

DISSEMINATION OF RESOURCE INFORMATION

- AUTHORITY:** Administrative Directive
- RESCINDS:** Procedure Manual Item 1-2-253, dated 07/09/2019
- FORMS:** None
- PURPOSE:** To outline the general procedure for dissemination of Department approved Batterer's Intervention Program (BIP) Approved Providers and Child Abuse Treatment Program (CAT) Approved Providers).

I. GENERAL INFORMATION

- A.** Current information on community resources is maintained and distributed by the **Programs Unit in the Adult Court Services Division**. This information is maintained in the **Strategic Support** tab of **Prob-Net** as directed by Management. The **approved lists** contains the **current approved BIP/CAT programs; for other** treatment services, **please refer to OC Links**.
1. Batterers' Intervention **programs** and Child Abuse Treatment programs are assessed and monitored on an annual basis **by the Program Liaisons in the Programs Unit**. These programs have a description with pertinent information regarding name, address, telephone number(s), area(s) served, and services offered.
 2. Private practitioners (individual, group, and family counseling) and education programs such as Fire Awareness, Legal Awareness, and Petty Theft Programs **are not listed, assessed, or monitored by Probation**. **HCA's OC Links and/or OC 211 are listed as alternative resources for those seeking these services**.
 3. Programs that provide employment, training, emergency assistance, faith-based services, medical and self-help services are not assessed, monitored **or** listed.
- B.** The approved lists have the BIP/CAT programs listed alphabetically by city.
- C.** A **program** file containing more in-depth assessment information on each approved treatment program is maintained by **Programs Unit** staff.

II. PROCEDURE

- A.** The approved BIP/CAT lists (online)
1. All Probation staff, supervisors, and management have access to the online **approved lists** via **Prob-Net**.

2. **Programs Unit** staff are responsible for updating the **approved lists** as necessary.
3. **Only approved BIP/CAT** programs are monitored. **Programs Unit** staff will investigate complaints and serious concerns **regarding approved treatment programs only**. All users of the **lists** are encouraged to notify **Programs Unit** staff of any information **on the lists** which may be inaccurate or out-of-date.

REFERENCES:

Procedures:	1-2-254	Batterers' Intervention and Child Abuse Treatment Programs Application/Approval and Renewal Process
	1-2-255	Referral of Adult and Juvenile Probationers to Community Resources
	1-2-256	Batterers' Treatment and Child Abuse Treatment Programs Monitor/File Audit Standards
Policy:	B-2	Inter- and Intra-Agency Confidentiality
	E-10	Use of Public and/or Private Community Resources
	G-7	Distribution and Use of County Services, Supplies, and Equipment

D. Lambert

APPROVED BY: