

ICAOS CASE CLOSURE NOTICE QRG

A Case Closure Notice initiates closure of a compact case in accordance with [Rule 4.112](#). A Case Closure Notice notifies that the receiving state has ceased supervision/supervisory responsibilities for the supervised individual.

Case Closure Notice

Case Closure Notice for Iron Man [More help](#)

Select **Start** next to the topic that you want to visit. When you're finished entering all of the information, select **Submit**.

Topics	Progress	
Review Offender Information	—	View
Review Offense Details	—	View
Last Known Employment	<input type="checkbox"/>	Start
Last Known Address	<input type="checkbox"/>	Start
Case Closure Details	<input type="checkbox"/>	Start

[Delete](#) [Preview](#) [Submit](#)

CASE CLOSURE REASONS

- ✓ Early discharge from supervision from sending state
- ✓ Term of supervision has ended
- ✓ Offender has returned to sending state
- ✓ Absconded
- ✓ Serving new sentence in receiving state
- ✓ Retaken by sending state
- ✓ Notification of death
- ✓ Other (e.g. Subsequent state transfer or apprehension, duplicate case, various administrative reason, etc.)

CASE CLOSURE REPLY

- ✓ Due within 10 business days of Case Closure Notice.
- ✓ Do not 'Invalidate' a Case Closure Notice to communicate or request documentation (rather send a Compact Action Request.)
- ✓ When 'invalidating' a Case Closure Notice due to error in Supervision End Date, follow up with the sending state assigned user to prevent the error on future cases as well as the receiving state's compact office to communicate the imposed corrective action and promote improved case management in the future.

OTHER IMPORTANT NOTES

- ✓ Supporting documentation is important and may look different case to case. Examples may include:
 - Death certificate or obituary when supervised individual is deceased;
 - Sentencing documentation for new conviction sentence or change in term of supervision; or
 - Simple references to other ICOTS related records.