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.
DISCUSSION: None.

ATTACHMENTS: None.