

Hillsborough County
Department of Corrections

Substance Abuse Treatment
Community for Offenders
(SATCO)

Inmate Is Arrested:

- Inmate is arrested and transported to the arresting agency to be processed on charges
- Inmate is processed at arresting agency and is seen by Bail Commissioner/Judge where bail is set. Inmate has the opportunity to post bail
- Arresting agency transports the inmate to Hillsborough County Department of Corrections or Court
- Inmate goes to court (this is where the defense lawyer and prosecutor present their case for a recommendation to SATCO)
- Inmate is sentenced to the HCDOC with a recommendation for SATCO (if the inmate is not recommended the inmate will still be reviewed)

Booking Process:

- Inmate enters the facility and acknowledges and signs all pertinent paperwork
- Inmates that are sentenced w/ or w/o SATCO recommendation is sent to SATCO staff
- Inmate is processed (booked) into the facility
- Inmate is transported to the housing unit

Medical Screening Process:

- Premed completed within 24 – 48 hours of booking
- Medical and mental health screening completed, consent to treatments and any needed medical releases are obtained at this time
- TB planted
- TB read in 48 hours from date it was planted
 - If TB test is negative, then inmate is cleared for classification
 - If TB test is positive, then inmate is not cleared for classification and is placed on a med- hold and will be scheduled for chest x-ray and other follow-up as deemed necessary

Classification Process:

- Initial classification interview paperwork generated
- Interview inmate
- Complete a classification tree for the inmate to properly classify them
- Submit inmate list to medical department to be cleared medically (3-4 days) if the inmate complies with pre-med
- Review initial classification on inmate to make determination for placement of inmate

Case Manager Assessment:

- Sentenced paperwork received recommending SATCO Program
- SATCO application sent to inmate
- Interview conducted
- NCIC / Triple I
- Contact prosecutor for additional information about the inmate
- Collect a negative drug screen
- Recommendation made for SATCO Program
- Inmate package forwarded to Programs Director for review

SATCO PROGRAM

(60 Days)

Housing Employment Medical Specialist (HEMS)

- Inmate's package is received from Case Manager 15-20 days remaining in the SATCO program.
- Inmate is interviewed for potential employment, housing, any medical follow-up if needed, and/or community services.

Housing:

Inmate has suitable housing:

- Verify residence that is conducive to client's recovery
- Conduct home inspection and meet with sponsor (if applicable)

Inmate does not have suitable housing:

- Contact family, relatives, and friends for potential housing
- Contact housing agencies (i.e., Section 8, VA housing, authorized shelters) and treatment centers

Employment:

Inmate has employment:

- Confirm employment
- Conduct employment inspection
- SSI/SSDI/Retired is considered full-time employment

Inmate does not have employment:

- Contact employment agencies and coordination of acquiring employment with local organizations.
- If employment is not found for inmate then work release, or community work crews would be recommended. At this time the inmate may be eligible for electronic monitoring

Medical:

Inmate will be assisted with the following:

- Self Help Programs (AA, NA, Anger Management, etc.)
- Mental Health Evaluations/Treatment
- Substance Abuse Treatment Center
- Primary care follow-up

Insurance:

Inmate has insurance:

- Insurance will be verified

Inmate does not have insurance:

- Assist inmate to get insurance reinstated
- Assist inmate in signing up for insurance