

**FLORIDA COMMISSION ON OFFENDER REVIEW
SIX MONTH FOLLOW-UP REPORT TO THE AUDIT FINDINGS
FOR CONDITIONAL MEDICAL RELEASE FOR THE PERIOD
BEGINNING JULY 2018 AND ENDING FEBRUARY 2020**

Finding 1: Conditional Medical Release

Finding No. 1:

The Department submits for each Conditional Medical Release (CMR) referral a proposed release plan and residence to the Commission, Office of Commission Clerk (Commission Clerk). The Commission Clerk was to immediately e-mail that information to the appropriate Commission regional administrator and field office staff to request a CMR investigation and, pursuant to Commission procedures, allow at least 2 business days for the completion of the investigation prior to placing the referral on the next docket for Commission consideration. According to Commission procedures and management, upon receipt of the proposed release plan by the field office, an investigator was to be immediately assigned to conduct the CMR investigation, which was to be completed as soon as possible and in time to be considered on the scheduled docket date.

As part of our audit, we examined records for 19 of the 132 CMR referrals with docket dates during the period July 2018 through February 2020 to determine whether the referrals were placed on the next docket for Commission consideration and whether CMR investigations were timely completed. Our examination found that the CMR referrals for three terminally ill inmates were not considered on the next docket after referral from the Department.

Recommendation:

We recommend that Commission management take appropriate steps to ensure that CMR referrals are timely docketed and investigated.

Commission's follow-up response:

The Commission has taken the following corrective measures as recommended. To ensure CMR referrals are timely docketed and investigated, the Commission has implemented a quality assurance process to track CMR cases. To ensure the tracking process steps are followed, the Commission has established Procedure Directive 3.03.10, Processing CMR, and revised Procedure Directive 3.01.02, Docketing and Re-Docketing. These procedure directives set forth the scope of functions and activities of receiving referrals, assigning, investigating, and timely docketing CMR cases.