

## 1.4.B.3 Adult Internal Management System (AIMS)

### I Policy Index:



**Date Signed:** 10/29/2015  
**Distribution:** Public  
**Replaces Policy:** 4B-6  
**Supersedes Policy Dated:** 09/25/2013  
**Affected Units:** Adult Male Institutions  
**Effective Date:** 10/30/2015  
**Scheduled Revision Date:** August 2016  
**Revision Number:** 13  
**Office of Primary Responsibility:** DOC Administration

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### II Policy:

The Adult Internal Management System (AIMS) is an effective correctional management tool designed to identify male inmates based in part on their life history/personal background and observed behaviors while incarcerated. Male inmates with like personalities, background and behavior patterns are separated into homogeneous living groups within institutions to reduce tension, violence, victimization and other disruptive behaviors/misconduct.

### III Definitions:

None

### IV Procedures:

#### 1. AIMS Implementation:

- A. Adult institutions housing male inmates will utilize the AIMS classification assessment for the internal classification of male inmates within housing units of the institution.
  - 1. No rights, privileges or custody levels will be established, lost, changed, determined or affected on the basis of an inmate's assigned AIMS category.
  - 2. Inmate cell/room assignments will not be based solely on the inmate's AIMS code.
  - 3. AIMS is not used exclusively when assigning inmates to institutional jobs or placement in programs.
- B. Each adult institution housing male inmates will develop procedures for the implementation of this policy utilizing the [Correctional Adjustment Checklist](#) (See [Attachments 1](#) and [2](#)) and the [Checklist for the Analysis of Inmate Life History Records](#) (See [Attachments 3](#) and [4](#)). These checklists will be entered into the AIMS assessment located in the adult Comprehensive Offender Management System (COMS).

## **2. AIMS Categories:**

- A. AIMS scores yield five (5) categories, with designations of A, B, C, D and E.
- B. These designations are based on historical background data/life history gathered, and observed behavior adjustment while in the correctional setting (correctional adjustment while housed in the Admissions and Orientation (A&O) Unit).
  - 1. Background data (see checklist) focuses on the inmate's adjustment and stability during time spent in the community.
  - 2. Observed behavior includes the inmate's record of misconduct, ability to follow staff directions, and level of aggression toward other inmates.

## **3. Initial AIMS Classification:**

- A. Male inmates newly admitted to the Department of Corrections (DOC), who have not previously had an AIMS assessment completed, will be assessed by A&O unit staff trained in administering the AIMS assessment.
- B. An inmate's behavior will normally be observed on a 24-hour basis by staff for a minimum of ten (10) days before staff profile the inmate's behaviors and complete the AIMS classification assessment.
- C. Once staff has assigned an inmate to an AIMS category, the inmate will normally remain assigned to that AIMS category (A-E) for the duration of his sentence. See Section 5 (B) below for exceptions.

## **4. Housing Assignment Based on AIMS:**

- A. Male inmates will be assigned housing, in part based on their assigned AIMS category, custody classification and programming needs. Inmates with like personalities, background, and behavior patterns may be housed together.
  - 1. Inmates assessed with an AIMS code of C will be housed in cells/rooms with inmates assessed with an AIMS code of A, B, C, D, or E.
  - 2. Inmates assessed with an AIMS code of A or B will not be housed in cells/rooms with an inmate assessed with an AIMS code of D or E.
  - 3. Inmates subject to inter-facility transfer who have been assigned an AIMS category will be assigned to an appropriate cell/room upon arrival at the facility.

## **5. AIMS Reclassification:**

- A. An AIMS assessment will be administered by A&O unit staff trained in AIMS if the new admission inmate was discharged from DOC custody for more than one (1) year from the date of their admission. Parole violators previously assigned an AIMS code/category re-admitted to the DOC do not require another AIMS assessment.
- B. In the event a DOC staff member believes an inmate's assigned AIMS code/category is incorrect, the staff member will notify the respective inmate's Unit Manager.

1. The Unit Manager may schedule the inmate for a second AIMS assessment.
2. If the second AIMS classification assessment results in the inmate being placed in a different category, the Unit Manager will notify his/her supervisor.
3. The supervisor will arrange a consultation with the designated staff to determine the appropriate AIMS category and housing assignment for the inmate.

## V Related Directives:

None.

## VI Revision Log:

**October 2002:** **Revised** references to O and I to read Admissions and Orientation throughout policy. **Added** section F to Housing. Added term "housing male inmates" to AIMS Implementation section.

**Removed** State Penitentiary reference from AIMS Categories.

**August 2003:** Revised the policy statement. Noted that the policy only applies to male inmates and deleted references to female inmates. Added reference to policy 1.4.B.2.

**December 2004:** **Clarified** that inmates will be relocated to "AIM-appropriate housing within thirty (30) days" under the section Housing Assignment Based on AIMS.

**August 2005:** **Revised** cell/room/bunk assignment requirements for minimum custody facilities so that AIMS is not the primary factor. **Revised** the language on the ten day observation period.

**January 2008:** **Added** attachments 2 and 4. **Revised** the section on Housing Assignment Based on AIMS to note that the AIMS code determines the inmate's housing unit. **Revised** the policy statement. **Added** references to DOC policies 1.3.D.1 and 1.3.D.4. **Added** guidelines for recommendation of alternative housing unit placement. **Revised** attachment 5.

**August 2008:** **Revised** formatting of policy and attachments in accordance with DOC policy 1.1.A.2. **Revised** Policy statement to state that male incarcerated inmates are separated into homogeneous living groups. **Revised** minor grammatical and wording changes throughout policy. **Added** DOC policy when referencing policies in section V.

**January 2009:** **Added** ss (D, D1 and D2 of Housing Assignment Based on AIMS. **Revised** name of Attachment 5 and **added** placement and removal to an alternative housing placement within same attachment.

**August 2009:** **Revised** title of DOC policy 1.4.B.2 throughout policy. **Revised** minor wording throughout policy. **Added** hyperlinks throughout policy.

**August 2010:** **Revised** formatting of Section 1.

**October 2011:** **Reviewed with no changes.**

**October 2012:** **Reviewed with no changes.**

**March 2013:** **Deleted** "and the computer programmed AIMS list" and **Replaced** with "These checklists will be entered into the AIMS assessment located in COMS" in Section 1 B. **Deleted** A. "An inmate's AIMS classification will be examined by the inmate's unit staff at the inmate's regularly scheduled classification hearing" in Section 5. **Renumbered** items that followed.

**July 2013:** **Deleted** "AIMed will be AIMed" and **Replaced** with "assessed will have an AIMS assessment completed" in Section 3 A. **Deleted** B. "Inmates who have not previously been AIMed who are received at any other institutions will be AIMed by trained staff at the receiving institution" in Section 3 A. **Deleted** "General population housing will be divided into 3 group living areas:" and **Replaced** with "Inmate housing based on assessment" in Section 4. **Deleted** "1. The 3 living areas will be divided so that category A and B inmates are housed together in a unit, category C inmates are housed together in a unit and category D and E inmates are housed together in a unit" in Section 4 A. **Added** "assessed with an AIMS code of" and **Deleted** "designation" in Section 4 A. 2 and 3. **Deleted** "Alternative AIMS Housing Placement" and **Replaced** with "Alternative AIMS Housing Placement form located in COMS on the offender assessment screen under the documents tab" in Section 4 C. 2. **Deleted** "leaves the DOC" and **Replaced** with "was discharged from DOC custody" and **Added** "Inmates who have violated parole and been re-admitted to the DOC do not require a second AIMS classification assessment" in Section 5 A. **Deleted** "score" and **Replaced** with "Classification assessment code" in Section 5 A. 2.

**September 2015:** **Added** "with like personalities, background and behavior patterns" and "within institutions" to the policy statement. **Added** "an effective correctional management tool" **Deleted** "in general population housing as well as male inmates in segregation and specialized populations" and **Replaced** with "internal classification of male inmates within the housing units of the institution" in Section 1 A. **Deleted** "assignments" in Section 1 A. **Added** "established" in Section 1 A. 1. **Deleted** "at minimum custody facilities" in Section 1 A. 2. **Deleted** 3. "Although the AIMS code will still be utilized, other considerations such as work assignment, program assignment, etc. may take precedence when making cell/room/bed assignments at a minimum custody facility" in Section 1 A. **Added** new 3. In Section 1 A. **Added** "behavior" and **Added** "profiling an inmate's behaviors and completing" in Section 3 B. **Added** "custody, classification and programming needs" "Inmates with like personalities, background, and behavior patterns will be housed together" in Section 4 A. **Deleted** B. "Inmates will be assigned a cell/room based on their AIMS group designation" in Section 4. **Deleted** "If an AIMS appropriate room/cell is not available when the transferred inmate is admitted to the facility, the inmate will be assigned to an available cell/room. The Warden will be notified of the temporary housing placement. Unit staff will relocate the inmate to an AIMS-appropriate cell/room within thirty (30) days of admission to the facility" in Section 4 B. 2. **Deleted** "units, sections, tiers" and **Replaced** with "cells/rooms" in Section 4. **Deleted** C. and D. regarding alternative housing in Section 4. **Delete** Attachment 5.

*Denny Kaemingk (original signature on file)*

Denny Kaemingk, Secretary of Corrections

10/29/2015

Date

## Attachment 1: Correctional Adjustment Checklist

The **Correctional Adjustment Checklist** form is available as an IWP in COMS or click [here](#).

South Dakota Department of Corrections Policy Distribution: Public		Attachment: Correctional Adjustment Checklist Please refer to DOC policy 1.4.B.3 Adult Internal Management System (AIMS)	
<b>CORRECTIONAL ADJUSTMENT CHECKLIST</b>			
Inmate Name		Number:	
Name of Person completing this checklist		Date:	
Instructions: Please indicate if the following behaviors this inmate exhibits. If the behavior describes the inmate, check "1". If it does not, check "0". Please complete this entire checklist.			
1.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Worried, Anxious	
2.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Tries, but cannot seem to follow directions	
3.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Tense, unable to relax	
4.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Socially withdrawn	
5.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Continually asks for help from staff	
6.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Gets along with hoodies	
7.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Seems to take no pleasure in anything	
8.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Jittery, jumpy; seems afraid	
9.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Uses leisure time to cause trouble	
10.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Continually uses profane language; curses and swears	
11.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Early riser	
12.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Sluggish and drowsy	
13.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Cannot be trusted at all	
14.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Moody, brooding	
15.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Needs constant supervision	
16.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Victimizes weaker inmates	
17.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Seems dull and unintelligent	
18.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Is an agitator about race	
19.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Continually lies to cons/staff	
20.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Impulsive; unpredictable	
21.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Afraid of other inmates	
22.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Seems to seek excitement	
23.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Never seems happy	
24.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Doesn't trust staff	
25.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Passive; easily led	
26.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Talks aggressively to other inmates	
27.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Accepts no blame for any of his troubles	
28.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Continually complains; accuses staff of unfairness	
29.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Daydreams; seems to be mentally off in space	
30.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Talks aggressively to staff	
31.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Has a quick temper	
32.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Obviously holds grudges; seeks to "get even"	
33.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Inattentive; seems preoccupied	
34.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Attempts to play staff against one another	
35.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Passively resists; has to be forced to participate	
36.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Tries to form a clique	
37.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Openly defies regulation and rules	
38.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Often sad and depressed	
39.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Stirs up trouble among inmates	
40.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Aids or abets others in breaking the rules	
41.	<input type="checkbox"/> 0 <input type="checkbox"/> 1	Considers himself unfairly confined	
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## Attachment 2: Cues for Completing the Correctional Adjustment Checklist

1. Worried, anxious  
**Note:** Nervous, uneasy, lack of eye contact, hyper-alert, continually asking to see a counselor.
2. Tries, but cannot seem to follow directions  
**Note:** Frequent "spot" (minor) reports, appears absent-minded, doesn't seem to "get" (understand) instructions.
3. Tense, unable to relax  
**Note:** Can't sleep, paces, sweats a lot, sits on the edge of the chair.
4. Socially withdrawn  
**Note:** Sits alone, doesn't participate, one or two-word conversations.
5. Continually asks for help from staff  
**Note:** Submits numerous request slips (kites), asks unnecessary questions (ones for which he knows the answers), almost always stops any staff member to ask about something.
6. Gets along with the hoods  
**Note:** Associates with trouble-makers ("heavy" inmates).
7. Seems to take no pleasure in anything  
**Note:** Always complaining, "whiner", seems depressed, almost never smiles.
8. Jittery, jumpy, seems afraid  
**Note:** Hyper startle reactions, nervous, hangs around staff, wants to sign up for every program, seemingly "every day" has a whole new set of problems, frequently on sick-call.
9. Uses leisure time to cause trouble  
**Note:** A "practical joker", doesn't get involved in organized activities, almost always seems to be in some place other than where he should be.
10. Continually uses profane language, curses, and swears  
**Note:** Excessive use of profane language.
11. Easily upset  
**Note:** Almost any change in routine causes him to erupt.
12. Sluggish and drowsy  
**Note:** "Spot" reports for sleeping during count, droopy, slow moving, often asleep in the middle of the day.
13. Cannot be trusted at all  
**Note:** Frequent disciplinary reports, lies, steals, will not follow directions, often found in places "out of bounds" for inmates.

14. Moody, brooding  
**Note:** Rapid changes in attitude (seemingly without reason), over-reacts to normal situations, depressed.
15. Needs constant supervision  
**Note:** Never finishes a task, job is always done poorly, asks unnecessary questions, challenges rules and regulations (wants to know “why” about almost everything).
16. Victimizes weaker inmates  
**Note:** Physically/mentally intimidating, loud voice, has “followers”, frequent expression of dislike for certain type of offenders/individuals.
17. Seems dull and unintelligent  
**Note:** Loner, not involved in program activities, uses limited vocabulary, doesn’t seem to understand instructions, without continual supervision the job gets all messed-up, passive, seems “lost in space”, doesn’t read, may need help writing.
18. Is an agitator about race  
**Note:** Uses racial slurs/comments, stereotypes others, uses race as a “crutch”.
19. Continually tries to con staff  
**Note:** “Buddies-up” to staff, frequently compliments staff members, seems to consider self more like staff than like an inmate, volunteers for undesirable tasks, joins many programs but doesn’t really get involved, talks to staff member “A” about staff member “B”.
20. Impulsive, unpredictable  
**Note:** Quick changes in attitude, does “dumb” things, frequently asks for changes (i.e. job, bed/room assignment, etc.), “flies off the handle”.
21. Afraid of other inmates  
**Note:** Hangs around staff, doesn’t participate, avoids contact (physical/ verbal) with other inmates, mentions to staff vague threats that inmates make towards him (but frequently won’t name names), fearful body language, tries to “fade into the woodwork”.
22. Seems to seek excitement  
**Note:** “Daredevil”, tells staff and inmates stories about “daring” deeds, always into things (where the “action” is), frequently comes up with “wild” ideas, challenges other inmates to compete in physical activities.
23. Never seems happy  
**Note:** Depressed, frown upon face, never has a good word to say, sad, loner, seeks sympathy, doesn’t associate with other inmates, frequently has complaints about a variety of things.
24. Doesn’t trust staff  
**Note:** Quiet, minimal interaction with staff, asks different staff members the same question, overly concerned about differences in ways staff function, wants to know “where does it say that in the rules?”
25. Passive, easily led  
**Note:** Follower, hangs with the “heavy” inmates, reads a lot, quiet, does just what is asked of him without any self-initiated additional effort, “fall guy”.

26. Talks aggressively to other inmates  
**Note:** Uses loud voice, verbally intimidates others, overly profane, makes veiled (or not so veiled) threats.
27. Accepts no blame for any of his troubles  
**Note:** Always has an excuse, "society made me do it", the police "set him up", never his fault.
28. Continually complains; accuses staff of unfairness  
**Note:** Frequently files grievances, jail-house lawyer, will "button-hole" anyone to tell them about unfair treatment he is receiving, wants to know "where in the rule book does it say that?"
29. Daydreams; seems mentally off in space  
**Note:** Sits alone, doesn't participate, inattentive, stares off into space, has "poor" hearing.
30. Talks aggressively to staff  
**Note:** Uses loud voice, surly, verbally intimidating, excessive profanity, challenges staff's authority to give him orders.
31. Has a quick temper  
**Note:** Gets numerous disciplinary reports, challenges staff, blows-up over minor things, can't take "no" as an answer, ready to fight "at the drop of a hat".
32. Obviously holds grudges; seeks to get even  
**Note:** Stirs up trouble, has angry looks on his face, preoccupied, very observing, turns in many reports about staff behavior, seems always to be quietly talking to other inmates.
33. Inattentive; seems preoccupied  
**Note:** Fails to follow instructions, doesn't pass orientation exam, little eye contact, doesn't seem to be listening, "off in space".
34. Attempts to play staff against one another  
**Note:** Asks several staff members the same question, talks to one staff member about another staff member.
35. Passively resistant; has to be forced to participate  
**Note:** Slow to follow instructions, requires a direct order to get action, complainer, quietly challenges staff's authority, wants to know "where does it say that in the rules?" loner, just sits, whatever it is he'd rather not do it.
36. Tries to form a clique  
**Note:** "Helps out" other inmates, acts as a "leader" or spokesman for other inmates, attracts a group of followers.
37. Openly defies rules and regulations  
**Note:** Numerous disciplinary reports, loudly challenges staff's authority (frequently in front of other inmates), wants to know "where does it say that in the rules?"
38. Often sad and depressed  
**Note:** Cries, withdrawn, isolated, doesn't talk much, does not participate in activities, moves slowly, family reports no contacts with him.



## 39. Stirs up trouble among inmates

**Note:** Talks to different group of inmates than usually talks to, loud mouth, sets self up to be the center of attention, wants to know about other inmates' charges, snitcher, tells inmate "X" what inmate "Y" said about him, sets up inmates/groups against one another.

## 40. Aiding or abetting in breaking the rules

**Note:** Behind-the-scenes type, set-up other inmates (dares them to do things), is leader of a group of "heavy" inmates, tells "war stories" about how to break the rules and get away with it.

## 41. Considers himself unjustly confined

**Note:** Claims to be innocent, complains about unfair sentence, displays no remorse over wrongdoings, maintains "they got the wrong guy", challenges authority has the right to make the decision to confine him.

## Attachment 3: Checklist for the Analysis of Inmate Life History Records

The *Checklist for the Analysis of Inmate Life History Records* is available as an IWP in COMS or click [here](#).

South Dakota Department of Corrections		Attachment: Checklist for the Analysis of Inmate Life History Records	
Policy		Please refer to DOC policy 1.4.B.3	
Distribution: Public		Adult Internal Management System (AIMS)	
<b>CHECKLIST FOR THE ANALYSIS OF INMATE LIFE HISTORY RECORDS</b>			
Inmate Name: <input type="text"/>		Inmate Number: <input type="text"/>	
Name of Person Completing This Checklist: <input type="text"/>		Date: <input type="text"/>	
Instructions: Please place an "X" after each behavior trait that describes this inmate's life history.			
	<input type="checkbox"/>	1.	Has few, if any, friends
	<input type="checkbox"/>	2.	Thrill-seeking
	<input type="checkbox"/>	3.	Preoccupied
	<input type="checkbox"/>	4.	Uncontrolled as a child
	<input type="checkbox"/>	5.	Has expressed guilt over offense
	<input type="checkbox"/>	6.	Expressed need for self-improvement
	<input type="checkbox"/>	7.	Socially withdrawn
	<input type="checkbox"/>	8.	Weak, indecisive, easily led
	<input type="checkbox"/>	9.	Previous local, state or federal incarceration
	<input type="checkbox"/>	10.	Tough, defiant
	<input type="checkbox"/>	11.	Irregular work history (if not a student)
	<input type="checkbox"/>	12.	Noted not to be responsive to counseling
	<input type="checkbox"/>	13.	Gives impression of ineptness, incompetence in managing everyday problems in living
	<input type="checkbox"/>	14.	Supports wife and children
	<input type="checkbox"/>	15.	Claims offense was motivated by family problems
	<input type="checkbox"/>	16.	Closes ties with criminal elements
	<input type="checkbox"/>	17.	Depressed, morose
	<input type="checkbox"/>	18.	Physically aggressive (strong arm, assault, reckless homicide, attempted murder, mugging)
	<input type="checkbox"/>	19.	Apprehension likely due to "lucid" behavior on part of the offender
	<input type="checkbox"/>	20.	Single marriage
	<input type="checkbox"/>	21.	Expresses feelings of inadequacy, worthlessness
	<input type="checkbox"/>	22.	Difficulties in the public schools
	<input type="checkbox"/>	23.	Suffering financial reverses prior to commission of offense for which incarcerated
	<input type="checkbox"/>	24.	Passive, submissive
	<input type="checkbox"/>	25.	Bravado, braggart
	<input type="checkbox"/>	26.	Guiltless, blames others
	<input type="checkbox"/>	27.	Lack of concern for others
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## Attachment 4: Cues for Completing the Life History Checklist

1. Has few, if any friends.  
Record – was crime committed alone or with others? Ask – are you a loner or do you “hang around” with lots of people?
2. Thrill seeking.  
May be indicated by evidence of excessive substance abuse, excessive disciplinary record, even tattoos. Crime statement may provide an indication.
3. Preoccupied; “dreamy”.  
Observe – Does he stare into space? Does he have a minimal attention span?
4. Uncontrollable as a child.  
Record – juvenile incarcerations. Did he ever run away from home? During assessment interview you already ask, “why did you drop out of school?” If he had difficulty or got into trouble this is a good indicator. If he completed high school, chances are he was not uncontrollable as a child.
5. Has expressed guilt over offense.  
Record – read the crime statement. Observe his attitude – ask him to tell you a little about what happened (concerning the crime). Do not simply ask: “do you feel guilty?” He’ll either say “yes” or say he didn’t commit the crime at all.
6. Expresses need for self-improvement.  
Record – has he participated in any programs or is he currently interested in program participation?
7. Socially withdrawn.  
Avoids eye contact, minimal conversation.
8. Weak, indecisive, easily led.  
Record – crime statement; was he involved in a crime with others? Does he appear to have been a ring leader? Ask about crime – does he claim he was in with the wrong crowd?
9. Previous local, state or federal incarceration.  
Record – has the inmate been incarcerated for any other charge (including misdemeanor charges at local jails) prior to this incarceration?
10. Tough, defiant.  
Record – disciplinarians, a juvenile record, crimes such as resisting arrest are good indicators. Observe – the inmate’s attitude (it is not appropriate to ask directly “are you tough a defiant?”). Is he arrogant?
11. Irregular work history (if not a student).  
This is asked during the assessment interview. Verify by checking the record.
12. Noted not responsive to counseling.  
Record – has the inmate participated in any needed counseling?  
**Example:** He had a substance abuse problem and participated in counseling and is being written up for contraband, etc., or counseling was recommended but he did not attend sessions.
13. Gives impression of ineptness, incompetence in managing every day problems in living.  
Appearance – is he disheveled, messy, “not very together”, does he lack basic social skills?

14. Supported wife and children.  
Record – was he regularly employed and did he have a family to support?
15. Claims offense was motivated by family problems.  
Is there evidence of recent or longstanding discord/turbulence in family relationships?
16. Close ties with criminal elements.  
Did he have accomplices? Were they career criminals? Does he associate with known “hoods” in the prison?
17. Depressed, morose.  
Have there been recent suicide attempts or gestures? Is his general attitude depressed?
18. Physically aggressive (strong arm, assault, reckless homicide, attempted murder, mugging, etc.).  
Record – has the inmate ever been convicted of a physically aggressive crime? Note the “etc.” It could be sexual assault, resisting arrest, “etc.”
19. Apprehension likely due to “stupid” behavior on the part of the offender.  
Record – does it specify drug/alcohol influence? Read crime statement – was the arrest due to “stupid behavior”?
20. Single marriage.  
The inmate is currently married and has never been divorced or widowed (In those jurisdictions which recognize common law marriages, common law does apply).
21. Expresses feelings of inadequacy, worthlessness.  
Suicide gestures, general attitude.
22. Difficulties in public schools.  
Did the inmate drop out of school? Does he have below-average test scores? This item is concerned mainly with behavioral difficulties.
23. Suffered financial reverses prior to commission of offense for which incarcerated.  
Did the inmate lose his job just prior to committing his current offense?
24. Passive, submissive.  
Is the inmate quiet, hard to converse with? Does the inmate let others “push him around?”
25. Bravado, braggart.  
Does the inmate talk about how great he is (I was making big money on the streets, etc.).
26. Guiltless, blames others.  
Record – crime statement. Denial of evident substance abuse problems.
27. Expresses lack of concern for others.  
Thinks only of himself. No concern for family, friends, or victim (if applicable).