

Update for Cherokee Probation Services Effective 03/18/2020

The following is a list of precautions that our department will be taking, effective immediately. We have taken under advisement the current COVID-19 (Novel Coronavirus) outbreak in our community, as well as the suggestion from federal and local government for social distancing and limiting the number of persons in one space. We are taking the health of our employees and community into account and will be doing our best to ensure everyone's needs are being met as safely as possible with limited exposure.

The following changes are in effect immediately:

First and foremost, do NOT come to the probation office if you are sick or are exhibiting any contagious symptoms.

Office Operations: The office will be open during regular business hours but is not open to routine public traffic. Employees will be present. We are taking extra measures to clean and disinfect all surfaces in the office multiple times per day. We are available via phone and email during regular business hours, as usual.

Persons Under Supervision: Do not report to the office without an appointment.

Transportation providers, friends, family, significant others, and other guests are not allowed inside the probation office. When possible, in-office reporting appointments will be conducted via telephone. The Drug Testing Randomizer will remain active, and the County Drug Lab will remain open. If you are ordered to submit to random drug/alcohol screens through the Randomizer or the Lab, you must continue to log in or call nightly as instructed, and you must report for testing as directed. If you have any questions in regards to reporting or drug/alcohol testing, <u>DO NOT EMAIL</u>. Contact the probation office at 678-493-4300, or call your Probation Officer directly.

Community Service Work and Other Special Conditions of Probation: There are a limited number of community service work locations who will allow volunteers to complete hours during this time. Please contact your Probation Officer for a list. For questions in regards to other special conditions and deadlines for completion, (evaluations, Risk Reduction Program, Victim Impact Program, DUI/Drug Court Sessions, etc.), contact your Probation Officer directly.