

JUVENILE FACILITY ASSESSMENT

- AUTHORITY:** Administrative Directive
 California Code of Regulations, Title 15, Section 1352
 California Rules of Court, Rule 5.752 (Initial hearing; detention hearings; time limit on custody; setting jurisdiction hearing); Rule 5.758 (Requirements for detention; prima facie case); Rule 5.760 (Detention hearing; report; grounds; determinations; findings; order; factors to consider for detention; restraining orders); Rule 5.785 (General conduct of hearing); Rule 5.790 (Orders of the court); Rule 5.795 (Required determinations)
 Welfare and Institutions Code (WIC) Sections 880 and 881
- RESCINDS:** Procedure Manual Item 3-1-050, dated 06/13/18
- FORMS:** Court Disposition Sheet (F057-4158)
 Release Authorization (F057-6226)
- PURPOSE:** To delineate the information flow as a case passes through the Juvenile Facility Assessment desk. All youth receiving local custody commitments are assessed to the facility or program that is best suited to their orders of court, risk factors, and individual needs.

I. GENERAL INFORMATION

- A. The **Custody Intake Juvenile Assessment Deputy Probation Officer (DPO) oversees the Juvenile Facility Assessment function and is responsible for the following:**
1. Assess youth for specific facilities (i.e., Juvenile Hall, **Youth Guidance Center** and Youth Leadership Academy) and the programs at each (i.e., **Abuse, Substance Abuse, Education, and Recognition Treatment (ASERT)/Sobriety Through Education and Prevention (STEP)**, Sex Offender, **Progressive Rehabilitation in a Diverse Environment (PRIDE)**, etc.).
 2. **Review facility** releases for youth approved for Institutional Population Management (IPM) program.

II. PROCEDURE

- A. Youth's DL files are collected at the [REDACTED]. These files represent the youth that were in court that day or the previous day and received custody commitments.

1. The **Assessment/Population Control** clerk collects the files and delivers them to the Assessment DPO, who logs them into [REDACTED].
 2. Once assessed, files are returned by [REDACTED] clerk.
- B. The **Juvenile** Assessment DPO reviews the youth's DL file for information about the present law violation(s), prior law violations, any potential officer safety issues, **and any learning disabilities needs and services (including whether the youth has an active Individualized Education Program (IEP) or 504 Plan.**
1. In [REDACTED] select the facility that best suits the youth's needs.
 2. If eligible, select the program that best suits the youth, for example, ASERT/STEP, Sex Offender, PRIDE, etc.
 3. In the notes and flags sections of [REDACTED], indicate briefly the current law violation and indicate any potential officer safety issues. For example:
 - a. **Weapons in the home**
 - b. **Mental health issues**
 - c. **Family issues/other family members on probation/parole**
 - d. **Dogs**
 - e. **GPS anklet cuts/absconds**
 - f. **Learning Disability and whether the youth has an active IEP or 504 Plan.**
- C. The Assessment DPO reviews file and assesses for IPM.
1. In ICMS, DPO confirms camp selection and IPM eligibility.
 2. In the notes section, the following should be addressed:
 - a. **Current petition charges**
 - b. **Specific court orders**
 - c. **Behavioral issues/mental health issues**
 - d. **Gang Information**
 - e. **Escape History**
 3. If the youth is eligible for ASERT, the **Juvenile** Assessment DPO emails the **Orange County Department of Education (OCDE)** Safe Schools and

Support Services **Clinical Program Specialist** to advise them of the assessment. They will confirm the youth is appropriate for the program.

- D. **The Population Control/Assessment Clerk** logs the file out of ICMS and routes the file out to [REDACTED]

REFERENCES

Procedures:	3-1-010	Youth's Institutional Folders
	3-1-046	Classification of Youth at Outer Facilities

Policies: None

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APPROVED BY: