



INTERNAL MANAGEMENT POLICY & PROCEDURE	SECTION NUMBER 14-101	PAGE NUMBER 1 of 23
	CHAPTER & SUBJECT: SEGREGATION: Minimum Standards for Operation of Segregation Units or Status	
Approved By:  Commissioner of the Juvenile Justice Authority		Original Date Issued: 02/22/10
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		Replaces Amendment Issued: N/A

POLICY

All youth placed on segregation status shall be:

- Safely confined; and
- Treated in a fair, respectful and humane manner.

DEFINITIONS

Administrative Segregation: The non-punitive separation of a youth from the general population who is determined:

- To pose a threat to the safety or security of the facility;
- To pose a threat to self or others;
- To pose a threat to property;
- For his/her personal safety; or
- To meet medical or mental health care needs.

Administrative Segregation Review Board (Board): A committee who reviews the placement and status of youth in segregation.

Administrative Staff: Personnel authorized to carry out the requirements of this policy who are designated by the superintendent and may include, but are not limited to:

- Deputy Superintendent;
- Assistant Superintendent;
- Juvenile Corrections Director;
- Captain;
- Shift Manager;
- Program Director; or
- Other staff of like rank and responsibility.

Clinical Staff: Mental health staff with the necessary education, training and experience to provide youth residents with:

- Assessment,
- Diagnostic,
- Treatment, and
- Counseling services.

Disciplinary Segregation: Confinement of a youth in a unit or on a status separate from the general population to serve a sentence imposed under established disciplinary procedures.

Employee: For the purposes of this policy, any person:

- Employed on a full time or part-time basis by the Juvenile Justice Authority (JJA);
- Employed on a temporary appointment to JJA; or
- Employed by an entity under contract to provide services to JJA

Intervention Plan (IP): A detailed, individual program used to:

- Help change youth behavior and understand the benefits of change;
- Establish behavioral, personal and educational goals;
- Identify ways to cope with stressors, and change thoughts and behaviors; and
- Identify privileges and/or incentives that can be used to encourage positive behavior while on segregation status.

Padded Safety Room: A room with a rubber or other soft wall covering used to prevent suicide or self-harm.

Protective Custody (PC): A status used to show that a youth is separated from the general population for documented reasons related to the youth's personal safety.

Psychological Assessment: A comprehensive structured interview and testing process that is used to:

- Establish a diagnosis;
- Assist in treatment; and
- Review youth's mental status, mood and affect, thought process and content, cognition, etc.

Security Risk: The actions, behaviors or conditions of a youth that present an imminent threat to:

- The safety of self;
- Other youth;
- Employees;
- Visitors;
- The public; or
- The facility.

Segregation: The temporary physical separation of a youth resident from the general population for:

- Health;
- Safety;
- Disciplinary; or
- Security reasons.

Suicide Precautions: The use of approved interventions designed to prevent self-inflicted injuries or death.

PROCEDURES

I. Purpose of Segregation

A. Segregation shall be used to:

1. Protect youth and employees; or
2. Maintain the safety, security and order of a facility.

B. Segregation shall not be used:

1. To threaten a youth resident to gain compliance;
2. For punishment;

3. As a convenience; or
 4. As a substitute for staff supervision or individual treatment.
- C. Confinement in segregation shall not be continued any longer than necessary.
- D. Padded safety rooms for youth residents shall not be permitted under any circumstances.

II. Placement on Segregation Status

- A. Assessment of Need for Segregation.
1. Employees shall continually observe youth resident behavior for compliance with laws, regulations, rules and policies.
 2. Employees shall use all available intervention techniques to:
 - a. Help youth self-regulate behavior;
 - b. Teach youth residents pro-social behavior skills; and
 - c. Avoid the need for segregation.
- B. Youth behavior shall be monitored by each employee to determine if placement in segregation is necessary under the circumstances.
1. If an employee believes a youth's behavior should result in segregation, the employee shall:
 - a. Contact the shift manager,
 - b. Explain the reason for the request, and
 - c. Document the reason for the request in writing.
 2. If the shift manager determines the youth should be placed in segregation, he/she shall:
 - a. Provide verbal approval of a youth's placement on segregation status before segregating the youth.
 3. After verbal approval is given, the shift manager shall:
 - a. Go to the youth's location as soon as possible to observe the situation; and
 - b. Determine whether segregation is necessary under the circumstances.
 4. The shift manager shall send a segregation report to the superintendent or designee before the end of the shift.
 - a. The segregation report shall:
 1. Be in writing;
 2. Identify all youth placed on segregation status during the shift; and
 3. Identify the reasons for placing each youth on segregation status.
 5. The superintendent or designee shall have final approval over a youth's initial placement in segregation in all cases.

- C. All youth placed on segregation status shall be screened for indications of self-harm using the Checklist of Possible Self-Harm Indicators, Attachment A, Form # 14-101-001.
1. The shift manager or assistant shift manager shall:
 - a. Complete the checklist immediately upon a youth's placement on segregation status;
 - b. Have direct contact with the youth and escorting officers when completing the checklist; and
 - c. Contact the Health Services Administrator or On Call Registered Nurse if the youth answers "Yes" to any questions on the checklist.
 - a. The Health Services Administrator or On Call Registered Nurse shall immediately inform on duty or on call clinical staff, as appropriate, of any concern for the youth's safety.
 - b. On duty or on call clinical staff shall respond immediately to assess the youth and provide any necessary care, treatment and follow up.
- D. Medical personnel shall clear each youth for placement in segregation as soon as possible.
1. The medical clearance shall:
 - a. Occur no later than four (4) hours after the youth is segregated;
 - b. Check that there are no existing medical, dental or mental health needs that:
 - (1) Require immediate attention;
 - (2) Require accommodation; or
 - (3) Make segregation status or placement medically inadvisable
 2. Between the hours of 10 p.m. and 6 a.m., the Health Services Administrator or designee shall return to the facility to medically clear youth for placement in segregation.
 - a. The medical clearance shall occur no later than four (4) hours after the youth is segregated.
- E. The superintendent or designee shall ensure that each youth placed on segregation status has an Intervention Plan (IP), Attachment B, Form #14-101-002.
1. The IP shall be prepared:
 - a. Jointly by the youth's assigned social worker/case manager and psychologist; and
 - b. Within 48 hours of the youth's placement on segregation status.
 2. The youth shall be given the opportunity to provide input, review and sign the plan.
 3. While the youth is on segregation status, the plan shall be regularly updated with input from the:
 - a. Assigned social worker/case manager;
 - b. Psychologist; and
 - c. Administrative Segregation Review Board.

- F. Each youth on segregation status shall have a hearing before the Administrative Segregation Review Board.
1. The hearing shall take place within 48 hours of placement on segregation status.
 - a. Saturdays, Sundays and holidays shall not be counted when establishing the 48 hour time period.
- G. Qualified clinical staff shall:
1. Conduct a personal interview with any youth held on segregation status for more than seven (7) days;
 2. Prepare a psychological assessment within 24 hours of the interview including recommendations for removing the youth from segregation; and
 3. Provide the assessment to the superintendent or designee.
- H. A psychological assessment shall be completed at least every 21 days after the initial assessment until the youth is returned to general population.
1. The assessment shall be completed more often if the youth's behavior does not improve.
 2. A copy of all reports prepared under this section shall be placed in the youth's medical files.

III. Conditions During Confinement on Segregation Status

- A. Youth shall be provided with the same opportunity to maintain health and dignity as provided to youth in the general population consistent with the requirements of the particular segregation program, including the following:
1. Food and Water.
 - a. Youth shall receive at least 2700 calories of food and snacks daily.
 - (1) This caloric amount may be modified:
 - (a) To meet special diet needs; or
 - (b) For religious reasons.
 - b. Food and snacks shall be:
 - (1) Of the same quality;
 - (2) From the same menu; and
 - (3) Received as nearly as possible on the same schedule as that provided to all other youth.
 - c. Food or water shall not be withheld as a punishment or for disciplinary action.
 - d. A youth on segregation status may be provided with finger foods that shall:
 - (1) Total at least 2700 calories of food and snacks daily;
 - (2) Be of the same quality; and

- (3) In good repair.
- b. Safety clothing may be substituted only when clinical staff believes standard clothing poses a threat to the youth.
 - (1) Living unit staff shall:
 - (a) Take immediate action to protect a youth from harm, including placing a youth in safety clothing; and
 - (b) Notify the shift manager immediately of any action taken under this section.
 - (i) The notification shall take place no later than one (1) hour after placing a youth in safety clothing.
 - (2) Clinical staff shall have the authority to override the living unit staff decision to place a youth in safety clothing.
 - (a) Such override decisions shall be documented in writing in the youth's clinical file as well as in the permanent unit log book.
- c. Clothing exchange shall be as frequently as occurs for the general population.
 - (1) Any exceptions shall be documented by the shift manager.

5. Bedding.

- a. Youth on segregation status overnight shall be provided with standard bedding as follows:
 - (1) Mattress;
 - (2) Sheet;
 - (3) Pillow and pillow case (if pillow is not part of mattress); and
 - (4) Blanket(s).
- b. Bedding exchange shall be as frequently as occurs for the general population.
 - (1) Any exceptions shall be documented by the shift manager.
- c. Safety bedding may be substituted when standard bedding poses a threat to the youth.
 - (1) Living unit staff:
 - (a) May take immediate action to protect a youth from harm, including removing standard bedding and providing a youth with safety bedding; and
 - (b) Shall notify the shift manager immediately of any action taken under this section.
 - (i) The notification shall take place no later than one (1) hour after providing the youth with safety bedding.
 - (2) Clinical staff shall have the authority to override the living unit staff decision to provide a youth with safety bedding.

- (a) Such override decisions shall be documented in writing in the youth's clinical file as well as in the permanent unit log book.
 - d. Bedding shall remain in a youth's room if behavior permits.
 - (1) The superintendent or designee may:
 - (a) Order the removal of bedding if it is determined a youth presents a security risk.
 - (i) The sole purpose of bedding removal shall not be to encourage youth to participate in the IP, including, but not limited to, education, out of room time, large muscle activity, etc.
 - (b) The superintendent shall adopt a Facility Order that permits bedding to be removed from a youth's room between the hours of 6:00 a.m. and 8:00 p.m.
 - (i) The Facility Order shall require bedding to be returned to youth no later than 8:00 p.m. for the overnight sleeping hours as soon as the security risk is resolved or unless the youth presents a security risk.
 - (2) The shift manager may request the superintendent or designee approve the removal of bedding if a youth presents a security risk.
 - (3) The superintendent or designee shall:
 - (a) Ensure all necessary efforts are undertaken to resolve the security risk and return the bedding to the youth as soon as possible; and
 - (b) Make the final determination about whether a youth presents such a security risk that any bedding shall remain in or be removed from a youth's room.
6. Medical Care.
- a. Youth on segregation status shall:
 - (1) Not be denied access to medical care;
 - (2) Be seen in daily medical rounds;
 - (3) Be provided with any prescribed medication; and
 - (4) Be provided with access to over-the-counter pain relief medications approved by medical personnel.
 - b. Medical personnel may allow a youth to keep as needed prescription medication, such as inhalers, in his/her room to ensure access to necessary medication.
 - (1) The decision to allow in room access shall only be made in consultation with the superintendent or designee.
 - c. Youth may submit a request for medical services as needed.
 - d. Youth shall be examined in the clinic or segregation examination area, as applicable, if possible.

- (1) Medical personnel shall:
 - (a) See youth refusing to cooperate at his/her room; and
 - (b) Make continuing attempts to gain compliance from the youth so that he/she can be assessed in a clinical setting.
 - (2) Security personnel shall maintain supervision of the youth by sight and sound when sick call, injury assessments, and other medical encounters are necessary.
- e. Youth shall be provided with emergency medical services as needed.
7. Mail.
- a. Youth shall be allowed to:
 - (1) Write letters; and
 - (2) Read and receive mail in their rooms.
 - b. Mail restrictions may be imposed pursuant to K.A.R. 123-12-601, Mail.
8. Telephone and Visitation Privileges.
- a. Visitation shall be allowed depending on the youth's behavior.
 - (1) The superintendent or designee may limit visitation if the youth presents a security risk.
 - (2) Non-contact family visits shall be one (1) hour in length.
 - (3) Only the superintendent or designee may approve visits that exceed one (1) hour in length while the youth is on segregation status.
 - b. The superintendent or designee may limit or deny visitation if it will create a security risk.
 - (1) If there is a security risk, visitation already in progress may be terminated at the request of the:
 - (a) Youth;
 - (b) Visitor; or
 - (c) Employee(s).
 - (2) The reason(s) for the denial or termination of visitation shall be supported and clearly documented.
 - c. Telephone privileges shall be granted if:
 - (1) The youth is not a security risk; or
 - (2) His/her privileges have not been temporarily suspended pursuant to Section III.A.20.c. of this policy.

9. Reading Materials.
 - a. Each youth shall have access to soft cover reading materials.
 - b. Reading materials shall not be exchanged between youth.
 - c. Youth may be required to return the reading materials during education programming hours and/or at bedtime.

10. Out of Room Time.
 - a. Each youth shall be allowed outside his/her room, if desired, for at least one (1) hour per day, seven (7) days per week.
 - (1) Clearly documented security, health or safety reasons may prevent a youth from receiving out of room time.
 - (2) The shift manager or assistant shift manager shall document and approve any exceptions to out of room time.
 - (3) A maximum of two (2) youth at a time shall be allowed in the indoor or outdoor recreation/exercise area.
 - (4) Time spent showering shall not be counted as out of room time.
 - b. Weather permitting, youth shall be permitted to go outdoors during out of room time, if desired, for at least four (4) days per week.
 - (1) Outdoor areas and security staff shall be available to maintain basic security for the youth.
 - (a) The shift manager or assistant shift manager shall document and approve any exceptions to outdoor time.
 - c. Outdoor time shall not be required for youth held in segregation for 24 hours or less.
 - d. A youth may request to stay in his/her room during out of room or outdoor time without penalty.

11. Large Muscle Exercise.
 - a. The Activity Therapy department shall offer at least one (1) hour of large muscle activity each day.
 - b. The superintendent or designee may allow a youth to participate in large muscle exercise outside of his/her room if behavior permits.
 - c. Time spent taking part in large muscle exercise shall not count as out of room time.
 - b. A youth may refuse to participate in large muscle exercise without disciplinary penalty.
 - e. A youth who refuses to participate may still be subject to withholding of good time credits under K.A.R. 123-6-103, Awarding and withholding good time credits for confined offenders, and IMPP 11-101, Privileges and Incentives Program.

12. Religion.
 - a. A religious representative may visit the youth when at the facility or upon request.

- b. A youth may decline a religious visit without penalty.
- c. Youth shall be allowed 24 hour access to a primary religious text.
- d. The superintendent or designee shall approve requests for religious items on a case-by-case basis.
 - (1) The decision shall be made after consultation with the facility chaplain.

13. Education.

- a. Youth shall be offered an educational program while on segregation status.
- b. The education program shall be:
 - (1) Similar to what is offered to youth in the general population; and
 - (2) Consistent with any Individual Education Program (IEP) requirements.
- c. No IEP shall be altered or rescinded to reduce the requirements solely based on the youth's placement on segregation status.
- d. Youth enrolled in education classes shall be required to complete schoolwork.

14. Access to Legal Counsel and Materials.

- a. Youth shall be allowed to maintain contact with their attorney or other court appointed representative regardless of his/her segregation status.
- b. No employee shall interfere with a youth's right to communicate with:
 - (1) An attorney or other court appointed representative; or
 - (2) A person or agency designated to receive and investigate complaints.
- c. Each youth shall have access to legal materials concerning his/her personal legal matters.

15. Searches.

- a. Each youth shall be subject to search while on segregation status.
- b. Searches shall be consistent with the requirements of IMPP 12-103, Juvenile Offender and Facility Searches.
- c. Any contraband discovered during a search shall be disposed of in accordance with K.A.R. 123-5-111, Disposition of contraband.

16. Access to Programs and Services.

- a. Youth on segregation status shall have access to clinical services on a daily basis.

17. Barbering and Hair Care Services.

- a. Youth shall have access to the barber or hair care services.
- b. Access to the barber or hair care services shall be as frequently as occurs for the general population.

(1) Any exception shall be documented by the shift manager.

18. Access to Property.

a. Youth on segregation status shall have access to his/her property.

(1) Access to property shall be consistent with the particular circumstance or criteria for which the youth was placed on segregation status.

19. Access to Grievance Process.

a. Youth on segregation status shall have access to the grievance procedures set out in K.A.R. 123-15-101 *et seq.*

b. The superintendent shall:

(1) Establish a process to allow youth who cannot have access to grievance forms or pencils for safety or security reasons to file a grievance; and

(2) Check compliance with this section weekly by interviewing at least two (2) youth to determine whether they have had access to the grievance process.

(a) The name of each youth, as well as the date and time of the interview, shall be noted in the unit log book.

20. Privileges and Incentives.

a. Youth confined in administrative segregation shall be eligible, as much as possible, to earn and maintain privileges available to youth in the general population.

(1) Eligibility shall be consistent with the requirements of IMPP 11-101, Privileges and Incentives Program.

b. Youth confined on disciplinary segregation status shall not be eligible for privileges.

c. The superintendent or designee may temporarily suspend a youth's ability to participate in or have access to the privileges and incentives identified in IMPP 11-101.

(1) Temporary suspension of privileges and incentives because of the youth's segregation status shall be:

(a) Based on facility safety or security needs; or

(b) Because the youth presents a security risk.

(2) The youth's IP shall establish a method for restoring the privileges and incentives incrementally if temporarily suspended for safety or security reasons.

B. The necessities listed in Section III.A.1. through 20. may be removed temporarily to prevent:

1. Suicide or other self-destructive acts;

2. Damage to the youth's room and its equipment; or

3. Injury to other persons.

- C. The reason for removing any necessities shall be clearly supported and documented.
 - 1. The necessities shall be returned as soon as possible after the security risk has been resolved.
 - 2. Clinical and other staff shall provide all necessary assistance to resolve the security risk and restore the necessities of civilized existence as soon as possible.
 - 3. If a temporary deprivation is necessary, the youth shall continue to be provided with access to medication, food, water, clothing and bedding.
 - a. Clothing and bedding shall be adequate to protect the youth's health and safety, after consideration of the air temperature and other conditions in the room.

IV. Release From Segregation

- A. The Administrative Segregation Review Board established by IMPP 14-105 shall review each youth and make a recommendation to the superintendent concerning the youth's release from segregation status.
- B. Until the youth is seen by the Board, the superintendent or designee shall require administrative and clinical staff, and the shift manager to review the progress of each youth to determine:
 - 1. Whether the security risk resulting in the placement on segregation status has been resolved; and
 - 2. The youth's readiness to return to the general population.
- C. Administrative/clinical staff and/or the shift manager shall release a youth from segregation status if it is determined the security risk has been resolved.
 - 1. Administrative/clinical staff and/or the shift manager may consult with each other and/or the superintendent and/or deputy/assistant superintendents in reaching a decision concerning the release of a youth from segregation status.

V. Daily Rounds

- A. The superintendent or designee shall make daily rounds in all living units where youth are on segregation status to ensure compliance with statutes, rules and regulations, agency policies, and facility orders.
 - 1. The superintendent or designee shall take immediate action to correct any instance of non-compliance.
- B. Administrative, clinical and medical staff shall visit each youth on segregation status at least once a day, unless more frequent medical or clinical attention is needed.
- C. The shift manager shall visit each youth on segregation status at least once during each shift.
- D. All rounds required by this section shall be documented in a permanent bound log book located in each living unit where youth are on segregation status.

VI. Documentation

- A. Employees assigned to segregation units or units where youth are housed on segregation status shall be responsible for recording the following:
 - 1. All admissions to and releases from segregation status;

2. The name and rank of the individual authorizing placement on or release from segregation status;
 3. Any change in status;
 4. Indicators of health and medical condition;
 5. The date and time medical personnel were contacted concerning youth medical complaints and concerns;
 6. Arrival and departure times of medical personnel;
 7. Date and time youth is taken out of the unit for medical care;
 8. Clothing and bedding restrictions;
 9. Access to food and water;
 10. Opportunity for daily shower;
 11. Visits to rooms;
 12. Exercise, including whether it takes place in the youth's room, outside the youth's room, or in an outdoor exercise area;
 13. Access to programs and services, including, but not limited to, medical, clinical, education, religion, etc.;
 14. All refusals by a youth of the opportunity to access programs and services, including, but not limited to, medical, clinical, education, religion, etc.;
 15. Temporary deprivations of the necessities of civilized existence identified in Section III.A. of this policy; and
 16. All other events, including those of a routine nature.
- B. All log book entries shall be signed and dated by the person making the entry.

VII. Daily Reports to Superintendent

- A. The superintendent shall designate an employee to prepare a daily report of all youth on segregation status. The report shall contain the following information:
1. Name of youth;
 2. Age;
 3. Race or ethnic origin;
 4. Type of segregation status;
 5. Reason for segregation;
 6. Length of time in segregation;
 7. A brief summary of all efforts made to move the youth to a less restrictive status;
 8. Health and medical condition;

9. A brief summary of any temporary deprivations of necessities or services; and
10. A brief summary of any other problems encountered by the youth during the previous 24 hours.

B. The daily segregation report required by this section shall be available upon request to the Commissioner, Deputy Commissioner, General Counsel or their designees.

VIII. Disciplinary Procedures

A. All disciplinary rules and procedures set out in K.A.R. 123-12-101 *et seq.* and K.A.R. 123-13-101 *et seq.* shall apply to youth confined on any segregation status.

IX. Failure to Comply or Interference with Minimum Standards

A. An employee who fails to comply or interferes with the minimum requirements established by this policy shall be subject to disciplinary action, up to and including dismissal.

X. Facility Orders

A. This IMPP shall serve as the final agency policy statement concerning administrative segregation criteria.

1. No Facility Order shall be permitted to alter the policy statements described herein.

B. Facility Orders shall be developed to:

1. Establish a set of procedures to carry out the operation of administrative segregation review boards consistent with this and other relevant IMPPs; and

2. Identify the specific position, title or rank of the individual authorized to act as the superintendent's designee.

a. The superintendent shall ensure the following individuals know who is authorized to act as the superintendent's designee:

- (1) Commissioner;
- (2) Deputy Commissioner;
- (3) General Counsel; and
- (4) Facility staff.

NOTE: The policy and procedures set forth herein are intended to establish directives and guidelines for staff and juveniles and those entities that are contractually bound to adhere to them. They are not intended to establish State created liberty interests for employees or juveniles, or an independent duty owed by the Juvenile Justice Authority to employees, juveniles, or third parties. This policy and procedure is not intended to establish or create new constitutional rights or to enlarge or expand upon existing constitutional rights or duties.

REPORTS REQUIRED

None.

REFERENCES

K.A.R. 123-5-111; 123-6-103; 123-12-101 *et seq.*; 123-12-601; 123-13-101 *et seq.*; 123-15-101 *et seq.*

IMPP 11-101; 12-103; 14-105

ACA: 2-CO-3A-01; 3C-01; 4B-04; 4D-01; 4E-01; 4F-01; 5B-01; 5C-01; 5D-01; 5E-01; 5F-01;

JCF: 4-JCF-1A-05; 1A-06; 1A-07; 1C-01; 1C-04; 1C-05; 2A-20; 2A-21; 3A-01; 3A-06; 3A-08; 3A-09; 3A-11; 3A-12;
3A-14; 3A-16; 3A-19; 3A-20; 3B-02; 3B-03; 3B-05; 3B-07; 3B-08; 3B-09; 3B-10; 3C-01; 3C-02; 3C-03; 4B-01; 4B-02;
4B-03; 4B-06; 4B-08; 4B-10; 4C-05; 4C-06; 5A-04; 5C-02; 5D-03; 5D-07; 5E-02; 5F-04; 5F-05; 5G-03; 5G-05

ATTACHMENTS

Attachment A: Checklist of Possible Self-Harm Indicators for all Segregation Admissions, Form #14-105-001, 1 Page.

Attachment B: Intervention Plan, Form #14-105-002, 6 Pages.

**KANSAS JUVENILE JUSTICE AUTHORITY
CHECKLIST OF POSSIBLE SELF-HARM INDICATORS
FOR ALL SEGREGATION ADMISSIONS**

Youth Name: _____ JJIS Number: _____

Shift/Assistant Shift Manager's Name: _____ Date: _____ Time: _____

IF ANY ITEM IS CHECKED "YES," THE SHIFT/ASSISTANT SHIFT MANAGER SHALL IMMEDIATELY CONTACT THE HEALTH SERVICES ADMINISTRATOR OR ON CALL REGISTERED NURSE, WHO SHALL IMMEDIATELY NOTIFY A MENTAL HEALTH PROFESSIONAL. THE MENTAL HEALTH PROFESSIONAL SHALL BE REQUIRED TO SEE THE YOUTH IMMEDIATELY.

A COPY OF THIS CHECKLIST SHALL BE PLACED IN THE YOUTH'S MEDICAL/MENTAL HEALTH FILE.

YES NO

- ___ ___ 1. Escorting officer has information that youth may be a suicide risk.
- ___ ___ 2. Youth is expressing suicidal thoughts/making threats of self harm.
- ___ ___ 3. Youth shows signs of depression (crying, withdrawn, passive).
- ___ ___ 4. Youth is hearing/seeing things that are not there.
- ___ ___ 5. Youth's statements do not make sense.
- ___ ___ 6. Youth has had a recent family change such as death, divorce, etc.
- ___ ___ 7. Youth in disciplinary segregation for serious offense that could lead to criminal charges.
- ___ ___ 8. Youth reports he/she is taking psychotropic medications.
- ___ ___ 9. Youth normally housed on a mental health unit or status.
- ___ ___ 10. Youth has been physically or sexually assaulted by another youth.
- ___ ___ 11. Youth is combative or shows anger, hostility, and/or makes threats.
- ___ ___ 12. Youth shows signs of self-neglect, such as poor hygiene, cuts, bruises, etc.
- ___ ___ 13. Youth reports this is his/her first placement in segregation.
- ___ ___ 14. Youth has been at the facility for seven (7) days or less.

Date/Time Health Services Administrator Contacted: _____

Name of Responding Mental Health Staff: _____ Date: _____ Time: _____

COMMENTS: *(include specific information from escorting officer(s) on the youth's conduct; whether the officer(s) has any indication of self harm; whether the youth is cooperative; and whether the youth reports he/she is on any medication):* _____

KANSAS JUVENILE JUSTICE AUTHORITY INTERVENTION PLAN

Youth Resident and JJIS ID#		Date of Admission	Date of Birth	Unit <hr style="width: 50px; margin: 0;"/>	Today's Date
Committing Offense(s)	Sentencing Category		Sentence Length	Sentence Begins Date	
Earliest Possible Release Date	Current Conditional Release Date	Pronounced Release Date		CCMA and County	
Restitution	Current Incentive Level				

ASSESSMENT OF NEEDS:

Education/Employment

- Disruptive classroom behavior
- Disruptive behavior on school property
- Low achievement
- Problems with peers
- Problems with teachers
- Truancy
- Unemployed

Personality and Behavior

- Inflated self-image
- Physically aggressive
- Tantrums
- Short attention span
- Poor frustration tolerance
- Inadequate guilt feelings
- Verbally aggressive, impudent

Substance Abuse

- Occasional drug use
- Chronic drug use
- Chronic alcohol use
- Substance use interferes in life
- Substance use linked to offense

Attitudes/Orientation

- Pro-criminal attitudes
- Not seeking treatment
- Refusing treatment
- Defies authority
- Callous, little concern for others

Leisure/Recreation

- Limited organized activities
- Could make better use of time
- No personal interests

Peer Relations

- Some delinquent acquaintances
- Some delinquent friends
- No or few positive acquaintances
- No or few positive friends

Family Circumstances

- Inadequate Supervision
- Difficulty in controlling behavior
- Inappropriate discipline
- Inconsistent Parenting
- Poor relations/father-child
- Poor relations/mother-child

RECOMMENDED PROGRAMS:

- Thinking for a Change
- Aggression Replacement Training
- Violent Offender
- Sex Offender Group

- Substance Abuse-Pathways
- Substance Abuse Short Term Counseling
- Parenting
- Education/Employment

- Activity Therapy
- Motivation For Change
- Choices, Changes, & Challenges
- Medical

- Mental Health:
- Gender Specific:

KANSAS JUVENILE JUSTICE AUTHORITY INTERVENTION PLAN

Youth Name:	<u>JJIS ID:</u>	<u>Domain:</u>	<u>Domain Score:</u>	<u>Risk Level:</u>
Problems Relating to Behavior:				
Goals:				
Strengths:				

Technique 1:	Positive Incentives:	Consequences for Behavior:	Barriers:	
Duration:	Individual Responsible:	Start Date:	End Date:	Satisfactory/ Unsatisfactory:

Technique 2:	Positive Incentives:	Consequences for Behavior:	Barriers:	
Duration	Individual Responsible:	Start Date:	End Date:	Satisfactory/ Unsatisfactory:

<u>Review Comments:</u>	
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KANSAS JUVENILE JUSTICE AUTHORITY INTERVENTION PLAN

Youth Name:	<u>JJIS ID:</u>	<u>Domain:</u>	<u>Domain Score:</u>	<u>Risk Level:</u>
Problems Relating to Behavior:				
Goals:				
Strengths:				

Technique 1:	Positive Incentives:	Consequences for Behavior:	Barriers:	
Duration:	Individual Responsible:	Start Date:	End Date:	Satisfactory/ Unsatisfactory:

Technique 2:	Positive Incentives:	Consequences for Behavior:	Barriers:	
Duration	Individual Responsible:	Start Date:	End Date:	Satisfactory/ Unsatisfactory:

<u>Review Comments:</u>	
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KANSAS JUVENILE JUSTICE AUTHORITY INTERVENTION PLAN

Youth Name:	<u>JJIS ID:</u>	<u>Domain:</u>	<u>Domain Score:</u>	<u>Risk Level:</u>
Problems Relating to Behavior:				
Goals:				
Strengths:				

Technique 1:	Positive Incentives:	Consequences for Behavior:	Barriers:	
Duration:	Individual Responsible:	Start Date:	End Date:	Satisfactory/ Unsatisfactory:

Technique 2:	Positive Incentives:	Consequences for Behavior:	Barriers:	
Duration	Individual Responsible:	Start Date:	End Date:	Satisfactory/ Unsatisfactory:

<u>Review Comments:</u>	
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**KANSAS JUVENILE JUSTICE AUTHORITY
INTERVENTION PLAN**

PROGRAMS	LEADER	START DATE	END DATE	MONTHLY HOURS	COMMENTS

CURRENT REVIEW OF PROGRAM AREAS:

Behavioral Adjustment:

Education:

Mental Health:

Medical:

**KANSAS JUVENILE JUSTICE AUTHORITY
INTERVENTION PLAN**

Recreation:

Substance Abuse:

Family and CCMA Involvement:

Aftercare & Placement Recommendations:

Resident's Signature: _____

Date: _____

Social Worker/Case Manager's Signature: _____

Date: _____