



ADMINISTRATIVE RULE WAIVER REQUEST

Petitioner Name: Iowa Department of Corrections - Newton Correctional Facility (NCF)

Contact Information: Susie Pritchard, Human Resources Director

Hiring Authority: Dan Craig, Deputy Director of Institutions

Administrative Rule to be Waived: 54.2(7) Qualifications

Statement of Rule:

54.2(7) Qualifications. Applicants must meet the qualifications for the class as well as any selective requirements associated with a particular class or position as indicated in the class description. The director shall determine whether or not an applicant meets such qualifications and requirements. Applicants and employees may, as a condition of the job, be required to have a current license, certificate, or other evidence of eligibility or qualification. Employees who fail to meet and maintain this requirement shall be subject to discharge in accordance with rule 11—57.10(8A) or 11—subrule 60.2(4). Any fees associated with obtaining or renewing a license, certificate, or other evidence of eligibility or qualification shall be the responsibility of the applicant or employee unless otherwise provided by statute.

List the names of the persons or the description of the class known by petitioner to be affected:

19 Correctional Counselors; 1 Psychology Assistant; 4 Treatment Service Directors; 1 Correctional Treatment Director

Briefly describe the change requested, including the portion of the rule to be waived:

Request rule waiver for one time approval to pay the certification fee of \$40 and pre-service fee of \$100 to the Iowa Board for the Treatment of Sexual Abusers (IBTSA) for the 25 employees above. Any further fees related to maintaining the certification will be the responsibility of these employees. Future employees will be subject to the administrative rule.

Any fees associated with obtaining or renewing a license, certificate, or other evidence of eligibility or qualification shall be the responsibility of the applicant or employee unless otherwise provided by statute.

Justification for waiving rule (attach additional sheets, as needed):

The IDOC Sex Offender Treatment Program is moving from the Mount Pleasant Correctional Facility to the Newton Correctional Facility. All NCF Correctional Counselors, a Psychology Assistant, the Unit Managers and the Correctional Treatment Director must meet the certification standards of the Iowa Board for the Treatment of Sexual Abusers (IBTSA) to provide the SOTP at the facility. IBTSA's pre-service is based on the National Institute of Corrections training program entitled "Sex Offender Treatment Skills for Correctional Professionals" from the U.S. Department of Justice. The IBTSA's certification is the cornerstone of Iowa's sex offender treatment and programming and is critical in litigation proceedings. (www.IBTSA.com)



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Petitioner Signature

[Handwritten Signature]

Date 3-9-16

DAS-HRE Bureau Chief Signature

[Handwritten Signature]

Date 3/10/16

Decision:



Granted



Denied

Signature of DAS Director's
Designee/COO of DAS-HRE

[Handwritten Signature]

Date 03/10/16