

GLOSSARY TERMS	DESCRIPTIONS
ABSCONDER	A youth that has been adjudicated as a juvenile offender and has run away from supervision including probation, conditional release (parole) or a juvenile charged as an offender (no sentence imposed yet).
ADMINISTRATIVE COUNTY	The county in a judicial district that receives grant funds from JJA for the operation of juvenile justice programs throughout the judicial district.
ADMINISTRATIVE COUNTY CONDITIONS OF GRANT	Requirements for the Board of County Commissioners to receive funding from the Juvenile Justice Authority.
ADULT ABUSE REGISTRY	A background check conducted through the Kansas Department of Social and Rehabilitation Services to determine if the person is a known child abuser as identified by the Child Abuse and Neglect Information System (CANIS).
ASSOCIATION OF JUVENILE COMPACT ADMINISTRATORS MANUAL	A federal manual that contains the rules for the administration of the Interstate Compact for Juveniles in all states.
BOARD OF COUNTY COMMISSIONERS (BOCC)	A group of elected officials charged with the administration of county government.
CHILD IN NEED OF CARE (CINC)	A child that currently is, has been or is at risk of being neglected, abused or inadequately supervised.
CHILDREN'S ADVOCACY CENTER (CAC)	A private, nonprofit incorporated agency or governmental entity operating a neutral child focused facility where forensic interviews take place with children in cases of suspected or alleged physical, mental, emotional or sexual abuse.
CHILD WELFARE SYSTEM	The coordinated system of governmental and private entities charged with the prevention, investigation, prosecution and provision of services to victims of abuse and neglect. The Kansas Division for Children and Families (DCF) is the state agency designated to coordinate this system; however courts, law enforcement, prosecutors and service providers play key roles in this system.
CITIZEN REVIEW BOARD	A group of community volunteers appointed by the court, whose duties include the review of child in need of care cases; they may also make recommendations to the judge regarding further court actions.
COMMISSIONER	The Commissioner of Juvenile Justice. See K.S.A. 38-2302(a).
COMMUNITY SERVICE	An alternative available to youth requiring them to devote time to the community as part of the Intake and Assessment Program's conditions of release.
COMMUNITY SUPERVISION AGENCY	A local juvenile justice program operated by the Administrative County which provides services for juvenile offenders and their families when the juvenile offender is subject to court ordered supervision such as juvenile intensive supervised probation, court ordered custody, interstate compact for juveniles, juvenile correctional facility and conditional release.
COMMUNITY SUPERVISION AGENCY OFFICER	Any employee of a community supervision agency whose job duties include supervision of any juvenile offender(s).
CONDITIONAL RELEASE	The release from an intake and assessment program as permitted by K.S.A. 75-7023, subject to requirements or conditions imposed on the youth and/or family members to be completed prior to court action.
CONFLICT RESOLUTION	A range of processes, such as negotiation, litigation or mediation aimed at alleviating or eliminating sources of conflict.
CONTRACTUAL SERVICES	Services obtained by the intake and assessment program from another entity in exchange for consideration, or the intake and assessment program performing a service and receiving consideration from another entity.
COURT	A unit of the judicial branch of government authorized or established by statute or constitution, and consisting of one or more judicial officers that has the authority to decide cases or controversies in law and disputed matters of fact brought before it.
COURT APPOINTED SPECIAL ADVOCATE (CASA)	A responsible adult, other than an attorney, who is appointed by the court to represent the best interests of a youth in court proceedings. See K.S.A. 38-2302.
CRIMINAL RECORDS CHECK	A background check conducted through the Kansas Bureau of Investigation to determine if a person has a criminal history.
CULTURAL DIVERSITY	The coexistence of different ethnic, gender, racial and socioeconomic groups based on the understanding that each individual is unique and different within one social unit.
DEOXYRIBONUCLEIC ACID (DNA)	Located in the nucleus of cells, which provides an individual's personal genetic blueprint.
DESIGNEE	Staff member authorized by the Intake and Assessment Program's Director to review or approve actions by an intake and assessment worker in the performance of their duties. A designee cannot be the intake and assessment worker taking the action.
DETENTION	Confinement of a youth in a licensed detention center pursuant to a court order or arrest by law enforcement pending a court hearing.
DISCRIMINATION	The treatment or consideration of, or making a distinction in favor or against a category to which a person or thing belongs rather than based on individual merit.

DISPOSITIONAL HEARING	The hearing held by the court after a youth has been adjudicated (CINC or JO) to determine the outcome for the youth's case.
DIVERSION	A voluntary alternative to the formal court process for youth. This type of program makes it possible for youth to take responsibility for their unlawful actions. Fulfilling diversion requirements may result in the dismissal of charges.
DIVISION FOR CHILDREN AND FAMILIES	The Kansas Division for Children and Families (DCF) is the state agency designated to coordinate the child welfare system in Kansas.
ELECTRONIC MONITORING	Devices used to determine a youth's compliance with the Intake and Assessment Program's conditions of release by restricting his/her movement to acceptable approved locations.
EVIDENCE BASED APPROACHES/PRACTICES	Specific methods that are proven through research to be more effective at delivering a particular outcome than any other method.
EXPUNGEMENT	The removal and sealing of records concerning a youth as authorized by court order.
EXTENUATING CIRCUMSTANCES	Unforeseen events which impact the operations of an intake and assessment program that are beyond the control of the program. Examples include: inclement weather and unplanned absences of intake staff.
FOSTER CARE PLACEMENT	Placement in a family foster home licensed by KDHE and/or designated by SRS as an appropriate temporary placement.
FULL-TIME WORKER	Any intake and assessment program employee that is routinely scheduled to work more than 20 hours per week.
GENERAL EDUCATIONAL DEVELOPMENT (GED)	Defined as a group of 5 tests which, when passed, certifies that the taker has high school level academic skills.
GRADUATED SANCTIONS	A continuum of interventions designed to have multiple levels of interventions of varying intensity for youth involved in the juvenile justice system.
GRADUATED SANCTIONS BLOCK GRANT	Funding allocated to administrative counties by JJA in order to operate Juvenile Intake and Assessment, Juvenile Intensive Supervised Probation and Community Case Management.
GRIEVANCE	A circumstance or action considered to be unjust and grounds for complaint or resentment.
GUARDIAN	A person(s) appointed by the court to be the guardian of a child that has the duty and authority to make important decisions in the life of the youth concerning the youth's general welfare, such as signing medical consents, release of information, school enrollment forms, etc.
HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPPA)	A federal act that regulates different aspects of health insurance availability and access to health insurance information overseen by the Centers for Medicare & Medicaid Services (CMS).
HOME COMMUNITY	The city or county of the youth's residence. This is not a term used to describe jurisdiction in child welfare or juvenile justice cases.
HOUSEHOLD MEMBERS	A person(s) having legal residence within the youth's place of residence.
INTAKE AND ASSESSMENT PROCESS	This refers to the activities performed in the time period between law enforcement accessing the intake and assessment program and the youth being released from intake and assessment.
INTAKE AND ASSESSMENT PROGRAM	The entity charged by the Board of County Commissioners to carry out the functions of juvenile intake and assessment as defined by Kansas law and JJA standards.
INTERSTATE COMPACT ON JUVENILES	Legislative enactment that regulates the interstate transfer of supervision of juvenile offenders and the return of absconders/runaways from state to state. Compliance with this compact ensures public protection and provides juvenile offenders with accountability and needed services. The Compact is a legally binding agreement between all states included within the Compact.
JOB SHADOWING	A short term placement with trained staff that permits a new employee to spend time observing the trained staff in their daily tasks.
JUVENILE	A youth who: (1) is 10 or more years of age but less than 18 years of age; (2) is alleged to be a juvenile offender; or (3) has been adjudicated as a juvenile offender and continues to be subject to the jurisdiction of the juvenile court. See K.S.A. 38-2302(i).
JUVENILE CORRECTIONS ADVISORY BOARD (JCAB)	The body appointed by the Administrative County's Board of County Commissioners (BOCC) to advise the BOCC in the development, implementation and operation of juvenile programs within the judicial district.
JUVENILE INTAKE AND ASSESSMENT SYSTEM (JIAS)	The specific services provided by an intake and assessment program operated by each administrative county that serves children in need of care and juvenile offenders taken into custody by law enforcement. The program serves to assist law enforcement by assessing immediate needs and making release or placement recommendations.

JUVENILE INTAKE AND ASSESSMENT WORKER	A responsible adult authorized to perform intake and assessment services as part of the intake and assessment system established pursuant to K.S.A. 75-7023, and amendments thereto. See K.S.A. 38-2302. This includes full-time and part-time (on-call) workers.
JUVENILE JUSTICE AND DELINQUENCY PREVENTION MANUAL	This manual provides clarification, regulations and guidance for all requirements as set forth by the Juvenile Justice and Delinquency Prevention Act of 2002.
JUVENILE JUSTICE AND DELINQUENCY PREVENTION ACT OF 2002	The Juvenile Justice and Delinquency Prevention Act of 2002 establishes four (4) core protections with which participating states and territories must comply to receive grants under the JJDP Act: deinstitutionalization of status offenders; removal of juveniles from adult jails and lockups; separation of juveniles and adults in institutions; and the reduction of disproportionate minority contact where it exists.
JJA FINANCIAL RULES AND GUIDELINES FOR GRANTEEES	A manual published by JJA Fiscal Services to provide detailed financial rules for Community Supervision Agencies, including the Intake and Assessment Program.
JUVENILE JUSTICE AUTHORITY (JJA) FORMS	Forms that are authored by the JJA Central Office.
JUVENILE JUSTICE INFORMATION SYSTEM (JJIS)	A computer system maintained by the JJA for the benefit of intake and assessment programs and community supervision agencies that securely maintain information on youth served.
JUVENILE JUSTICE INFORMATION SYSTEM ACCESS REQUEST FORM	A form that is completed and submitted to the JJA requesting access to JJAMS and JJIS.
JUVENILE JUSTICE INTAKE AND ASSESSMENT MANAGEMENT SYSTEM (JJAMS)	The specific software application used by the intake and assessment program within the JJIS system.
JUVENILE OFFENDER	A person ten (10) or more years of age but less than 18 who commits an act while a juvenile, which, if committed by an adult would constitute the commission of a felony or misdemeanor. See K.S.A. 38-2302.
KANSAS ADMINISTRATIVE REGULATIONS (K.A.R.)	Permanent procedural and substantive rules enacted by state agencies that are issued to implement or interpret legislation.
KANSAS BUREAU OF INVESTIGATION (KBI)	The state agency directed to conduct investigations at the request of the Attorney General and local law enforcement and to maintain state criminal justice records.
KANSAS CHILD ABUSE HOTLINE	The toll-free phone number designated by the Secretary of DCF for reporting the alleged abuse and/or neglect of a youth.
KANSAS DEPARTMENT OF HEALTH AND ENVIRONMENT (KDHE)	The state agency responsible for the licensure and oversight of placements in Kansas.
KANSAS DEPUTY COMPACT ADMINISTRATOR	The position at the JJA responsible for administering the Interstate Compact on juvenile offenders for the State of Kansas.
KANSAS JUVENILE JUSTICE AUTHORITY (JJA)	The state agency charged under Kansas law to lead a broad-based state and local, public and private partnership to provide the state's comprehensive juvenile justice system. This includes prevention and intervention programs, community-based graduated sanctions and juvenile correctional facilities.
KANSAS STATE HISTORICAL SOCIETY	The state agency that determines which records must be retained and for what length of time for all governmental entities in Kansas.
KANSAS STATUTES ANNOTATED (K.S.A.)	A compilation, with annual updates, of all laws passed by the Kansas Legislature.
LAW ENFORCEMENT AGENCY	A federal, state or local criminal justice agency, or identifiable subunit, whose principal functions are the prevention, detection and investigation of crime, and the apprehension of alleged offenders.
LAW ENFORCEMENT OFFICER	Any person who by virtue of that person's office or public employment is vested by law with a duty to maintain public order or to make arrests for crimes, whether that duty extends to all crimes or is limited to specific crimes.
LICENSED ATTENDANT CARE FACILITY	One-on-one direct supervision of a juvenile who has been taken into custody. Attendant care shall not exceed 24 hours exclusive of weekends and court holidays as defined by K.A.R. 28-4-285.
MANDATORY REPORTER	A person mandated to report child abuse or neglect as required by K.S.A. 38-2223.
MASSACHUSETTS YOUTH SCREENING ASSESSMENT INSTRUMENT VERSION 2 (MAYSI-2)	A screening instrument used to identify the needs of a youth that aids intake and assessment staff in the identification of appropriate services and any specialized assessments. The use of either the MAYSI-2 or POSIT screening instrument is determined by each judicial district.
MEMORANDUM OF UNDERSTANDING (MOU)	A cooperative agreement between the intake and assessment program and another entity used to define the relationship, shared resources, services or workflow, and the like where no consideration is received or exchanged to guarantee the performance of services.
MOTOR VEHICLE LICENSURE SCREEN	A verification from the Kansas Department of Revenue/Department of Motor Vehicles that a person possesses a valid driver's license.

MULTIDISCIPLINARY TEAM	A team composed of members with varied but complimentary experience, qualifications, and skills that contribute to the achievement of the agency's specific objectives.
NATIONAL CRIME INFORMATION CENTER (NCIC)	A computerized index of criminal justice information such as: criminal record history information; fugitives; stolen properties; and missing persons. It is available to Federal, state, and local law enforcement officials and other criminal justice agencies and is operational 24 hours a day, 365 days a year.
NEPOTISM	Showing favoritism towards an individual on the basis of a family relationship.
OFFENSE	A violation of criminal law.
ON-CALL INTAKE AND ASSESSMENT WORKERS	Intake and assessment staff that are available outside of the intake and assessment program's normal operating hours to assure 24 hour availability of services.
PARENTAL RIGHTS TERMINATED	Court action to end a parent's right to be involved or even have knowledge about a youth.
PART-TIME WORKER	Any intake and assessment program employee that is routinely scheduled to work no more than 20 hours per week.
PEPPER SPRAY	Any variation of oleoresin capsicum (OC) designated for use within a use in a force continuum.
PERPETRATOR	A person who has been or is alleged to have committed a crime including the abuse and/or neglect of a child.
POLICE PROTECTIVE CUSTODY	The status of any youth brought before the intake and assessment program by a law enforcement officer. Youth remain in police protective custody until such time as they are released by the law enforcement officer or designee, or the court. Youth are never in the legal custody of the intake and assessment program.
PREVENTION BLOCK GRANTS	Funding allocated to Administrative Counties by JJA to operate an array of local prevention programs.
PROBLEM ORIENTED SCREENING INSTRUMENT FOR TEENS (POSIT)	A screening instrument used to identify the needs of a youth which aids intake and assessment employees in the identification of appropriate services and any specialized assessments. The use of either the MAYSI-2 or POSIT screening instrument is determined by each judicial district.
RESTRAINTS	Devices used to prevent an uncontrollable youth from injuring him or herself and others. Types of restraints include, but are not limited to, mechanical, physical and chemical.
RUNAWAY	Youth that are non-offenders and who have run away from a foster care placement or their parents
SCREENING INSTRUMENTS	An instrument administered to youth that delivers a score, or group of scores, describing, but not limited to describing, the youth's potential risk to the community. See K.S.A. 38-2302(q).
SHELTER FACILITY	Placement in a residential facility licensed by KDHE and/or designated by SRS as an appropriate temporary placement.
TEMPORARILY IMPAIRED	Any circumstance in which a youth is unable to complete the intake and assessment process and/or screening instruments that can be reasonably expected to not exist the following day. Examples include: intoxication and being under the influence of controlled substances.
VICTIM	A person who has suffered death, physical injury or mental anguish, and/or loss of property as the result of an actual or attempted criminal offense committed by another person.
VOLUNTEERS AND INTERNS	Any individuals that provide services or do other work without payment for educational or other purposes that are beneficial to the intake and assessment program.
WALK-IN INTAKE	Youth and/or parent/guardian that access the intake and assessment program on a voluntary basis without law enforcement involvement.
WORK PLACE DIVERSITY	The variety of differences between people in an agency, which includes race, gender, ethnicity, age, personality, tenure, agency function, education and background.