

<p style="text-align: center;">Juvenile Intake and Assessment System 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>JIAS-04-113</p>
	<p>SUBJECT:</p> <p>REFERRALS FROM INTAKE AND ASSESSMENT</p>	<p>PAGE: 1 of 2</p>
<p>REFERENCES: K.S.A. 38-2346, K.S.A. 75-7023</p>		<p>DATE ADOPTED: 2-20-2017</p> <p>DATE REVIEWED:</p>

STANDARD: Written policy, procedure and practice shall require that each youth processed through the Juvenile Intake and Assessment System (JIAS) shall have their case referred to the local Immediate Intervention Program, the county/district attorney, or the Department for Children and Family Services. Additionally, youth and families will be referred for services within the community as appropriate to address identified areas of concerns.

A. Case Referral

The JIAS staff shall use the records, reports and information obtained in the intake process to make referrals to one of the following:

1. An immediate intervention program (K.S.A. 38-2346(b)) per JIAS-04-115;
2. The local county/district attorney for appropriate proceedings to be filed, with or without a recommendation that the youth be considered for immediate intervention (K.S.A. 38-2346), (see JIAS-04-115); or
3. Refer the youth and/or family to the Department of Children and Family Services for follow up and/or investigation as a Child in Need of Care.

B. Referrals for Services

The JIAS staff may use the records, reports and information obtained in the intake process to make referrals to a local agency to address one or more of the following issues: mental health; crisis intervention; coping skills; substance abuse; trauma; family related issues; parenting skills; anger management; problems in school; truancy issues; negative peer relations; cognitive programming; community service work; gang intervention; mentoring; legal services; gender responsive programming; employment services; independent living support; etc.

Referrals for services may be for the youth and/or family members. The JIAS staff may contact the referral agency directly to set an appointment prior to the youth's release from intake or provide the parent/guardian and youth the contact information for the referral agency so that they can follow up at their convenience.

NOTE: The standards and procedures set forth herein are intended to establish operational guidelines for the intake and assessment program operating through the board of county commissioners and their employees/contractors and youth participating in the intake and assessment process. They are not intended to establish state created liberty interests for the intake and assessment program 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 intake and assessment 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.):

Pursuant to K. S. A. 75-7023, the parent or guardian shall be responsible for the costs of any such program utilized.

If any referrals for community services are recommended or made for the youth and/or youth's family, those referrals should be documented on form KDOC-JS-JIAS-007. The form should be given to the parent/guardian and a copy kept in the intake file.

DISCUSSION: JIAS staff shall assist the family and youth by gathering information and conducting approved screenings in order to help the youth and their family address their current situation. If warranted, referrals should be made for the youth to access community services identified through the intake process which may provide support or programing in an area that the youth may be experiencing problems in.

Definitions:

“Case Referrals” is defined as a formal referral required by K.S.A. 75-7023(e)(4). All cases processed through the Juvenile Intake and Assessment Program require a case referral.

“Referrals for Services” is defined as an optional referral for services by the JIAS staff for local program providers to provide some assistance and/or support for the youth and/or family based on the results of the intake and assessment screenings.

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