

<p style="text-align: center;">Immediate Intervention Program Standards</p> <p style="text-align: center;">Kansas Department of Corrections- Division of Juvenile Services State of Kansas</p>	<p>CHAPTER:</p> <p>ADMINISTRATION</p>	<p>STANDARD NO.</p> <p>IIP-01-114</p>
	<p>SUBJECT:</p> <p>COURTESY SUPERVISION</p>	<p>PAGE: 1 of 2</p>
<p>REFERENCES: K.S.A. 38-2346</p>		<p>DATE ADOPTED: 02-01-2017</p> <p>DATE REVIEWED:</p>

STANDARD: Written policy, procedure and practice shall permit the courtesy supervision of youth between Immediate Intervention Programs (IIP's) and establish a uniform set of requirements for all judicial districts that elect to utilize this type of supervision.

Acceptance of a courtesy supervision case shall be at a mutual agreement between the originating and receiving counties, with either county being afforded the ability to accept, reject or terminate a courtesy supervision arrangement.

Under a courtesy supervision arrangement, the requirement of the originating and receiving counties shall be as follows:

Originating County Requirements:

- Courtesy supervision shall be requested from the originating county and provide all information requested by the receiving county
- If the courtesy supervision is accepted prior to the youth residing in the receiving county, the originating county is responsible for all supervision and reporting requirements until the youth relocates
- The ultimate responsibility for the youth remains with the originating county which includes but is not limited to: all program standards and continued supervision of the youth at an appropriate level
- The payment of costs for youth associated with purchased services
- The youth's IIP plan shall be current
- Maintain all official case files, whether paper or electronic
- Respond within three (3) business days to the receiving county when notified of any concerns/violations pertaining to the youth
- Complete the discharge process

Receiving County Requirements:

- Upon the receipt of the courtesy supervision referral, respond to the originating county within ten (10) business days
- If the youth currently resides in the receiving county, the receiving county shall provide the initial reporting instructions to the youth

NOTE: The standards and procedures set forth herein are intended to establish operational guidelines for immediate intervention programs operating through the board of county commissioners and their employees/contractors and youth participating in the immediate intervention process. They are not intended to establish state created liberty interests for immediate intervention programs or the board of county commissioners, or their employees/contractors, or youth, or an independent duty owed by the Kansas Department of Corrections- Division of Juvenile Services to immediate intervention programs operating through the board of county commissioners or their employees/contractors, supervised juveniles or third parties. This standard and procedure is not intended to establish or create new constitutional rights or to enlarge or expand upon existing constitutional rights or duties.

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STANDARD (cont.):

- Upon courtesy supervision acceptance assign an IIP staff
- Upon courtesy supervision acceptance the IIP plan and ongoing supervision requirements shall be completed by the receiving county
- Maintain all records necessary to document activities performed by the receiving county by paper or electronic means
- Notify the originating county of any violations
- Provide all requested records to the originating county upon termination of the courtesy supervision

DISCUSSION: A collaborative effort between the originating county and receiving county is the preferred protocol. The receiving county may communicate with agency directors, county/district attorneys, judges or any other related key stakeholder from the originating county to meet the needs of the youth and ensure public safety.

ATTACHMENTS: None.

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