

State of Iowa Department of Corrections

Policy and Procedures

Policy Number: CBC-SOTP-02

Applicability: CBC

Policy Code Reference: Public Access

Iowa Code Reference: [709](#), [713.3](#), [726.2](#), [728.12](#), [901B](#), [903A.2\(1\)\(a\)](#), [903B.1](#), [903B.2](#), [906](#), [906.15](#), [908](#)

Chapter 125: COMMUNITY-BASED CORRECTIONS

Sub Chapter: SEX OFFENDER TREATMENT PROGRAM

Related DOC Policies: [CBC-FS-01](#), [CBC-SOTP-01](#)

Administrative Code Reference: N/A

Subject: SPECIAL SENTENCE/LIFETIME SUPERVISION DISCHARGE

PREA Standards: N/A

Responsibility: Joel McAnulty

Effective Date: April 13, 2026

Authority:

1. PURPOSE

To establish criterion for consideration of discharge from special sentence/lifetime parole supervision.

2. POLICY

Since the special sentencing law which took effect July 1, 2005, community-based corrections is now supervising those on supervision for a sexual offense on the special sentence parole. In an effort to best utilize resources and provide for community safety, it is prudent to examine the dynamics of each case to ascertain if the community benefits from continued supervision and accompanying costs associated with a client on long-term or lifetime supervision.

3. DEFINITIONS - As used in this document

- A. Community-based Corrections or CBC Treatment Team - Each District Director will appoint one member from the District to serve on the CBC Treatment Team. This appointee must have earned SOTP Certification, ATSA Clinical Membership, or hold a professional license to independently practice in social work, counseling or related fields, and experience providing direct treatment services to clients under community supervision. Treatment Team members will serve three-year terms or until a new member is appointed by the District Director. Additionally, the Department of Corrections Director or Designee will appoint one member to the Treatment Team and designate the Treatment Team lead.
- B. Lifetime Special Sentence - A person convicted of a class "C" felony or greater offense under **chapter 709**, or a class "C" felony under **section 728.12**, or a class "B" felony under **section 713.3**, subsections 1, paragraph "d", shall also be sentenced, in addition to any other punishment provided by law, to a special sentence committing the person into the custody of the Director of the Iowa Department of Corrections for the rest of the person's life, with eligibility for parole as provided in **chapter 906. (Iowa Code 903B.1)**
- C. Ten Year Special Sentence - A person convicted of a misdemeanor or a class "D" felony offense under **chapter 709, section 726.2, or section 728.12** shall also be sentenced, in addition to any other punishment provided by law, to a special sentence committing the person into the custody of the Director of the Iowa Department of Corrections for a period of ten years, with eligibility for parole as provided in **chapter 906. (Iowa Code 903B.2)**
- D. Special Sentence Parole/Work Release - The board of parole shall determine whether the person should be released on parole or placed in a work release program. The special sentence imposed under this section shall commence upon completion of the sentence imposed under any applicable criminal sentencing provisions for the underlying criminal offense and the person shall begin the sentence under supervision as if on parole or work release. **(Iowa Code 903B.1, 903B.2)**
- E. Special Sentence Revocation - The person shall be placed on the corrections continuum in **chapter 901B**, and the terms and conditions of the special sentence, including violations, shall be subject to the same set of procedures set out in **chapters 901B, 906, and 908**, and rules adopted under those chapters for persons on parole or work release. The revocation of release shall not be for a period greater than two years upon any first revocation, and five years upon any second or subsequent revocation.
- F. Discharge from Parole - If a person has been sentenced to a special sentence under section **903B.1** (lifetime) or **903B.2** (10 years), the person may be

discharged early from the sentence in the same manner as any other person on parole. However, Iowa Code sections exclude certain convictions from early discharge. See CBC-FS-01 Attachment A Supervision Early Discharge Appendix for a list of these offenses. **(Iowa Code 906.15)**

- G. Early Discharge Restriction: Parole Agreement 20c - I understand that I will be on parole supervision until the actual date of the discharge of the sentence(s) for which I am on supervision and that I will not be discharged early from supervision unless this condition is, otherwise, amended by the Board of Parole.
- H. Sex Offense Treatment Program (SOTP) – A program established by the Iowa Department of Corrections for clients who have been convicted of a sex crime or who have demonstrated some sort of sexually- deviant behavior. For purposes of **Iowa Code 903A.2(1)(a)**, no treatment program shall be considered to be a “sex offense treatment program established by the Director” unless the program is specifically designated as such a program by the Director.

4. PROCEDURES

- A. Each District Director will appoint one member from the District to serve on the CBC Treatment Team. This appointee must have earned SOTP Certification, Association for the Treatment and Prevention of Sexual Abuse (ATSA) Clinical Membership, or hold a professional license to independently practice in social work, counseling or related fields, and experience providing direct treatment services to clients under community supervision. Treatment Team members will serve three-year terms or until a new member is appointed by the District Director. Additionally, the Department of Corrections Director or Designee will appoint one member to the Treatment Team and designate the Treatment Team lead.**
- B. The process by which a client may be discharged early from a special sentence is a multi-step process:**
 - 1. A client requests early discharge from lifetime special sentence parole.
 - 2. The supervising officer completes the Checklist for Early Discharge from the Special Sentence Supervision and refers the client for a comprehensive evaluation of risk if it appears early discharge may be an appropriate consideration.

3. The assessment tools used in the evaluation shall be professionally validated and approved by the Department of Corrections (DOC) and completed by a DOC approved evaluator. The updated risk assessment is valid for 12 months.
4. If the risk assessment shows the client as being low risk and the District Treatment Team / SOTP Unit determines the client is suitable for further review, the case will be referred to the CBC Treatment Team for review.
 - a. Staff shall make an attempt to contact DOC registered victims utilizing **CBC-FS-01 Attachment B** *Victim Contact for Early Discharge Cases*, to inform and discuss any concerns about the client's supervision prior to recommending an early discharge. (Note: The victim does not have to approve of early discharge in order to proceed with an early discharge request.)
 - b. Any attempts to contact and/or any concerns should be documented in ICON under Offender > Records Alerts > Victim Confidential Comments.
5. If approved by the CBC Treatment Team:
 - a. The Team Lead will review the decision with the respective District Director from where the case originated.
 - b. If approved by the District Director to proceed, a Board of Parole Release Plan requesting removal of the no early discharge, condition 20b should be submitted to the Iowa Board of Parole (IBOP).
6. The IBOP makes a determination on removing the early discharge restriction. The IBOP may request further documentation regarding the progress of the client and may receive comments from victims as to such a decision. Once the IBOP makes a determination, the IBOP shall notify the District of the decision.
7. If the IBOP removes the early discharge restriction, the District Director then has the authority to discharge the special sentence of the parolee pursuant to **Iowa Code Section 906.15**.
 - a. If approved, the supervising officer will be notified, and a parole discharge will need to be authored and follow local discharge procedures.
 - b. If a client is currently supervised via Interstate Compact, the same previously listed process shall be followed and upon completion the documents sent to the Interstate Compact Administrator.

8. If the decision is made not to approve early discharge from a special sentence, the decision is final and no further appeal is allowed.
9. Applicants may reapply after one year.