

MEADE COUNTY DETENTION CENTER

WORK RELEASE POLICY

Offenders who are granted work release by the judge must abide by the following conditions:

- 1. Abide by any conditions set forth by the Court, the Jail, and any Commitment Orders.**
- 2. Have your employer sign a work release bond, if required.**
- 3. Provide the Detention Center with a verifiable work schedule including contact information for your direct supervisor.**
- 4. Provide the Detention Center with a pay stub to verify hours worked, if requested.**
- 5. Pay \$20.00 per day for every day worked and \$20.00 per day for every day not worked.**
- 6. All work release fees must be paid weekly or bi-weekly, depending on pay schedule.**
- 7. Should the work release balance become more than \$200.00 (10 Days worked), work release will be pulled until the balance is paid in full. Exceptions may be approved by the Chief Deputy or Jailer.**
- 8. All work release fees must be paid in full seven days prior to your release date. Failure to do so will result in a loss of work release privileges. Exceptions may be approved by the Chief Deputy or Jailer.**
- 9. You are only allowed to work 5 days per week. In order to work more, you must present, in writing from the Court, a change to the Commitment Order.**
- 10. In a 24 hour period, you can be out of the facility for a total of 12 hours, only if your schedule dictates such. This includes travel time to and from work. In order to receive more time out for work, you must present, in writing from the Court, a change to the Commitment Order.**
- 11. You are not permitted to go home, to your Attorney's office, or to run personal errands while on work release. You are only permitted to go directly to work and return directly from work. In order to go anywhere else, you must present, in writing from the Court, a change to the Commitment Order.**
- 12. You must immediately inform the Detention Center of any changes in employment. (i.e. termination, schedule change, resignation, etc.)**
- 13. While on work release, the Detention Center may call your employer to verify attendance. You must provide, in writing, ALL CURRENT phone numbers for your employer, so that they can be reached. Should the Detention Center be unable to make contact with your employer, it is then your responsibility to ensure that your employer contacts the Detention Center.**
- 14. Should transportation problems or emergency situations arise and you are unable to return to the Detention Center by your designated time, you must contact the**

Detention Center and inform them of your situation and location. Failure to do so may result in disciplinary action and/or a possible escape charge.

- 15. In order to drive to your place of employment, you must provide the Detention Center with a copy of your Driver's License, and proof of insurance.**
- 16. Self-employed offenders must provide the Detention Center with income tax papers or job receipts that prove you had a legitimate business prior to your incarceration.**
- 17. You will be given a clothed pat down search and/or a strip search to check for contraband when returning from work release. Anyone caught bringing unauthorized items in or out of the Detention Center will lose their work release and possibly face criminal charges.**
- 18. Any alcohol or drug use while out to work will result in a loss of work release status and the judge will be notified.**
- 19. All work release offenders are subject to alcohol and/or drug testing at any time. Drug test fees will be billed to your account and must be paid before your release. All presumptive positive results will be given to the court.**
- 20. Do not bring anything into the Detention Center without prior approval. This includes, but is not limited to, food, drinks, lighters, tobacco, and mobile phones.**
- 21. Any violation of rules governing work release may cause your work release privileges to be revoked.**