

<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>OPERATIONS</p>	<p>STANDARD NO.</p> <p>IIP-04-110</p>
	<p>SUBJECT:</p> <p>GRADUATED RESPONSES</p>	<p>PAGE: 1 of 3</p>
<p>REFERENCES: K.S.A. 38-2346, K.S.A. 38-2302, K.S.A. 75-7023, K.S.A. 38-2392</p>	<p>DATE ADOPTED: 02-01-2017</p> <p>DATE REVIEWED: 08-02-2021</p>	

STANDARD: Written policy, procedure and practice shall establish the use of graduated responses for Immediate Intervention Programs (IIP’s). When a youth is placed on an IIP pursuant to K.S.A. 38-2346, and amendments thereto, the IIP staff shall utilize graduated responses based on the youth’s supervision level, needs, and severity of the violation in accordance with the Immediate Intervention Program Response Grid (Attachment A) and the Immediate Intervention Program Violation Levels Report (Attachment B).

For application of the Response Grid, an IIP Violation Levels Report form shall be completed immediately to determine the appropriate level of response to violations. All IIP Violation Level Reports shall be maintained in the youth’s case file. Parental notification shall be required any time the response grid is utilized.

Level 1 youth who are on a pre-file IIP will not have graduated responses as their only condition of supervision is to obey the law.

DISCUSSION: According to K.S.A. 38-2302(i), “Graduated responses” means a system of community-based sanctions and incentives developed pursuant to K.S.A. 75-7023(h) and K.S.A. 2016 Supp. 38-2392, and amendments thereto, used to address violations of immediate interventions, term and conditions of probation and conditional release and to incentivize positive behavior.

Definitions/Guidance:

“Cognitive Based Intervention” is problem focused and action oriented. These interventions provide an opportunity for the youth to "think" about his/her behavior and the consequences received for a specific behavior (positive vs. negative). This is typically done using a cognitive tool (e.g., Thinking Report, RACE, Cost/Benefit Analysis etc.). In addition, these interventions must include action, i.e., the opportunity for the youth to observe the new appropriate behavior (modeling). The opportunity for the youth to practice the new behavior with feedback from an adult (role-playing). The opportunity for the youth to “try out” the new behavior with others (practice).

“Apology Letter” is a written document demonstrating remorse that is reviewed and approved by the youth’s IIP staff.

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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“Adjusted Curfew” is changing the youth’s curfew according to the infraction severity level.

“Formal Meeting with Youth/Officer/School/Family” shall include a review of youth's behavior and proposed alternatives to address the behavior. The meeting shall include all appropriate parties.

“Increased UA's (Urine Analysis)” shall be done proportionately based on substance abuse patterns.

“Loss of Privileges” may include but not be limited to driving (should not affect travel to/from treatment, school, work), electronic devices, attending events, etc.

“Verbal Apology” is a conversation in which the youth takes responsibility for their behavior.

“Verbal Warning” is a conversation with the youth that redirects the negative behavior and replaces it with a positive alternative. The verbal warning shall include the next possible response if the behavior is repeated.

“Youth Proposed Response” is a youth's proposed response that is proportionate to the unwanted behavior.

“Up to X Hour(s) of CSW (Community Service Work)” is assigned by the IIP staff, who shall consider skill development, positive behavior change, restorative to the victim or community.

“Up to X Day(s) House Restriction” does not apply to treatment, programming, school, work or other pro-social approved activities. The intention of house restriction is to limit the youth's available time to engage in negative activities.

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“Increased Reporting” shall include increased face to face contact with the officer focusing on behavioral change, skill building, and cognitive restructuring focused on the unwanted behavior(s).

“Day/Evening Reporting Center” - If available, the intention of DRC/ERC is to limit the youth's time available to engage in negative activities. The DRC/ERC shall focus on behavioral change, skill building, and cognitive restructuring focused on the unwanted behavior(s).

ATTACHMENTS:

- Attachment A: Immediate Intervention Program Response Grid
- Attachment B: Immediate Intervention Violation Levels Report

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Immediate Intervention Program Response Grid

		Supervision Level		
		Level 1	Level 2	Level 3
Youth Infraction Level (determined by Attachment B form: IIP Violation Levels Report)	Minor Violation (CBI and up to 1 response)	*Cognitive Based Intervention Adjusted Curfew Apology Letter Formal Meeting with Youth/Officer/School/Family Increased UA's Loss of Privileges Verbal Apology Verbal Warning Youth Proposed Response	*Cognitive Based Intervention Adjusted Curfew Apology Letter Increase UA's Loss of Privileges Verbal Apology Verbal Warning Youth Proposed Response	*Cognitive Based Intervention Adjusted Curfew Apology Letter Increase UA's Loss of Privileges Verbal Apology Verbal Warning Youth Proposed Response
	Moderate Violation (CBI and up to 2 responses)	*Cognitive Based Intervention Adjusted Curfew Apology Letter Formal Meeting with Youth/Officer/School/Family Increased UA's Loss of Privileges Up to 1-day House Restriction Up to 1 hour of CSW Verbal Apology Verbal Warning Youth proposed Response	*Cognitive Based Intervention Adjusted Curfew Apology Letter Increased Reporting Increased UA's Loss of Privileges Up to 2 days House Restriction Up to 2 hours of CSW Verbal Apology Verbal Warning Youth Proposed Response	*Cognitive Based Intervention Adjusted Curfew Apology Letter Day/Evening Reporting Center Increased Reporting Increased UA's Loss of Privileges Up to 3 days House Restriction Up to 3 hours of CSW Verbal Apology Verbal Warning Youth Proposed Response
	Serious Violation (CBI and up to 3 responses)	*Cognitive Based Intervention Adjusted Curfew Apology Letter Formal Meeting with Youth/Officer/School/Family Increased UA's Loss of Privileges Up to 2 days House Restriction Up to 4 hours of CSW Verbal Apology Youth proposed Response	*Cognitive Based Intervention Adjusted Curfew Apology Letter Day/Evening Reporting Center Increased Reporting Increased UA's Loss of Privileges Up to 4 days House Restriction Up to 5 hours of CSW Verbal Apology Youth Proposed Response	*Cognitive Based Intervention Adjusted Curfew Apology Letter Day/Evening Reporting Center Increased Reporting Increased UA's Loss of Privileges Up to 5 days House Restriction Up to 6 hours of CSW Verbal Apology Youth Proposed Response
*Indicates a Mandatory Response				

**The graduated response grid shall not apply to level 1, pre-file IIP as the only condition of supervision is to remain law-abiding.

Immediate Intervention Program Violation Levels Report

Youth Name:		Date of Report:		
Underlying Offense(s):				
Violation #:				
Brief Description of Violation:				
1	RISK FACTORS	MINOR VIOLATION	MODERATE VIOLATION	SERIOUS VIOLATION
	RELATIONSHIP TO UNDERLYING OFFENSE	Behavior addressed is unrelated to underlying offense <input type="checkbox"/>	Behavior addressed supports behaviors that are similar to underlying offense <input type="checkbox"/>	Behavior addressed is the exact same as behavior reflected in underlying offense <input type="checkbox"/>
2	VICTIM IMPACT	No contact No intentional contact Explainable contact w/victim <input type="checkbox"/>	Nonaggressive attempt to engage victim <input type="checkbox"/>	Intentional contact Verbal Threat Intimidation of Victim <input type="checkbox"/>
3	FREQUENCY OF VIOLATION	Behavior addressed occurred 1-2 times within a 2-week period <input type="checkbox"/>	Behavior addressed occurred 3-4 times within a 2-week period <input type="checkbox"/>	Behavior addressed occurred more than 5 times in a 2-week period, suggesting pattern <input type="checkbox"/>
4	COMPLIANCE WITH CONDITIONS	Behavior addressed violates at least one community supervision condition <input type="checkbox"/>	Behavior addressed violates more than one, but not majority, of community supervision conditions <input type="checkbox"/>	Behavior addressed violates all or the majority of community supervision conditions <input type="checkbox"/>
5	COMMUNITY SAFETY	Behavior addressed poses no direct risk to the community Has no involvement with person(s) with whom he or she must not have any contact <input type="checkbox"/>	Behavior addressed may lead to additional actions that pose a risk to the community Has periodic or explainable involvement with person(s) with whom he or she must not have any contact <input type="checkbox"/>	Behavior addressed poses a direct risk to community Consistently has involvement with person(s) with whom he or she must not have any contact <input type="checkbox"/>
SCORING INSTRUCTIONS		Total number that apply:	Total number that apply:	Total number that apply:
		The column with the highest number of total factors that “apply” suggest the severity level of the non-compliant behavior and should guide choice of sanction. If two columns have the same number, the default should be for the highest violation level.		
		If a youth has a third or subsequent violation in moderate (within a 60-day timeframe), they automatically move up to serious violation. Documentation must be attached to this form.		
Please list what Cognitive Behavioral Tool was used and the sanction(s) imposed (documentation must be attached to this form):				
IIP Staff's Signature:				
IIP Staff's Supervisor's Signature:				