



PROBATION OFFICES

Downtown Office

150 W. Congress St., 1st Fl.
Tucson, AZ 85701
(520) 724-3800

East Office

8180 E. Broadway Blvd.
Tucson, AZ 85710
(520) 724-4000

West Office

3781 N. Highway Dr.
Bldg. 2, Suite 109
Tucson, AZ 85705
(520) 724-6440

South Office

2695 E. Ajo Way
Tucson, AZ 85713
(520) 724-4800



Last updated June 5, 2018

SUPERIOR COURT

ADULT PROBATION PIMA COUNTY

FREQUENTLY ASKED QUESTIONS



This information has been prepared to help you be successful on probation and answer some frequently asked questions.

WHAT IS PROBATION?

- Probation is a sentence ordered by a judge usually instead, but sometimes in addition to, prison or jail time
- The person granted probation is typically supervised by a probation officer (P.O.) who assists in behavioral change with case plans and reports your progress and actions to the Court
- Probation provides you with an opportunity to make positive changes in your life
- The Court will require you to follow a set of conditions that describes expectations and requirements

WHAT IS AN UNDESIGNATED OFFENSE?

It is an opportunity to earn a misdemeanor if you complete Court requirements on probation. Offense is considered a felony until successful completion of probation.

WHAT IS A CASE PLAN?

The case plan is an outline of your goals, along with the strategies to achieve them. You and your P.O. will work together to make your case plan.

WHAT IS COMMUNITY RESTITUTION?

It is unpaid labor performed by adult probationers throughout Pima County at approved non-profit agencies. Your P.O. will provide a list of approved locations.

CAN I FINISH PROBATION EARLY?

Early termination is possible when you comply with your conditions of probation and pay off your restitution, fines, and fees. You must at least complete more than half of your probation time, and it is ultimately up to the discretion of the Court.

HOW DO I RESTORE MY CIVIL RIGHTS?

A conviction for a felony suspends many civil rights (possess firearm, right to vote, and more). While on probation, your P.O. will provide information regarding how your rights may be restored once you complete probation. If you have questions, please contact the Clerk of the Superior Court at (520) 724-3200.

JAIL SENTENCE WHILE ON PROBATION

Prior to your release from jail, your P.O. will give you specific reporting instructions once you are released. He/she will review your conditions of probation with you, answer any questions, and help you prepare for your re-entry into the community. Participation in any counseling and/or educational programs while in custody is encouraged.

WORK FURLOUGH

This program, if court-ordered, allows probationers the opportunity to work while incarcerated. You must complete an orientation prior to participating in the program. To schedule this, please call (520) 351-8311.

WHAT TO EXPECT ON PROBATION

AFTER FOUND GUILTY...

The judge will order a presentence report (regardless if probation is available). If out of custody, you must report to the downtown office and schedule an interview with a probation officer. During the interview, your background will be discussed so the judge can get to know you as an individual. Failure to participate in this process may reflect negatively on you at the time of sentencing; consult with your attorney.

PROBATION CONDITIONS

- Obey all laws
- Do not possess any prohibited weapons
- Live at a residence approved by your P.O.
- Report to P.O. as directed
- Counseling / programs of assistance (if needed)
- Abstain from illegal drug use (possibly alcohol); this is monitored through routine testing
- Avoid negative peers (felons, drug users, etc.)
- Seek, obtain, and maintain employment
- Community restitution (if ordered)
- Pay restitution, fines, and fees
- Additional conditions may also apply

WORKING WITH YOUR P.O.

Many people on probation have personal challenges (such as drug abuse, lack of job skills, or relationship problems). Making positive changes and avoiding negative influences will help you complete probation, avoid future arrests, and improve your quality of life overall. An important part of your success will be support from your family and friends. You and your P.O. will discuss ways in which you, your family, and/or your friend(s) can work together to help you succeed. The frequency and nature of contact with your P.O. will depend on your compliance, among other factors.

EXPECT YOUR P.O. TO:

- Be fair and impartial
- Treat you with dignity and respect
- See you at your home on a regular basis
- Visit your place of employment or treatment
- Contact family or friends regarding your progress
- Discuss your activities and progress
- Be available to you by phone or in person
- Address any issues of non-compliance; there are consequences for probation violations
- Communicate with the Court regarding your progress and compliance overall

WHAT IF I HAVE A COMPLAINT REGARDING PROBATION?

1. Talk to your assigned probation officer and openly discuss your concerns
2. If your questions cannot be resolved with your P.O., you may request to speak to his/her supervisor

DOCUMENTS NEEDED

- Employment verification
- Financial records (bank statements / tax records)
- Vehicle information
- Personal identification
- Treatment / program certifications
- Medication documentation, i.e. prescriptions
- Proof of completed community restitution
- Any additional information your P.O. requests

SECURITY

Security personnel, cameras, and metal detector screenings are present in probation offices for your safety and others. Weapons and items that could be used as a weapon are prohibited. All of your belongings are subject to search and seizure. The probation office may not be an appropriate place for children; please use discretion. Inappropriate language and behavior will not be tolerated.

TIPS FOR SUCCESS

- Understand your conditions of probation
- Think before you act; slow down, and think a few steps ahead
- Surround yourself with law-abiding people who are supportive, such as friends, family, etc.
- Take ownership of your probation by becoming an active participant
- Be open to the guidance of your P.O.
- The responsibility for making changes in your life is yours

Specialized Caseloads:

- Intensive Probation Supervision (IPS)
- Aggravated DUI
- Domestic Violence
- Sex Offenders
- Drug Court
- Residential Treatment
- Seriously Mentally Ill
- Special Learning Needs (low IQ)
- Veterans
- Transferred Youth
- Out of County / Out of State
- Compliance Monitoring Caseload (minimum supervision)

Free Programs Probation Offers:

- LEARN Lab
 - College / GED study program
- Cognitive Behavioral Skills
 - decision-making classes
- Workforce Skills Development
 - employment courses
- Budgeting Workshops
 - money management skills
- Special Projects Crew
 - community restitution

Talk with your probation officer if you have any questions or need help in reaching your goals. Open and honest communication is key for success.

