

What to expect as a Correctional Officer:

Correctional Officer's roles and responsibilities will not change, however, in some instances they will be entering information in DELTA or reviewing records. DELTA will provide Correctional Officers with easier access to critical information and simplify many reporting processes. Specific details on this will be shared during training based on current roles.

What's in it for me?

Access to the system to view offender records

Digital processes for better tracking

Easily accessible information

Most Commonly Used DELTA Modules:

Intake

Conduct

Warrants

Programs & Work

Movement

Contraband

Scheduling

Property

Visitation

Position: Correctional Officer

DELTA Access*:



The Central Warrants Unit will create and update CTP, Escape, and Juvenile warrant records in DELTA. Correctional Officers in the Central Warrants Unit will also be able to track escape warrants, update apprehensions and close warrants all within DELTA.



Correctional Officers will have access to the Conduct Module in the instance that they are the reporting employee. They will be able to create events and enter incident and offense data as well as sign reports directly in DELTA.



In the Visitation Module, Correctional Officers will be able to see all approved visitors. They will also be able to deny visitors access and complete the denial report directly in DELTA.



Correctional Officers who work in Property will be able to complete paperwork and update property records directly in DELTA.



Correctional Officers who are involved in the Intake process will input various information into DELTA. In addition, they will have access to the Intake check list to view what activities have been completed and which still need to be completed.



In the Programs & Work and Scheduling Modules, Correctional Officers overseeing activities related to these will have access to the schedules and attendees at each program and be able to monitor for reporting needs.



Project DELTA

**Access to modules will be determined by the current responsibilities that Correctional Officers have. Training must be completed for each module that a Correctional Officer will need access to.*



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