



FIRST JUDICIAL DISTRICT OF PENNSYLVANIA

PHILADELPHIA ADULT PROBATION & PAROLE DEPARTMENT

QUESTION & ANSWER INFORMATION

What is PROBATION?

Probation is an alternative to incarceration in which the offender is permitted to serve the entire sentence in the community, under the supervision of the Adult Probation / Parole Department (APPD).

What is PAROLE?

Parole is an alternative to continued incarceration in which the offender is permitted to serve the remainder of the sentence in the community under APPD supervision.

Where is the Philadelphia Adult Probation Department located?

1401 Arch Street (the corner of Broad and Arch Streets)
Philadelphia, Pennsylvania 19107

How can I find out who my Probation/Parole Officer is?

Call Probation Information at 215-683-1000
(Give your name and date of birth)

What are SPECIAL CONDITIONS?

Obligations imposed by the sentencing Judge which the offender must satisfy in order to complete their sentence

What are some examples of Special Conditions of Probation/Parole?

- Complying with APPD Rules & Regulations
- Pay Economic Sanctions
- Enter or attend Treatment
- Obtain a GED
- Submit to Drug Testing

If I am in jail, what should I do once I am released?

- Upon your release, report to APPD within 72 Hours.
 - If already on Probation or Parole – report to your PO at 1401 Arch St.
 - If you are not already assigned to a PO– report to the Probation Department Intake Unit, located in Room B-01 in the Criminal Justice Center (13th and Filbert Streets).

The Judge ordered me to find employment, what should I do?

- Discuss your employment goals and plans with your Probation Officer
- Request assistance in preparing for your interview
- Provide verification of the places you have contacted
- Ask your PO to intervene with a prospective employer who may have concerns regarding your criminal record.

What if I am already employed, what should I do?

- Provide regular verification of employment & work schedule
- Advise Officer of any employment, or work schedule changes
- If necessary, ask your PO for flexibility regarding your reporting time to allow for the minimal disruption of work hours.

What are Economic Sanctions?

Economic Sanctions are monetary obligations determined and ordered by the sentencing Judge. They can include:

- Fines/Costs
- Restitution
- Supervision Fees

Always pay Something, No matter how small

Economic Sanction payments can be made in person @

Adult Probation/Parole Department
1401 Arch Street
Philadelphia, Pennsylvania 19102
Attn: Accounting Unit

-OR-

Criminal Justice Center
1301 Filbert Street
Philadelphia, Pennsylvania 19107
Attn: Accounting Unit

What are the rules and regulations of a probation and parole?

- You may not possess or carry a firearm or deadly weapon.
- You may not travel outside of Philadelphia without permission from your PO.
- Respond promptly to any summons to appear in Court.
- Notify your officer within 72 hours if any of the following occur:
 - A new arrest
 - A change of address
 - A change of employment
- You may be subject to random drug testing and home visits from your PO.
- You may be subject to attend a Life Skills Training course

What is a technical violation?

When you fail to comply with, or complete the obligations of Probation/Parole.

What is a direct violation?

If you are convicted for a crime committed while on Probation/Parole.

What is a probation warrant?

A legal document allowing APPD to arrest and hold you in custody pending a violation hearing before the sentencing Judge.

When can a probation warrant be issued?

- If you are arrested for any of the crimes listed below, you will be detained and held in custody pending a hearing in front of your Judge.
 - Murder
 - Aggravated Assault
 - Rape
 - Robbery
 - Involuntary Deviant Sexual Intercourse
- Your PO has the authority to lodge a warrant against you in response to any violation.

What happens at a violation hearing?

- Ask your PO to explain the Warrant and Violation Hearing Procedures.
- If it has been determined that you have violated your Probation or Parole, he/she may schedule a violation hearing.
- The APPD will advise you of the Violation Hearing date and time.

How can I successfully complete my probation / parole sentence?

- Follow the rules and regulations of Probation and Parole
- Report to your PO as scheduled
- Comply with or make good-faith efforts to complete your special conditions
- Make payments on your economic sanctions
- Maintain/seek gainful employment
- Remain arrest free.