



CHARLES D. BAKER
Governor

KARYN E. POLITO
Lieutenant Governor

THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE FOR ADMINISTRATION AND FINANCE
HUMAN RESOURCES DIVISION
100 CAMBRIDGE STREET, SUITE 600, BOSTON, MA 02114

MICHAEL J. HEFFERNAN
Secretary

JEFF McCUE
Assistant Secretary
Chief Human Resources Officer

AMENDED

PLEASE POST PROMINENTLY
READING LIST ANNOUNCEMENT

TO: Gloriann Moroney, Chair
Massachusetts Parole Board

FROM: Regina Caggiano, Director
Civil Service Unit

DATE: January 9, 2020

SUBJECT: EXAMINATION READING LIST

<p>INSTITUTIONAL PAROLE OFFICER C EXAMINATION DATE – Thursday, August 6, 2020</p>

*HRD subject matter experts recommend the following reference materials to applicants who wish to prepare for the examination.

Code of Massachusetts Regulations, (120 CMR), as amended through the release date of this reading list.

Entire sections of 100, 101, 200, 300, 301, 302, 303, 400, 401, 500

Massachusetts Parole Board Policy, (120 PAR), as amended through the release date of this reading list.

Entire sections of 102, 103, 105, 110, 113, 140, 216, 224, 359, 360, 910, 439, 500

****The following PARs have been removed from the reading list: 364, 408, and 435***

Massachusetts Parole Board. (2018). **Parole Date Calculation Regulations, Policies, and Procedures Handbook**. The Commonwealth of Massachusetts.

D.A. Andrews, James L. Bonta, & J. Stephen Wormith. (2004). **LS/CMI: An Offender Assessment System Scoring Guide**. Multi-Health Systems Inc.

Amended: June 22, 2020

Massachusetts Parole Board. (2014). **Mandatory Terms of Incarceration**. The Commonwealth of Massachusetts.

**Check with your agency for assistance in locating copies of the above material.*

Abadinsky, H. (2018). **Probation and Parole: Corrections in the Community** (13th ed.). Upper Saddle River, NJ: Pearson/Prentice Hall. ISBN-13: 9780134548616. Chapters 6, 7, 8, and 9.

Robbins, S.P.; DeCenzo, D.A., and Wolter, R. (2016). **Supervision Today** (8th ed.) Upper Saddle River, NJ: Pearson/Prentice-Hall. ISBN: 0133884864. Chapters 1-11.

PUBLISHERS OF READING LIST TEXTS

- Prentice-Hall, Inc., Pearson Education, Consumer Credit Sales, 200 Old Tappan Road, Old Tappan, NJ 07675; (800) 947-7700; <http://www.mypearsonstore.com/>

Please note that the Human Resources Division does not recommend specific bookstores for purchasing reading list texts. For local vendors, contact the publisher at the telephone number or website listed below, or check with your agency for assistance. Many local bookstores will be able to special-order any text not carried in stock.

Any questions regarding the reading list may be directed to Adele Jean at adele.jean@mass.gov.

A copy of this reading list is posted on the Human Resources Division website in the Civil Service section at www.mass.gov/hrd/readinglists.