

Immediate Intervention Program Standards Kansas Department of Corrections- Division of Juvenile Services State of Kansas	CHAPTER: DOCUMENTATION, REPORTING AND RECORDS	STANDARD NO. IIP-03-104
	SUBJECT: DATA COLLECTION	PAGE: 1 of 2
REFERENCES: K.S.A. 38-2325		DATE ADOPTED: 02-01-2017 DATE REVIEWED:

STANDARD: Written policy, procedure and practice shall provide for collection and reporting of youth participant data for Immediate Intervention Programs (IIP's) to the Kansas Department of Corrections – Juvenile Services (KDOC-JS). Data shall be collected and reported using a state issued spreadsheet and will be submitted quarterly at a minimum.

The following data will be collected in the state issued spreadsheet and is required for every youth referred to an IIP:

- Demographic information: full name; date of birth; gender; race; and ethnicity.
- Jurisdictional information: county; judicial district; and supervising IIP staff.
- Case information:
 - Date of Juvenile Intake;
 - K.S.A. number for the alleged offense;
 - Juvenile Intake recommendation for IIP;
 - referral source;
 - date of referral from county/district attorney;
 - IIP type (pre or post-file)
 - case number (police report or court case)
 - level of supervision;
 - assigned length of IIP;
 - restitution amount ordered with or without payment plan;
 - fee amount ordered with or without payment plan;
 - any fee reductions;
 - total IIP fees paid;
 - discharge date;
 - discharge type (successful or unsuccessful);
 - unsuccessful discharge reason.

Additionally, as applicable:

- length of IIP extension for evidenced based mental health or substance abuse program;
- multidisciplinary team (MDT) referral date and reason;
- length of IIP extension by MDT.

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.

<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>DOCUMENTATION, REPORTING AND RECORDS</p>	<p>STANDARD NO.</p> <p>IIP-03-104</p>
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DISCUSSION: None.

ATTACHMENTS: None.

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