

MEDICAL HARDSHIP TRANSFERS

FREQUENTLY ASKED QUESTIONS

DO ALL INMATES QUALIFY FOR A HARDSHIP TRANSFER ?

NO. Those eligible must meet the following criteria. G1- G3 status and a Line 1 or better, Major Case free for 1 year. Can be G4 (only for those with an SPD code, and case free for a year and line class 1 or better). They must be at an ID UNIT and not enrolled in any education or vocation course. G5, Seg and Death Row are excluded. The inmate must be 250 miles or more from the relative submitting the request.

CAN ANY FAMILY MEMBER APPLY FOR A HARDSHIP TRANSFER?

NO. They must be an immediate family member (Parent, child, aunt, uncle, sibling) and should appear on their family history list. They must also be on the approved visitors list.

CAN I APPLY FOR THE HARDSHIP IF I AM LISTED AS THE VICTIM?

It depends on if you qualify for visitation. If you do not qualify for visitation and are not the immediate family member, then no. If there is a court order preventing the visitation or the immediate family member in question is a minor, then no.

WHICH DOCTOR DO I GO TO?

You go to YOUR doctor. The doctor must be a real medical doctor and have MD behind their name. It can't be a physical therapist or chiropractor.

WHAT SHOULD MY DOCTOR WRITE ON THE LETTER?

The truth. Your doctor should write the truth. If you are unable to travel long distances due to a medical condition that is what the letter should state. It does not have to include your diagnosis. The letter from your doctor should be on letter head for his/her practice, or a prescription pad and they should both include the information for the office as well as the DEA#.

SHOULD I INCLUDE ANY DOCUMENTATION?

It is based on the situation. In some cases, it is necessary to add additional information and sometimes less is more. If your loved one has a history of running game with the system, I would provide whatever I had to support my request. *There are two sample letters at the end of this document.*

SHOULD I JUST MAIL THE DOCTOR'S LETTER?

No, you should also write a short letter to include with the doctor's letter. Keep it professional and write a short yet clear and concise letter stating what you are asking and mention any enclosures.

DOES THE TDCJ VERIFY THE DOCTOR'S LETTER(S)?

Yes, they do. They have the ability and legal rights to validate the legitimacy of the letter and to verify that it is a true and factual statement.



MEDICAL HARDSHIP TRANSFERS

FREQUENTLY ASKED QUESTIONS

WHAT HAPPENS IF THE LETTER IS DETERMINED TO BE FALSE?

You will be placed on the DISAPPROVED VISITOR'S LIST and getting it overturned will be difficult.

CAN WE REQUEST THE NEW UNIT OF ASSIGNMENT?

NO. But your doctor can list a travel distance in your letter. The letter can state that traveling in excess of 100 miles is an extreme hardship on my patient. It would need to be TRUE and ACCURATE. This will not guarantee a specific unit, but it may be taken into consideration.

WHAT HAPPENS AFTER WE SUBMIT THE INFORMATION TO HUNTSVILLE?

They will submit it to the unit. Your loved one will receive a lay-in for UCC. They will ask your loved one a series of questions and submit it back to Huntsville. After the review they will approve or deny it. Approximately 3 weeks after the review you can call UCC in Huntsville and verify the status of the request.

HOW LONG DOES THE PROCESS TAKE?

After the approval, it takes up to 6 months.

ARE ALL MEDICAL HARDSHIP REQUESTS APPROVED?

NO. If you are visiting every single weekend, they may decide there is no hardship. A hardship implies you are unable to visit due to a medical condition. There are other reasons one may be denied.

DO THEY ALWAYS MOVE THEM CLOSER TO HOME?

NO. They get them to the closest unit that can house them at by their classification, offense and bed availability. Sometimes the closest unit is 6 hours away.

WHAT ARE THE STEPS AGAIN?

1) VISIT YOUR MEDICAL DOCTOR (MUST BE AN MD) 2) OBTAIN THE LETTER FROM SAID DOCTOR 3) SEND ALL SUPPORTING DOCUMENTATION TO CLASSIFICATION 4) WAIT 3 WEEKS AND CALL TO VERIFY IF IT WAS APPROVED

WHAT NUMBER DO WE CALL WITH INQUIRIES?

(936) 437-6271

WHERE DO WE SENT THE HARDSHIP REQUEST TO?

Assistant Director for Classification and Records
Attn: Hardship Transfer
P.O. Box 99
Huntsville, TX 77342-0099



MEDICAL HARDSHIP TRANSFERS IN-STATE LETTER EXAMPLE

Betty Ann Smith
1313 Mockingbird Lane
Abilene, TX 79601
806.555.1212

May 1, 2022

Chelsea Johnson
Assistant Director for Classification and Records
Attn: Hardship Transfer
P.O. Box 99
Huntsville, TX 77342-0099

RE: Hardship Transfer Request – Gonzales #12345678

Director Johnson,

I am writing you regarding a hardship request for my son, Miguel Gonzales #12345678. I am medically disabled and unable to travel for long distances. We are currently 400 miles away and that can be a 6-8 hour trip one way based on traffic conditions. This travel is too hard on me physically. I want to visit my child more frequently, and a transfer would make that possible.

I respectfully ask you to verify the attached letter from my medical provider, and please consider moving my son closer to the Abilene area. This would enable me to visit more than once a year and to maintain a bond with my child.

Respectfully,

Betty Ann Smith

ENCLOSURE

CC: Miguel Gonzales #12345678



MEDICAL HARDSHIP TRANSFERS OUT OF STATE LETTER EXAMPLE

Betty Ann Smith
1313 Mockingbird Lane
Atlanta, Ga 30339
404.555.1212

May 1, 2022

Chelsea Johnson
Assistant Director for Classification and Records
Attn: Hardship Transfer
P.O. Box 99
Huntsville, TX 77342-0099

RE: Hardship Transfer Request – Gonzales #12345678

Director Johnson,

I am writing you regarding a hardship request for my son, Miguel Gonzales #12345678. I am medically disabled and unable to travel for long distances. As you see, I live in Atlanta, GA and it can be a journey to the unit. The travel is challenging for my body and creates a physical and financial hardship. I want to visit my child more frequently, and a transfer would make that possible. I typically fly into the DFW airport where I have family that assist me with transportation and such.

I respectfully ask you to verify the attached letter from my medical provider, and please consider moving my son closer to the DFW area. This would enable me to visit more than once a year and to maintain a bond with my child.

Respectfully,

Betty Ann Smith

ENCLOSURE

CC: Miguel Gonzales #12345678

