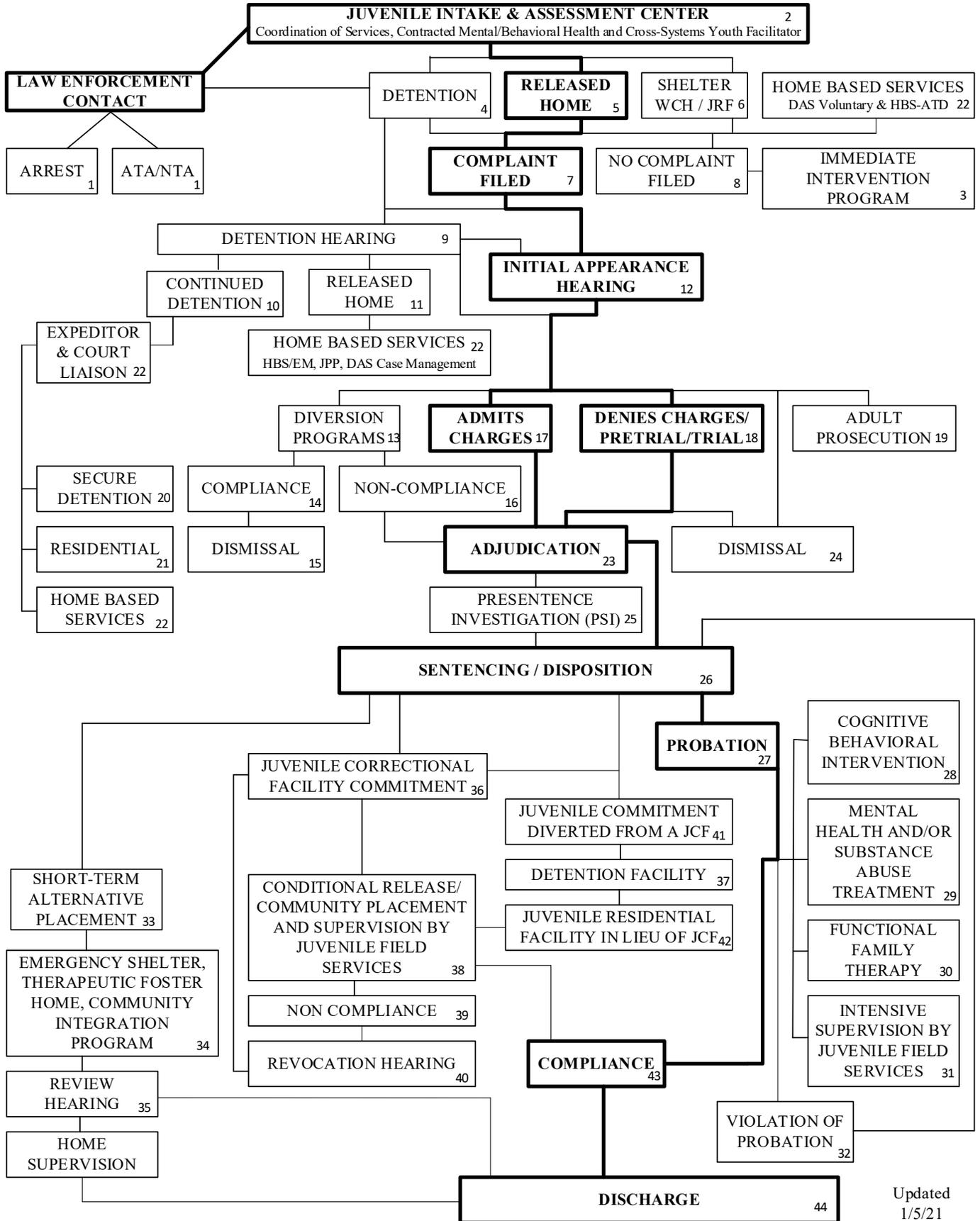


JUVENILE JUSTICE & COURT PROCESS OF JUVENILE OFFENDER CASES
In the District Court, Eighteenth Judicial District, Sedgwick County, Kansas



Updated
1/5/21

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1. Arrest

A juvenile is arrested by one of the law enforcement agencies in Sedgwick County for allegedly committing a crime, a status offense, or for having an outstanding warrant. Status offenses include: Runaway, Truancy, Curfew, and Purchase/Consumption of Alcohol. After the arrest is made, the youth is taken to the Juvenile Intake Assessment Center (JIAC). Youth suspected of illegal behaviors may be issued a Notice to Appear (NTA) or an Agreement to Appear (ATA) to schedule an assessment in lieu of arrest. (Note: An arrest does not need to occur for a complaint to be filed. See Complaint Filed – Box #7).

2. Juvenile Intake and Assessment Center (JIAC)

The mission of Juvenile Intake and Assessment Center (JIAC) is to connect referred youth with appropriate services in order to limit their involvement with the juvenile justice system. JIAC collaborates with families, law enforcement, the courts, schools, area social service agencies and the community-at-large to help referred youth access resources that can increase their potential for making healthy, socially appropriate lifestyle choices.

When a juvenile arrives at JIAC they are booked in. This includes gathering demographic information, taking a photo, and collecting fingerprints for alleged misdemeanor/felony charges as well as collecting a DNA sample for certain offenses identified by statute. The juvenile is searched via a pat down and electronic wand scan, and their property is inventoried. JIAC staff check for outstanding district court warrants and a risk assessment instrument, the Kansas Detention Assessment Instrument (KDAI) is scored to help determine whether the juvenile will be held in detention or released to another less restrictive placement. The KDAI examines factors such as the seriousness of the alleged offense, legal status, aggravating factors (escape from a secure facility, warrant, probation, etc.), and mitigating factors (parental supervision, school attendance, age of first offense, etc.).

After booking, the juvenile is assessed by JIAC staff. The assessment includes the juvenile's history of anti-social behavior, family circumstances and parenting, school and/or work situation, peer relationships, substance abuse, leisure and recreation activities, personality/behavior traits, anti-social thinking and mental health. Several instruments are used as part of the assessment including the Risk for Reoffending and the Massachusetts Youth Screening Instrument (MAYSI-2). If there are risk factors identified by JIAC staff through the assessment, the juvenile can be referred to services in the community. It is the responsibility of the juvenile and families to follow through on the service referrals with the support of JIAC staff.

Newly implemented evidence-based programs and practices include a Coordination of Services program, contracted mental/behavioral health services and a cross-system youth facilitator.

Coordination of Services is a program targeting youth offenders, at-risk youth, and the parents or other connected adults involved in the lives of these youth. The goal of this program is to prevent recidivism (re-offending) and risky behaviors, while increasing supportive relationships between youth and caregivers. The program offers youth and their parent(s) or other connected adult(s) a seminar to attend together thus providing an opportunity to learn the same skills and information simultaneously. Additional goals of the Coordination of Services program is to increase success with youth on community supervision, those released with conditions and those who were unsuccessful with the Notice to Appear process to reduce further juvenile justice system involvement.

The contracted mental/behavioral health services incorporate licensed mental health professionals, operating under a physician, into the services available at intake. These professional services provide psychiatric assessment of youth who are displaying warning signs and symptoms for suicide at intake and crisis

prevention services to attain and maintain stability of juveniles directly admitted to the Juvenile Residential Facility (JRF) who are experiencing mental health issues. The goal of contracted mental/behavioral health services is to develop a system of care for youth in the juvenile justice system with mental health concerns. This is done by providing services to those who are the most in need of attention, evaluating the need for acute inpatient mental health treatment, and increasing stabilization and success of youth being placed in an alternative to detention setting.

The cross-system youth facilitator addresses the unique needs of youth who are at risk of or are fluctuating between the child welfare and juvenile justice systems. These youth are commonly referred to as “crossover youth”. Crossover youth tend to enter the juvenile justice system at a younger age, progress further into the system and remain in the system longer than other juvenile justice involved youth. The result is that crossover youth can be among the most difficult, highest need, and costly youth served by child serving agencies.

3. Immediate Intervention Program (IIP)

This voluntary program is offered to eligible youth alleged to have committed a qualifying juvenile offense (as established by K.S.A. 38-2346) to avoid prosecution. In Sedgwick County, the District Attorney's Office, rather than filing a complaint, refers youth to the program which is supervised by JIAC staff. Upon receipt of the referral, an IIP officer contacts the family to offer services. For family's agreeing to participate, an appointment for orientation is scheduled within 5 business days. The youth's level of supervision, duration of supervision, frequency of supervision contact, and conditions of supervision are established in an IIP agreement. Family members are invited to participate in the supervision planning process. Youth then receive a certification of completion upon successful exit from the program. IIP is comprised of three levels of services:

- Level 1: No prior adjudications, alleged misdemeanor offense and no previous participation in IIP.
- Level 2: No prior adjudications, alleged misdemeanor offense and one prior successful discharge from an IIP.
- Level 3: No prior adjudications, alleged non-person felony offense within 8 weeks prior to referral from the District Attorney's Office and no previous participation in IIP.

4. Detention - Juvenile Detention Facility (JDF)

A 24-hour Juvenile Detention Facility (JDF) for male and female offenders and alleged offenders between the ages of 10 and 17 who are awaiting court hearings or placement into residential or correctional facilities by the Kansas Department of Corrections – Juvenile Services (KDOC-JS). The basic services provided are secure confinement, education, life skills classes, recreation, medical care and mental health counseling. The licensed capacity is 108 and the average length of stay is 31 days.

When the Juvenile Intake and Assessment Center (JIAC) determines that a juvenile will be detained, the admission process begins at JDF. The juvenile is clocked in and JDF staff complete the Ask Suicide Screening Questions (asQ). This suicide risk screening tool is used to determine whether or not safety precautions need to be taken. If concerns are identified, the Mental Health team at JDF is contacted to assess the level of risk and advise corrections staff of appropriate safety interventions.

A health history is completed to determine whether or not there are pressing medical concerns. If so, the contracted medical provider is contacted to meet these needs. The juvenile's property is inventoried and placed in a locker until discharge. The juvenile is then searched and takes a shower under JDF staff supervision. They are then given their JDF issued clothing in preparation to move to their assigned pod. The juvenile is given a JDF handbook and the basic rules and expectations are reviewed.

Within the first 24 hours of being placed at JDF, juveniles are allowed a visitation with their parents/guardians and a phone call. Once in the pod, juveniles are allowed to make phone calls at scheduled times using the free phone system to individuals on the youth's approved phone list. A collect phone system is available as well.

Once juveniles are assigned to a pod all newly admitted juveniles participate in a 2-3 day orientation together, but are placed in the separate pods based on their gender. While in orientation an Orientation Checklist is completed that includes an explanation and review of the discipline system, the grievance process, the Prison Rape Elimination Act (PREA), Mental Health Orientation group, Independent Living Trainer (ILT) Programming, review of the situational counseling process, point and level system, rules, and regulations. The Orientation Checklist must be completed and the youth pass a test over the material before they can be placed on level I. After the orientation is complete, male juveniles are assigned to pods, which are determined by age and physical size. Females are all placed in the same pod. The juveniles are supervised by JDF correction officers at all times. Typically youth at JDF do not have a roommate.

Services:

- The Mental Health team is available to assist juveniles with stress, anger, frustration, family issues, and adjusting to the facility. A Mental Health Juvenile Detention Admission Tool (MH-JDAT) is administered within 24 hours of the juvenile's admittance to JDF with the exception of weekends and holidays. The MH-JDAT is a screening tool used to identify youth in juvenile detention with mental health issues. A Housing Classification Tool (HCT) is administered within 72 hours of juvenile's admittance to determine the juvenile's risk of vulnerability to victimization or history of sexually aggressive behaviors.
- Educational services are provided by USD 259 through a contracted educational service. The juveniles attend school onsite and are capable of earning credits while they are at JDF. Alternative programming is provided for those residents for whom the school has verified to have a GED or high school diploma.
- Independent Living Trainers (ILTs) are responsible for teaching life skills and independent living skills. This includes, but is not limited to hygiene, budgeting, job seeking, cooking skills, what to expect at court, court terms, room expectations and other activities.
- Medical care is provided on site by a contracted medical provider. A nurse practitioner or doctor is always on call for significant medical issues.
- Parents and legal guardians are allowed visitation at scheduled times. Additional supportive visitors may be allowed through scheduled special visits.
- Residents are allowed to send and receive mail. The incoming mail is checked by JDF staff for contraband in front of the youth.

Each day at JDF is full of scheduled activities, which includes, but is not limited to, cleaning their room and the pod, showering, brushing teeth, participating in recreational activities (gym time), independent living activities, skill building groups and attending school. The day begins between 6:30 and 7:30am and the youth are expected to participate in scheduled activities. Various religious services and activities (optional) are provided at different times by volunteers from the community.

JDF uses a point and level system as an incentive for positive behavior. The first level is Orientation. To move to Level I, the youth must pass the orientation test and have three successful days. To move from Level I to Level II, the youth must have three successful days. To move from Level II to Level III, the youth must have five successful days. In addition to having successful days, the youth must also earn points. The points earned are used to purchase the level promotions. Residents can be denied a level change by staff if their behavior has been inappropriate. Residents are expected to have more acceptable behavior and responsibilities as they move up in the level system. Residents on Level II and III are able to use their points

to purchase items at designated canteen times. The higher the level the resident is on, the more privileges they can earn. Once juveniles maintain Level III status for 30 consecutive days with no disciplinary actions, they may apply for Honor Pod status. Honor Pod provides juveniles with additional privileges. Corrections officers and supervisors are responsible to define behaviors, determine the seriousness of rule violations and assign discipline that fits the violation. Consequences may range from a time-out, activity restriction, loss of one level, or a disciplinary detention (DDT), depending upon the seriousness of the rule violation. Disciplinary detention of 12 hours or more results in restarting Level I. If additional supervision is needed due to the seriousness of the rule infraction or repeated rule infractions, an emergency staffing may be scheduled. Juveniles with serious mental health concerns may be placed on a special mental health plan.

5. Released Home

If the youth scores a seven or lower on the Kansas Detention Assessment Instrument (KDAI) the youth may be released from the Juvenile Intake and Assessment Center (JIAC) without conditions to their family or other appropriate adult. If there are issues identified by JIAC staff from the Risk for Reoffending screening, the youth may be referred to services in the community. It is the responsibility of the youth and family to follow through on the service referrals, with the support of JIAC staff.

6. Shelter – Wichita Children’s Home (WCH)

If a youth arrives at the Juvenile Intake and Assessment Center (JIAC) because they are a runaway, contact is made with the Wichita Children’s Home (WCH) to verify that WCH will accept the youth. Sometimes WCH will not accept the youth due to the youth previously running from the WCH and other arrangements must be made. Youth who are brought into JIAC may also go to the WCH if JIAC staff request law enforcement place the youth in police protective custody at which time a report is made to the Department for Children and Families (DCF). The Juvenile Residential Facility may also be a placement option for emergency shelter (see also Emergency Shelter – Box #34).

7. Complaint Filed

The complaint process starts when law enforcement is contacted and a report is made. The report may or may not result in an arrest. If law enforcement chooses to present a case based on their investigation, an appointment is made with the District Attorney’s Office to present the facts of the case. Law enforcement presents an affidavit of probable cause, police reports, and witness statements. Based on the evidence, the District Attorney’s Office will decide whether or not to file a complaint. If the decision is reached to do a formal complaint, the complaint is written, signed and clocked in at the District Court Clerk’s Office. At that time, the District Court Clerk’s Office will set a court date (usually set out for four weeks), and send out a summons to the respondent (juvenile defendant) and parent/legal guardians. The respondent will also be assigned legal counsel to represent them or they may choose to hire their own legal counsel.

If the juvenile has been detained on the alleged charge, the complaint process must be completed within 48 hours, excluding holidays and weekends, in order for the matter to be heard at a detention hearing (see Detention Hearing – Box #9). If the complaint is not completed by the time of the detention hearing, the District Attorney can request more time at the detention hearing to complete the complaint. The statute of limitations for a complaint to be filed is two or more years depending on the offense.

8. No Complaint Filed

If a complaint is not filed, the District Attorney’s Office will contact the Juvenile Detention Facility so the juvenile can be released.

9. Detention Hearing (DT)

The purpose of the Detention Hearing (DT) is to determine whether or not the youth should remain detained or be released. Legal representation at the detention hearing is provided by Kansas Legal Services. If there is a conflict of interest, the District Court Clerk's Office will assign an attorney. At the hearing, the Defense Attorney and Assistant District Attorney present evidence as to why the youth should remain detained or be released. The Judge ultimately decides the matter of detention based on whether or not the juvenile is a danger to others or property, or the juvenile is not likely to appear at the next hearing.

At the DT the Judge may release the juvenile to a parent/guardian with supervision expectations. If the Judge orders the juvenile detained, the Judge may authorize placement at Juvenile Residential Facility (JRF), placement on Home Based Supervision (HBS) with or without an electronic monitoring device, and/or release on a bond. There are two types of bonds available to the court. An Own Recognizance (OR) bond is used when the Judge decides on a monetary amount the parent/guardian is responsible to pay if the juvenile does not appear for the next hearing. A Professional Surety bond is used when the Judge decides on a monetary amount and the parent/guardian must obtain a bail bondsman or pay 100% of the amount. Juveniles do not have a right to a bond.

10. Continued Detention

Youth is ordered detained pending the next court date. The decision to keep the youth detained is based on their risk level, the severity of the crime, and run risk.

11. Released Home

When the Judge decides to release the juvenile at a detention hearing, there can be different conditions placed on the release. These conditions may or may not include a bond (see Detention Hearing – Box #9). There are no limitations or requirements on the conditions set by the Judge. The conditions may include, but are not limited to school participation, no contact orders, obey all laws, drug and alcohol testing and treatment, mental health assessment or treatment, no firearms, curfew, etc.

12. Initial Appearance Hearing (IA)

At the Initial Appearance (IA) hearing, the juvenile answers to the complaint. The juvenile is informed of their rights to either plead guilty, not guilty, or no contest. If the juvenile pleads not guilty, the matter is set for a Pretrial conference (see Denies Charges Pretrial/Trial – Box #18). It is the juveniles right to request a Jury Trial if they wish. If the juvenile's charges fit under the category of offense that are diversion eligible the case is continued for eight weeks for the youth to apply for diversion. If the juvenile pleads guilty or no contest the Judge will adjudicate (see Adjudication – Box #23) their charge(s). At that time, the matter is set for sentencing (see Admits Charges – Box #17). If the youth is currently on probation or intensive probation and the juvenile and the District Attorney both agree, the juvenile may be sentenced at the initial appearance. If the youth is detained at JDF, the question of detention is also taken up at this time (see Detention Hearing – Box #9).

13. Diversion Program

To participate in the Diversion Program the youth must meet eligibility criteria. The District Attorney's Office determines eligibility prior to their Initial Appearance. The defense attorney representing the respondent is notified of their eligibility status via email. In determining eligibility, the District Attorney's Office confirms

that the youth has not had any previous adjudications and that the offense is diversion eligible. Youth who are gang members, charged with an aggravated crime, or weapons involved offenses are not eligible. This may be decided on a case by case basis. To be eligible, the youth must accept responsibility for their offense. The next step is for the juvenile's attorney to speak with them about the Diversion Program. It is the juvenile's decision whether or not they want to apply.

If the juvenile decides they would like to proceed, they report to the Diversion Office and fill out an application. The application is due back to the Diversion Office within 24 hours. A fee of \$25 is charged for the application process. Additional urinalysis fees are associated with cases involving illegal substances. The fees associated with diversion may be waived (waiver form required) on a needs basis, not including urinalysis fees. After the application process is complete a Diversion Coordinator (DC) interviews the juvenile along with their parent(s)/guardian and completes a screening to determine their risk level including information from screens completed at JIAC. At that point, the DC makes a recommendation to the Diversion Committee, which is comprised of the Diversion Program Manager and appointed attorneys within the District Attorney's Office, and they decide whether or not the juvenile should be accepted into the program. If the youth is denied or declines the Diversion process, they will appear at their continued Initial Appearance hearing (previously scheduled). If they are accepted on Diversion, then they must appear in front of the judge at their continued Initial Appearance hearing and sign the formal Diversion Agreement document along with their parent/guardian and attorney. The juvenile will then proceed, with their signed legal forms (Diversion Agreement and Court Order) to a meeting with their DC for program review.

The Diversion Agreement is a legal binding document which lays out the terms and conditions of the youth's Diversion. When the juvenile starts the Diversion Program, they are assessed a fee of \$25, which may be waived if the application fee waiver was approved. The DC is responsible for supervision of the youth while they are on Diversion. The length of Diversion is usually 3-12 months and based on the juvenile's risk score, restitution and presenting issues. Youth are referred to appropriate programming based on their needs and risk to reoffend.

14. Compliance

Compliance on Diversion is determined by the youth following the requirements and conditions of their Diversion Agreement. Youth are able to decrease the amount of time they are under Diversion supervision by being compliant with the contract and supervision plan and putting forth more effort than the minimum standards.

15. Dismissal

When the Diversion term or requirements of Diversion have been completed, the youth's case is reviewed by the Diversion Committee. If it is decided by the committee that the youth has been compliant, then the youth's case is dismissed. The Diversion office creates and sends a letter to the youth stating that the case has been dismissed and the case is documented as "dismissed" in the judicial system.

16. Non Compliance

If the juvenile is not compliant with the Diversion Agreement, sanctions may be given to allow the juvenile an opportunity to correct their behavior. This can include but is not limited to community service work, increased reporting, and referral to community-based programs. If the behavior is not corrected or is serious in nature (new charges filed) the Diversion Committee will decide whether to file a motion for revocation of Diversion. If a motion to revoke Diversion is filed a court hearing date will be set. At that hearing the Judge decides if the Diversion will be revoked. If the Judge rules to revoke Diversion, the juvenile is automatically

adjudicated of the crime they were on Diversion for. The matter of sentencing can be set over for another court date or can be done at this time.

17. Admits Charges

When the juvenile admits the charge (pleads guilty), they are adjudicated as a juvenile offender. At this time, the Judge sets the matter for sentencing and conditions may be ordered.

18. Denies charges / Pretrial/Trial

When the youth denies the charges (pleads not guilty), the matter is set for a pretrial conference or a trial. The pretrial conference is an opportunity for the District Attorney's office and the Defense Attorney to make sure all evidence is exchanged. At this time, the Defense Attorney may attempt to negotiate a plea agreement. If a plea agreement is reached by all parties, they may take the matter before the Judge to see if the plea agreement will be accepted by the court.

A bench trial is when the District Attorney and the Defense Attorney present and argue evidence, question witnesses, and present both sides of the case. Ultimately, the Judge decides if the juvenile is guilty of committing the crime. A jury trial is similar to a bench trial except that the jury decides whether or not the juvenile is guilty of committing the crime. If the juvenile is found guilty, the matter is set for sentencing. The average time between the initial appearance and the pretrial conference/trial is 4 to 8 weeks. Legal representation is assigned based on attorney experience with trials and availability. The juvenile may hire their own legal representation.

19. Adult Prosecution

Statute allows for some juvenile offenders to be charged as adults. The District Attorney's Office examines factors pertinent to the case to decide if a Motion for Adult Prosecution (MAP) will be filed. The factors that are considered are the seriousness of the offense, the age of the youth, and that significant efforts have been made to help the youth make changes in their lives but have failed. Also taken into consideration is whether or not the youth is living an adult lifestyle (living independently, not going to school, etc.). If the MAP is filed, a Judge will hear the case and determine whether or not adult prosecution is appropriate. If the Judge rules for adult prosecution, the juvenile offender case is dismissed and an adult complaint is filed under a criminal case number. The youth may be transferred from the Juvenile Detention Facility to the Sedgwick County Jail for continued detention pending the outcome of the case. A date for a hearing in criminal court is set at this time.

20. Secure Detention

The juvenile is detained at the Juvenile Detention Facility (JDF) until the next court hearing (see Detention – Box #4).

21. Residential

Juvenile Residential Facility (JRF) provides 24 beds as a staff secure detention alternative and as an emergency shelter. The program admits male and female residents between the ages on 10 and 17 who require residential services but do not require secure confinement. A supervised living situation is provided for youth that is less restrictive than detention and promotes positive ties with the youth's family, school, and community. Services provided at JRF include:

- Assistance with family re-integration when requested by the court or resident
- Written progress reports to the court and Juvenile Field Services
- Written updates provided to families
- Life Skills classes
- USD 259 public or alternative school/tutoring services/summer school
- Transportation to approved community service appointments
- Coordination of psychological and drug/alcohol evaluations
- Crisis intervention
- Situational counseling -on-going assessment of behavioral functioning to identify presenting mental health signs and symptoms
- Individual and/or group interventions to provide social, coping and anger management skill development
- Recreational and religious activities provided with the assistance of community volunteers

Every Tuesday at 9:00am, all detained youth are reviewed for detention alternatives. To be eligible for a youth to be accepted at JRF, the Judge must order that JRF is authorized. JRF has a staffing of the juvenile's case with JDF Mental Health staff members to discuss if placement is an option at JRF. Juveniles are then screened for admission by the JRF admission representative. If the youth meets admission criteria arrangements are made to transfer the youth, their records and their property to JRF.

When a juvenile arrives at JRF, an intake is completed and they are placed on orientation status. There is not an orientation unit, so the youth is placed with the general population. Level systems are used at JRF as an incentive for good behavior. The higher the level, the more privileges the youth can earn. There are three levels at JRF. All juveniles start out on Orientation. The juvenile is on orientation status for 24 hours and after that time is eligible to take a test about JRF. A score of 75% or better is passing. Once that is completed, the juvenile moves to level I. After the juvenile has been on level I for three days, they can request a level change to level II. Once they have been on level II for five days, they can request a level change to level III, which is the highest level.

The juveniles at JRF attend USD 259 schools. If they already have completed high school or have their GED, JRF provides independent study options. Through independent study, juveniles work on independent living skills and learn how to fill out job applications, rental applications, etc. Youth also have the opportunity to participate in physical activity in JRF's gymnasium. Youth who are not able to attend their base school may attend Mead Middle School or East High School.

Youth are required to do chores two times a day. On Sundays, youth do a deep cleaning of the facility. Youth are in charge of cleaning and keeping their rooms picked up. Youth do their own laundry with help from JRF staff members. Youth are able to write as many letters as they like and JRF pays for the postage. Residents are allowed to get haircuts if they have the money to pay for them. Residents receive medical and mental health services at the facility but can also be transported to appointments with providers in the community.

If a youth has serious negative behaviors, JRF has a staffing to discuss options for correcting the problems. If the youth is non-compliant after a staffing, gets into a physical altercation, or attempts to run away from the facility, they will be returned JDF to await their next scheduled court hearing.

JRF provides a written report to the court about the juvenile's progress while they are residents in the program.

22. Home Based Services (HBS)

Home Based Services (HBS) is an alternative to secure detention that serves juveniles living in Sedgwick County between the ages of 10-18, who have a home in which they reside. HBS juveniles' legal status is either pre-adjudication (pending juvenile court process that determines if the juvenile committed the delinquent act for which they are charged), Standard Probation, waiting for a probation violation hearing or sentencing on a probation violation. HBS does not supervise juveniles who have a Motion for Adult Prosecution, are in the custody of the Kansas Department of Corrections – Juvenile Services, or on Juvenile Intensive Supervision Program (JISP).

HBS supervision is authorized by the Judge; however, HBS screens youth and families to determine who is appropriate for the program. This is accomplished by examining information pertinent to the juvenile's current situation. This includes the type of charge, school participation, previous run records, reports from the Court Service Officer (CSO), and Juvenile Intake and Assessment Center (JIAC) reports. If the juvenile's case involves a Level I, II, or III felony, administrative approval must be granted for HBS supervision. HBS supervision includes home checks, school checks, weekly office visits, drug tests (UAs and BAs), and on some occasions, electronic monitoring (EMD).

Home Based Services serves five distinct populations through the following programs: House Arrest/Electronic Monitoring; Detention Advocacy Services (DAS) Case Management; DAS Juvenile Pretrial Program; DAS HBS Alternative to Detention; and, DAS Voluntary.

House Arrest / Electronic Monitoring – HBS staff screen all individuals authorized by the District Court for consideration for the HBS program for release from detention. If accepted into the program, HBS staff supervises and monitors compliance of the HBS contract and any court orders. Clients monitored by electronic monitoring have a transmitter attached to their ankle which tracks their precise location information and history. Electronic monitoring with GPS tracking increases supervision and accountability. These programs allow the youth to remain in their home environment while waiting for a court hearing under close supervision. The purpose of HBS is to maintain the safety of the youth, the family and the community, and to maintain supervision of the youth in the least restrictive environment.

Detention Advocacy Services (DAS) programs include:

Case Management screens all youth based upon their highest risk level to reoffend and a case plan is developed to properly supervise the youth. Youth are considered successful when they are engaged and follow the case plan until dismissal of their legal case, and have not received additional charges, new case filings or returns to detention. Deviations from the alternative to detention may include not complying with court conditions, a bond revocation for a new crime and failure to follow program rules.

Juvenile Pretrial Program (JPP) diverts clients from the Juvenile Detention Facility to their homes under supervision of an assigned HBS staff. Youth are assigned to JPP as a condition of bond, as ordered by District Court. The terms of supervision are outlined by bond conditions imposed by the court. The goal is to ensure that clients are following bond conditions appear at their scheduled court hearings.

Home Based Services – Alternatives to Detention (HBS-ATD) is an 8-week HBS program for youth assigned by the Juvenile Intake and Assessment Center (JIAC) as a condition of release. These youth do not score high enough on the Kansas Detention Assessment Instrument (KDAI) for secure detention but would benefit from additional support and supervision.

DAS – Voluntary is offered by JIAC to youth and their family who ask for assistance throughout the court process. HBS staff act as a support system to educate and assist the client and family.

HBS also provides Probation Electronic Monitoring. This service is for clients on Standard Probation and who are violating conditions of their supervision. At the CSO request, HBS places a juvenile on EMD and provides reports to the CSO about whether or not they are being compliant. This service is an alternative to serving sanctions at the Juvenile Detention Facility or filing a probation violation.

The HBS team also includes a court/case liaison and an expeditor. The court/case liaison works with associated court personnel and system stakeholders to facilitate alternatives to detention, court hearings, professional assessments, intake and case planning. The expeditor collaborates with system stakeholders to ensure youth without a worker are placed in the least restrictive environment to reduce the use of detention, either in individual cases or for categories of cases. They help reduce unnecessary delays in case processing and accelerate the onset of services. Both positions help ensure effective admission practices into detention, advocate for and expedite the release of eligible youth from secure detention to reduce lengths of stay, and facilitate alternative to detention placements.

23. Adjudication

Adjudication is the formal court finding in a juvenile case. Only the Judge or the jury decides whether or not the youth is guilty of committing the crime. Some youth are dually adjudicated in the Child in Need of Care (CINC) system and as a Juvenile Offender (JO). At the time of adjudication, the matter is set for sentencing, which is when the Judge decides what conditions will be ordered. The court will order a Pre-Sentence Investigation (PSI) and a Youthful Level of Services Case Management Inventory (YLS/CMI) (see Presentence Investigation (PSI) – Box #25). The court may order, based upon the charges, a Sex Offender Evaluation, Substance Abuse Evaluation, and/or a Mental Health Evaluation. Other conditions may also be ordered at the Judge's discretion (see Released Home – Box #11).

24. Dismissal

The juvenile is found not guilty or the District Attorney's Office dismisses the complaint and the juvenile is released from the court's jurisdiction.

25. Presentence Investigation (PSI)

Once a juvenile has been adjudicated, the Judge will order a Presentence Investigation (PSI) to be completed by a Court Service Officer (CSO). The CSO completes a PSI interview with the youth and the youth's parents/guardian. The interview consists of gathering demographic information, substance abuse and treatment history, medical history, and information about employment, school, arrests/prior offenses, gang ties, mental health, and the offense. The CSO also completes the Youthful Level of Services Case Management Inventory (YLS/CMI).

At the PSI the youth will also be given the notice of expungement (explaining the process of sealing cases from a person's juvenile or criminal record) and will sign releases of information at this time. The CSO will inform the juvenile on how to meet all of the court orders, such as where to receive a substance abuse evaluation. After the interview, the CSO will provide a report to the court for sentencing. The recommendation is based on the risk and needs of the clients that are determined from the interview. The recommendations available to the court from the CSO include paying court costs and closing the case, Non-reporting Probation, Standard Probation, Juvenile Intensive Supervision Program, Juvenile Commitment

Diverted from JCF, short-term alternative placement or a Direct Commitment to a Juvenile Correctional Facility.

Youthful Level of Services Case Management Inventory (YLS/CMI) is a checklist that provides a broad and detailed survey of risk, need, responsivity, and protective factors of the youth. The instrument is structured to encourage a linking of these factors with decisions regarding the level and types of services appropriate for the youth. The YLS/CMI assessment instrument examines 42 items that are divided into eight subscales: offense history, family circumstances/parenting, education, peer relations, substance abuse, leisure/recreation, personality/behavior, and attitudes/orientations. The overall YLS/CMI score provides the assessor with the risk level of the youth. The YLS/CMI assessment instrument is authorized by the Kansas Department of Corrections - Juvenile Services (KDOC-JS) Commissioner for use by community supervision programs and is designed to be used by community supervision officers after successful completion of training. Developed by Drs. Robert D. Hoge and Don A. Andrews, the proprietary YLS/CMI is distributed by Multi-Health Systems, Inc. (KDOC-JS Supervision Standards – Glossary of Terms)

26. Sentencing/Disposition

After reviewing the court report written by the Court Service Officer (CSO) or Intensive Supervision Officer (ISO) and hearing arguments from the District Attorney and the Defense Attorney, the Judge delivers a sentence to the youth. The options available to the Judge are closing the case, Standard Probation, Juvenile Intensive Supervision Program (JISP), direct commitment to a Juvenile Correctional Facility (JCF), diverted from the JCF, diverted from sentencing, or placed in a short-term alternative placement, as eligible. A sentencing matrix is used by the court to determine if a youth is eligible for a Direct Commitment. Eligibility for the Direct Commitment is based on the severity level of the crime, prior adjudications, YLS-CMI score and the recommendation of the CSO or ISO. The Judge ultimately decides what the sentence will be. The length of supervision is determined by the level of the offense (misdemeanor or felony) and the risk score on the YLS/CMI.

Child in Need of Care (CINC)

If a youth is dually adjudicated a Juvenile Offender (JO) and a Child in Need of Care (CINC), the JO and the CINC officers work together to help the youth accomplish the court orders and CINC is responsible for placement. For youth directly committed and dually adjudicated, the JO Case typically takes precedence, but this is ultimately decided by the Judge. JO and CINC officers work together to help the youth be successful until the youth is released from custody.

27. Probation

Standard Probation

When a youth is assigned to Standard Probation at sentencing the terms and conditions of probation are ordered. The youth is assigned to a reporting level based on their risk/needs determined in the Presentence Investigation (PSI) interview. Level 1 is for youth who are not required to report. Level 2 is for youth who are considered low risk to reoffend and they report one time per month. Level 3 is for youth who are considered moderate risk to reoffend and report two times per month. Finally, Level 4 is for youth who are considered to be a high risk to reoffend and they report one time per week. Court Services Officers (CSO) monitor the youth in the community, which can include, education, treatment, behavior at home, and employment. The CSOs collect random urinalysis (UA) to determine if the youth is using illegal substances. If the youth is compliant with supervision, at the end of their term, their case will be closed. If the youth is not compliant, the CSO administers sanctions to try to correct the behavior. If this is not successful, a probation violation will be filed and a court date will be scheduled. It is the CSOs discretion to request secured detention when a probation violation is filed.

Juvenile Intensive Supervision Program (JISP)

When a youth is assigned to JISP at sentencing the terms and conditions of probation are ordered. Misdemeanor offenders can be placed on JISP for up to 6 months if they score low or moderate on the YLS/CMI and for up to 9 months if they score high on the YLS/CMI. Felony offenders can be placed on JISP for up to 6 months if they score low, up to 9 months if they score moderate and up to 12 months if they score high on the YLS/CMI. When sentenced to JISP, the youth will be assigned an Intensive Supervision Officer (ISO) who will monitor the youth in the community, monitor compliance with court orders, collect random UAs and assist the youth in getting enrolled in services (school, treatment, therapy, etc.). If the youth is compliant with supervision, at the end of their term, their case will be closed. If the youth is not compliant, the ISO administers sanctions to try to correct the behavior. If this is not successful, a probation violation will be filed and a court date will be scheduled. It is the ISOs discretion to request secured detention when a probation violation is filed.

28. Cognitive Behavioral Intervention

Cognitive Behavioral Intervention (CBI) is a process by which youth learn how to control their own behaviors. Through CBI youth learn to examine their thoughts, recognize when negative thoughts are increasing and then apply strategies learned to change those negative thoughts and emotions. Juveniles are referred to the Evening Reporting Center (ERC) if they score moderate or high risk on the Youthful Level of Services Case Management Index (YLS/CMI). ERC staff determine what cognitive programming the youth should be placed in based on their needs as identified by the YLS/CMI. Youth who are at the age of requirement for employment, who are not employed, are referred for 1:1 employment support.

The following groups are available at Juvenile Field Services:

Thinking for a Change (T4C) is a cognitive-behavioral program that addresses social skills, problem solving skills, and cognitive restructuring. The participants are taught a skill, the skill is modeled by the facilitators, and the skill is role played by the youth. Some of the social skills taught are active listening, responding to anger, responding to an accusation, and how to ask a question. The problem solving and cognitive restructuring skills teach restructuring of risky thoughts and replace those thoughts with less-risky thoughts. There are a total of 25 sessions, with each session lasting approximately 1.5 hours.

Aggression Replacement Training (ART) is a cognitive-behavioral program that teaches skill streaming, anger control, and moral reasoning. Like T4C, the participants are taught a skill, the skill is modeled by the facilitators, and the skill is role played by the juvenile. There are a total of 30 sessions, with each session lasting approximately 1 hour.

Courage to Change Groups (C2C) © 2008 The Change Company is for youth who score high risk on the YLS/CMI. These groups consist of interactive journals, role playing, and activities. There are usually 8 sessions per journal lasting one hour per session. The groups offered are:

- Social Values - Juveniles identify their values, where they came from and the impact they have had on themselves and others.
- Responsible Thinking/Healthy Personality - Juveniles examine their thinking to make certain it is objective and accurate.
- Self-control - Juveniles consider the connection between criminal behavior and self-control. Self-control strategies and a self-control action plan are included.
- Peer Relationships - Juveniles consider their past and present peer relationships and learn the differences between healthy and unhealthy relationships.

- Family Ties - Juveniles evaluate their current family relationships and the role they play within their families.
- Strategies for Success (also offered to moderate risk youth leaving placement) - Juveniles set and evaluate goals for the future and review and apply the skills and strategies they've learned throughout their supervision.

Additional groups:

Parent Project is a 6-week group that parents attend to learn effective parenting strategies. Groups include: Parents as Teachers, Encouraging Good Behavior, Preventing Problems, Correcting Problem Behavior, Teaching Self-Control and Putting It All Together.

Job Support Services were developed and are facilitated by an Offender Workforce Development Specialist. The focus of this group is teaching the skills needed to find and keep a job. Some of the topics covered are: career interest inventory, filling out applications, employment documentation (ID, I-9, etc.), networking, job searching, interviewing skills (including mock interviews), and personal appearance.

29. Mental Health and/or Substance Abuse Treatment

Mental health or substance abuse treatment is provided in the community. Evaluations are completed and treatment is recommended based on the evaluation.

30. Functional Family Therapy

Functional Family Therapy (FFT) is an evidence-based family therapy model that was developed to work with juvenile offenders and their families. It is a structured model that focuses on increasing parental supervision and involvement. FFT has been demonstrated to reduce recidivism among offenders and prevent at-risk youth from entering the juvenile justice system.

Locally, FFT serves youth from the following referral sources:

- Juvenile Field Services (JFS)
- Juvenile Probation
- Juvenile Diversion
- Detention Advocacy Service (DAS)
- Juvenile Intake and Assessment Center (JIAC)
- Family Consultation Services Counseling (FCS)
- COMCARE Children's Services

FFT serves youth ages 11-18 that are either in the juvenile justice system or are at moderate to high risk to offend. FFT is a family-based prevention and intervention program that has been applied successfully in a variety of contexts to treat a range of these high-risk youth and their families. Once the need has been identified or court ordered, a referral for FFT services is submitted to a local provider, currently Eckert Kids and EmberHope.

Every session is a family therapy session, but services can be coordinated with individual therapy if the youth would benefit from both services. FFT has an average length of service of 12-15 sessions, but the length is determined by the family need. Services are usually provided in an office; however, in-home services are available depending on the youth's need, therapist availability, and safety for the therapist in the home.

The outcomes indicate (1) improved family functioning at the end of therapy; (2) reduced JIAC intakes in the year following FFT; and (3) a low number of new charges in the year following family therapy.

31. Intensive Supervision By Juvenile Field Services (JFS)

Juvenile Field Services (JFS) places an emphasis on public safety and preventing future offenses through the use of evidence-based correctional practices and services, education, employment and enhancing positive family impacts on the offender's behavior. Juveniles are supervised by Intensive Supervision Officers (ISOs) and placed on levels based on their level of risk to reoffend as determined by the YLS/CMI. Random urinalysis and breath analysis tests (UAs and BAs) are collected to detect drug use. Regular contacts with employers, educators, treatment providers, caregivers and the offender are characteristic of this program. In some cases, electronic monitoring is used to restrict freedom and provide sanctions for minor violations of the conditions of supervision. This restricts the offender's mobility to the home or other approved locations.

Juvenile Intensive Supervision Program (JISP)

Juvenile Intensive Supervision Program (JISP) is an intensive community-based program providing services to juveniles that are placed on intensive supervision probation by the Court (see Probation – Box #27).

Case Management

Case management consists of a wide variety of work that is done with juvenile offenders in, or at risk for going into, the court ordered custody of Kansas Department of Corrections - Juvenile Services (KDOC-JS). Case management of this juvenile offender population requires complex skills to assess and address the problems that bring juvenile offenders and their families into the juvenile justice system. Some juveniles served by this program are placed outside their family homes in a variety of settings including: detention, resource homes, residential treatment facilities, and independent living programs. ISOs work to ensure that public safety is addressed, that juvenile offenders are held accountable for their behavior, and that juvenile offenders learn the social and cognitive skills necessary to become law-abiding, productive members of society. ISOs accomplish this by conducting thorough assessments; developing a case plan with the cooperation of the juvenile offender, their family and other significant parties in the community; contracting for services that address the concerns outlined in the case plan; and providing supervision and monitoring of the juvenile offender's behavior and progress in the program. (KDOC-JS Supervision Standards – Glossary of Terms)

Success (Accountability) Panel

This panel is made up of community volunteers who meet with youth under supervision of Juvenile Field Services who are residing in the community. Volunteers attend an orientation and background checks are completed before participating on the panel. The Success Panel will discuss supervision violations, the youth's goals, their successes, their strengths, and help identify additional service needs. The Success Panel's purpose is to hold the youth accountable for their actions while providing motivation and encouragement to become successful members of the community by staying crime-free and focusing on their goals. A youth may be invited to a panel meeting given these circumstances:

- **Welcome Panel:** The Welcome Panel is for youth recently released from the Juvenile Correctional Facility (JCF) **OR** youth recently placed on Juvenile Intensive Supervision Program (JISP). At this meeting the youth, their family/supporters, and the community volunteers will be introduced to each other. The youth will tell the panel about their accomplishments/progress at the JCF **OR** on JISP. This meeting will involve identification of their strengths, successes, violations, and barriers they have in meeting their supervision conditions. The panel will give suggestions for overcoming barriers and collaborate with the youth to complete a Success Plan to help them reach their goals.

- **Intervention Panel:** A youth is referred to the Intervention Panel if they are struggling to meet one or more the requirements of their supervision/court-ordered conditions. This meeting would involve identification of their strengths, successes, violations, and barriers they have in meeting their supervision conditions. The panel will give suggestions for overcoming barriers and collaborate with the youth to complete a Success Plan to help them reach their goals. Barriers may include truancy, unemployment, substance use, lack of participation in recommended services, etc. This panel is used as an intervention/response for the youth, and a referral should be made before filing a probation violation.
- **Graduation/Celebration Panel:** A youth is referred to the Graduation/Celebration Panel for successfully overcoming a major barrier, completing a major goal, and/or is completing their supervision. This meeting would consist of celebrating their accomplishments, discussing their goals for the future, and feedback from the community volunteers.

Youth are often asked to come back for a **Review Panel** to review their Success Plan, update the Success Plan if needed, and be provided encouragement by the community volunteers.

32. Violation of Probation

If the youth does not follow the court orders or the supervision agreement, then a probation violation (PV) can be filed by the Court Service Officer (CSO) or the Intensive Supervision Officer (ISO). The CSO or ISO prepares the PV outlining the alleged violations, submits it to the District Court Clerk’s Office and a court date is scheduled. At the hearing, the Assistant District Attorney and the juvenile’s defense attorney present arguments about the violation. A social update is prepared by the CSO or ISO which outlines the youth’s case. The Judge will then rule whether or not the juvenile is in violation of probation. At this time, the Judge may give a sanction to the juvenile and place them back on probation with the same terms and conditions or add new conditions and terms. Other options available to the court are to place the youth in the custody of the Kansas Department of Corrections - Juvenile Services (KDOC-JS) for a direct commitment to the Juvenile Correctional Facility, if the youth meets criteria outlined in the placement matrix, or as eligible, be diverted from the Juvenile Correctional Facility for placement in a Youth Residential Facility or ordered to a short term alternative placement (see Short Term Alternative Placement – Box #33).

33. Short Term Alternative Placement

To be eligible for a short term alternative placement the youth must be adjudicated of specific offenses outlined in the state statute (typically sex offenses), the victim resides in the home and a safety plan with DCF cannot be developed, and there are no Child In Need of Care (CINC) issues that would warrant a case to be filed. Youth in these alternative placements should not extend past three (3) months, unless it is modified as outlined by statute.

34. Emergency Shelter, Therapeutic Foster Home, Community Integration Program

Emergency Shelter – Juvenile Residential Facility (JRF)

The purpose of placement in an emergency shelter shall be documented in the facilities program description. The general program description approved by the Department for Children and Families Prevention and Protective Services for each facility shall include but not be limited to:

1. Goals of the program
2. Resident Behavioral Treatment System

3. Job Descriptions
4. Policies and Procedures
5. Daily living activities
6. Health services
7. Recreation activities
8. Visitation policies

Therapeutic Foster Home

Therapeutic Foster homes are out-of-home care by foster parents with specialized training to care for a wide variety of adolescents, usually those with significant emotional, behavioral or social issues, or medical needs. Youth who are on Conditional Release (see Conditional Release – Box #38) or are sentenced to a short term alternative placement may be placed in a therapeutic foster home.

Community Integration Program (CIP)

CIP is available to youth who are ready to live independently in their own apartment and need financial assistance to start that process. It is a program for eligible youth in KDOC-JS custody who meet the following identified criteria: 18 or older, graduated from high school, score low or moderate on YLS/CMI, completed independent living skills class, not on courtesy supervision from another jurisdiction, and have a reintegration goal of Other Planned Permanent Living Arrangement (OPPLA). The ISO would complete the application process for the eligible youth, and if accepted, KDOC-JS will pay 100% of the CIP for first two months, 75% for months three and four, 50% for month five and 25% for month six. Startup costs are also included in the initial CIP payment. Youth over 21 and undocumented individuals shall not be excluded from this program.

35. Review Hearing

At a review hearing, the Judge is presented with the juvenile's current situation and current behaviors. The Court Service Officer, Intensive Supervision Officer, District Attorney, or the youth can request this hearing through the youth's attorney. At this time, the Judge may rule to continue with current orders or modify the current court orders. The Judge may deem that supervision is no longer necessary and close the juvenile's case.

36. Juvenile Correctional Facility (JCF) Commitment

Admission to a Juvenile Correctional Facility (JCF) requires a court order. The minimum and maximum sentences are determined by the sentencing matrix at the sentencing hearing. Youth may earn good time credit for the time they spend in the Juvenile Detention Facility (JDF). The Kansas Juvenile Correctional Complex (KJCC) is currently the only JCF in Kansas. All youth who have been directly committed are placed at KJCC, initially in the New Admit unit. They are housed in this unit for the first 21 days they are there. In those 21 days, multiple assessments are completed in order to plan services for the youth. The assessments include, health, the Youthful Level of Services Case Management Inventory (YLS/CMI), mental health, substance abuse evaluations, sex offender evaluations (if applicable), recreational needs or limitations, and religion needs. These assessments are completed both formally and informally with the youth and KJCC staff. Through the information gathered in the assessments about the juvenile, a case plan is created. This plan is used to guide the treatment provided to the youth in the facility. All youth are assigned a counselor and have access to a psychologist.

After the initial 21 days, the youth is assigned to a unit. There is a separate unit for youth adjudicated of sexual offenses (SO) and a separate unit for youth with persistent mental illness. All other youth are

considered general population. The day usually starts at 6:00am. Youth eat breakfast, and take their medication (if applicable). School starts at 8:30am and ends at 3:15pm. After school, the youth participate in programming addressed in their case plan. After programming is complete, the youth are able to receive free time on their unit, focus on hygiene, and do chores.

There are opportunities for youth to participate in vocational training. This includes textiles, OSHA certificates, environmental technology, pine crafts, welding, and food services. Youth who have earned their GED or high school diploma may be employed at the facility. Some of the job opportunities include working in the commissary, laundry, greenhouse, textiles, etc. Re-entry services are provided to help prepare the youth to return to the community and find employment.

While at the JCF, juveniles are able to earn good time credit towards their sentence. Good time credit is earned by having good behavior and meeting facility expectations. How much good time a juvenile can earn is based on the offender classification and time assigned to the facility. Youth are able to earn levels based on their behavior, which is accomplished through a point system. With each level increase, the youth is able to earn more privileges. This includes more phone calls, more envelopes to write letters, more items allowed in their room, ability to purchase goods from the canteen, and to have more pictures in their room.

37. Detention Facility

Juvenile offenders may be held at the Juvenile Detention Facility (JDF), or Sedgwick County Adult Detention Facility (SCADF) if over 18, pending their transport and admission to the Juvenile Correctional Facility.

38. Conditional Release/Community Placement and Supervision by Juvenile Field Services (JFS)

There is a mandatory period of aftercare supervision (sentencing matrix) determined at sentencing. Youth released from a Juvenile Correctional Facility (JCF) are on conditional release (CR), which is comparable to “parole” for juvenile offenders in Kansas. The court’s jurisdiction with juveniles ends at 23 years of age. When youth are released, they live at home/with a relative or at a Kansas Department of Corrections - Juvenile Services (KDOC-JS) placement.

The terms and conditions of the conditional release are set by the Intensive Supervision Officer (ISO) and the JCF at the pre-release conference outlining the supervision requirements. This may include substance abuse counseling, mental health services, educational requirement, etc. The client reports to their ISO based on their risk level and supervision needs.

Juvenile Field Services (JFS) provides supervision and case management for youth returning to the community from juvenile correctional facilities on conditional release. Juveniles served by this program are placed in their family homes, detention, resource homes, residential facilities, treatment programs and independent living programs.

Some youth are ordered direct discharge upon completion of their court ordered direct commitment term. These youth are released from the JCF, with no additional aftercare supervision.

39. Non Compliance

When a juvenile is released from a Juvenile Correctional Facility (JCF), they are typically placed on Conditional Release (see Conditional Release – Box #38). If the youth is not compliant with the conditions of the release, a Motion to Modify/Revoke is filed by the ISO. The youth may or may not be detained at this time. Detention is determined on a case by case basis.

40. Revocation Hearing

At the Revocation Hearing, the Assistant District Attorney and the juvenile's defense attorney present information about the case. The Intensive Supervision Officer (ISO) assigned to the case provides a report to the court giving reasons why the Motion to Revoke/Modify was filed. The Judge will either modify or revoke the conditional release. Modification can include increasing the amount of time on conditional release or other conditions deemed appropriate for the situation. If the Judge chooses to revoke conditional release, the juvenile will be returned to the Juvenile Correctional Facility (JCF). The time at the correctional facility and the length of conditional release will be determined using the sentencing matrix.

41. Juvenile Commitment Diverted from a JCF

Youth in this group would otherwise qualify for a direct commitment to a Juvenile Correctional Facility (JCF) but are placed in the custody of the secretary for placement in a Youth Residential Facility (YRF) instead. Eligibility for the Direct Commitment is based on the severity level of the crime, prior adjudications, and the recommendation of the CSO or ISO. Youth that are diverted, remain detained at the Juvenile Detention Facility (JDF) or Sedgwick County Adult Detention Facility (SCADF) pending appropriate placement. The length of time in placement is determined by the Judge.

42. Juvenile Residential Facility in Lieu of JCF

Youth who are sentenced to a Juvenile Residential Facility in lieu of the Correctional Facility will be placed at the Residential Facility to serve their term of commitment and will not go to the Correctional Facility. While at the Residential Facility, youth will participate in services in the community and work towards completing their court orders.

43. Compliance

Compliance is reached when the juvenile follows all court orders and conditions of their supervision. The court orders and conditions vary because each youth has different risks and needs.

44. Discharge

When all of the conditions and court orders have been met, the Intensive Supervision Officer (ISO) or Court Service Officer (CSO) completes a Probation Completion Order, which is signed by a Judge. The document is taken to the Court Clerk's Office and the discharge is entered into the system. The ISO or CSO contacts the juvenile and their parent to inform them they are no longer on probation or under the court's jurisdiction in the case(s) they were on probation for.

Acronyms

ART - Anger Replacement Training
ATA/NTA - Agreement to Appear/Notice to Appear
BA - Breath Analysis
CBI - Cognitive Behavioral Intervention
C2C - Courage to Change
CINC - Child in Need of Care
CIP - Community Integration Program
CR - Conditional Release
CSO - Court Service Officer
CSW - Community Service Work
DAS - Detention Advocacy Service
DC - Diversion Coordinator
DCF - Department for Children and Families
DDT - Disciplinary Detention
DT - Detention Hearing
EMD - Electronic Monitoring
ES - Emergency Shelter
ERC - Evening Reporting Center
FFT - Functional Family Therapy
HBS - Home Based Services
IA - Initial Appearance
IAP - Initial Appearance Probation
IIP - Immediate Intervention Program
ILT - Independent Living Trainer
ISO - Intensive Supervision Officer
JCF - Juvenile Correctional Facility
JDF - Juvenile Detention Facility
JFS - Juvenile Field Services
JIAC - Juvenile Intake and Assessment Center
JISP - Juvenile Intensive Supervision Program

JO - Juvenile Offender
JRF - Juvenile Residential Facility
KDAI - Kansas Detention Assessment Instrument
KDOC-JS - Kansas Department of Corrections-Juvenile Services
KJCC - Kansas Juvenile Correctional Complex
KLS - Kansas Legal Services
MAP - Motion for Adult Prosecution
MH-JDAT - Mental Health Juvenile Detention Admission Tool
OPPLA - Other Planned Permanent Living Arrangement
OR - Own Recognizance
PREA - Prison Rape Elimination Act
PSI - Presentence Investigation
PV - Probation Violation
RAI - Risk Assessment Instrument
SCADF - Sedgwick County Adult Detention Facility
SCDOC - Sedgwick County Department of Corrections
SO - Sexual Offender
T4C - Thinking for a Change
UA - Urinalysis
WCH - Wichita Children's Home
YLS/CMI - Youthful Level of Services Case Management Inventory
YRF - Youth Residential Facility

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