thoroughness by staff. Work assignments will be longer for those residents unable to find work. No leave passes are given until work assignments are completed.

# Important Miscellaneous Information

#### **Regular Meetings**

All residents are required to attend the Wednesday night **House Meeting** that starts at 6:30 p.m. A few exceptions are allowed. No visitation or telephone calls are permitted when the House Meeting begins.

Case Managers will schedule weekly meetings with each resident.

Residents in substance abuse treatment are expected to attend weekly meetings in addition to treatment requirements.

Residents are also required to participate in *Transitions*, a life skills program required by the Bureau of Prison. Failure to attend or participate in meetings is a violation of Center regulations and might result in sanctions up to removal from the Center.

#### **Employment & Job Search**

Employment is encouraged while at the Bradley Center. All employment must be preapproved by the resident's case manager and requires paystubs and withholding statements. Holding two jobs is only permitted with approval from the Center Director. Records of employment are maintained by the Center.

All job searches must be approved by the case manager and the Director. To account for the whereabouts of a resident on a job search, regular telephone contact must be made with the Center. Proof of job searches is also required.

#### **Education and Vocational Training**

Residents are encouraged to enroll and attend educational programs intended to obtain a GED or further one's education in lieu of employment. Approval must be obtained from the case manager.

#### **Transportation/Driving Privileges**

Residents are permitted to own and operate a vehicle, but only with the permission of the Center Director. Restrictions apply and will be explained upon arrival.

Indigent residents will be provided transportation via public transportation.



-Notes-

# **U.S. PROBATION/PRETRIAL SERVICES**



Hammond Division	South Bend Division	Fort Wayne Division
5400 Federal Plaza	105 Federal Bldg.	3134 Federal Bldg.
Suite 1000	204 S. Main St.	1300 S. Harrison St.
Hammond, IN 46320	South Bend, IN 46601	Fort Wayne, IN 46802
219-852-3620	574-246-8130	260-423-3200

If you have further questions about the

Information provided in this brochure, please contact U.S. Probation at the numbers provided, or call

> PACT-Bradley Center 219-872-9139 Websites: pactbradleycenter.com or Pactchangeslives.com

#### **U.S. Probation/Pretrial Services**

Residential Reentry & Transition Unit 132 East Sixth Street Michigan City, Indiana 46360 Phone: 574-246-8147 Fax: 574-246-8355 E-mail: innpml\_rtsunit@innp.uscourts.gov