

# MEMO



**DATE:** December 2, 2015  
**TO:** IMPP Manual Users  
**FROM:** Libby Snider, Staff Attorney/Policy Analyst  
**RE:** Summary of Changes to IMPPs – Distribution #643

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In accordance with IMPP 01-101D, any attached IMPPs summarized below have had their revision/introduction advanced through appropriate procedures set forth within the context of that IMPP. Additionally, policy memoranda are sometimes issued on a very limited basis, and, if included in this distribution, are similarly summarized below. The following are summaries of the revisions to policy and/or procedures resulting from these processes, and have been reviewed in an attempt to ensure consistency with statutes, regulations, and the current needs and philosophy of the Department.

Per IMPP 01-101D, new and revised policies shall be distributed, prior to their implementation, to designated staff, contract personnel, volunteers, and when appropriate to offenders and designated agencies. The yellow highlighted IMPPs listed in this document are considered “**STAFF READ ONLY**” and shall not be included in the distributions to agencies or organizations not authorized such access.

- 11-115**      **DECISION MAKING: Sex Offender Treatment, Management and Supervision.** KDOC IMPP 11-115A was issued on November 2, 2015, replacing IMPP 11-115. The Notice of Revocation for IMPP 11-115 was not distributed at that time, and has now been posted.
- 11-118**      **DECISION MAKING: Kansas Offender Registration Process.** KDOC IMPP 11-118D was issued on November 2, 2015, replacing IMPP 11-118. The Notice of Revocation for IMPP 11-118 was not distributed at that time, and has now been posted.
- JJA 02-112**    **HUMAN RESOURCES: Relief Factor.** JJA IMPP 02-112 is revoked effective 12/02/15, and manual users seeking policy and procedures related to this subject matter are referred to KDOC IMPP 12-137D.
- JJA 02-131**    **HUMAN RESOURCES: Infants-at-Work Program.** JJA IMPP 02-131 is revoked effective 12/02/15, and manual users seeking policy and procedures related to this subject matter are referred to Infant-at-Work guidelines located on the Human Resources section of the KDOC intranet.
- JJA 02-133**    **HUMAN RESOURCES: Employee Assistance Program.** JJA IMPP 02-133 is revoked effective 12/02/15, and manual users seeking policy and procedures related to this subject matter are referred to Kansas Department of Health and Environment – Health Care Finance – HealthQuest Wellness Program – Employee Assistance Program ([www.kdheks.gov/hcf/healthquest/eap.html](http://www.kdheks.gov/hcf/healthquest/eap.html)).

**NOTE:** Yellow highlighting indicates that the particular IMPP is “**Staff Read Only.**”