

**DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS**

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DATE: October 1, 2004                      ACLA Letter No.    04-10

TO: All County Lead Agencies (ACLA)

SUBJECT: SUBSTANCE ABUSE AND CRIME PREVENTION ACT OF 2000  
(SACPA) – GUIDELINES FOR ENTERING CADDs DATA  
REGARDING DUAL PROBATION/PAROLE CASES

REFERENCE: Chapter 2.5, Division 4, Title 9, California Code of Regulations (CCR),  
9535(b) (2)

The purpose of this letter is to provide instructions on referral source entry in the California Alcohol and Drug Data System (CADDs) for participants in the Substance Abuse and Crime Prevention Act of 2000 (SACPA) who are both probationers and parolees. For consistency and tracking purposes, such persons should be classified as parolees in CADDs.

This situation arises when a parolee becomes subject to court proceedings, and the court determines the person eligible for SACPA. The parole system must concur with the court's determination. If such concurrence by parole is not obtained, the parolee will not qualify for SACPA. Therefore, the parole decision is the conclusive factor in SACPA placement.

Item 10 on the Admission Copy of the CADDs Participant Record (ADP 7360) calls for the provider to indicate the participant's principal source of referral. In all cases, when the participant is a parolee, whether the referral documents have come from the Parole Agent or from the court, provider staff should code this item as "SACPA Parole" (Code 10).

This instruction is effective upon receipt of this letter. Please ensure that all providers are notified immediately.

If you have questions, please contact your SACPA county analyst or the Office of Criminal Justice Collaboration at (916) 445-7456 or [SACPA@adp.state.ca.us](mailto:SACPA@adp.state.ca.us).

Sincerely,

[Original Signed By]

DEL SAYLES-OWEN  
Deputy Director  
Office of Criminal Justice Collaboration



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For energy saving tips, visit the Flex Your Power website at  
<http://www.flexyourpower.ca.gov>