

Released Offender Skills Report

Included in the Department of Corrections' (SCDC) May 24, 2019 letter to the House Legislative Oversight Committee (LOC). This information was provided in response to the following question in LOC's May 16, 2019 letter to the Department of Corrections, "47. Please explain the information SCDC maintains about the skills of each inmate and how the agency utilizes this information."

In addition to providing the information in this document, SCDC provided the following response:

- SCDC captures inmate's skills through entries made from job assignments and training obtained during incarceration. Our IT department has created an Inmate Occupation Search engine that allows us to extract a listing of inmates with particular skills by county, release date, age, offender type and job code. This information is utilized to assist with job placement internally and as employment referrals prior to release, please see example below. Also, please see attached Released Offender Skills Report.

The screenshot shows the 'Inmate Occupation Search' web application. The header features the South Carolina Department of Corrections logo and the text 'Inmate Occupation Search', 'NENA M WALKER-STALEY', and 'May 22, 2019'. A navigation bar includes 'Home', 'Secured Applications', and 'Logout'. The main search area is titled 'Inmate Occupation Search' and contains several input fields: 'EWC Job:' with a dropdown arrow, 'County:' with a dropdown arrow, 'Release Begin Date:', 'Release End Date:', 'Offender Type:' with a dropdown arrow, and 'Age:' with two input boxes separated by 'to'. A 'Search' button is located to the right of the age fields. At the bottom, a footer contains copyright information: 'Copyright © 2002-2019 SCDC | South Carolina Department of Corrections. All rights reserved. [Version: 1.0.18 Built: 04/22/2019 02:21:40 PM Time: 11:10:54 AM]'.

OFFENDER DESCRIPTION

| | |
|----------|-------|
| SCDC ID: | |
| SEX: | MALE |
| RACE: | BLACK |
| AGE: | 52 |

OFFENDER INCARCERATION(S)

| START DATE | END DATE |
|------------|------------|
| 10/06/2017 | 03/30/2018 |
| 10/26/2012 | 10/01/2013 |
| 02/29/2008 | 05/01/2008 |
| 08/17/1999 | 03/13/2000 |

PROGRAMS

| PROGRAM DESCRIPTION | START DATE | END DATE |
|---------------------------|------------|------------|
| PRE-REL INT/ORIENT 180 DY | 12/07/2017 | 12/07/2017 |

JOB ASSIGNMENTS

| JOB DESCRIPTION | START DATE | END DATE |
|------------------------|------------|------------|
| PRE-RELEASE PROGRAM | 12/05/2017 | 03/30/2018 |
| AGRICULTURE HELPER | 08/06/2013 | 10/01/2013 |
| SENIOR HEAT /A.C. OPER | 06/06/2013 | 08/05/2013 |
| ELECTRICIAN | 12/11/2012 | 06/05/2013 |
| LAUNDRY ROOM ATTENDANT | 12/21/1999 | 03/13/2000 |
| CARPENTER HELPER | 12/20/1999 | 12/20/1999 |
| CARPENTER HELPER | 09/08/1999 | 12/19/1999 |

CERTIFICATES

| CERTIFICATE DESCRIPTION | RECEIVED DATE |
|---------------------------------|---------------|
| VOCATIONAL BASIC 10 HOUR SAFETY | 02/16/2018 |

REPORT DEFINITIONS

Dates of Incarceration

Includes the date that the inmate is admitted to SCDC until the inmate is released from SCDC custody (completion of sentence, parole, etc.). Could include dates of multiple incarceration periods.

History of Job / Educational / Vocational Assignments

SCDC requires all capable inmates under its jurisdiction to actively participate in a productive duty assignment and/or educational or vocational programming, consistent with security requirements. Inmates who are assigned to and actively participating in a productive duty assignment and/or educational or vocational programming and who are otherwise qualified will receive a reduction from the term of their sentence in compliance with applicable state statutes. Our tracking system shows breaks in job/educational/vocational assignments for a variety of reasons, to include institutional transfers, court appearances, job changes/promotions, custody advancements, etc.

A LARGE NUMBER OF CHANGES IN JOBS IS NOT UNUSUAL NOR IS IT NECESSARILY A REFLECTION OF THE INMATE'S WORK PERFORMANCE.

Character-Based Unit

Character-Based Programs are designed to facilitate inmate institutional adjustment, rehabilitation, successful re-entry into the community upon release, the reduction of recidivism, and improved institutional security. Character-Based Programs provide the structure, resources, and environment to enhance opportunities for personal growth and collective change. Inmates must meet strict guidelines to be admitted, must sign and adhere to a behavioral contract, and promote the positive aspects of the community.

Pre-Release Programs

A re-entry program of up to 180 days immediately preceding release from the system that includes vocational, educational, and specific life-skill classes designed to prepare inmates for successful reintegration into society.

Labor Crews / Work Programs

Inmates are approved to work for contracted governmental entities (Labor Crew) or private employers (Work Program). In all cases, the inmate is working away from SCDC property and being directly supervised by non-SCDC personnel. To qualify for these programs, the inmate must be within five (5) years of sentence completion (max-out) and meet strenuous policy guidelines regarding criminal history and internal behavior.

Program Assignments

Various educational, vocational, and programmatic assignments available to inmates.

CIU

A two year associate degree college program in divinity studies offered by Columbia International University at Kirkland Correctional Institution (males) and Camille Graham Correctional Institution (females). Graduates of this program are strategically placed throughout our system to assist in Chaplaincy programs and/or as needed.

Vocational Certificates

Awarded to students who demonstrate skills competencies in specific Career Technology Education (CTE) or National Center for Construction Education and Research (NCCER) programs. A student must demonstrate mastery of the performance standards of the specific vocational area and pass the written assessment for each module. Some CTE Level I programs require the completion of as many as twelve modules. More information can be found at the links below.

CTE: <http://ed.sc.gov/agency/ac/Career-and-Technology-Education/>

NCCER: <http://www.nccer.org/training-and-certifications>

On the Job Certificates (OJT)

Awarded to inmates who demonstrate work competencies and soft-skills by work area supervisors. Individuals must demonstrate required competencies during contact/work hours and the selected twelve soft skills. Requires a minimum of 200 hours.

A Career Readiness Certificate (WorkKeys)

A job skills assessment system measuring "real-world" skills that employers believe are critical to job success. Students are assessed in three foundational skills area: Reading for Information, Applied Math and Locating information. Certificates are awarded as follows:

- Bronze - Student scores a minimum level of a 3 on all assessments
- Silver - Student scores a minimum level of a 4 on all assessments
- Gold - Student scores a minimum level of a 5 on all assessments
- Platinum - Student scores a minimum level of a 6 on all assessments

<http://www.act.org/products/workforce-act-national-career-readiness-certificate/>

SC High School Diploma

Awarded to students who successfully completed the 24 Carnegie Units needed for graduation in South Carolina.

General Equivalency Diploma (GED)

Awarded to students who successfully pass the Official GED Test which measures general knowledge and thinking skills.

The Employability Skills Curriculum Certificate

Intended to enhance a student's employability upon release through the teaching of the following:

- Resume Writing
- Job Search Techniques
- Job Application Completion
- Interview Techniques

RELEASED OFFENDER SKILLS REPORT

This Released Offender Skills Report reflects SCDC's records of an offender's participation in programs and job assignments, and certificates obtained while incarcerated. This information is provided as a service to former inmates and prospective employers. Any released offender who wishes to request that his/her information not be provided through this service may do so by sending a written request to:

Division of Inmate Services
Attention: [REDACTED]
4444 Broad River Road
Columbia, SC 29210

Please note the following disclaimers:

- While all efforts are made to provide complete and accurate information, SCDC does not warrant the accuracy or reliability of any information on this system. SCDC shall not be liable for any losses caused by reliance on the accuracy or reliability of this information, including, but not limited to incidental and consequential damages. This system is provided "as is" without warranty of any kind, either expressed or implied, including, but not limited to, the implied warranties of merchantability or fitness for a particular purpose. SCDC maintains all immunities, including those provided in the South Carolina Tort Claims Act.

- This website provides a summary of information as a service to former inmates and prospective employers in accordance with S.C. Code Ann. 41-1-65, which allows for the disclosure of limited employment information. It is not an official record of the State, the Department of Corrections, or its employees. Official records of the Department are on file and may be accessed as provided by applicable law. This website does NOT provide criminal background checks. To conduct a criminal background check, please visit:

http://www.sled.state.sc.us/sled/default.asp?Category=CATCH_SSN&Service=crc

- Access to this web site by a site data scraper or any similar software intended to discover and extract data from a website through automated, repetitive querying for the purpose of collecting such data is expressly prohibited.

If you have questions about the information contained on a Released Offender Skills Report, please contact Deniz Foster at Foster.Deniz@doc.sc.gov or (803) 896-8558.

Educational Certificates:

Released offenders who took portions of the GED, but did not complete it, may continue to pursue the GED through Pearson Vue GED Testing Service by following the steps below.

Released offenders who completed their GED within SCDC should follow the steps below to obtain a copy of their transcript or view their scores.

DO NOT go to GED.com and created a new account! Follow the steps below to access your current account. Creating a new account will hinder the process of accessing your current scores and/or transcript.

- a. Step 1 :Call the GED Testing Service call center at 1-877-392-6433
 - Give your name, date of birth, inmate number, and the correctional facility where you took the GED® test. To speed the process, also have the address and phone number of the facility where you took the test.
 - The testing center will ask for your new address, phone number, and email address in order to update your account and release your account from SCDC
 - NOTE: Call center hours are 7:00 AM - 7:00 PM CT.
- b. Step 2: Log into your MyGED® account.
 - Go to GED.com
 - Use your updated email address to log in
 - Click "Forgot Password" if you need to reset your password
 - Log in to see your scores, continue studying, and schedule your remaining tests
- c. If you completed the GED, to request your transcript: Log into MyGED® at GED.com
 - Click on the "Request a Transcript" link at the bottom of the screen
 - Follow the steps to request a transcript to be sent to your new address

WorkKeys: Documentation of WorkKeys certificates are available. Any questions regarding educational certificates can be directed to Palmetto Unified School District (PUSD) at (803) 896-1583.

Vocational and OJT: Documentation of Vocational and OJT certificates are available. Any questions regarding educational certificates can be directed to Palmetto Unified School District (PUSD) at (803) 896-1583.