

## JUVENILE HALL CODES

- AUTHORITY:** Administrative Directive
- RESCINDS:** Procedure Manual Item 3-2-013, dated 8/12/13
- FORMS:** None
- PURPOSE:** To provide a listing and explanation of Juvenile Hall codes and abbreviations used daily at OCJH.

### I. GENERAL INFORMATION

Each **facility** has a list of codes which are separate and unique to the functions and needs of the individual **facility**. The below listed codes and abbreviations are provided to aid, in the quick transfer of information and aid in the smooth running of Juvenile Hall.

### II. PROCEDURES

- A. Roster Codes – A **youth** may have multiple roster status codes at any given time.

|     |     |  |
|-----|-----|--|
| A   |     | Pending a detention hearing  |
| A   | E   | Youth is a return escapee pending a detention hearing.                     |
| A   | HSP | Youth is booked for a HSP violation – pending a detention hearing.         |
| A   | NC  | Youth received new charges while in custody - pending a detention hearing. |
| A   | RP  | Youth booked as a court replacement- pending a detention hearing.          |
| ACP |     | Alternative Confinement Program (ACP)                                      |
| AI  |     | Adult Inmate   |
| B   |     | Detained pending a pre-trial or trial                                      |
| B   | E   | Youth is a return escapee pending a pre-trial or trial.                    |
| B   | HSP | Youth is booked for a HSP violation – pending a pre-trial or trial.        |
| B   | NC  | Youth received new charges while in custody – pending a pre-trial.         |

|        |        |  |
|--------|--------|--|
| B      | RP     | Youth is pending a pre-trial or trial for a court replacement.   |
| C      |        | Youth received a commitment and is pending assessment.   |
| CAC    | ASMT   | Youth is committed and assessed – housed in assessed location.   |
| CAC    | PM     | Committed – staying at JH as a permanent medical hold.   |
| CAC    | PH     | Committed – staying at JH as a permanent psych hold.   |
| CH     | PNDREL | Courtesy Hold - pending release  |
| CH     |        | Youth is at Juvenile Hall as a Courtesy Hold (court, return furlough) – the camp is holding the youth’s bed open for 72 hours. |
| CH     | MH     | Youth is here as a Courtesy Hold for medical reasons – the camp is holding the youths bed open for 72 hours.                   |
| CH     | PH     | Youth is here as a Courtesy Hold for mental health reasons – the camp is holding the youth’s bed open for 72 hours.            |
| CHWT   | FRESNO | Courtesy hold of an out of county warrant – the reason is the location of the warrant.   |
| CHWT   | KERN   |  |
| CHWT   | LA     |  |
| CHWT   | OTH    |  |
| CHWT   | RVSIDE |  |
| CHWT   | SBERN  |  |
| CHWT   | SDIEGO |  |
| CHWT   | VENTUR |  |
| CRTHLD |        | Youth is here as a court hold only-witness   |
| DF     |        | Youth is a Direct File in adult court.   |
| DJJ    |        | Division of Juvenile Justice (DJJ). Youth returned to Juvenile Hall to complete their commitment.                              |

|        |      |  |
|--------|------|--|
| E      |      | Escaped Youth not detained on escape charges pending court.                |
| G      |      | Pending dispo hearing  |
| G      | NC   | Youth received new charges while in custody – pending a pretrial or trial. |
| HSP    |      | Home Supervision Program   |
| RA     |      | Re-assessment  |
| RMVL   | AR   | Youth removed from camp as an Administrative Removal.                      |
| RMVL   | DRC  | Youth removed from camp to serve DRC                                       |
| RMVL   | DHO  | Youth removed from camp pending DHO  |
| RMVL   | MH   | Youth removed from camp for medical reasons.                               |
| RMVL   | PH   | Youth removed and placed on a psych hold by CEGU.                          |
| RTNACP |      | Youth is returned from ACP for a violation.                                |
| TP     | ASMT | Transfer pending to assessed location                                      |
| TP     | DJJ  | Youth is committed to DJJ and is awaiting transport.                       |
| TP     | INS  | Awaiting release to INS  |
| TP     | OCJ  | Awaiting release to OCJ  |
| TP     | P    | Awaiting placement   |
| TP     | RMVL | Transfer pending of a removal youth back to camp.                          |
| TP     | RP   | Awaiting Re-placement  |
| TP     | SP   | Awaiting transfer to State Prison  |
| TP     | T    | Awaiting release to Transportation   |
| WP-D   |      | Youth booked for failing to report to JCWP                                 |
| YD     |      | Pending release to DJJ for diagnostic                                      |
| YDR    |      | Returned from DJJ diagnostic   |
| YH     |      | Held on DJJ detention order  |

YW Held on DJJ warrant  
707 Pending fitness hearing  
707.1 Found unfit – remanded to adult court.

B. School Codes

SS School suspension

C. Facility Codes

JH Juvenile Hall  
JCWP Juvenile Court Work Program  
JOP Joplin Youth Center  
YGC Youth Guidance Center  
YLA Youth Leadership Academy

D. Unit Codes

CN Control North  
CS Control South  
IRC Intake and Release Center  
ISU Institutional Security Unit  
A Maximum Security Male Living Unit / Protective Custody  
B Male living unit  
C Male Adult Inmate Unit - No sight/ No sound  
G Male living unit  
H Male living unit  
I **Male living unit - closed**  
J **Male living unit**  
K Male Sex Offender Program  
M Female Intake Unit/ Maximum Security Female/  
Female living unit

|   |   |
|---|---|
| O | Female living unit                        |
| Q | Male living unit – <b>Adjustment Unit</b> |
| R | Male Living unit - closed                 |
| S | Male Living unit - closed                 |
| T | Maximum Security Male living unit         |
| Y | Male Intake Unit                          |
| Z | Male Intake Unit - <b>closed</b>          |

E. Medical Abbreviations

|              |                                       |
|--------------|---------------------------------------|
| B.R.         | Bed Rest                              |
| DC           | Discontinue                           |
| H2O          | Water                                 |
| M.U.         | Medical Unit                          |
| MED ISO NR   | Medical Isolation Non-Respiratory     |
| MED ISO RESP | Medical Isolation Respiratory         |
| MORT         | Medical Order Room Tray               |
| MOST         | Medical Order Sick Tray (fluids)      |
| NCS          | No contact sports                     |
| NKA          | No known allergies                    |
| NPSF         | No preparation or service of any food |
| OZ           | Ounce                                 |
| RA           | Restricted Activity                   |
| RET          | Return to Medical Unit                |
| RET.REQ.     | Return request                        |
| SC           | Sick call                             |
| U.R.         | Unit Rest                             |
| UP           | Universal precautions                 |

F. Miscellaneous Codes

|                 |                                       |
|-----------------|---------------------------------------|
| .... (red dots) | Suicide Risk Youth                    |
| AIC             | Administrator in Charge               |
| ARC             | Administrative room confinement       |
| ASLTV           | History of assaultive behavior        |
| BRC             | Behavior room confinement             |
| C               | Catholic                              |
| CEGU            | Clinical Evaluation and Guidance Unit |
| CMS             | Case Management System                |
| CODE 1          | Walk down assistance                  |
| CODE 2          | Fight in progress                     |
| CODE 3          | Staff needs assistance                |
| CODE 4          | All clear                             |
| CODE 9          | Escape in progress                    |
| CODE RED        | Emergency Institutional lock down     |
| CODE YELLOW     | Non-emergency Institutional lock down |
| DHO             | Discipline Hearing Officer            |
| DO              | Duty Officer                          |
| DRC             | Disciplinary room confinement         |
| EQ.             | Equipment check                       |
| ETR             | Established time of return            |
| GRC             | General room confinement              |
| ICMS            | Integrated Case Management System     |
| IMS             | Institutions Management System        |
| LME             | Large Muscle Exercise                 |
| MMail           | Monitored Mail                        |
| MPhone          | Monitored Phone                       |

|        |                           |
|--------|---------------------------|
| NC     | No contact orders pending |
| NR     | No roommate               |
| OC     | Oleoresin Capsicum Spray  |
| P      | Protestant                |
| RM     | Room Check                |
| SIR    | Special Incident Report   |
| SLVL 1 | Suicide Level 1           |
| SLVL 2 | Suicide Level 2           |
| SLVL 3 | Suicide Level 3           |
| TC     | Temporary commitment      |
| TR     | Temporary release         |
| VIP    | Volunteer in Probation    |
| XSR    | Extreme Security Risk     |

**REFERENCES:**

|             |         |  |
|-------------|---------|--|
| Procedures: | 3-1-030 | Returning Youth to Juvenile Hall: Medical Holds, Courtesy Holds, Administrative Removals, Psych Holds, Disciplinary Removals |
|             | 3-1-049 | Integrated Case Management System (ICMS) Automated Logbook and Manuel Logbook  |
|             | 3-1-105 | Medical Temporary Release  |
|             | 3-1-401 | Health Care Procedures   |
|             | 3-2-005 | Classification of Minors at Juvenile Hall  |
|             | 3-2-024 | Code Yellow  |
|             | 3-2-032 | Juvenile Hall Code Red   |
|             | 3-2-101 | Assistance Calls   |
|             | 3-2-108 | Use of Radio Pak-Set   |
|             | 3-2-301 | Accounting of Youth Assigned to Juvenile Hall  |

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**APPROVED BY:**