

# SEXUAL OFFENDER COMMUNITY NOTIFICATION GUIDELINES R.I. GENERAL LAWS §11-37.1-1 ET SEQ.

UPDATED AND APPROVED BY THE RHODE ISLAND PAROLE BOARD June 12, 2023

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**RHODE ISLAND PAROLE BOARD  
SEXUAL OFFENDER COMMUNITY NOTIFICATION GUIDELINES**

**INTRODUCTION**

**SCOPE**

This policy is intended to comply with Rhode Island General Laws 11-37.1-12 which provides “the parole board shall promulgate guidelines and procedures for notifications” pursuant to the Sexual Offender Registration and Community Notification Act, Rhode Island General Laws §§11-37.1-1 et seq.

**POLICY**

By enacting the Sexual Offender Registration and Community Notification Act, R.I. Gen. Laws §11-37.1-1 et seq., the State of Rhode Island supports the policy that if members of the public are provided adequate notification and information about a sex offender who has been or is about to be released from custody and who lives or will live in or near their neighborhood, the community can develop constructive plans to prepare themselves and their children for the offender’s release.

1. In order to implement this policy, it is the policy of this agency to provide guidance and procedures for community notification relative to the release of those offenders as designated by statute, while preserving the legal rights of those offenders.
2. It is the policy of this agency to provide the maximum information authorized by law, consistent with the requirements of public safety.

**STATUTORY AUTHORITY**

R.I. General Laws §11-37.1-1 et seq., Sexual Offender Registration and Community Notification Act.

## **PART I DEFINITIONS**

### **Section 1.0 Definitions**

Except as otherwise provided in Rhode Island General Laws § 11-37.1-2. Definitions, as amended from time to time, wherever used in these Guidelines, the following terms shall be construed as follows:

- 1.1. The terms “Board”, “Board of Review” and “Sex Offender Board of Review”, shall mean the Sex Offender Board of Review appointed by the governor pursuant to the RI General Laws §11-37.1-1 et seq.
- 1.2. The term “Sex Offender Community Notification Unit” shall mean the SOCN Unit whose duty and authority are set forth in RI General Law 11-37.1-1 et seq.
- 1.3. Law Enforcement Agency:
  - 1.3.1. For the purpose of community notification, a law enforcement agency is defined as the agency having primary jurisdiction over the location where the offender expects to reside upon release, and/or where the offender is likely to be encountered.
  - 1.3.2. For all other purposes under this policy, the definition of law enforcement agency includes all agencies which carry on a law enforcement or prosecutorial function including, but not limited to local, state, and federal agencies, and parole, probation, and court services agencies.
- 1.4. The term “sexually violent offense” means and includes, any violation of §§ 11-37-2, 11-37-4, 11-37-6, 11-37-8, 11-37-8.1, 11-37-8.3, 11-67-2 (where the victim was subject to commercial sexual activity), 11-67-3(a), 11-67-3(b) (where the victim was subject to commercial sexual activity), 11-67.1-3(c) (where the victim was subject to sexual servitude), 11-67.1-5(d), 11-67.1-6(c); or 11-5-1, where the specified felony is sexual assault; or § 11-23-1, where the murder was committed in the perpetration of, or attempted perpetration of, rape or any degree of sexual assault or child molestation; or any offense in another jurisdiction that is substantially the equivalent of any offense listed in this subsection or for which the person is or would be required to register under 34 U.S.C. § 20911 as amended, or any conviction for an attempt or conspiracy to commit an offense enumerated in this subsection.
- 1.5. The term “sexually violent predator” shall mean a person who has been convicted of a sexually violent offense and who suffers from a mental abnormality or personality disorder that makes the person likely to engage in predatory sexually violent offenses.
- 1.6. The term “mental abnormality” shall mean a congenital or acquired condition of a person that affects the emotional or volitional capacity of the person in a manner that predisposes that person to the commission of criminal acts to a degree that makes the person a menace to the health and safety of another person.
- 1.7. The term “personality disorder” shall mean any personality disorder, or combination of personality disorders, as described and defined in the Diagnostic and Statistical Manual of Mental Disorders, Fifth Edition (“DSM-V”).

1.8. The term “predator” shall mean a person whose act(s) is (are) or was (were) directed at a stranger, or at a person with whom a relationship has been established or promoted for the primary purpose of victimization. The definition includes those offenders who have a pre-existing familial relationship with a victim or victims.

1.9. The term “conviction” or “convicted” shall mean and include any instance where:

1.9.1. A judgement of conviction has been entered against any person for an offense specified in RI General Laws §11-37.1-2, regardless of whether an appeal is pending; or

1.9.2. There has been a finding of guilty for any offense specified in RI General Laws §11-37.1-2, regardless of whether an appeal is pending; or

1.9.3. There has been a plea of guilty or nolo contendere for any offense specified in RI General Laws §11-37.1-2, regardless of whether an appeal is pending; or

1.9.4. There has been an admission of sufficient facts or a finding of delinquency for any offense specified in RI General Laws §11-37.1-2, regardless of whether an appeal is pending.

Provided, however, in the event a conviction, as defined in this paragraph, has been overturned, reversed, or otherwise vacated, the person who was the subject of such conviction shall no longer be required to register as required by RI General Laws §11-37.1-1 et seq., and any records of such registration shall be destroyed. Provided further that nothing herein shall be construed to eliminate a registration requirement of a person who is again convicted of an offense for which registration is required by RI General Laws §11-37.1-1 et seq.

1.10. The term “likely to encounter” means the following:

1.10.1. Level II Community Notification – (1) the organizations that are in a location or in close proximity to a location where an offender lives or is employed, attends school or university, or which an offender visits or is likely to visit on a regular basis, other than the location of the offender’s outpatient treatment program; and (2) the types of interaction which ordinarily occur at that location and other circumstances indicate that contact with an offender is reasonably certain.

1.10.2. Level III Community Notification – (1) the individuals and organizations that are in a location or in close proximity to a location where an offender lives or is employed, attends school or university, or which an offender visits or is likely to visit on a regular basis, other than the location of the offender’s outpatient treatment program; and (2) the types of interaction which ordinarily occur at that location and other circumstances indicate that contact with an offender is reasonably certain.

1.11. Day Care Establishments shall mean an establishment licensed by the State of Rhode Island or its agents, to provide day care services for children.

1.12. Public and Private Educational Institutions shall mean early childhood facilities (nursery school, pre-kindergarten, and kindergarten), elementary, middle, secondary and post-secondary educational institutions authorized or licensed by the State or Rhode Island.

- 1.13. Risk Level Assessment: That level of danger to the community established by the Sex Offender Board of Review. There are three risk levels.
  - 1.13.1. Level I – Risk Level I is a sexual offender whose risk assessment indicates a low risk of re-offense.
  - 1.13.2. Level II – Risk Level II is a sexual offender whose risk assessment indicates a moderate risk of re-offense.
  - 1.13.3. Level III – Risk Level III is a sexual offender whose risk assessment indicates a high risk of re-offense.
- 1.14. The term “parent” means a parent of a student and includes a natural or adoptive parent, a guardian, or an individual acting as a parent in the absence of a parent or a guardian.
- 1.15. The term “offenders in custody” shall mean those juvenile and adult offenders who are incarcerated or will be incarcerated at the Adult Correctional Institution, RI Department of Corrections or at the state juvenile correctional facility, the RI Training School for Youth, on or after the effective date of these Guidelines.
- 1.16. The term “agency having custody” shall mean the RI Department of Corrections and the Department of Children, Youth and Families.
- 1.17. The term “agency having control and supervision” shall mean the Department of Corrections, Office of Probation and Parole and the Department of Children, Youth and Families, Office of Juvenile Probation and Parole.
- 1.18. The term “Non-Incarcerated Offenders” shall mean:
  - 1.18.1. Those juvenile and adult offenders who have been convicted of a sexually violent offense after juvenile adjudication or trial, but whose sentence has not yet been imposed or whose appeal is pending;
  - 1.18.2. Those juvenile and adult offenders who plead guilty or nolo contendere to a sexually violent offense, but whose sentence has not yet been imposed or whose appeal is pending;
  - 1.18.3. Those juvenile and adult offenders who were convicted of a sexually violent offense and who received a suspended sentence with probation;
  - 1.18.4. Those juvenile and adult offenders who were convicted of a sexually violent offense and who received straight probation or whose sentence was deferred;
  - 1.18.5. Those juvenile and adult offenders who were convicted of a sexually violent offense and who were sentenced to a term in a juvenile correctional facility or adult correctional facility but who have received credit for time served;
  - 1.18.6. Those adult offenders moving into Rhode Island from another jurisdiction, who were convicted of a sexually violent offense and who are now under the control and supervision of the Rhode Island Department of Corrections, Office of Probation and Parole;

- 1.18.7. Those juvenile offenders moving into Rhode Island from another jurisdiction, who were convicted of a sexually violent offense and who are now under the control and supervision of the Rhode Island Department of Children, Youth and Families, Office of Juvenile Probation and Juvenile Parole; and
- 1.18.8. Those juvenile and adult offenders who have received a sentence of incarceration upon conviction of a sexually violent offense, but who were released from custody before the effective date of these Guidelines.
- 1.19. The term “sentencing court” as used in these Guidelines regarding juvenile sex offenders, means the Family Court and any of its justices, including, but not limited to, the trial judge presiding over the adjudication which resulted in the juvenile’s conviction of the sexually violent offense.
- 1.20. The term “sentencing court” as used in these Guidelines regarding adult sex offenders, means the Superior Court and any of its justices, including, but not limited to, the trial judge presiding over the trial which resulted in the adult offender’s conviction of the sexually violent offense.
- 1.21. The term “residential facility” means any community residence, rehabilitation program, hospital, or unit within hospitals for persons with mental illness, addiction/substance abuse disorders, or persons with developmental disabilities or cognitive disabilities that is managed and operated by any , person or entity for a period of at least twenty-four (24) hours, where, on a twenty-four (24) hour basis, direct supervision is provided for the purpose of providing rehabilitation, habilitation, psychological support, and/or social guidance. Semi-independent living programs, halfway houses, and non-residential treatment programs where persons have unsupervised access to the community shall not be considered residential facilities for the purposes of these guidelines.

## **PART II DUTIES OF THE SEX OFFENDER BOARD OF REVIEW, PAROLE BOARD AND LAW ENFORCEMENT**

### **Section 2.0 *Duties of the Sex Offender Board of Review: Validated Risk Assessments and Procedures for Referral***

- 2.1 The Sex Offender Board of review will utilize a validated risk assessment instrument and other material approved by the parole board to determine the level of risk an offender poses to the community and to assist the sentencing court in determining if that person is a sexually violent predator. If the offender is a juvenile, the Department of Children, Youth & Families shall select and administer a risk instrument appropriate for juveniles and shall submit the results to the sex offender board of review. *See R.I. General Laws § 11-37.1-6 (b)*. In cases where an accepted validated risk assessment instrument does not exist, the Sex Offender Board of Review shall use a Structured Professional Judgment (SPJ) approach, in which the Board shall evaluate the presence or absence of commonly employed risk variables (both static and dynamic), together with all other information available to the Board, to make a determination concerning the level of risk.



- 2.2 Currently, the Parole Board approves the use of the following validated risk assessment instruments to assist the Sex Offender Board of Review with its determination of risk level for adult offenders: Static99R, Static2002R, Stable 2007, CPORT, and the above-referenced SPJ approach when a validated risk assessment instrument is not otherwise recognized as credible and reliable for forensic purposes.
- 2.3 The agency having custody of the sexual offender shall refer such person to the Board of Review, together with any reports and documentation as may be helpful to the board, for a determination as to whether or not such person is possessed of a mental abnormality that affects the emotional or volitional capacity of the person in a manner that predisposes that person to the commission of criminal sexual acts to a degree that makes the person a menace to the health and safety of other persons.
- 2.4 The agency having custody of the sexual offender, on the date of commitment or within a reasonable time of the commitment date and prior to the offender's release from confinement, shall refer said offender to the Board of Review, together with any reports and documentation as may be helpful to the board, or a determination as to whether or not such person is possessed of a mental abnormality that affects the emotional or volitional capacity of that person in a manner that predisposes that person to the commission of criminal sexual acts to a degree that makes the person a menace to the health and safety of other persons.
- 2.5 The Board shall, within the time frame set by statute, obtain any and all evidence and documentation sufficient to aid the court in its determination as to whether or not a person convicted of an offense specified in §11-37.1-2 is a sexually violent predator and shall forward such evidence and documentation to the sentencing court along with a report of its findings.
- 2.6 Upon forwarding a report of its findings with supporting documentation to the sentencing court, the Board shall also forward the same information to the Attorney General. The Attorney General, or his designee, shall request a scheduling date from the court clerk for the court's review and determination of an offender's sexually violent predator status and shall provide the court with adequate advance notice of the date by which the BOR must receive the court's decision.
- 2.7 The Board of Review shall use an objective scientifically validated and reliable risk assessment instrument (as referenced in Section 2.2) when available as an aid in determining whether an offender has the characteristics of a "sexually violent predator". If the Board finds such characteristics, the BOR shall ask the Parole Board psychiatrist/psychologist to conduct a sexual offender evaluation to determine if the offender has a mental abnormality or personality disorder that makes a person likely to engage in predatory sexually violent offenses.

**Section 3.0 *Duties of the Sex Offender Board of Review: Sexually Violent Predator Status and Community Notification***

- 3.1 The sentencing court shall report its determination of sexually violent predator status to the Board of Review and the Sex Offender Community Notification Unit. Upon receipt of the court's determinations, the Board of Review is required to provide a report of its findings concerning the sexually violent predator status, or lack thereof, of every sexual offender referred to them by the agency having custody of the offender and all relevant information underlying the determination.
- 3.2 The sentencing court shall report its determinations of sexually violent predator status to the Board of Review and the Sex Offender Community Notification Unit prior to the offender's release from confinement or within a reasonable time from the offender's release from confinement or probation with a suspended sentence.
- 3.3 The Board of Review shall determine the appropriate level of community notification for each sexual offender. A good faith effort shall be made to complete the determination at least fourteen (14) days before the sexual offender is released from confinement or is accepted for supervision.
- 3.4 In determining the appropriate level of risk of re-offense for each offender the Board of Review shall consider the risk factors set forth in RI General Laws §11-37.1-1 et seq.
- 3.5 The Board of Review shall use a scientifically validated and reliable objective risk assessment instrument, as referenced in Sections 2.1 and 2.2, above, to make their respective determinations. The Board of Review may consider the results of a risk assessment instrument conducted by the Sex Offender Community Notification Unit, or the agency having custody and supervision regarding a particular sex offender, in lieu of conducting its own risk assessment instrument for that offender.
- 3.6 The Board of Review shall decide the appropriate level of community notification for each offender, based on their determination of each offender's level of risk of re-offense.
  - a) Low risk of re-offense corresponds with a Level I Community Notification level.
  - b) Moderate risk of re-offense corresponds with a Level II Community Notification level.
  - c) High Risk of re-offense corresponds with a Level III Community Notification level.
- 3.7 The SOCN Unit shall assist the Law Enforcement Agency with jurisdiction over the area in which the offender is expected to reside (hereafter the "primary" Law Enforcement Agency) in the primary Law Enforcement Agency's creation of an Offender Fact Sheet, by providing the primary Law Enforcement Agency with all relevant information concerning the offender before the offender is released from custody. The primary Law Enforcement Agency shall notify and assist the Law Enforcement Agency with jurisdiction over the area where the offender is Employed, by providing the Offender Fact Sheet and all other relevant information concerning the offender.
- 3.8 As permitted by RI General Laws § 11-37.1-12(5), the SOCN Unit may share with the Department of Corrections Probation & Parole Division the results of the risk assessment instrument(s) used for a particular offender who is subject to Community Notification.

- 3.9 If the Board of Review determines that the risk of re-offense by the sexual offender is within moderate or high levels, the Sex Offender Community Notification Unit shall notify the person in writing, by letter, or other Documentation as provided by statute (§ 11-37.1-13): See RI General Laws §11-37.1-13. A sample Notice to Level II and Level III Offenders is included in the Appendix.
- 3.10 The Sex Offender Community Notification Unit shall send a copy of the Notice to Level II and Level III Offenders to the primary Law Enforcement Agency.
- 3.11 All law enforcement agencies shall submit their general community notification plans to the Sex Offender Community Notification Unit for approval every five (5) years. The Sex Offender Community Notification Unit shall review each law enforcement agency's Level II and Level III community notification plans for consistency across law enforcement agencies and for compliance with these Guidelines. Except that if a law enforcement agency modifies its community notification plan within those five (5) years, then the agency shall send within ninety (90) days a copy of its modified plan to the Sex Offender Community Notification Unit for approval.

#### **Section 4.0** *Duties of Law Enforcement Agencies*

- 4.1 The primary Law Enforcement Agency shall establish a specific notification plan that shall be consistent with the level of Community Notification established by the Board of Review and consistent with these Guidelines. The primary Law Enforcement Agency shall establish the plan before the offender is released from custody or placed on probation. The community notification plan shall include the preparation of an Offender Fact Sheet.
- 4.2 **Offender Fact Sheet – An offender fact sheet shall, at minimum, include:**
  - a) The date the fact sheet was issued
  - b) The Law Enforcement Agency responsible for implementing the Community Notification consistent with the fact sheet
  - c) Legal authority under which the fact sheet was prepared
  - d) A method of contacting the Law Enforcement Agency for further information
  - e) A statement of the offender's rights
  - f) The name, date of birth, and physical description of the offender
  - g) A recent photograph, if available
  - h) A statement of the offense for which the offender was convicted, or other legal basis for the offender's confinement
  - i) A description should be written in a manner that protects the identity of the victim and witnesses to the offense to the extent it is reasonably possible to do so. The description of the offense should be written in a manner so as to not unreasonably arouse the anger of those who review it or jeopardize the safety of the offender. The Sex Offender Community Notification Unit may use the offense summary information provided by the Board of Review for the offense summary
  - j) The Board of Review's assigned risk level

- k) Relating to the person's residence:
    - (i) The address of each residence at which the person resides or will reside;
    - (ii) Any location or description that identifies where the person habitually lives or sleeps regardless of whether it pertains to a permanent residence or location otherwise identifiable by a street or address; and
    - (iii) Whether the person is homeless.
  - l) The scope of the Community Notification Law
  - m) The name of the person at the Law Enforcement Agency who wrote the Offender Fact Sheet.
- 4.3 To meet the above provisions, the Law Enforcement Agency shall use a fact sheet consistently similar to Addendum II of this policy.
- 4.4 Distribution of Offender Information among Law Enforcement Agencies:
- 4.4.1 The primary Law Enforcement Agency shall prepare the Offender Fact Sheet and distribute it, along with any other necessary and relevant information, to the Law Enforcement Agency or agencies in the cities or towns where the offender is likely to be encountered.
  - 4.4.2 For instance, in addition to the Offender Fact Sheet, the primary Law Enforcement Agency may also disclose the offender's criminal history records or any other relevant information to other law enforcement agencies.
- 4.5 Distribution of Offender Information to the Public:
- 4.5.1 The Offender Fact Sheet shall be distributed by Law Enforcement Agencies to the appropriate schools, establishments, and organizations and/or person(s) in accordance with the Community Notification plan for each offender and using these guidelines.
  - 4.5.2 The Offender Fact Sheet shall not be distributed to any other school, establishment or organization, or any other individual except those designated in the Community Notification plan.
  - 4.5.3 The Law Enforcement Agencies, when available and appropriate, may utilize an existing coordinated messaging system designed for parents of school children pertaining to the dissemination of information of Level 2 and Level 3 notifications. This procedure may be substituted for individual mailings as outlined in the Guidelines in Section 7.2
  - 4.5.4 To maintain consistency with these Guidelines and the General Laws concerning public notification, Law Enforcement Agency postings on its social media platform(s) or department website(s) should not include the Offender Fact Sheet but may include identifiable offender information with a link to the public website for those persons assigned Level III by the Board of Review.
- 4.6 The Law Enforcement Agency shall be responsible for implementing the Community Notification at the level designated by the Board of Review.

## **PART III COMMUNITY NOTIFICATION PLAN GUIDELINES FOR LEVELS I, II AND III**

### **Section 5.0 *Risk Level I-Low Risk Sexual Offender***

For Risk Level I Sexual Offenders, Offender Fact Sheets shall be distributed by the Law Enforcement Agency as set forth in §5.0 through and including §5.5 of these Guidelines.

5.1 **Mandatory Disclosure: Victims Disclosure upon Request of the Victim:**

The fact Sheet shall be given to the victim(s) of the offense committed by the sexual offender who has requested disclosure, if that request has been made known to the Sex Offender Community Notification Unit and/or the Law Enforcement Agency, and if the Sex Offender Community Notification Unit and/or the Law Enforcement Agency is provided an address for the victim(s) with which to communicate this information. If the victim(s) notifies the Sex Offender Community Notification Unit, then the SOCN Unit shall notify the Law Enforcement Agency involved of the victim(s) request and include all necessary information.

5.2 **The Fact Sheet shall be mailed to the offender.**

5.3 **Additional Disclosure: Witnesses Disclosure upon Request of Witnesses.**

5.4 **The primary Law Enforcement Agency shall distribute the Offender Fact Sheet to any other Law Enforcement Agency where the sexual offender is likely to be encountered.**

5.5 **Offender criminal history records may be disclosed to other Law Enforcement Agencies in accordance with RI General Laws §11-37.1-1 et seq., and in accordance with these Guidelines**

### **Section 6.0 *Risk Level II - Moderate Risk Sexual Offenders in Residential Facilities***

For a Risk Level II Sexual Offender who is placed in a Residential Facility, disclosure shall be as set forth in §6.1 and §6.2 of these Guidelines.

6.1 **Mandatory Disclosure: upon Request of Victim/Witnesses: Disclosure shall be made to all persons and entities to which Level I mandatory disclosure would be made as set forth in §5.1 through §5.5 of these Guidelines.**

6.2 **Additional Disclosure: Additional disclosure may not be made until the head of the residential facility notifies the Law Enforcement Agency that the offender's placement or residence in the facility is scheduled to end. Upon receipt of this notification, the Law Enforcement Agency may make disclosures as authorized in §7.1 below.**

**Section 7.0 *Risk Level II Moderate Risk Sexual Offenders Not Placed in a Treatment Facility***

For a Risk Level II (1), disclosure shall be as set forth in §7.1 through and including §7.7 of these Guidelines.

- 7.1 Mandatory Disclosure: upon Request of Victim/Witnesses: Disclosure shall be made to all persons and entities to which Level I mandatory disclosure would be made.
- 7.2 Additional Disclosure shall be made to Public and Private Education Institutions the offender is likely to encounter as follows:
  - 7.2.1 Early Childhood Facilities, Elementary and Secondary Public and Private Schools  
The following guidelines apply to both public and private schools (hereafter referred to collectively as “school”) as follows:
    - Nursery Schools
    - Pre-Kindergarten
    - Kindergarten
    - Elementary Schools
    - Middle Schools
    - Secondary Schools
  - 7.2.2 The Law Enforcement Agency shall also distribute the Offender Fact Sheet to the principal or chief administrator of the schools(s) included in the Community Notification plan, for the purpose of sharing the information with their school employees only.
- 7.3 Additional disclosure shall be made to the Post-Secondary Public and Private Educational Institutions an offender is likely to encounter as follows:
  - 7.3.1 The following guidelines apply to both public and private post-secondary educational institutions (hereafter referred to collectively as “school”).
  - 7.3.2 The Law Enforcement Agency shall notify the chief administrator of the public or private post-secondary educational institution and the chief security officer by giving him/her a Law Enforcement Agency Offender Fact Sheet.
  - 7.3.3 The administrator and/or chief security officer may distribute the Offender Fact Sheet among the school’s employees as he/she deems appropriate.
- 7.4 Additional Disclosure shall be made to the Day Care Establishments the offender is likely to encounter.
  - 7.4.1 The Law Enforcement agency shall also distribute the Offender Fact Sheet to the chief administrator of the day care facility included in the Community Notification plan, for the purpose of sharing the information with day care facility employees only.

- 7.5 Additional disclosure shall be made to the other Day Care Providers that the offender is likely to encounter as follows:
- 7.5.1 The Law Enforcement Agency shall obtain from the Department of Children, Youth and Families (DCYF) a list of licensed day care providers in the area where the offender resides or expects to reside and/or where the offender is likely to be encountered. The Law Enforcement Agency shall notify the day care providers by giving them a Law Enforcement Agency Offender Fact Sheet.
- 7.6 Additional disclosure shall be made to the Establishments and Organizations that primarily serve individuals the offender is likely to encounter.
- 7.6.1 The Law Enforcement Agency shall distribute the Offender Fact Sheet to those establishments and organizations where the offender is likely to be encountered, and that are included in the Level II community notification plan.
- 7.6.2 Examples of establishments and organizations that shall be part of the community notification plan include, but are not limited to, the following:
- a) Football Leagues (coaches, adult supervisors only)
  - b) Little League and Babe Ruth Baseball Leagues (coaches and adult supervisors only)
  - c) Youth Soccer, Tennis, Basketball, and other Sports Leagues (coaches and adult supervisors only)
  - d) Religious Organizations (Church personnel only)
  - e) Boys and Girls Clubs (employees and security only)
  - f) Girl Scouts of America (employees, adult team leaders only)
  - g) Boy Scouts of America (employees, adult team leaders only)
  - h) All Volunteer and Community Organizations which come into contact with children (adult volunteers, directors, employees and security only)
  - i) Mall and department stores (employees and security only)
  - j) Local merchant associations (employees and security only)
  - k) Sports facilities, both public and private, including but not limited to bowling alleys, recreational centers, and gymnasiums (adult supervisors, employees, and security only)
  - l) Entertainment facilities including, but not limited to, movie theaters, community theater groups and organizations (employees, adult volunteers, security only)
  - m) Neighborhood Crime Watch Groups in neighborhoods where the offender is likely to be encountered
  - n) All public meeting facilities (supervisors, adult volunteers and/or employees and security only)
  - o) Libraries (employees, adult volunteers, and security only)

- 7.6.3 In determining the establishments and organizations that will be given the Offender Fact Sheet under this provision, the Law Enforcement Agency may consider the offender's prior history, offense characteristics employment history, recreational, social and religious interests, and the characteristics of likely victims. The Law Enforcement Agency should consult with any other Law Enforcement Agencies with jurisdiction over areas in which the offender is likely to be encountered. Organizations that are notified shall be advised of the confidentiality of the information and the limits on allowable distribution.
- 7.7 The identity of the individuals in the directories provided by the above-mentioned early childhood, elementary, middle and secondary schools, and day care facilities, shall not be disclosed to any individual or organization except those names which may be disclosed to Law Enforcement Agencies for law enforcement purposes.
- 7.8 Providing the public with computerized access to the information contained in the Sex Offender Fact Sheet
- 7.8.1 No identifying information of a juvenile shall be posted on any public website or social media platform.

### **Section 8.0 *Risk Level III - High Risk Sexual Offenders in Residential Facilities***

For a Risk Level III Offender who is placed in a Residential Facility, disclosure shall be as set forth in §8.1 and §8.2.

- 8.1 Mandatory Disclosure upon Request of the Victim/Witnesses: Disclosure shall be made to all persons and entities to which Level I mandatory disclosure would be made in accordance with §5.0 through §5.5 of these Guidelines.
- 8.2 Additional Disclosure; Offender in a Treatment Facility: Additional disclosure may not be made until the head of the facility notifies the Law Enforcement Agency that the offender's placement or residence in the facility is scheduled to end. Upon receipt of this notification, the Law Enforcement Agency may make disclosures as set forth in §9.0 through and including §9.6.9 of these Guidelines.

### **Section 9.0 *Risk Level III - High Risk Sexual Offenders Not Placed in a Treatment Facility***

For a Risk Level III (a) Offender, disclosure shall be set forth in §9.0 through and including §9.6 of these Guidelines.

- 9.1 Mandatory Disclosure upon Request of the Victim/Witnesses: Disclosure shall be made to all persons and entities to whom Level I and Level II mandatory and additional disclosures would be made in accordance with §5.0 through §7.7 of these Guidelines.
- 9.2 Additional Disclosure to Individual Community Members: Additional disclosure of the Offender Fact Sheet should be made to any other members of the community the offender is likely to encounter as set forth in §9.3 through and including §9.6.9 of these Guidelines.



In determining the individual community members, establishments, and organizations that will be given the Fact Sheet under this provision, the Law Enforcement Agency may consider the offender's prior history, age, offense characteristics, employment, recreational, social and religious interests and the characteristics of likely victims.

- 9.3 The Law Enforcement Agency shall consult with any other Law Enforcement Agencies with primary jurisdiction over which the offender is likely to be encountered.
- 9.4 The Law Enforcement Agency shall make reasonable efforts to notify members of the community through appropriate use of public information resources, including, but not limited to, any two or all of the following:
  - a) Providing public access to hard copies of the Offender Fact Sheet at the Law Enforcement Agency
  - b) News releases
  - c) Fliers
  - d) Advertisements in local newspapers
  - e) Postings on its social media platform(s) or department website(s), which should not include the Offender Fact Sheet but may include identifiable offender information with a link to the public website for those persons assigned Level III by the Board of Review. See section 4.5.4, above.
  - f) Any other available methods of distribution consistent with these Guidelines and RI law.
- 9.5 The Law Enforcement Agency, from time to time, shall consider and use as appropriate a variety of informational approaches, such as community educational meetings, in order to educate the public. Such community educational meetings or other informational approaches may provide the following:
  - a) Description of the Community Notification Law and Sex Offender Registration Law.
  - b) Offender Fact Sheets concerning the Level III offenders who are subject to community notification.
  - c) Information which will promote public safety and protection from other offenders who may not be subject to notification.
  - d) An explanation of the rights of the offenders to be free of illegal harassment.
  - e) Assistance of community leaders, other officials, and relevant professional disciplines.
  - f) Information relevant to the scope of notification for the offender who is subject to notification
  - g) Information about existing social services and counseling services for victims of sexually violent offenses.
  - h) General personal safety and crime prevention tips, fact sheets and/or related materials.
  - i) Information concerning general sex offender and predatory offender characteristics.

**Section 10.0 *Exchange of Information between Law Enforcement Agencies and to DCYF***

- 10.1 The Law Enforcement Agency may provide any data in its possession obtained under the Sexual Offender Registration and Community Notification Statute to another Law Enforcement Agency that is initiating or conducting an investigation, or to assist that Law Enforcement Agency in conducting Community Notification or Sex Offender Registration. See RI General Laws §11-37.1-1 et seq.
- 10.2 The Sexual Offender Community Notification Unit is authorized, upon risk classification by the Sexual Offender Board of Review, to disclose the Offender Fact Sheet to the Administrator, Child and Family Services, Department of Children, Youth and Families (DCYF) Child Protective Services, for all levels of risk.

**Section 11.0 *Removal of Listing from Public Website Upon Death or Expiration of Registration Period***

- 11.1 If an offender, who is statutorily required to be posted to the state public website, dies and sufficient proof of death or suggestion of death is provided to the Sexual Offender Community Notification Unit (SOCN Unit) (or its successor) then the public listing shall be removed; OR if the period during which an offender is required to register expires, then the public listing shall be removed.

**PART IV RE – NOTIFICATION**

**Section 12.0 *Re-Notification***

- 12.1 When an offender notifies a Law Enforcement Agency of the intent to move from the jurisdiction or within the jurisdiction, the Law Enforcement Agency shall:
  - 12.1.1 Obtain a copy of the sex offender’s Change of Address Notice from the offender. A copy of the form shall be sent to the Chief Law Enforcement Officer of the jurisdiction to which the offender intends to move. A copy of the form will be retained in the Law Enforcement Agency’s files.
  - 12.1.2 Provide the new Law Enforcement Agency with all relevant and necessary information in its possession pertaining to the offender, including the notification plan.
  - 12.1.3 The new Law Enforcement Agency then has responsibility for implementing a Community Notification Plan at the level determined by the Sex Offender Board of Review.

- 12.2 A Law Enforcement Agency may periodically review its Community Notification files to determine if re-notification of the community is appropriate due to changes in the make-up of the community. In making that determination, the Law Enforcement Agency should consider the nature and characteristics of the community, including the extent of changes in its population and membership. The Law Enforcement Agency shall not, on its own, change the level of notification for any offender. If the Law Enforcement Agency determines that re-notification is appropriate, the agency shall employ the same methods of notification it employed originally to the extent that it is feasible, consistent with the original recommendations made by the Sex Offender Board of Review.
- 12.3 Upon receipt from the SOCN Unit of a reclassification of an offender's risk level, the Law Enforcement Agency shall proceed with the implementation of a Community Notification Plan consistent with the new level of notification, with recommendations of the Sex Offender Board of Review and in accordance with the guidelines set forth in §5.0 through §9.6.9 of these Guidelines.

## **PART V RELEASE OF INFORMATION**

### **Section 13.0 *Release of Information***

- 13.1 The Sexual Offender Registration and Community Notification Act, RI General Laws §11-37.1-1 et seq., does not provide that an offender's criminal history of convictions be made a public record, nor does it provide for the release of such information to the general public in all circumstances. No information obtained under RI General Laws §11-37.1.1 et seq., shall be released or transferred without the written consent of the offender and/or his/her authorized representative, except under certain enumerated circumstances set forth below.
- 13.2 No consent for release or transfer of information obtained under RI General Laws §11-37.1-1 et seq., shall be required in the following instances:
  - 13.2.1 Such information may be disclosed to Law Enforcement Agencies for law enforcement purposes; and
  - 13.2.2 Such information may be disclosed to government agencies conducting background checks; and
  - 13.2.3 The Attorney General's Office (as a designated Law Enforcement Agency) and any local Law Enforcement Agency authorized by the Attorney General's Office may release relevant information that is necessary to protect individuals concerning a specific person required to register under RI General Laws §11-37.1-1 et seq., except the identity of the victim of an offense that requires registration under RI General Laws §11-37.1-1 et seq., shall not be released; and
  - 13.2.4 Such information may be released or disseminated in accordance with the provisions of RI General Laws §11-37.1 and these Guidelines.

## **PART VI IMMUNITY**

### **Section 14.0**      *Good Faith Immunity*

- 14.1 Any person who performs any act, or fails to perform any act hereunder, shall have good faith immunity from any liability, civil or criminal, that might be incurred as a result of the performance of or failure to perform any act hereunder.

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**SEX OFFENDER RISK OF RE-OFFENSE ASSESSMENT FACTORS**

Each risk of re-offense assessment decision shall be made on the basis of the facts of each individual case, after review of appropriate documentation. The following fifteen (15) facts will be considered in each risk level determination. The factors listed below should be considered in conjunction with those facts that have already been articulated in RI General Laws §11-37.1.

**FACTORS CONCERNING THE COMMISSION OF THE SEXUAL OFFENSE**

- ACTUARIAL RISK SCORE  
Including but not limited to Static 99-R (Adults) and the Static 2002, STABLE 2007 (Adults with SOCN Interview), CPORT, and the J-Soap II (Juveniles).
- DEGREE OF VIOLENCE  
Including, but not limited to, use of weapons, threats, bodily harm, kidnapping, homicide, known HIV status.
- OTHER SIGNIFICANT CRIME CONSIDERATIONS  
Including, but not limited to, presence of multiple offenders, animal abuse, photography/videotaping of crime, humiliation.
- DEGREE OF SEXUAL INTRUSION  
Including, but not limited to, the type or nature of the offender's contact with the victim, types of penetration of the victim.
- VICTIM SELECTION CHARACTERISTICS  
Including, but not limited to, the number of victims, age of the victim, specificity of victim characteristics, developmental level, vulnerability factors i.e., handicap, establishment of relationships for the primary purpose of victimization.

**FACTORS CONCERNING PRIOR HISTORY**

- KNOWN NATURE AND HISTORY OF SEXUAL AGGRESSIONS  
Including, but not limited to, offense frequency, type, duration, length of sexual aggression history, past or present paraphilic behavior.
- OTHER CRIMINAL HISTORY
- SUBSTANCE ABUSE HISTORY  
Including, but not limited to, participation in substance abuse treatment.
- PRESENCE OF PSYCHOSIS, MENTAL RETARDATION OR BEHAVIORAL DISORDER

**FACTORS CONCERNING SUPPORT SYSTEMS**

- DEGREE OF FAMILY SUPPORT OF OFFENDER ACCOUNTABILITY AND SAFETY
- PERSONAL, EMPLOYMENT AND EDUCATIONAL STABILITY  
Including, but not limited to, history of violent behavior, relationship stability, employment stability, significant personal isolation.
- INCARCERATION COMMUNITY SUPERVISION RECORD  
Including, but not limited to, access to potential victims through employment and living environment.
- EXTERNAL CONTROLS  
Including, but not limited to, probation and parole status, electronic monitoring, group home placement.

**FACTORS CONCERNING TREATMENT/PSYCHOTHERAPY PROGRESS**

- PARTICIPATION IN SEX OFFENDER SPECIFIC TREATMENT PROGRAM
- RESPONSE TO SEX OFFENDER SPECIFIC TREATMENT/ADMISSION OF GUILT, ACCEPTANCE OF RESPONSIBILITY FOR CRIMES, COMMITMENT TO ONGOING SAFETY, RECOVERY AND SEX OFFENDER TREATMENT

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**ADDENDUM II**

**SAMPLE FACT SHEET-LEVEL I**

**RHODE ISLAND SEX OFFENDER COMMUNITY NOTIFICATION UNIT  
FACT SHEET FOR LEVEL I OFFENDER**

<b>RISK LEVEL I (LOW)</b>	Law Enforcement may notify other law enforcement agencies, victims of and/or witnesses to the offense committed by the offender (upon request).
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The individual who appears on this notification has been convicted of a criminal offense which requires the individual to register with law enforcement pursuant to RI Gen. Laws §11.37.1 et. seq. (Sexual Offender Registration and Community Notification Act “The Act”).

The following information is for law enforcement use only:

Name and Date of Birth of Offender

Age of Offender

Address of Offender

Affix Photograph of Offender

Physical description and identifying marks of Offender

Conviction Statue

Release Date, Releasing Institution

Supervising Agency Name and Telephone Number

Statement of offense including, but not limited to, offense type, location of previous offense, modus operandi, age of victim(s), method of victim acquisition, level of force used, weapon type (if any), chemical use patterns and types.

Special release conditions and supervision, if any.

Address of offender upon release.

Employment, education institutions, and other localities offender may frequent upon release.

Other information which may be pertinent to law enforcement officers.

<p>This information is for the use of the Law Enforcement Agencies Only and is not to be Re-produced for general distribution.</p>
--

<p><b>[LAW ENFORCEMENT AGENCY]</b></p>
--

<p>Name of Officer Who Authored Report</p>
--

**[Police Department]**  
**SEX OFFENDER FACT SHEET**  
**NOTIFICATION OF RELEASE IN RHODE ISLAND**

<b>RISK LEVEL II (MODERATE)</b>	In addition to Level I notification (other law enforcement agencies), Level II allows law enforcement to notify victims/witnesses, schools and daycare centers, and other organizations likely to encounter the within-named individual.
---------------------------------	--

The [city/town] Police Department is releasing the following information pursuant to RI General Laws §11-37.1-1 et seq., also known as the Sexual Offender Registration and Community Notification Act (the Act). The within-named individual is subject to registration and community notification under the Act, which authorizes law enforcement agencies to provide information to the community upon the individual’s release to the community and when the Sex Offender Board of Review determines that release of this information will enhance public safety and protection.

**Any community member, establishment, or organization receiving this notice have been so identified because Law Enforcement has determined they are in a location or in close proximity to a location where the within-named individual is likely to be encountered due to the individual’s residence, employment, vocation, or otherwise frequently visited location.**

**This individual is not wanted by the police at this time and has served the sentence imposed on them by the court. This notification is not to increase fear in the community. It is the belief of law enforcement that an informed public is a safer public.**

Except as provided by law, court order, or other legal prohibitions, Law Enforcement may not direct where the individual does or does not reside, nor direct where the individual offender works or goes to school. The risk level of this person has been determined based largely on their potential to re-offend.

Individuals convicted of or who have committed sexual offending have always lived in our communities, but it was not until the passage of the Sexual Offender Registration and Community Notification Act that law enforcement was formally notified of their residence. In many of these cases, law enforcement is now able to share information with you. However, abuse of this information to threaten, intimidate, or harass registered offenders will not be tolerated and may be a crime. Further, such abuse could potentially end law enforcement’s ability to engage in community notifications.

The [city/town] Police Department is available to help you by providing you with useful information on personal safety and may be reached by calling (401) [redacted]. **If you have information regarding any current criminal activity of the within-named individual please call 9-1-1.**

<b>Name:</b>		<b>DOB:</b>	<b>Age:</b>
<b>Description:</b>	<b>Hair color:</b>	<b>Height:</b>	<b>Race:</b>
	<b>Eye color:</b>	<b>Weight:</b>	<b>Sex:</b>
<b>Resides in Area of:</b>			
<b>Convicted of:</b>			
<b>Probation Expires:</b>			

This information is for the use of Law Enforcement Agencies Only and is not to be reproduced for general distribution except as authorized by statute and the Sex Offender Community Notification Guidelines.

**Report authored by the  
Sex Offender Community Notification Unit  
40 Howard Avenue, Cranston, RI 02920**



**[Police Department]**  
**SEX OFFENDER FACT SHEET**  
**NOTIFICATION OF RELEASE IN RHODE ISLAND**

<b>RISK LEVEL</b> <b>III</b> <b>(HIGH)</b>	In addition to Level I and II notification (other law enforcement agencies, victims/witnesses, schools and daycare centers, and other organizations likely to encounter the offender), Level III allows law enforcement to notify individual community members who are likely to encounter the within-named individual.
--	---

The [city/town] Police Department is releasing the following information pursuant to RI General Laws §11-37.1-1 et seq., also known as the Sexual Offender Registration and Community Notification Act (the Act). The within-named individual is subject to registration and community notification under the Act, which authorizes law enforcement agencies to provide information to the community upon the individual's release to the community and when the Sex Offender Board of Review determines that release of this information will enhance public safety and protection.

**Any community member, establishment, or organization receiving this notice have been so identified because Law Enforcement has determined they are in a location or in close proximity to a location where the within-named individual is likely to be encountered due to the individual's residence, employment, vocation, or otherwise frequently visited location.**

**This individual is not wanted by the police at this time and has served the sentence imposed on them by the court. This notification is not to increase fear in the community. It is the belief of law enforcement that an informed public is a safer public.**

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The [city/town] Police Department is available to help you by providing you with useful information on personal safety and may be reached by calling (401) [redacted]. **If you have information regarding any current criminal activity of the within-named individual please call 9-1-1.**

<b>Name:</b>		<b>DOB:</b>	<b>Age:</b>
<b>Description:</b>	<b>Hair color:</b>	<b>Height:</b>	<b>Race:</b>
	<b>Eye color:</b>	<b>Weight:</b>	<b>Sex:</b>
<b>Resides in Area of:</b>			
<b>Convicted of:</b>			
<b>Probation Expires:</b>			

This information is for the use of Law Enforcement Agencies Only and is not to be reproduced for general distribution except as authorized by statute and the Sex Offender Community Notification Guidelines.

**Report authored by the  
 Sex Offender Community Notification Unit  
 40 Howard Avenue, Cranston, RI 02920**

SAMPLE NOTICE FROM SOCN UNIT TO INDIVIDUAL ASSIGNED LEVEL II  
NOTICE OF OFFENDER’S OPTION FOR COURT REVIEW OF DESIGNATED  
LEVEL OF COMMUNITY NOTIFICATION

[DATE]

[NAME]  
[ADDRESS]

Dear [NAME]:

Pursuant to the RI Sexual Offender Registration and Community Notification Act (the Act), R.I.G.L. §11-37.1-1 *et. seq.* you have been referred to the Sex Offender Board of Review for a determination of risk of re-offense for community notification purposes.

Upon review of all relevant information and documentation provided concerning your case, the Sex Offender Board of Review has determined that your risk of re-offense is **MODERATE**. Consequently, Community Notification shall take place at **Level II**. Enclosed please find a copy of the Community Notification Fact Sheet regarding your assigned Level which will be sent to the local police department in which you intend to reside.

**Level II** Community Notification in the state of Rhode Island requires disclosure of identifying information in the form of an “Offender Fact Sheet” by law enforcement to (1) the victim and/or witnesses of the offense for which you have been Convicted (upon request); (2) those organizations or institutions you are likely to encounter, such as schools, day care facilities and other private or public agencies including athletic leagues, religious organizations, malls or department stores, religious organizations, volunteer and community organizations which come into contact with children in the area where you will be living and/or working and (3) between and among law enforcement. By law, this information will also be posted to the state’s public website, excluding any convictions as a juvenile.

If you have an active duty to register and are residing, working, volunteering or going to school in Rhode Island, community notification will take place no less than ten (10) business days from the date of this letter and will continue as and until a court affirms or modifies the Board of Review’s leveling decision.

**The Act provides you with a right to file an application for review (or objection letter) with the court within ten (10) business days of the date of this Notice.**

If you wish to file an application for review of or objection to this Level designation, then **within ten (10) business days of this notice you must file a written request for review with the court**

1. *For Adult Offenders:* file the application for review with the criminal calendar judge of the Superior Court, for the county in which you reside or intend to reside upon release from jail.

2. *For Juvenile Offenders:* file the application for review with the clerk of the family court for the county in which you reside or intends to reside upon release from RITS.

**(Adult offenders file with)  
RI SUPERIOR COURT  
Clerk – Criminal Calendar  
222 Quaker Ln  
Warwick, RI 02886**

**(Juvenile offenders file with:)  
RI FAMILY COURT  
Juvenile Calendar  
One Dorrance Street  
Providence, RI 02903**

3. The written application for court review must include:
  - a. your name
  - b. a statement of objection to the notification and/or its level, form or nature
  - c. a copy of this Notice which describes the proposed community notification
  
4. File with the court clerk, as above, and also send a copy of your application to the Sex Offender Community Notification Unit, 40 Howard Avenue, Cranston, RI 02920

Under the Act, you have the right to be represented by an attorney of your own choosing or by an attorney appointed by the court if the court determines that you cannot afford to pay for an attorney to represent you.

Sincerely,

Sex Offender Community Notification Unit  
(401) 462-0903

Enclosure

SAMPLE NOTICE FROM SOCN UNIT TO INDIVIDUAL ASSIGNED LEVEL III

NOTICE OF OFFENDER'S OPTION FOR COURT REVIEW OF DESIGNATED  
LEVEL OF COMMUNITY NOTIFICATION

[DATE]

[NAME]

[ADDRESS]

Dear [NAME]:

Pursuant to the RI Sexual Offender Registration and Community Notification Act (the Act), R.I.G.L. §11-37.1-1 *et. seq.* you have been referred to the Sex Offender Board of Review for a determination of risk of re-offense for community notification purposes.

Upon review of all relevant information and documentation provided concerning your case, the Sex Offender Board of Review has determined that your risk of re-offense is **HIGH**. Accordingly, Community Notification shall take place at **Level III**. Enclosed please find a copy of the Community Notification Fact Sheet regarding your assigned Level which will be sent to the local police department in which you intend to reside.

**Level III** Community Notification in the state of Rhode Island requires disclosure of identifying information in the form of an "Offender Fact Sheet" by law enforcement to (1) the victim and/or witnesses of the offense for which you have been Convicted (upon request); (2) those individual community members and organizations or institutions you are likely to encounter, including schools, day care facilities and other private or public agencies such as athletic leagues, religious organizations, malls or department stores, religious organizations, volunteer and community organizations which come into contact with children in the area where you will be living and/or working. By law, this information will also be posted to the state's public website, excluding any convictions as a juvenile.

If you have an active duty to register and are residing, working, volunteering or going to school in Rhode Island, community notification will take place no less than ten (10) business days from the date of this letter and will continue as and until a court affirms or modifies the Board of Review's leveling decision.

**The Act provides you with a right to file an application for review (or objection letter) with the court within ten (10) business days of the date of this Notice.**

If you wish to file an application for review of or objection to this Level designation, then **within ten (10) business days of this notice you must file a written request for review with the court**

1. *For Adult Offenders:* file the application for review with the criminal calendar judge of the Superior Court, for the county in which you reside or intend to reside upon release from jail.
2. *For Juvenile Offenders:* file the application for review with the clerk of the family court for the county in which you reside or intends to reside upon release from RITS.

**(Adult offenders send to:)**  
**RI SUPERIOR COURT**  
**Clerk – Criminal Calendar**  
**222 Quaker Ln**  
**Warwick, RI 02886**

**(Juvenile offenders send to:)**  
**RI FAMILY COURT**  
**Juvenile Calendar**  
**One Dorrance Street**  
**Providence, RI 02903**

3. The written application for court review must include:
  - a. your name
  - b. a statement of objection to the notification and/or its level, form or nature
  - c. a copy of this Notice which describes the proposed community notification
  
4. File with the court clerk, as above, and also send a copy of your application to the Sex Offender Community Notification Unit, 40 Howard Avenue, Cranston, RI 02920

Under the Act, you have the right to be represented by an attorney of your own choosing or by an attorney appointed by the court if the court determines that you cannot afford to pay for an attorney to represent you.

Sincerely,

Sex Offender Community Notification Unit  
(401) 462-0903

Enclosure

SAMPLE NOTIFICATION LETTER FROM POLICE TO VICTIM  
AND/OR WITNESS IN CASE

Date \_\_\_\_\_

Parent/Guardian of  
Victim's Name  
Victim's Street Address  
City, State and Zipcode

Mr./Mrs./Ms. \_\_\_\_\_,

The \_\_\_\_\_ Police Department is in the process of conducting a Level \_\_\_\_ notification on convicted sex offender Sex Offender's Name. Offender's Level I, II, or III status has been designated by the Sex Offender Board of Review and the Rhode Island Superior Court.

At your request, I am forwarding this letter and enclosed fact sheet to your attention in compliance with RI General Laws §11-37-1-1 et. seq. Sex Offender's Name is presently living at Street or Landmark name area of your city and is currently on supervised probation until [Date \_\_\_\_\_].

If you should have any questions or concerns about Sex Offender's Name or the attached fact sheet, please feel free to contact me at your earliest convenience at my office number \_\_\_\_\_

Sincerely,

Officer's Name