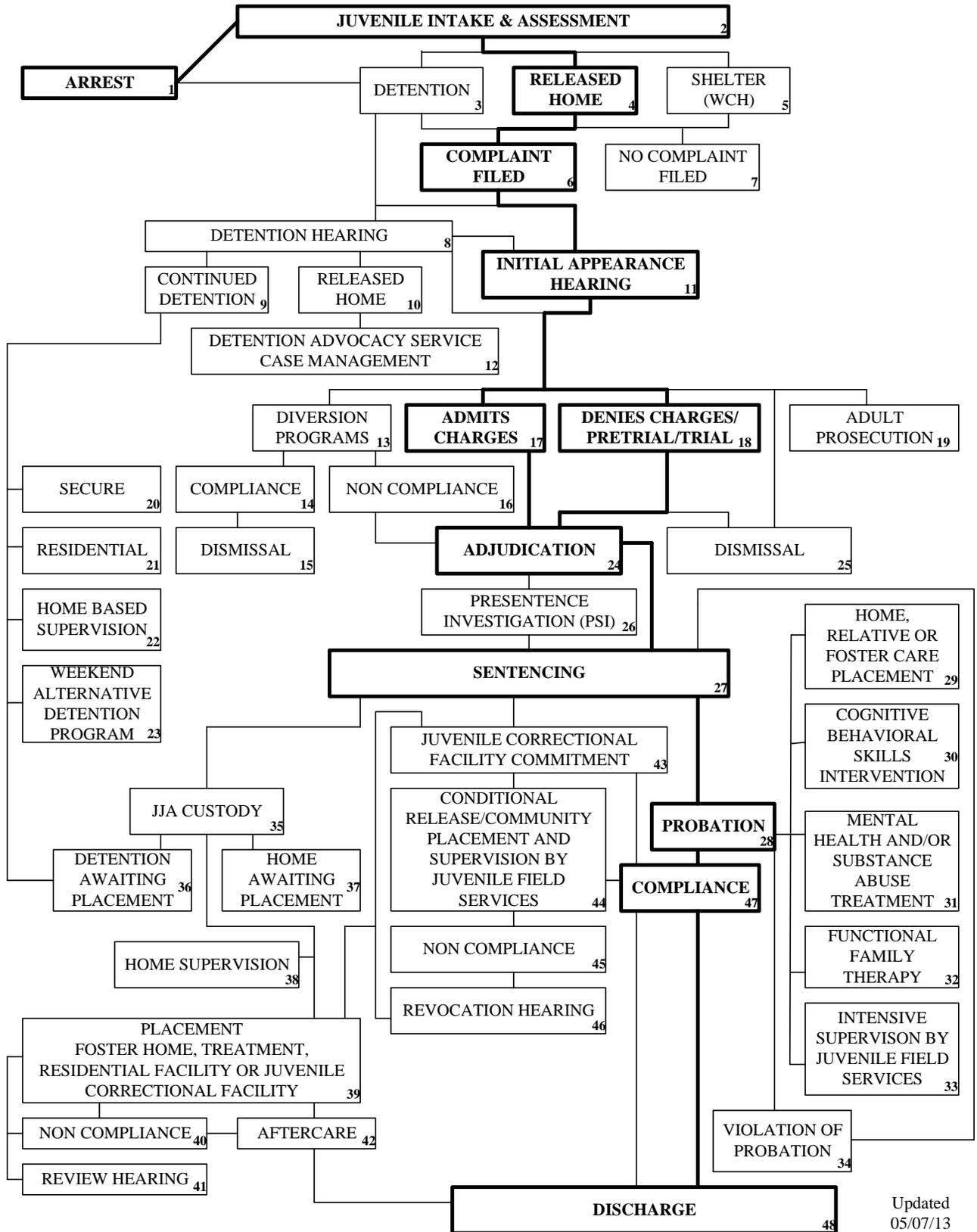


**In the District Court, Eighteenth Judicial District, Sedgwick County, Kansas
COURT PROCESS OF JUVENILE OFFENDER CASES**



Updated
05/07/13

Table of Contents

Description	Box #
Arrest	1
Juvenile Intake & Assessment (JIAC).....	2
Detention	3
Released Home	4
Shelter - Wichita Children’s Home (WCH)	5
Complaint Filed.....	6
No Complaint Filed	7
Detention Hearing	8
Continued Detention.....	9
Released Home	10
Initial Appearance Hearing.....	11
Detention Advocacy Service Case Management	12
Diversions Programs.....	13
Compliance.....	14
Dismissal	15
Non-Compliance.....	16
Admits Charges	17
Denies Charges / Pretrial / Trial	18
Adult Prosecution	19
Secure	20
Residential	21
Home Based Supervision	22
Weekend Alternative Detention Program	23
Adjudication	24
Case Dismissal.....	25
Presentence Investigation	26
Sentencing	27
Probation	28
Home, Relative or Foster Care Placement	29
Cognitive Behavioral Skills Intervention	30
Mental Health and/or Substance Abuse Treatment	31
Functional Family Therapy	32
Intensive Supervision by Juvenile Field Services	33
Probation Violation	34
JJA Custody.....	35
Detention Awaiting Placement.....	36
Home Awaiting Placement.....	37
Home Supervision	38
Placement Foster Home, Treatment, Residential Facility or Juvenile Correctional Facility	39
Placement Non-Compliance.....	40
Review Hearing.....	41
Aftercare	42
Juvenile Correctional Facility Commitment	43
Conditional Release / Community Placement and Supervision by Juvenile Field Services	44
Conditional Release Non-Compliance	45
Revocation Hearing.....	46
Probation Compliance	47
Discharge.....	48

1. Arrest

A juvenile is arrested by one of 22 law enforcement agencies in Sedgwick County for allegedly committing a crime, a status offense, or for having an outstanding warrant. Status offenses are: Runaway, Truancy, Curfew, and Purchase/Consumption of Alcohol. After the arrest is made, the youth is taken to the Juvenile Intake Assessment Center (JIAC). (Note: An arrest does not need to occur for a complaint to be filed. See Complaint Filed – Box #6).

2. Juvenile Intake and Assessment Center (JIAC)

The mission statement 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 parents, 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 the juvenile arrives at JIAC, the youth is booked in. This includes capturing identifying demographic information, taking a photo, and collecting fingerprints for alleged misdemeanor/felony charges as well as collecting a DNA sample if the alleged charge is a felony. 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 (RAI) is scored to help determine whether the juvenile will be held in detention or released to another less restrictive placement based on the new alleged offenses. The RAI examines factors such as the seriousness of the offense, legal status, aggravating factors (escape from a secure facility, warrant, probation, etc.), and mitigating factors (parents in the home, school attendance, age of first offense, etc.). If the youth scores a 10 or higher, the juvenile will be placed in detention. All level one through five person felonies score a 15 and are an automatic hold in detention. Level six through 10 person felonies are scored differently and the rest of the categories in the assessment tool will determine whether or not the juvenile will be detained. If the juvenile scores an eight or nine, they may be eligible for a bond (see Detention Hearing – Box #8 for bond information). If the juvenile has a low score on the assessment but JIAC staff believes there are factors that place the juvenile at risk, the judge may override the assessment and order that the youth be detained. If a juvenile is brought to JIAC for a municipal or district court traffic offense, they will be released on bond because these types of warrants are not detainable. If the juvenile has a failure to appear criminal warrant for the first appearance, JIAC will verify whether they received proper service. If they did not receive good service, the juvenile can be released on a bond and a new initial appearance date scheduled. Release is authorized because of “lack of service” being utilized under the two-tier warrant agreement with the district court and the District Attorney’s office. If it is determined that service was not an issue, the juvenile will be detained.

After booking, the juvenile is then administered a Juvenile Intake and Assessment Questionnaire (JIAQ) by JIAC staff. The JIAQ includes a series of questions that pertain to the juvenile’s family history, school history, drug history, medical and psychological issues, and leisure activities. Several instruments are used as part of the assessment – the Brief Screen, MAYSI-2, Sexual Trafficking and Mental Health. If there are issues 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 parents to follow through on the service referrals with the aid of the JIAC short-term case manager.

3. **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 for placement into residential or correctional facilities by the State Juvenile Justice Authority. The licensed capacity is 108 and the basic services are secure confinement, education, life skills classes, recreation, medical care and mental health counseling. 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 Mental Health Juvenile Detention Admission Tool (MH-DAT). This assessment is used to determine whether or not special precautions need to be taken with the juvenile and to obtain a mental health history. If issues are discovered, the Mental Health team at JDF is contacted. A Health History is completed to determine whether or not there are pressing medical concerns. If so, the Medical Team at JDF is contacted to meet these needs. The juvenile is given a JDF handbook and the basic rules and expectations are reviewed. The juvenile is given an Orientation Checklist that includes explanation of the discipline system, the grievance process, the Prison Rape Elimination Act (PREA), Mental Health Orientation group, Independent Living Trainer (ILT) Programming Orientation, and review of the counseling process, point system, level system, rules, and regulations. The youth must complete the Orientation Checklist and pass a test over the material before they can be placed on level I. 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 the pod. 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 collect phone calls to their home phone with staff approval.

All juveniles participate in orientation level together, but are placed in the separate pods based on their gender. After the orientation level 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 pods are staffed by JDF corrections workers at all times. The juveniles are assigned a cell and will at times have roommates when population necessitates it, with the exception of sex offenders and some violent offenders, who do not share a cell.

Services:

- The Mental Health team is available to assist youth with stress, anger, frustration, family issues, and adjusting to the facility.
- Educational services are provided by USD 259. The youth attend school onsite and are capable of earning credits while they are at JDF. Alternative programming will be 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, what to expect at court, court terms, room expectations and other activities.
- Medical care is provided on site by the University of Kansas School of Medicine. A nurse practitioner or doctor is always on call for significant medical issues.
- Parents and legal guardians are allowed visitation at scheduled times.
- 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 cell and the pod, showering, brushing teeth, participating in recreational activities (gym time), independent living activities, skill building groups and attending school. The day begins at 6:30am and the youth are expected to participate in scheduled activities. Various religious services (optional) are available on Sunday mornings and special religious activities 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 from the Canteen. The higher the level the resident is on, the more privileges they can earn. Corrections workers and supervisors are responsible to define behaviors, judge the seriousness of the rule violations and determine the 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, an emergency staffing may be scheduled. Youth with serious mental health concerns may be placed on a special mental health plan.

4. Released Home

If the youth scores a seven or under on the Juvenile Intake and Assessment Questionnaire (JIAQ), the youth may be released from the Juvenile Intake and Assessment Center (JIAC) without a bond (see JIAC – Box #2 for more information) to their parents or a person over the age of 21 with parental consent. If there are issues identified by JIAC staff from the risk assessment, the youth can be referred to services in the community. It is the responsibility of the juvenile and parents to follow through on the service referrals, with the aid of the JIAC short-term case manager.

5. 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. Another reason that youth who are brought into JIAC go to the WCH is when JIAC staff determine that the youth needs to be placed in police protective custody at which time a report is made to the Department for Children and Families (DCF).

6. 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 defendant. The defendant 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 in order for the matter to be heard at a detention hearing (see Detention Hearing – Box #8). If the complaint is not completed at the time of the detention hearing, the District Attorney can request more time to complete the complaint. The statute of limitations for a complaint to be filed is two years. At any time within the two year period, law enforcement may present a case to the District Attorney.

7. 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.

8. Detention Hearing (DT)

The purpose of the Detention Hearing (DT) is to determine whether or not the youth should remain detained or be released. At the DT the Judge may release the client to a parent with supervision expectations. If the Judge orders the juvenile detained, the Judge may authorize placement at Juvenile Residential Facility (JRF), placement on electronic monitoring (EMD), Home Based Supervision (HBS), and/or released 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 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 guardian must pay 10% of the amount. Usually these types of bonds require a bondsman. Juveniles do not have a right to a bond. Legal representation is provided by Kansas Legal Services. If there is a conflict of interest, the District Court Clerk's Office will assign an attorney. Most detention hearings are scheduled by Juvenile Intake and Assessment (JIAC) (see Juvenile Intake and Assessment – Box #2) or Home Base (see Home Based Supervision – Box #24) and must occur within 24-48 hours after the juvenile is detained. 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 self or others or the juvenile is not likely to appear at the next hearing.

9. Continued Detention

Youth is ordered detained pending the next court date. If the youth is in the custody of the Juvenile Justice Authority (JJA), and the Judge does not order detention, JJA can choose to keep the youth detained pending court action or they may move the youth to a placement. The decision to keep the youth detained is based on their risk level, the severity of the crime, and run risk.

10. Released Home

When the Judge decides to allow the juvenile to return home during 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 #8). 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 fire arms, curfew, etc.

11. Initial Appearance Hearing (IA)

At the Initial Appearance (IA) hearing, the state accuses the juvenile of their complaint. The juvenile has the right to know what they are being accused of. 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 Jury Trial or a Bench Trial (see Denies Charges Pretrial/Trial – Box #18). It is the juveniles right to request a Jury Trial if they wish. If the juvenile pleads guilty or no contest the Judge will adjudicate their charge(s). At that time, the matter is set for sentencing (see Admits Charges – Box #17). On occasion, if the juvenile and the District Attorney both agree, the juvenile may be sentenced at the initial appearance. The question of detention is also taken up at this time (see Detention Hearing – Box #8).

Another option is Initial Appearance Probation (IAP). The youth is screened to see if they are eligible for IAP. The following are a list of ineligible offenses: Direct Commit Eligible Offenses, Sex Offenders (Juvenile Sex Offender Assessment Protocol required), Aggravated Crimes, Terroristic Threat, Crimes Involving Weapons (guns and knives), and Arson. If the youth does not have those offenses, they may be eligible if the youth resides with a parent or guardian, has no history of probation or custody of the Juvenile Justice Authority within the past six months, and have a low score on the Juvenile Intake and Assessment Center assessment of risk. Court Services Officers (CSO) review brief screen scores on docket sheets prior to court on Wednesdays. The attorneys may request the scores from the CSOs attending docket to determine which juveniles meet eligibility requirements prior to meeting with the youth.

If court is on a docket other than the Wednesday docket, the attorney requests the brief screen score from the CSO department and/or the CSO may fill out the bottom portion of the IAP Application. The attorney is responsible for filling out the IAP Application with their client. The applications and Probation Contracts are located in the tiered file folders on the bench in each of the courtrooms. Once the attorney goes over the form with their client, the attorney provides the form to the CSO covering the docket (or takes it to the Juvenile Offender (JO) department) so that a CSO may fill out the bottom portion of the form. Once the form is completed by the CSO it will be returned to the attorney.

If IAP is approved in court, the attorney will fill out a Probation Contract and give it to the CSO immediately following the hearing. The CSO will review the contract, assign a probation officer, and then direct the juvenile to the JO department to meet with their probation officer. Once this process is complete, the youth is now on Standard Probation (see Probation – Box #28). If the youth decides to do the IAP, they will be adjudicated of the charge and the charge will be on their juvenile record.

12. Detention Advocacy Service Case Management

Kansas Legal Services Detention Advocacy Service (DAS) Program's goal is to shorten the length of time youth spend in the Juvenile Detention Facility (JDF). DAS accomplishes this goal by working with minority and low income youth to develop a release plan and insures program success for youth by focusing on school, home life, and connections to the community. DAS works with juveniles 10-17 years of age and is provided at no cost to the juvenile. DAS works with youth who are between arrest and sentencing, not in the custody of the Juvenile Justice Authority (JJA) or receiving services through another intervention or graduated sanctions program, and youth that are in need of an avenue or resource that would aid in keeping them from remaining in detention or being detained. This could include youth that are currently receiving

services through other programs on a case by case basis. There are three components to the Juvenile Advocate Program.

A. Case Management Component includes five basic case management services and short term intervention services. Advocates develop a supervision plan for case management targeting Risk / Need factors as indicated in the Youthful Level of Services Case Management Inventory (YLS/CMI) or the Juvenile Intake and Assessment Center (JIAC) Brief Screening tool. Case management services include:

- Detention intervention by advocating for alternative releases from detention, including, but not limited to developing release plans.
- Acting as a support system to educate and assist the client and family through the court process.
- Minimal financial assistance to enable clients to take care of court ordered tasks (tuition for GED tests, bus passes to attend court or substance abuse treatment) and reward incentives.
- Monitoring youth to make sure they are abiding by their bond conditions.
- Referrals to community resources as needed.

B. Short Term Services Component is provided to program eligible youth who remain detained or who are receiving traditional case management services through other agencies. These youth are in need of specific services that could possibly expedite their release from detention or prevent their return to detention. Short term services are generally categorized as: detention intervention services, financial assistance, support services, support services for sex offenders, or a combination of these services. Short term services include:

- Educating and guiding the youth and family through the legal process.
- Acting as a mentor to the youth while they are at JDF.
- Advocating for the youth's release to a less restrictive environment through release plans, population meetings, or other avenues.
- Providing youth with financial assistance for telephone installation service, bus passes, initial GED fees, clothing to return to school, and other means necessary to ensure they are viable candidates for release. This also includes providing financial assistance to youth receiving case management through other agencies but where failure to take care of a court ordered task will cause them to be detained.

C. Attorney Services Component is provided by Kansas Legal Services (KLS) and provides legal representation at all detention hearing dockets for 100% of youth needing counsel (excluding those who refuse or require separate counsel). KLS also provides continued legal representation to all youth accepted for Detention Advocacy Services case management or brief service investigation who do not already have appointed counsel (excluding those who refuse or require separate counsel). The goal of continued legal representation is to provide the juvenile with a continuity of services from detention hearing stage through disposition, to reduce the amount of time the youth spends in secure detention pending disposition, and to reduce the chances of the youth reoffending. Continued legal representation includes, but is not limited to, representing youth at all initial appearances, pre-trial conferences, motion hearings, plea negotiations, bench trials, sentencing, and probation violation hearings. As part of the legal representation, KLS also advises the youth and his or her family on the judicial process and what they can do to be successful.

13. Diversion Program

To participate in the Diversion Program the youth must meet eligibility criteria. The District Attorney's Office determines eligibility at the time the complaint is filed. 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 participate.

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. The fees associated with diversion may be waived (waiver form required) on a needs basis. After the application process is complete a Diversion Coordinator (DC) interviews the juvenile along with their parent(s)/guardian and a Brief Screen (see Juvenile Intake and Assessment Center - Box #2) is completed to determine their risk level. At that point, the DC makes a recommendation to "the 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, then they will appear at their previously scheduled Initial Appearance hearing and sign the formal Diversion Agreement document along with their attorney and proceed to a meeting with their DC.

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. The DC is responsible for supervision of the youth while they are on Diversion. The length of Diversion is based on the juvenile's risk score and presenting issues, usually 3-12 months. Youth are referred to appropriate programming based on their need and risk to reoffend.

14. Compliance

Compliance is determined by the youth following the requirements 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

For successful completion of Diversion to be determined, the youth's case is reviewed by the Diversion Committee. If it is decided by the committee that the youth is 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 and increased reporting. If the behavior is not corrected or is serious (arrested on new charges) the Diversion Committee will decide whether to file a motion for revocation of Diversion. If it is decided that the juvenile

is in violation of Diversion, a motion to revoke Diversion will be filed and a court hearing date will be set. At that hearing the Judge decides if 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 (see Sentencing – Box #27).

17. Admits Charges

When the juvenile admits the charge, 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, the matter is set for a pretrial or a trial. The pretrial 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 committed 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/trial is 30 to 60 days. Legal representation is assigned based on attorney experience with trials and availability. The juvenile may hire their own legal representation if they choose to.

19. Adult Prosecution

Statute allows for 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 (example: Level I-III Person Felonies), the age of the youth, and that significant efforts have been made to help the youth make changes in their lives and they 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 an adult case number. The youth is moved from the Juvenile Detention Facility to the Adult Jail. A date for a hearing in the adult court is set at this time.

20. Secure

The juvenile is detained at the Juvenile Detention Facility until the next court hearing (see Detention – Box #3).

21. Residential

Juvenile Residential Facility (JRF) is a 24 bed, staff secure detention alternative. While JRF is licensed as a shelter, it is an alternative to the Juvenile Detention Facility (JDF) and all youth at JRF are screened in from JDF. The program serves male and female juveniles between the ages on 10 and 18 who require

detention services but do not require secure confinement. A supervised living situation is provided for youth from the detention facility that is less restrictive and promotes positive ties with the youth's family, school, and community. The average length of stay is 28 days. Juveniles placed at JRF can earn credit for time served if later adjudicated on their pending charge. JRF provides multiple services for youth in the program. These services include:

- Assistance with family re-integration when requested by the court or juvenile
- Written progress reports to the court and Juvenile Field Services
- Life Skills classes
- USD 259 public or transition school
- Transportation to drug and alcohol treatment
- Transportation to medical and dental appointments
- Coordination of psychological and drug/alcohol evaluations
- Crisis intervention
- Recreational activities and spiritual needs with the assistance of community volunteers

Every Tuesday at 9:00am, all detained youth are screened 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 to discuss if placement is an option at 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 and pass a test with a score of 75% or better about JRF. 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. If youth are not able to attend traditional school, they attend Central Alternative School, which is a USD 259 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 services at the facility.

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 in 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 Supervision (HBS)

Home Based Supervision (HBS) 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, Standard Probation, or 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 Juvenile Justice Authority (JJA), or on Juvenile Intensive Supervision Program (JISP).

HBS supervision is authorized by the Judge; however, HBS decides 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 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, UAs and BAs, and on some occasions, electronic monitoring (EMD).

There are two levels of reporting on HBS. If a juvenile is on EMD, there are four levels that can be earned. Level 1 on EMD is lock down, which means that the juvenile can only attend court approved appointments, like treatment. On level II, they earn a 6:00pm curfew, on level III, they earn a 7:00pm curfew, and on level IV, they earn an 8:00pm curfew. With the Home Base level system, there are three levels. Level I have a 6:00pm curfew, level II have a 7:00pm curfew, and level III have an 8:00pm curfew. If the youth is not home and are with a parent at all times, they can be out past curfew. The level changes are an incentive for the juvenile to make positive choices while under HBS supervision. Placement on EMD or regular supervision is at the discretion of HBS based on the factors surrounding the juvenile's case. If the youth is non-compliant with supervision, graduated responses are used which include; verbal warnings, written warnings, referral to the Weekend Alternative Detention Program (see Box #23), secured sanctions, and level drops. If the juvenile continues to be non-compliant, they are detained. Another reason a youth could be unsuccessfully discharged from the program is if the parent requests removal because they can no longer supervise their child in the home. If a youth is detained, placement at the Juvenile Residential Facility remains an option if it was authorized by the Judge. If the youth is detained, they will remain detained until their next scheduled court hearing. At the end of HBS supervision, a report is submitted to the court detailing the client's behavior while on HBS.

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.

23. Weekend Alternative Detention Program (WADP)

The Weekend Alternative Detention Program (WADP) is a non-residential sanctioning alternative to secure detention for juvenile offenders or Child in Need of Care (CINC) youth that have violated their court orders. WADP serves juveniles that are low to moderate risk. The age range of youth served is 10-18. The maximum number of participants in a weekend is 12. The goal of the program is to hold juveniles accountable and to increase their skills to avoid further law or court ordered violations. The WADP is an interactive, hands-on two day program designed to teach youth how to make positive alternative choices. The topics covered are drug and alcohol awareness, decision making, role playing, choices and consequences, and character development. This is developed by team building exercises, role recognition

and appreciation, movies and assignments, situational analysis, art, and physical exercises. Sessions are on Saturday and Sunday from 8:45am to 3:30pm. WADP is held at the Juvenile Residential Facility. Breakfast and lunch are provided. Youth are referred to WADP by their supervision officer or they are court ordered by a Judge to attend either as a sanction or as part of their supervision requirements.

24. Adjudication

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. If requested by the District Attorney, a Pre-Sentencing Investigation (PSI) can be ordered (see Presentence Investigation – Box #26). The Judge may also order that a Youthful Level of Services Case Management Inventory (YLS/CMI), a Sex Offender evaluation, Substance Abuse evaluation, and/or a Mental Health Evaluation be completed. Other conditions may also be ordered at the Judge's discretion (see Released Home – Box #10).

25. Dismissal

The juvenile is found not guilty and released from the court's jurisdiction.

26. Presentence Investigation (PSI)

Once a juvenile has been adjudicated, the Judge may 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. The interview consists of gathering demographic information, substance abuse history and treatment history, employment, school, medical, arrests/prior history, gang ties, mental health, and information about the offense. The CSO also completes the Youthful Level of Services Case Management Inventory (YLS/CMI) if it is ordered. If the YLS/CMI is not ordered, the CSO will complete the Kansas Court Services Juvenile Assessment of Risk.

The youth will also be given the notice of expungement 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 Justice Authority custody, 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 Juvenile Justice Authority (JJA) 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

27. Sentencing

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 Standard Probation, Juvenile Intensive Supervision Program (JISP), Juvenile Justice Authority (JJA) custody, or a Direct Commitment to a Juvenile Correctional Facility (JCF). 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, and the recommendation of the CSO or ISO. The Judge ultimately decides what the sentence will be. The length of supervision is determined on a case by case basis. If the juvenile has many conditions to complete, they may have a longer term. The average time on supervision is 3 to 18 months.

The Judge may also order that the juvenile's case closed upon the completion of court orders. This can include paying court costs, completing an assigned amount of community service work (CSW), or completing their education.

Child in Need of Care (CINC)

If a youth is adjudicated as a Child in Need of Care (CINC), at sentencing for the juvenile offender (JO) case, the Judge will decide whether the JO or the CINC case will take precedence. The JO and CINC officers work together on youth who are dually adjudicated.

28. 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 provide 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.

29. Home, Relative or Foster Care Placement

After completing an out-of-home placement, the youth can be placed at home, a relative foster care home, or in foster care, by their Intensive Supervision Officer (ISO). Conditions outlining the supervision requirements are determined before youth is discharged from the facility. This may include substance abuse counseling, mental health services, educational requirement, etc. The juvenile reports to their ISO based on reporting requirement related to their risk level and supervision needs.

30. Cognitive Behavioral Skills Intervention

Juveniles are referred to a group training if they score moderate or high risk on the Youthful Level of Services Case Management Index (YLS/CMI). Youth determined to be high risk participate in all Courage to Change and Thinking for a Change groups. Youth who are at the age of requirement for employment, who are not employed, are referred to Employment 101.

The following groups are available at Juvenile Field Services and facilitated by Intensive Supervision Officers that have been trained in specific group facilitation:

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 plays, 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 (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:

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

Employment 101 & Employment Workshops 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.

31. 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.

32. 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 is funded by a grant from Sedgwick County Crime Prevention, client fees, and insurance payments. This enables FFT to be affordable to all families using a sliding fee system. Refer at: fftrefferrals@fscounseling.org or lfelton@fscounseling.org

FCS serves youth ages 11-18 that are either in the juvenile justice system, or are at moderate to high risk to offend. 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.

FCS counseling has provided FFT since 2001. 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.

33. Intensive Supervision By Juvenile Field Services (JFS)

Juvenile Field Services (JFS) places emphasis on public safety, 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 on level systems based on their level of risk to reoffend as determined by evidence-based correctional risk assessments. Urinalysis and breath analysis tests detect drug use. 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. If the juvenile violates the rules, staff members are quickly notified and can take action.

Juvenile Intensive Supervision Program (JISP)

Juvenile Intensive Supervision Program (JISP) is an intensive community-based program providing services to juveniles at risk of entering state's custody that are placed on intensive supervision probation by the Court.

Case Management

Case management consists of a wide variety of work that is done with juvenile offenders in the court ordered custody of, or at risk for going into the court ordered custody of, the Juvenile Justice Authority (JJA). Case management of the juvenile offender population requires complex skills to assess the problems that bring juvenile offenders and their families to the attention of the state and to meet their needs so that public safety is addressed, juvenile offenders are held accountable for their behavior, and so juvenile offenders learn the social and cognitive skills necessary to become law-abiding, productive members of society. This work is done by Intensive Supervision Officers (ISOs) who are responsible to fill this role by conducting thorough assessments; developing a case plan with cooperation of the juvenile offender, the juvenile offender's family and other significant parties in the community; contracting for services that address the concerns outlined in the case plan; and by providing supervision and monitoring of the juvenile offender's behavior and progress in the program. (JJA Supervision Standards –Glossary of Terms)

Accountability Panel

Accountability Panel members are volunteers from the community that are interested in supporting youth during supervision. Members represent the community and the victims of crimes due to criminal activity affecting the community whenever a crime is committed. Volunteers attend a two hour orientation and background checks are completed before they are allowed to sit on a Panel. The Panels are facilitated by ISOs and community volunteers.

An Intensive Supervision Officer (ISO) refers juveniles to the Accountability Panel. The Panel is a small group of community members that volunteer to meet with the youth, family, and others working with the youth to discuss goals, successes, and potential barriers to meeting supervision requirements. The Panel's purpose is to hold the youth accountable for their actions and to motivate and encourage them to become successful members of the community by staying crime-free. The Panel may assign the youth tasks to complete and may want to meet more than once. There are four types of Panels that a youth can be referred to.

A **Welcome Panel** is used when youth complete an out-of-home placement and is placed back into the community. When attending this panel, the youth shares how they did at placement, three things they are most proud of, and what challenges they see that could prevent their success at home. The Panel may give suggestions or advice to help them be successful and will offer support if they choose to accept it.

An **Intervention Panel** is used when youth are having a difficult time meeting supervision requirements. Parents/guardians are invited to the Panel to talk about goals and to find solutions to overcome the barriers that are standing in the way of the youth meeting their goals. Once the solutions to the barriers are determined, the Panel will hold the youth accountable to follow through on the decisions. When attending

this Panel, the youth talk about the three things they are most proud of and the obstacles they are facing in meeting supervision requirements. If there continues to be barriers to youth meeting their goals, they may be referred to a Review Panel.

At the **Review Panel** the youth is asked to give an update on the progress they have made on the tasks that were assigned by the Intervention Panel. More tasks may be assigned by the Review Panel and the Panel may wish to have the youth return at a later date to discuss the progress that was made on the new tasks.

A **Graduation Panel** is utilized when the youth is close to finishing supervision. The purpose of this Panel is to recognize accomplishments, to congratulate the youth on their success, and to find out if there is any additional support that they may need. When attending this Panel, the youth will be asked to discuss where they have been, where they are now in life and what their plans are for the future.

34. Probation Violation (PV)

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 Court Clerk's Office and a court date is scheduled. At the hearing, the 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 then 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 them in JJA custody for an out-of-home placement, directly commit them to a Juvenile Correctional Facility, if they qualify, or order a sanction to be served and the case be closed upon completion of the sanction.

35. Juvenile Justice Authority Custody (JJA)

The first step once a juvenile is placed into the custody of the Juvenile Justice Authority (JJA) is to meet with the youth and parents. If the parents are not available, an Intensive Supervision Officer (ISO) III can sign releases for the youth as a guardian. Once the appropriate information is gathered, a referral is sent to a placement. The placements are chosen based on availability and what placement can address the juvenile's high risk needs. Once the youth is accepted into a placement, they are either transported there by Juvenile Field Services (JFS) or by their parent. The Judge can recommend a specific placement for a youth, but cannot order where the youth will be placed. Parents can be charged for child support if deemed eligible. This is accomplished by a referral by the ISO to Department for Children and Families (DCF). An application for Medicaid is also made at this time.

JJA funds three core programs in local jurisdiction partnerships which include Juvenile Intake and Assessment, Juvenile Intensive Supervision Probation, Community Case Management. They also fund Kansas Juvenile Correctional Complex (KJCC) and Larned Juvenile Correctional Facility (LJCF). JJA's focus is prevention, intervention, and graduated sanctions. ISOs report juvenile's progress to the court every 6 months or as ordered through Administrative Review, Permanency Hearing, and Review/In-court Hearing. The court's jurisdiction ends at 21 years of age.

36. Detention Awaiting Placement

Juvenile Field Services may place juveniles at the Juvenile Detention Facility while waiting for an out-of-home placement.

37. Home Awaiting Placement

Juvenile Field Services may place juveniles at home while waiting for an out-of-home placement.

38. Home Supervision

Juvenile Field Services may place juveniles at home, with expectations that they report to JFS, after they return from out-of-home placement.

39. Placement foster home, Treatment, Residential Facility, Trial Home Placement or Juvenile Correctional Facility

Placement in and out of home is determined at the Intensive Supervision Officer (ISO) discretion by taking into account the juvenile's needs. Placements are paid for by Medicaid or State General Funds.

Foster home - Juvenile Justice Foster Care (JJFC). Youth are referred by their ISO for placement at a JJFC home. A JJFC is a family home in which 24-hour care is provided to juvenile offenders who are in need of out-of-home placement to meet their safety and well-being needs. JJFC child placing agencies, along with the homes providing JJFC services, are provided with targeted training in reducing risk of reoffending in juvenile offenders. This training includes cognitive restructuring, skill building, effective rewards and consequences, and role playing - all of which are combined to address the criminogenic needs of juvenile offenders. (JJA Provider Handbook)

Youth Residential Center II (YRC II) - A Youth Residential Center (YRC II) facility is a 24-hour group home or residential facility. It is a non-secure residential service designed to provide an environment that will enhance the youth's ability to achieve a higher level of functioning while avoiding future placement in a more highly structured treatment facility. The purpose of placement in an YRC II is to improve the youth's decision making, coping skills, social skills, and to address any underlying problems which are affecting the youth, while teaching the youth how to handle their behaviors in order to transition successfully back into their family or community. (JJA Provider Handbook). An example of a YRC II facility is Judge Riddel's Boys Ranch (JRBR).

Transitional Living Programs (TLP) - Transitional living is designed for youth who are ready to enter a phase of care that will eventually transition them to independent living (out of custody). Transitional living affords youth an opportunity to practice basic independent living skills in a variety of settings with decreasing degrees of supervision while residing in apartments within one building or complex (contained apartments). (JJA Provider Handbook)

Community Integration Programs (CIP) - A Community Integration Program (CIP) is a service designed for youth who are ready to enter a phase of care, which will eventually transition them to independent living (out of custody). Youth reside in apartments within one building or complex (contained apartments) or scatter site and are afforded the opportunity to practice independent living skills with decreasing degrees of

supervision. CIP services help prepare the youth to become socially and financially independent from the program. (JJA Provider Handbook)

Psychiatric Residential Treatment Facility (PRTF) - A PRTF provides comprehensive mental health treatment to children and adolescents (youth) who, due to mental illness, substance abuse, or severe emotional disturbance, are in need of treatment that can most effectively be provided in a psychiatric residential treatment facility. All other ambulatory care resources available in the community have been identified, and if not accessed, determined to not meet the immediate treatment needs of the youth. PRTF programs are designed to offer a short term, intense, focused mental health treatment program to promote a successful return of the youth to the community. (JJA Provider Handbook)

Inpatient Substance Abuse Treatment Center ACT in Olathe, KS - ACT is a short-term (30 days or less) inpatient residential substance abuse treatment service for adolescents. (JJA Provider Handbook)

Residential Maternity Care (RMC) - A Residential Maternity Care (RMC) facility is a 24-hour group home or residential facility. It is non-secure residential service, whose primary purpose is devoted to the maintenance and counseling of pregnant youth, that need services related to their pregnancy, and planning and care for the unborn child through labor, delivery and postnatal care. (JJA Provider Handbook)

Trial Home Placement - Under some circumstances, clients may be placed in their home before they are placed in an out-of-home placement. This is decided on a case by case basis.

40. Non compliance

If the youth is not following the conditions of supervision or being non-compliant at their placement, they may be moved to secured detention. At this time, the Intensive Supervision Officer (ISO) will determine which placement will best meet the youth's needs and place them appropriately. If the youth is on conditional release, they may be returned to the Juvenile Correctional Facility if it is ordered by the court (see Conditional Release – Box #44).

41. 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.

42. Aftercare

When a juvenile is released from placement, conditions are set before discharging from placement outlining the supervision requirements. This may include substance abuse counseling, mental health services, educational requirement, etc. The youth reports to their Intensive Supervision Officer (ISO) at a level corresponding to their risk level and supervision needs.

43. Juvenile Correctional Facility Commitment (JCF)

Admission to a Juvenile Correctional Facility (JCF) requires a court order. The minimum and maximum sentences are determined by the sentencing matrix at sentencing (see Sentencing – Box #27). Youth may earn good time credit for the time they spend in the Juvenile Detention Facility (JDF). There are two Juvenile Correctional Facilities in Kansas. They are Kansas Juvenile Correctional Complex (KJCC) and Larned Juvenile Correctional Facility (LJCF). All youth who have been directly committed are first placed at the KJCC. When a youth arrives at KJCC, they are placed in the New Admit unit. They are housed in this unit for the first 21 days they are there. In the first 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 points 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.

44. 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, 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/relative or a Juvenile Justice Authority (JJA) 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, independent living programs and independent living programs.

45. Non Compliance

When a juvenile is released from a juvenile correctional facility (JCF), conditions are set outlining the conditional release requirements. This may include substance abuse counseling, mental health services, educational requirement, etc. The youth reports to their Intensive Supervision Officer (ISO) based on their risk level and supervision needs. If the youth is not complaint 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.

46. Revocation Hearing

At the Revocation Hearing, the 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. The time at the correctional facility and the length of conditional release will be determined using the sentencing matrix.

47. 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.

48. 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

ACT - Abuse Treatment Center
ART - Anger Replacement Training
BA - Breath Analysis
C2C - Courage to Change
CINC - Child in Need of Care
CIP - Community Integration Program
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
FFT - Functional Family Therapy
HBS - Home Based Services
IA - Initial Appearance
IAP - Initial Appearance Probation
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
JIAQ - Juvenile Intake and Assessment Questionnaire
JISP - Juvenile Intensive Supervision Program
JJA - Juvenile Justice Authority
JJFC - Juvenile Justice Foster Care

JO - Juvenile Offender
JRBR - Judge Riddel’s Boys Ranch
JRF - Juvenile Residential Facility
KJCC - Kansas Juvenile Correctional Complex
KLS - Kansas Legal Services
LJCF - Larned Juvenile Correctional Facility
MAP - Motion for Adult Prosecution
MH-DAT - Mental Health Juvenile Detention Admission Tool
OR - Own Recognizance
PREA - Prison Rape Elimination Act
PRTF - Psychiatric Residential Treatment Facility
PSI - Presentence Investigation
PV - Probation Violation
RAI - Risk Assessment Instrument
RMC - Residential Maternity Care
SCDOC - Sedgwick County Department of Corrections
SO - Sexual Offender
T4C - Thinking for a Change
TLP - Transitional Living Program
UA - Urinalysis
WCH - Wichita Children’s Home
YLS/CMI - Youthful Level of Services Case Management Inventory
YRC - Youth Residential Center