

# What's included in this module:

IDOC monitors and manages the behavior of incarcerated individuals by documenting and storing incident details as part of the incarcerated individual's official record. The module also contains the processes related to Conduct Hearings, drug screenings, sanctions, and appeals.

## What's in it for me?

- Less manual data entry
- One system for all of my work
- Easily accessible historical information

## Associated Roles:



Screening Officer



Trust Fund



Disciplinary Hearing Board









# Project DELTA



# Module: Conduct

## Key Changes?

-  Prior to creating a Conduct Report, an Event must be created. An event includes the description of the incident with all witnesses, involved incarcerated individuals, time and place details, contraband, etc. All Conduct Reports are tied to an event.
-  All signatures for Conduct will be captured and tracked in DELTA instead of on paper. If signature pads cannot be used, the form will be printed, signed, and re-uploaded to DELTA.
-  The Conduct module will interface with CACTAS. Instead of sending financial sanctions to Fiscal, they will be able to see the sanctions on their own and withdraw the money from the offenders' accounts.
-  In the Conduct Hearing section, users can select if they want to waive the 24 hour hearing, select the Nature of Hearing, and postpone the hearing. Users can also leave comments explaining their rationale.
-  Witnesses added to an Event can then be added to the Report of Conduct. Witnesses with access to DELTA will receive an automated email prompting them to upload their testimony.
-  The Hearing Report will be completed in DELTA, where any sanctions will be captured along with required signatures.

## What will be the same?

-  A Screening Report will still be created, and it will follow the same approval process
-  A Hearing Report will still be created, and it will follow the same approval process
-  A Conduct Report will still be created, and it will follow the same approval process
-  Critical Incidents will continue to be captured



To find out more, visit: <https://www.in.gov/idoc/home/project-delta/>