

# Island County Sheriff's Office

## RISK LEVEL RECLASSIFICATION PROCESS FOR REGISTERED SEX OFFENDERS

If you feel you are able to meet the below guidelines, and feel that your situation has changed and merits review for a possible Risk Level reclassification, you may submit the following written documentation to the Sheriff's office to be brought before the Leveling Committee for consideration at the next available meeting.

### MANDATORY Minimum Requirements BEFORE CONSIDERATION:

\_\_\_\_ If you DID NOT complete sex offender treatment, have you been out in the community a minimum of 7 years? Y / N

\_\_\_\_ If you DID complete sex offender treatment, have you been out in the community a minimum of 5 years? Y / N

\_\_\_\_ Have you fulfilled all court ordered responsibilities? Y / N

\_\_\_\_ Do you have any outstanding warrants or pending cases? Y / N

1. Current with all registration, verification and check in requirements, minimum 5 years.
2. No disqualifying conviction for minimum 5 years.
3. Letter from offender stating reasons why their Level should be lowered.

### ADDITIONAL DOCUMENTATION TO SUPPORT REQUEST FOR CHANGE:

Provide the following:

1. Attach list of any contact with Law Enforcement in the past 5 years.
2. Letters of successful completion from any therapists, treatment providers, education or training programs, etc., complete with contact information.
3. 3 personal character reference letters.
4. Steady employment/income with good review letter from employer.  
(Provide copy of W2's or paystubs)
5. Proof of stable housing situation. (Copy of rent/mortgage statement)
6. A current polygraph by a currently licensed Washington State Polygrapher that shows no new sexual crimes since sentencing date for offense (at applicant's expense).
7. Any other documentation that would show positive improvement in areas of responsibility.

All submitted information will be verified. If the Leveling Committee considers your request, regardless of the outcome, you must wait 2 years before resubmitting with additional information.

*Risk Level changes are not mandated and are at the discretion of the County Sheriff or his designee, the Leveling Committee.* This process is undertaken strictly as an acknowledgement of an offender's active and demonstrated steps taken to better themselves and their place in the community and thereby reducing the risk to sexually reoffend.

If your Risk Level is reduced, and you are investigated for any criminal activity, or fail to register a new address with law enforcement officials, your level may be raised to the previous Level immediately.

ISLAND COUNTY SHERIFF'S OFFICE  
Sex Offender Registration

Updated: 5/9/12

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FOR OFFICIAL USE ONLY:

Offender: \_\_\_\_\_

Date of Conviction: \_\_\_\_\_

Date Released: \_\_\_\_\_

Date Treatment completed: \_\_\_\_\_

Earliest Date of Administrative RRR: \_\_\_\_\_

Criminal Background Check: \_\_\_\_\_

Notes: