



SITE MANUAL

Models for Change: Systems Reform in Juvenile Justice Initiative
System Integration to Improve Outcomes for Dually-Involved Youth

Newton County, Georgia

Last Revised September 12, 2013



I. Introduction

A. Background & History of Jurisdiction

A long-standing partnership of youth-serving agencies in Newton County, Georgia applied for technical assistance through the Robert F. Kennedy Children's Action Corps and the MacArthur Foundation Models for Change: Systems Reform in Juvenile Justice Initiative in March, 2012. Newton County was selected as one of four sites in the nation to participate in this Initiative striving to improve outcomes for youth dually-involved in both juvenile justice and child welfare systems. The project was launched in May, 2012 with a presentation to both community and state level stakeholders by John A. Tuell and Janet K. Wiig, Co-Directors for the Initiative and our consultants for this technical assistance project. Over the next 15 months our consultants provided expert guidance, sound leadership and served as a sounding board as the Newton County collaborative worked through the many phases of the project: mobilization and governance development; definition of target population and desired outcomes; identification of priority practices; staff training; launch and data collection. While it is premature to declare this Initiative a success in Newton County, the expertise of our consultants has advanced our local partnership in terms of system of care collaboration and we are confident that our work is sustainable beyond the scope of this technical assistance and that we will improve outcomes for dually-involved youth.

1. Juvenile Justice in Georgia

The character and organization of Georgia's juvenile justice system varies widely across the State. The system is both diverse and somewhat fragmented, consisting of two primary elements: local juvenile courts serving either single counties or multi-county jurisdictions; and the Georgia Department of Juvenile Justice (DJJ). Together, the two are responsible for serving all youth under the age of 17 who have either violated criminal statutes (i.e., delinquents) or have committed "status offenses." Juveniles charged with one of seven serious violent offenses now come within the exclusive jurisdiction of the superior courts. Juvenile courts continue to have the authority to waive other juvenile offenders to adult court under specific circumstances.

Youth 17 years of age and older come under the jurisdiction of the State's adult criminal justice system unless they are already under juvenile court supervision upon reaching age 17. In those instances, the juvenile justice system can retain jurisdiction over a youth until age 21 or until he/she is charged with a new criminal offense. Usually, however, youth exit the juvenile justice system by age 18.

Except for a single judicial circuit, Georgia's 159 counties are now served by two different types of juvenile courts: (1) **"independent" courts** with full or part-time juvenile judges who supervise county-funded probation departments; or (2) courts with full or part-time juvenile judges without independent probation departments (i.e., probation services are delivered by DJJ, also referred to as **"dependent" courts**). Independent juvenile courts are located in 13 of the state's most populous counties and 3 rural counties. Independent courts are funded entirely by county commissions and provide intake and probation services through locally controlled and directed probation departments. Independent courts

have jurisdiction over approximately fifty percent (50%) of the state's youth population. Subject to local control, these courts vary widely in philosophy and practice and work with the majority of the state's most serious juvenile offenders. Part or full-time juvenile court judges serve thirty other circuits covering 143 counties ("dependent" courts). In most of these jurisdictions, intake and probation services are provided exclusively through DJJ employees. These duties are shared, however, between county and DJJ staff in 10 jurisdictions, including Newton County. Because probation services in most counties are managed by DJJ, procedures and practices in these jurisdictions are more consistent and often differ from those of "independent" courts. See **Attachment 1: System Flow Chart for Georgia Juvenile Justice Process**.

Thus, there are two distinct probation systems in the state--one centrally controlled by DJJ with uniform operational policies, and the other operated independently under the direction of local juvenile court judges. As Georgia's juvenile correctional agency, DJJ is responsible for all youth committed to state custody. The Department manages 5 long-term Youth Development Campuses (YDCs) directly. It also operates a network of 21 Regional Detention Centers (RYDCs) and contracts with a private provider for another. DJJ is responsible for all detention services in the state. Likewise, the Department is responsible for parole and aftercare services in all of the state's 159 counties.

2. Child Welfare in Georgia

The Department of Human Services (DHS) is the new structure of the former Georgia Department of Human Resources. Their mission is to provide Georgia with customer-focused human services that promote child and adult protection, child welfare, stronger families and self-sufficiency. The Division of Family and Children Services (DFCS) is the DHS agency charged with providing child protective services, foster care and welfare assistance. DFCS serves court-involved youth primarily through foster care placements that are in extremely short supply for adolescents and often simply unavailable. Other DHS agencies providing a limited amount of specialized services to juvenile offenders are the Division of Public Health and the Division of Rehabilitative Services that provides job training and rehabilitation for handicapped youth.

3. Coordinated Prevention, Intervention & Treatment

In years past, DJJ has focused on providing additional local services for juvenile offenders and pre-delinquent youth through the initiation of comprehensive, locally supported early intervention programs. However, in January 2008, in an effort to ensure that Georgians are using state and local child resources – funding, policy, and personnel – in a way that is targeted, consistent, and most effective, the state took steps to unite and coordinate the efforts of four agencies responsible for serving Georgia's children and families. This initiative united the Children's Trust Fund Commission (CTFC) with the Children and Youth Coordinating Council (CYCC), creating the newly organized Governor's Office for Children and Families (GOCF), which now funds a spectrum of prevention, intervention, and treatment services for all children. GOCF supports and strengthens families through a community-based system of prevention and intervention services, known as Caring Communities for Children and Families.

By focusing on improving outcomes for Georgia's children and youth, it is anticipated that the result will be a solid, consistent approach to helping local communities, child advocacy groups, and families find solutions to the never-ending challenge of keeping children safe and sound. Towards this end, GOCF is working to build capacity in communities to enable sustainability of activities and services. By strengthening the use of needs assessment and evaluation tools, GOCF seeks to ensure the proper evaluation and funding of good, effective programs designed to prevent child abuse and treat juvenile delinquency in all at-risk, abused and delinquent children. A part of this approach includes the belief that services should be provided in the least restrictive setting possible, as close to home as possible with family members as full partners in deciding what services are needed. The Governor's Office for Children and Families is committed to building Systems of Care for targeted Georgia communities by funding providers, agencies and organizations that operate under these core values and principles and are willing to continue expansion of the system of care model for youth and families in their communities.

4. Newton County Overview

Newton County, Georgia is a fast-growing county located approximately 35 miles east of downtown Atlanta. Current population estimates near 100,000, increasing more than 60% over the past decade. Though census figures estimate the majority of the population as white residents (55%), the Newton County School System reports 61% of its students having a minority ethnicity (51% African-American, 5% Hispanic, 1% Asian, & 4% bi-racial). The percentage of students eligible to receive free or reduced price meals is higher in Newton County than statewide and has climbed steadily since 2007 to 67%. The rapid growth of our county, as well as the changing demographics of our population, puts the welfare of many families at risk as community agencies struggle to keep up with an increasing need for services. For children and girls in particular, some of these risk factors are pregnancy, abuse and out-of-home placement. Though teenage pregnancy rates in Newton County have fallen over the past five years, they remain higher than for neighboring counties, Rockdale and Gwinnett (<http://oasis.state.ga.us>). Teen mothers are less likely to continue their education, putting themselves and their children at further economic disadvantage and at greater risk of abuse and removal from the home. While fewer Newton County children are removed from their homes, on average, compared to the state, Newton County averages more child maltreatment reports than its neighboring counties (www.fosteringcourtimprovement.org).

5. Newton County Collaboration

Newton County has a long history of collaboration among youth-serving agencies who work together to tackle the many challenges facing the families in our community. The Newton County Community Partnership (NCCP) grew out of the Newton County Task Force for Pregnancy Prevention that was established in 1989 as a response to community concern for the increasing number of pregnant teens. In recognition of the partnership's success, the Newton County Board of Commissioners and the Covington City Council formalized the partnership with resolutions in 1996 establishing NCCP as the county's official planning and advocacy body for children and families. KidsNet Newton was

implemented by a Policy Council convened by NCCP in 2006. KidsNet reflects NCCP's strategy to establish and support a System of Care process that provides children and family focused support, services and community-based care through multiple agencies and organizations. Though communication and cooperation had been growing through the NCCP and individual agency effort, true interagency collaboration in Newton County deepened with the adoption of System of Care.

As KidsNet Newton was absorbed by the Georgia Department of Behavioral Health and Developmental Disabilities, Newton County's interagency collaboration transitioned to become the Child and Adolescent Strategy Team (CAST) in 2010. This system of care collaboration includes multiple components and subsystems serving youth with mental health needs and youth at risk across multiple service agencies and community organizations including but not limited to: Social Services, Educational Services, Juvenile Justice Services, Mental Health Services, Health Services, Substance Abuse Services, Vocational Services, Recreational Services, Newton County Family Partnership, and Newton Mentoring. This collaborative affords the partner agencies a forum at which to share information about available resources, govern joint projects and plan stakeholder trainings of mutual interest. Throughout the many faces of this multi-agency partnership, the focus remains on a system of care philosophy and providing family-focused, community-based services, particularly for youth served by multiple agencies.

CAST's goals are to:

- Identify gaps in service needs, and identify available and effective interventions
- Recognize and advocate for a public health approach within a system of care, to ensure the inclusion of prevention and early intervention activities within the collaborative partnership
- Advocate for underserved children
- Plan strategically for collaborative opportunities to strengthen the integration of system of care principles into agency and service delivery practices and the incorporation of natural supports, i.e., communities of faith, peers, extended family and community, and community and cultural organizations
- Monitor deliverables of grant-funded projects where CAST is serving at the advisory or governance body to ensure fidelity
- Provide technical assistance and consultation to local community groups in the area of system of care
- Serve in an advisory role to child welfare, juvenile justice, education, public health, mental health, early childhood, and community collaborative
- Offer consultation to regional and community agencies
- Provide social marketing for effective services and systems
- Ensure ongoing evaluation and conduct quality assurance activities
- Engage state leadership to support local, regional and state efforts in transformation

- Facilitate and assure system transformation and its long term sustainability

CAST membership is a diverse body of representatives comprised of judicial leadership, juvenile justice and child-serving agencies, family members, and community and cultural leaders committed to the well-being of children and families. CAST is comprised of the following individuals or their designee:

- A Juvenile Court Judge
- Division of Family and Children Services Director
- Department of Juvenile Justice Juvenile Program Manager and Juvenile Probation Parole Specialist III
- School Superintendent (Representative)
- Newton County Community Partnership
- Public Health District Program Manager
- ViewPoint Health Executive Director
- ViewPoint Health Family Wrap Representative
- Law Enforcement Representative
- Family Connection Representative
- Provider Representatives
- Any other providers deemed necessary
- Any community or cultural organizations
- Newton Mentoring
- Family Representative (approved by Council)
- Youth Representative (approved by Council)

B. Reason for Involvement in the Initiative

Newton County was fortunate to receive technical assistance in 2010-2011 in a continuing effort to enhance court practices and operations, and service provision for youth and families through the support of the Office of Juvenile Justice and Delinquency Prevention and its contracted technical assistance provider, the National Training and Technical Assistance Center. The request was initiated by the Hon. Sheri Roberts, Chief Judge of the Newton County Juvenile Court through the Governor's Office for Children and Families Justice Programs Coordinator, Joe Vignati. In partnership with the leadership and relevant stakeholders of Newton County Juvenile Court, the planning for the analytic review and examination of practices and service provision was initiated in July 2010. The technical assistance and consultation was facilitated by John A. Tuell, Principal Associate with the Management Consulting Division of Development Services Group, Inc. (DSG), and Joseph Fedeli, Vice President for Administration

for DSG. The overarching purpose for the technical assistance was to construct a long-term plan for comprehensive system improvement that concentrated on the following:

- Effective and efficient court operations and practice
- Improved capacity to collect and aggregate performance data for the programs and services used on behalf of the children and families served by the Newton County Juvenile Court and its partner agencies and providers
- Effective practices and intervention strategies on behalf of school-based delinquency referrals
- Implementation of enhanced interagency approaches for multi-system youth that supports effective and efficient case planning and case management

From the court review, 15 recommendations were made, including recommendations around the issue of multi-system involved youth. The team has been actively analyzing and incorporating these recommendations. The Court believes that the next step in our development is participation in this Initiative which will further our efforts to better serve our community.

In our work with consultants on this project, John A. Tuell and Janet K. Wiig, our site was able to work through the development and articulation of specific goals and desired outcomes. With much discussion and sometimes spirited debate, we came to consensus on the vision, mission and purpose of our work on this Initiative, as well as our desired outcomes for the dually-involved youth we serve. We chose to name and brand the work of our collaboration as SYNC – Serving Youth in Newton County.

This work is memorialized in a Memorandum of Understanding signed by partner agency directors and leadership. See **Attachment 2**: *SYNC Memorandum of Understanding*.



Vision: The lives of children, youth and families in Newton County are positively enhanced by an integrated system that provides services and supports to youth with multiple needs

Mission: To improve the coordination of services, policies and practices in the youth-serving systems in Newton County and to strive towards greater efficiency, appropriateness, family/youth engagement and effectiveness

Purpose: To confirm our commitment to enhanced coordination, integration and cooperation at the administrative and service delivery levels in an effort to improve outcomes for dually-involved youth

Desired Outcomes:

- Reduce Juvenile Justice Involvement
- Reduce Child Welfare Involvement
- Improve School Outcomes
- Reduce Detention
- Increase Youth Competency & Enhance Connection to Community

Goals:

- Data Driven Decision Making:**
Improve outcomes for dually-involved children, youth and families through in-system and cross-system data collection and analysis directed towards system reforms.
- Cross-Training & Information Sharing:**
Identify and create opportunities for professionals in the youth-serving systems to work together effectively and communicate across systems.
- Diversity & Youth/Family Engagement:**
Embrace and value the inclusion of the diverse youth, families and agencies in our comprehensive strategy, planning and projects.
- Promoting Healthy Communities:**
Promote the ability of systems to engage and improve youth's education, health, welfare and futures.
- Disproportionate Minority Contact:**
Continue to evaluate and analyze disproportionate minority contact in the juvenile justice system.

II. Mobilization

A. Identification of Primary Leadership

As a part of the application process to become a site for this technical assistance, local partners executed a Memorandum of Understanding (see **Attachment 3: Newton County Memorandum of Understanding for Commitment to Crossover Youth Juvenile Justice Reform Initiative**) detailing their commitment to the demonstration project. Prior to site selection, primary leadership was identified as the following partners and designees:

System:	Agency:	Representatives:
Judicial	Newton County Juvenile Court	Sheri Roberts, Judge Lisa Mantz, Associate Judge
Child Welfare	DFCS, Newton County	Rachel Rogers, Director Tom Covington, Social Services Administrator
Juvenile Justice	Newton County DJJ, Court Service Office	Donald Chambers, Juvenile Program Manager Tora Pierce, Juvenile Probation Specialist
Community:	Newton County Community Partnership	Laura Bertram, Executive Director

As leaders in their respective agencies, Judge Roberts, Ms. Rogers and Mr. Chambers were recognized as co-chairs for the Executive Committee and were empowered as decision makers for the project.

During the first Newton County Site Visit and kick-off for the Initiative in May 2012, participants noted additional stakeholders whose input was needed on the Executive Committee. Partners identified were law enforcement, mental health providers, attorneys (district attorney and public defender), and the school system. As a result of these discussions at the outset of the project, leadership reached out to other key staff and the following stakeholder personnel became active members of the Executive Committee:

System:	Agency:	Representatives:
Judicial:	Newton County Juvenile Court	Mona Franklin, Chief Intake Officer Diana Summers, Research Analyst
Mental Health:	ViewPoint Health	Jennifer Wilds, CME Network Support & Georgia Wraparound
Law Enforcement:	Newton County Sheriff's Office	Paul Gunter, Lieutenant, Agency Training Coordinator
School System:	Newton County Board of Education	George Hutchinson, School Social Worker

While no attorneys served on the Executive Committee, the Public Defender (Elizabeth-Anne Higgins-Brooks), the Assistant District Attorney (Candice Branche) and the Special Assistant Attorney General for DFCS (Daniel Thomas) contributed greatly to the work. One major challenge in finalizing the governance structure and establishing membership for the Executive Committee was in gaining buy-in from the school system. Most Board of Education employees work only a ten-month year; Newton County was beginning work on this Initiative, including establishing the governance structure, during the summer of 2012 when many BOE employees were on summer break. Day-to-day crises as students started the new school year, as well as targeting school staff that were not a good fit for the work on this project led to a lengthy delay in active representation on the Executive Committee by the BOE. It was six months into the work (November 2012) before we had a school system representative at the table.

B. Description of Structure and Governance

With the guidance of our consultants and relying on the *Guidebook for Juvenile Justice & Child Welfare System Coordination and Integration: A Framework for Improved Outcomes* as a reference, SYNC initially identified three subcommittees to carry out the work of this Initiative: Data Collection, Management and Performance Measurement; Inventory and Assessment; and Legal Policy Analysis and Information Sharing. By June 2012, the second month of our work on this project, Executive and subcommittee membership was in place with chairs and leadership identified.

As cited in the previous section, Executive Committee Co-Chairs included leaders from the three primary agencies driving the work on this Initiative: Judicial (Sheri Roberts, Judge, Newton County Juvenile Court), Child Welfare (Rachel Rogers, Director, Newton County Division of Family and Children Services), and Juvenile Justice (Donald Chambers, Juvenile Program Manager, Newton County Department of Juvenile Justice Court Service Office). Subcommittee Chairs were selected from Executive Committee membership, providing a natural linkage between each subcommittee and the Executive Committee, the group governing the work on this Initiative. As subcommittees were charged with specific tasks that

gradually formed the Initiative infrastructure, hierarchy and channels of communication were in place to enable the flow of information between the subcommittees and the governing body. We feel that the structure and governance created at the outset of the project facilitated good communication and enabled informed decision-making.

Two other practices notably enhanced Initiative structure and governance. The *Work Plan & Analysis* template provided by our consultants proved an invaluable tool. This template offered an excellent framework in which to track monthly progress toward developing the structure and priority practices we will utilize to improve outcomes for dually-involved youth in Newton County. By remaining dedicated to detailed record keeping within this document, we were able to memorialize our work and create a reference document charting our progress and challenges, and a guide to sustaining new practices. See **Attachment 4: *Work Plan & Analysis***.

The second practice that enhanced Initiative structure and governance was our dedication to detailed note-taking for all meetings and the distribution of these notes to all, including our consultants. While elementary in concept, notes were generated and circulated following each Executive and subcommittee meeting, Site Visit and Conference call. Notes detailed participants attending the meeting, discussion summaries and to-do lists with timelines and responsibility assignments. More than a few times the routine review of notes following a meeting revealed that all did not share the same understanding as recorded and notes were subsequently revised with further discussion. The distribution of notes allowed us to stay in the loop when all members were not able to attend meetings and participants had written accountability for specific responsibilities and timelines for the work. See **Attachment 5: *Sample Executive Committee Meeting Notes***.

C. Commitment to Collaboration

There is a long history of collaboration and commitment to service among youth-serving agencies in Newton County. Much of this dedication centers on a system of care philosophy and providing family-focused, community-based services, particularly for youth served by multiple agencies. The evolution of this partnership is detailed in Section I, Part A, #5 **Newton County Collaboration**.

Additionally, the multi-agency partnership developed and executed an MOU as a part of the application process to become a site for this technical assistance project, detailing commitment to the demonstration project (**Attachment 3**). The spirit of collaboration continued to drive the work after Newton County was chosen as a project site and embarked on the process of changing outcomes for dually-involved youth. However, no Memorandum of Understanding formalized this endeavor until May 2013.

In March 2013 an All Sites meeting was hosted by the Robert F. Kennedy Foundation Children's Action Corp and our technical assistance consultants for the MacArthur Foundation Models for Change: Systems Reform in Juvenile Justice Initiative. Teams from all four Sites met at the MacArthur Foundation Headquarters Office in Chicago, Illinois to report on the work, exchange ideas and form an

esprit de corps that would advance outcomes across all sites. The Newton County team learned much from this All Sites meeting, and in gaining access to documents developed by other sites, was able to review the Memorandum of Understanding developed by the team in Santa Clara, California. Though we had made considerable progress toward Initiative practices over nearly a year, Newton County had not formalized the work to that point with an MOU. We found the Santa Clara and King County documents to be excellent examples and went on to develop an MOU for SYNC – Serving Youth in Newton County. This MOU was executed in May 2013 ([Attachment 2](#)).

III. Target Population

A. Definition

Pathways 1 & 2:*

Youth with a Newton County Juvenile Court referral for any status offense
or for child molestation, sexual battery or sodomy charges AND

Who have (or had) an open DFCS case within 5 years of Court referral,
including cases that were unsubstantiated

** Only have access to DFCS data back to June 2008*

Pathway 3:**

Youth with a Newton County Juvenile Court referral for any status offense
or for child molestation, sexual battery or sodomy charges AND

Who have an open DFCS case at the time of Pre-Disposition/ Adjudication

*** Will not capture all youth on Pathway 3, but those we can hope to impact*

B. Data Scan/Collection that Supports the Target Population

The initial discussion around our proposed target population led us to include youth with any delinquent or status offense for which DFCS had an open case within five years of the Court referral. At that time we had no data to guide our definition and, uncertain of the magnitude of dually-involved in our jurisdiction, decided to cast a wide net to examine as many youth as possible with dual-system involvement. We experienced a long delay in obtaining data. This can be primarily attributed to 3 major factors:

- a) juvenile justice and child welfare data for our site resides in three separate systems,
- b) all systems use different youth identifiers, and
- c) none of the 3 separate systems has the capability to communicate with the others.

The Court collects data in the Juvenile Case Activity Tracking System (JCATS); JCATS is supported by Canyon Solutions. DFCS data is housed in the SHINES system and DJJ uses the Juvenile Tracking System (JTS) for data collection.

Additionally, while the Court and DJJ are able to release data for research purposes, DFCS is contractually and statutorily unable to release any data without an MOU detailing specific data elements, the purpose of the project, and a court order. Furthermore, Georgia statute prohibits DFCS from sharing children's names without parental consent. This limited the identification of youth in our target population specifically to DFCS staff.

Our access to multi-system data required significant time and leadership by the Juvenile Court Associate Judge, as well as commitment by the DFCS and DJJ data, legal and contract staff. This devoted team of individuals developed the data sharing MOU and worked through numerous iterations before we were able to obtain agency signatures on the data sharing agreement and execute the court order necessary to release DFCS/SHINES data. After launching the Initiative in May 2012, it was April 2013 before we had access to the data necessary to "match" youth with Court referrals to their DFCS history. See **Attachment 6: Models for Change Initiative Data Sharing MOU** and **Attachment 7: Data Sharing Court Order - Approved Application for Inspection of Records Concerning Child Abuse**.

While we did not have access to the kind of data now enabled by the execution of the aforementioned data sharing agreement during the first year of our work, we did continue to discuss and refine our target population. The Executive Committee recognized that anecdotally it seemed many youth were becoming dually-involved after a delinquent or status referral; as mandated reporters, Court and other agency staff make DFCS referrals upon discovery of child welfare issues during the investigation of delinquent and unruly cases. The initial target population included youth entering via Pathways 1 or 2. In September 2012, the Executive Committee revised the definition to include youth with DFCS involvement at the time of Adjudication and those with DFCS involvement at the time of Disposition. Pathway 3 youth continued to be a topic of discussion for leadership as we defined our priority practices.

In May 2013, the Data Subcommittee was then able to systematically provide descriptive data on dually-involved youth with Court referrals from November 2012 through March 2013. This data was submitted to the Executive Committee to inform the revision of the target population definition. We discovered that 56% of youth with Court referrals during that time period also had DFCS involvement. The data revealed a much larger dually-involved population than we anticipated. The defined current target population would produce a case load of 114 youth, more than 20 per month. This total was more than we could realistically impact through priority practices in our jurisdiction. Among the factors affecting that reality included limited workforce and treatment resources. See **Attachment 8: Charts 1-8** for data review.

The Executive Committee was tasked with a deeper examination of the data with the purpose of narrowing the target population to a number we could reasonably serve. Discussions were framed within our desired outcomes and how we could best utilize LIPT to positively impact the identified youth and family outcomes. Nearly 40% of the dually-involved youth examined were status offenders (45 youth). The Committee felt this was noteworthy in consideration of the new Georgia Juvenile Code and handling of CHINS cases that will become effective in 2014. See **Attachment 9: *The Child Protection & Public Safety Act***. Our desired outcomes, particularly reducing juvenile justice involvement and improving school outcomes, seemed to be a good fit with the status offender population; “truancy” was the single most common offense during the time period examined. Further conversation revealed a desire by the group to target interventions to youth early in their entry into the juvenile justice system where priority practice might have the biggest impact on interrupting their trajectory deeper into the system.

While status or low risk offenders comprised the majority of the newly defined target population, there was also concern among the group about the number of child molestation, sexual battery and sodomy charges. There were four such referrals over the five-month period examined and of special concern was that three of the four referrals were for youth aged 13 and younger. The Executive Committee chose to add these offenses to the definition of the target population to ensure that LIPT would be used to serve this small but high needs population.

Upon completion of the rigorous quantitative and qualitative data analysis, informed practice decisions could now be more accurately developed. Additionally, through the partnership with the Georgia state agencies, we have developed a methodology that can be sustained beyond the technical assistance project period. We continue to develop these partnerships and the appropriate methodologies and safeguards that will ensure routine identification of our target



Desired Outcomes:

Reduce Juvenile Justice Involvement

- Lower recidivism
- Prevent deeper delinquency involvement through diversion

Reduce Child Welfare Involvement

- Improve family function – fewer DFCS referrals
- Decrease out-of-home placements
- Increase placement stability – decrease # changes in placement
- Fewer days in foster care

Improve School Outcomes

- Fewer absences
- Fewer discipline referrals & suspensions
- Improve progress toward graduation & GED

Reduce Detention

- Fewer youth detained
- Fewer days in detention

Increase Youth Competency & Enhance Connection to Community

- Participation in sports/recreation activities
- Participation in mentoring programs
- Support education goals w/ school engagement & tutoring
- Promote volunteerism through community service

population of dually-involved youth and the ongoing collection of youth and family outcomes.

C. Description of Process/Mean for Routine Identification of the Target Population

The target population is routinely identified by Court Intake and local DFCS staff. Court Intake staff meet weekly to review all new referrals. Subsequent to this Intake meeting, the Chief Intake Officer routes an e-mail to the DFCS Intake and Resource Development Supervisor and other key Court and DFCS staff. The attachment to this message includes new status, child molestation, sexual battery and sodomy referrals, as well as referrals for these offenses set for adjudication. The Excel attachment grid includes youth names, sex, race and date of birth. DFCS staff use this demographic information to determine if there is a “match” in the SHINES system. The grid is returned via e-mail within three business days showing the SHINES person identifier for all youth with DFCS involvement. Thus, Court and DFCS staff are informed of newly identified youth in our target population and through this procedure, we have begun a culture shift in thinking about these youth as “our” kids.

Case files are labeled with both SHINES and JCATS identifiers and placed in a separate file cabinet at the Court. This simple method of classifying our target population lays the groundwork for diversion from deeper juvenile justice involvement and smooth implementation of priority practices. The Court Intake staff have easy access to files and schedule LIPT meetings for all dually-involved youth. As youth are staffed at LIPT, the designated Court Intake Officer fills in the *SYNC LIPT Staffing Form* (see **Attachment 10**). This form contains “standalone” data not collected in the three main data systems. The Court Research Analyst enters form information, including the SHINES and JCATS identifiers in the standalone Access data base designed specifically for this purpose. At the conclusion of each month, the updated standalone database is sent to the DJJ Operations Analysis Manager at the state office. Youth identifiers are provided to system managers for SHINES and JCATS (Canyon), and are used to pull necessary data elements from each database. Data from SHINES and Canyon is returned to the DJJ Operations Analysis Manager who then merges the records with appropriate data from JTS and the standalone database, and uploads all to the Initial Form SYNC dataset. This data will be housed with DJJ. This process ensures our sustainable capacity to track prevalence, characteristics and outcomes. For a more detailed description of the data collection process, please see **Attachment 11: Data Collection Process Flow Chart – Initial Form Data** and **Attachment 12: Data Collection Process Narrative – Initial Form Data**.

All staff involved in the exchange of this information with access to juvenile names and demographic information will sign a *Data Confidentiality Agreement* (see **Attachment 13**). Executed documents will be maintained by the Research Analyst at the Court.

D. Local Interagency Planning Team (LIPT)

The Local Interagency Planning Team meetings were chosen as an appropriate existing mechanism that could be adapted for use as a means of intervention for dually-involved youth and families. LIPT is a statutorily mandated meeting serving children with severe emotional disturbances. It is family- and child-driven and rooted in system of care principles. LIPT has long been a regularly scheduled meeting in our jurisdiction for this purpose. Since membership includes the majority of child-serving agencies

participating in the Dually-Involved Initiative, it was a natural fit to use LIPT as a priority practice for our dually-involved youth. The LIPT includes representatives from the Court, DFCS, DJJ, mental health, school, and other child-serving agencies who meet to discuss all aspects of the case, assessment results and appropriate resources and interventions for each family.

In practice, the adjudication and disposition for formally-involved court youth were frequently rendered at the same hearing. Therefore, the history of the LIPT included most frequent use of the meeting as a post-dispositional tool. The initial Executive Committee discussion included consideration of convening the LIPT meeting prior to the adjudicatory proceeding. Many subcommittee members voiced concern in holding these meetings prior to adjudication due to the implications regarding the kind of information that would or could be shared. The Public Defender especially felt this practice was not in the best interest of her clients. Others argued that holding the LIPT prior to adjudication allowed better opportunities for intervention and allowed the continued practice of adjudication and disposition at the same hearing. This position was also supported by the potential reduction of the number of times families must come to court. In the end, it was decided that protecting the youth's legal rights took precedence over other concerns and dictated the delay of LIPT until after adjudication. The practice affected by this decision, and endorsed by the Executive Committee, would necessitate the separation of adjudication and disposition hearings for dually-involved youth pending the conduct of the LIPT.

As a result of this decision, target population youth entering via Pathway 3 were further refined in February 2013 to those with an open DFCS case at the time of pre-disposition/adjudication. Please refer to **Attachment 14: Newton County Juvenile Court Delinquent/Unruly Case Flow Map** and **Attachment 15: Newton County Juvenile Court Delinquent/Unruly Case Flow Narrative**. These documents capture the entire case flow process, and depict the placement of LIPT and the identification of the target population in greater detail.

It should be noted that the decision to convene the LIPT at a post-adjudicatory decision point did not eliminate our concern regarding adoption of practices that considered diversion or early intervention opportunities. The routine identification of our target population prior to the intake staffing decision permits dual-involvement to be known and considered at the key early decision points in our court process.

IV. Study and Analysis

As described previously in section II. *Mobilization, B. Description of Structure and Governance*, we originally identified three subcommittees to carry out the work of this Initiative:

- Data Collection, Management and Performance Measurement,
- Inventory and Assessment, and
- Legal Policy Analysis and Information Sharing.

With the guidance of our consultants and relying on the *Guidebook for Juvenile Justice & Child Welfare System Coordination and Integration: A Framework for Improved Outcomes* as a reference, subcommittee membership and leadership was established by month two of our work in June 2012.

A fourth subcommittee evolved from the case flow mapping process. The mapping exercises were facilitated by consultant John Tuell in June and September 2012. The Case Flow Mapping Subcommittee drew its membership from mapping exercise participants, which included case workers and managers, and was formalized in October 2012 to continue the work.

The following narrative describes the study and analytical process for each area, highlighting key questions addressed, challenges faced during the process, and tools we utilized to facilitate development and improve the systems.

A. Data Collection, Management and Performance Measurement Subcommittee

Attachment 16: *Data Collection, Management and Performance Measurement Subcommittee* (Data Subcommittee) details the member roster, agency representation and contact information for the group. Data study and analysis centered on identifying the relevant questions to be answered and on determining data elements for collection to sustain the Initiative. The Data Subcommittee also worked to build capacity for data system integration that supported:

- routinely identifying the target population,
- sustaining the capacity to inform leadership about the prevalence and characteristics of the target population, and
- measuring the impact of chosen priority practices on youth and family outcomes.

1. What data do we need?

The Data Subcommittee identified this question as a crucial place to launch the study and analysis. At the outset of our work on this dually-involved Initiative, we had little data on our target population. As we began data discussions, the immediate reaction from the Executive Committee to this void of information was a desire to collect everything. We were, at first, inclined to conduct a “fishing expedition,” gathering and examining all data available across the systems. Our consultants provided much needed focus through emphasis on the development of our desired outcomes. During the first Site visit in May 2012, consultants facilitated a brainstorming session challenging leadership to articulate how we hoped to impact youth involved in both juvenile justice and child welfare systems. What did we hope to achieve for these youth through our work? The discussion that followed led the group to generate a broad list of desired goals. These goals would drive the activities of our staff toward the future desired outcomes for our dually-involved youth. The Executive Committee was charged with building upon the work completed at the first Site visit, and through continued meetings and work sessions a final list of desired outcomes was developed for our jurisdiction (see sidebar on page 16).

Assisting this effort were the provision of the *Dually-Involved Initial Form* and the *9-Month Tracking Measures Form* through our data consultant for the Initiative, Dr. Denise Herz. These forms greatly

facilitated the identification of data necessary for the project. The Data Subcommittee utilized the desired outcomes as well as both data collection forms during several meetings to determine the specific data elements for collection. Additionally, conferences with data technicians for each system were conducted, thus ensuring the correct data was identified to support sustainable performance measurement.

2. What data do we have?

Within the framework of a clearly defined set of data elements selected to inform leadership and measure desired outcomes, the Data Subcommittee embarked on the examination of data systems and the quest to identify the data source for each defined element. As explained previously, juvenile justice and child welfare data for our jurisdiction resides in three separate systems; JCATS (Court data), JTS (DJJ data), and SHINES (DFCS data). The challenge faced by the Data Subcommittee was to determine the best data source (JCATS, JTS or SHINES) from which to retrieve each data element. We again referred to the data collection forms provided by Dr. Herz. As we worked through the documents, identifying the data source for each point, we created a color-coding system to link each line item to the data system to be used for collection. See **Attachment 17: Color-Coded Initial Form** and **Attachment 18: Color-Coded 9-Month Tracking Form**. Though simple in concept we found that color-coding the forms greatly simplified the process of identifying data sources. Using a color code key and highlighting each question on the form with the appropriate color showed us at a glance which data source contained the element in question.

3. What data is missing? (and how do we capture it?)

An additional benefit to using the color-coding system is that it enabled the Data Subcommittee to readily identify data not collected in any of the three systems. Thus, our next challenge was to determine how missing data would be collected (i.e., when, where and who would answer the questions) and to determine what system would house this additional data. Data missing from the other systems was labeled as “standalone” and is referenced as such in our color-coded documents and in the following narrative.

Most questions not captured by our existing data systems are for “softer” data referring to the youth’s significant relationships, school status and behavioral health (see **Attachment 17 – standalone data elements highlighted in gray**). The development of LIPT for use as a priority practice with our dually-involved target population afforded us a natural forum for standalone data collection. Highlighted questions are included among the topics of focus during LIPT meetings. We collectively decided that agency representatives from the Court, DJJ, DFCS, behavioral health and the school system will jointly supply our missing information.

The second part of our challenge was to determine what system would house the standalone data. Because none of the three data systems is easily adaptable to collecting additional data, we made the decision to create another separate database specifically for collection of the standalone data. Data team member Josh Cargile, Operations Analysis Manager for the Georgia Department of Juvenile Justice,

developed an Access database for this purpose. Choosing the Access format allowed the creation of the *SYNC LIPT Staffing Form* (see [Attachment 10](#)) within the database to facilitate data collection and data entry. With these developments in place, we established a process that designated the Court Intake Officer to fill out a paper copy of the form as information is gathered during LIPT meetings. The Court Research Analyst will later input this data into the electronic form, which will automatically update the database. Both JCATS and SHINES youth identifiers are captured on the form to enable easy integration of the standalone database with other system data.

4. How will we identify the target population?

With sources identified for collecting data crucial to the measurement of desired outcomes, the Data Subcommittee faced the task of how to routinely identify the target population. Since DFCS is contractually and statutorily unable to release any data without an MOU and a court order, the Legal Subcommittee was tasked to develop a data sharing agreement. The research on the statutes, court rules, and case law, drafting of the language, and process for obtaining signatures and facilitating the execution of the court order was monumental in advancing target population identification. The Data Subcommittee contributed greatly in providing the data elements to be specified in the MOU and in working through the numerous revisions of the agreement. During this same timeframe, the data group set about designing a workable data system integration plan for the identification of the target population that would be:

- a) timely for the implementation of priority practices,
- b) routine in execution, and
- c) sustainable beyond the scope of this technical assistance project.

The case flow map and narrative ([Attachments 14](#) and [15](#)) were extremely useful in determining the proper timing for identification of the target population and in moving it to routine procedure. As other work groups developed priority practices and determined their appropriate placement within the case flow, the map was updated to reflect how dually-involved youth would be diverted from standard processing. The map itself then suggested the key decision points and opportunities at which implementation of priority practices impacting dually-involved were most practical and appropriate. With the addition of target population identification to the map and narrative, we memorialized the practice. The map became a reference document for the procedure and helped move the identification of dually-involved youth from new to routine practice.

At the outset of data work, the group discussed the creation of an “ideal” sustainable data system integrating JCATS, JTS, SHINES and standalone data. In this proposed system, Intake staff would be allowed limited access to SHINES through a custom-designed web portal. When the Court received new referrals, Intake staff would log-in through the portal and utilize the youth’s demographic data to search SHINES for a “match,” indicating DFCS history. A checkbox in SHINES would serve as the “trigger” to alert all systems that a dually-involved youth had been identified, immediately linking data for that youth from all systems.

We continue to support efforts to develop data infrastructure that integrates juvenile justice, child welfare, and other child system data. We envision that appropriate access to such a dynamic database would yield numerous benefits to child-serving agencies, and ultimately to the multi-system youth we serve, through the timely identification of dual-involvement and the ability to quickly access information that could be utilized to drive targeted interventions and linkage to services. While these efforts continue in Georgia at the state level, the development of such a database was beyond our capacity during the scope of this project. Though time and resource constraints were certainly major barriers, other factors worked against this project's execution in the format originally discussed by the data group. One issue is that Court data (JCATS) is not a web-based system; frequent extracts to a data repository would be needed, such that Court information could not be accessed in "real time." Another issue is that levels of access have not been designed within the SHINES database as anyone logging in to SHINES would have unlimited access all data on any family in the system. Neither JCATS nor SHINES could be readily modified.

Furthermore, Georgia statute prohibits DFCS from sharing children's names without parental consent. The absence of levels of access within SHINES, as well as the state code, precludes the identification of the target population by Court staff. These factors dictate that only DFCS staff be allowed to "match" court youth to their DFCS history in SHINES, thus identifying these youth as dually-involved according to our definition of the target population. Adjusting the protocol for target population identification from the Court to DFCS/SHINES staff, the Data Subcommittee continued to work toward a plan for state-level data integration.

In April 2013, the data group encountered yet another challenge to routine target population identification. Because DFCS outsources management of the SHINES system, DFCS contract personnel would be responsible for utilizing demographic information to match youth with new Court referrals to their potential DFCS/SHINES history, identifying them as dually-involved. During conference calls with DFCS contract personnel it became clear that the time commitment for ongoing identification of our target population fell outside the parameters of their contract. In order to avoid additional costs, unavailable in any of the participating agency budgets, it was suggested that the match process be conducted locally, directly between Court and local DFCS staff. Both the Juvenile Court Judge and the Newton County DFCS Director agreed to this procedure, designating personnel to execute the match. Thus, protocol for routine identification of the target population was established, as described in detail in Section III, Part C (see page 17).

5. How do we integrate the data?

Though the development of a web-based, multi-system database was beyond our capacity during our efforts for this project, the Data Subcommittee continued to work through the numerous challenges to find a practical data solution to inform practice and provide performance measurement. With the accomplishment of tasks discussed above, namely:

- a) the identification of the necessary data elements,
- b) the identification of data sources, including a plan to collect missing data, and

c) an established plan the routine identification of the target population, the data team was positioned to outline the entire process. The proposed data collection process underwent several revisions as the subcommittee amended procedures to accommodate the data challenges faced during the first twelve months' work. To aid discussion and to ensure complete understanding by all participants in the process, we developed the *Priority Practice Data Collection Flow Chart* and *Priority Practice Data Collection Narrative* (see **Attachments 11 & 12**). These documents will serve as references for our team and will ensure sustainability as we move forward with on-going data collection for dually-involved youth. The map of the data collection process and the accompanying narrative demonstrate the capacity to develop a workable method for accessing multi-system data with limited outside resources. Though child welfare and juvenile justice data systems vary tremendously by jurisdiction, we are confident that most sites making a commitment to this work could replicate our process, yielding an integrated data support system without burdening their agency budgets. We are also hopeful that our work in building data infrastructure for this project will contribute in some way to the development of a more sophisticated data system enabling access to information on multi-system youth across the state.

B. Inventory and Assessment Subcommittee

Attachment 19: *Inventory and Assessment Subcommittee* details the member roster, agency representation and contact information for the group. The study and analysis focused on compiling an inventory of resources in order to identify common and dissimilar needs among partner agencies; to produce a resource document representing the continuum of local programs accessible for serving our dually-involved population; and to identify gaps in programs and services available in our community. The study and analysis also focused on compiling an inventory of screening and assessment tools in order to identify the instruments currently being used with our target population; to build an understanding of the appropriate use of these tools across partner agencies; and to lay the groundwork for developing a cross system assessment methodology toward creation of an integrated case plan designed to better serve our dually-involved youth.

1. Resource Inventory

Referring to "Appendix B: Sample Resource Inventory" found in *Addressing the Needs of Multi-System Youth: Strengthening the Connection between Child Welfare and Juvenile Justice*, the Inventory and Assessment Subcommittee developed a similar grid appropriate for compiling the Resource Inventory for SYNC. See **Attachment 20:** *Resource Inventory of Programs and Services*. The subcommittee included columns describing:

- a) Agency
- b) Program
- c) Service Description
- d) Target Population
- e) Funding Source
- f) Partnerships/Agreements

The subcommittee drafted a template tailored to Newton County and the specific needs of this Initiative. This grid was used to record available resources. The workgroup identified contacts within target youth-serving agencies and distributed the template among them to collect the desired information. Two main challenges were encountered during this process. The first was identifying the most appropriate representatives within the agencies. Contacts familiar to the group were not always those most knowledgeable about their agency's resources. In some cases it took several referrals within the agency to connect with the right person. Tenacity and consistent follow-up were crucial in ensuring these connections. The second challenge was timing. The subcommittee targeted some representatives for whom returning resource grid information was not a priority and data was not always returned in a timely manner. Adding to the delay was that the resource template was distributed during the summer months when school personnel were on leave. Again, reminders were needed and follow-up was essential to completing the resource grid.

Once agency representatives had filled in the template with program descriptions, corresponding target populations and funding sources, the subcommittee faced the task of revising the raw data. The group met several times to review the resources recorded, to edit responses and to organize the information into the final document (see **Attachment 20**). The Resource Inventory was utilized in the cross-training of staff in preparation for priority practice implementation. The LIPT team and other youth-serving staff were made aware of the existing resources for our target population and how they may be accessed. The *Resource Inventory of Programs and Services* will continue to play a role in staff training to increase knowledge of available resources and to ensure that new staff become familiar with these tools, enabling them to better serve dually-involved youth. This Resource Inventory will serve as a reference document for all agencies, detailing programs and services in Newton County. Though a timeline has not yet been established, this document will undergo a periodic review to maintain a current and accurate inventory of community resources.

2. Assessment Inventory

The study and analysis for the Assessment Inventory followed much the same procedure as for the Resource Inventory. Again, referring to *Addressing the Needs of Multi-System Youth: Strengthening the Connection between Child Welfare and Juvenile Justice*, "Appendix C: Sample Assessment Inventory," the Inventory and Assessment Subcommittee developed a grid for compiling an inventory of screening and assessment tools used in our site. See **Attachment 21: Screening & Assessment Instruments Inventory**. The subcommittee included columns describing:

- a) Screening/Assessment tool
- b) Who is screened/assessed? (target population)
- c) By whom, when and for what purpose are they screened/assessed?
- d) Includes: (description of instrument or procedure)
- e) Result/Decision of Action/Who receives information

The subcommittee drafted a template tailored to Newton County and the specific needs of this Initiative; this grid was used to record the screening and assessment instruments used in our jurisdiction. The workgroup identified contacts within target youth-serving agencies and distributed the

template among them to collect the desired information. The subcommittee held several work sessions to edit and revise the grid, and to organize the information into the final document (see [Attachment 21](#)).

While the Assessment Inventory Subcommittee anticipated the duplication of screening and assessment efforts as youth and families came in contact with multiple agencies, the group did not find this to be true when assembling the final document. Rather, it was noted that there was a lack of communication and information sharing among the agencies serving the same families. Subcommittee members discussed the benefits of sharing assessment results and how this practice might benefit the youth we serve. Work completed by the subcommittee in the analysis of the Screening and Assessment Inventory laid the groundwork for the practice of utilizing integrated case plans. This practice will be discussed more fully in Section V, the narrative on *Practice Area Reforms*.

The complete Screening and Assessment Inventory was also analyzed in conjunction with the mapping process in preparation for priority practice implementation. A joint work session was held with the Mapping Subcommittee to overlay the Assessment Inventory with the case flow process. Relevant screening and assessment tools were selected from the full inventory for use at each key decision point; the instruments were then overlaid with the case flow map and detailed in the mapping narrative (see [Attachments 14 & 15](#)). While the complete Screening and Assessment Instrument Inventory will serve as a comprehensive guide on the availability, purpose and usage of these tools for community agencies, the identification of specific tools for use at key decision points was vital in guiding priority practice protocol.

The Screening and Assessment Inventory will also undergo a periodic review to maintain a current and accurate inventory of assessment tools; the timeline for this review is to be determined.

C. Legal and Policy Analysis and Information Sharing Subcommittee

Attachment 22: *Legal and Policy Analysis and Information Sharing Subcommittee* (Legal Subcommittee) details the member roster, agency representation and contact information for the group. The study and analysis focused on the discovery and understanding of legal mandates and agency policies that would enable or prohibit information sharing and data system integration. The Legal Subcommittee also worked closely with the Data Subcommittee to determine the specific information to be shared across agencies and to determine the cross-system access necessary to collect data on the target population. The dedicated study and analysis executed by the legal group resulted in the *Models for Change Initiative Data Sharing MOU* (see [Attachment 6](#)), and enabled our jurisdiction to move forward with the identification of our target population and data collection. The subcommittee also ensured information sharing within the LIPT format, in an effort to improve youth outcomes while continuing to protect the rights of the families we serve.

1. Legal Mandates

The Legal Subcommittee considered HIPAA, FERPA, CAPTA and JJDPA as they relate to the release of information for this Initiative. It was determined that these federal regulations did not adversely impact

information sharing efforts at the key decision points where personally identifiable information was shared within our protocols. The group also identified a need to examine IRB requirements and subsequently obtained clarification that an IRB was unnecessary for work on this Initiative. While the Legal Subcommittee reviewed state law related to information sharing and juvenile court, no impediments to the identification of the target population and multi-system data collection were discovered.

Instead our greatest legal road block to information sharing in our jurisdiction was the discovery of the Georgia statute prohibiting DFCS from sharing children's names without the consent of a parent or guardian (O.C.G.A. 49-5-41(b)). As described in Section III, Part B of this document, we had to re-design our methodology for identifying the target population to comply with this statute. Since we are integrating data from three separate systems (SHINES, JCATS & JTS), currently the only way to identify youth in the target population is to manually search the systems for a "match" based on the youth's name and demographic information. Original plans called for the Court to access DFCS data to identify dual-involvement at intake. Upon understanding that the Court would be unable to view children's names in the DFCS system, plans for target population identification were revised such that DFCS staff would make the match based on Court referrals.

Though the revision in data collection procedure provided a workable solution, the Legal Subcommittee was challenged by the discovery of this statute so late in the process. Work on the data sharing MOU was in progress for ten months and many signatures had been obtained before DFCS contract review revealed the impact of the Georgia statute on the agreement. While the Legal Subcommittee had identified the appropriate state-level DFCS legal and contract representatives in a timely manner, perhaps a greater effort could have been made to ensure these contacts were completely engaged in the work of this Initiative. Legal group members lacked a complete understanding of DFCS contract procedures that may have led to an earlier understanding of Georgia statute and its impact on the work being undertaken.

2. Agency Policies

The three agencies dedicated to sharing information and integrating data for this Initiative are the Newton County Juvenile Court, DJJ and DFCS. Both the Court and DJJ are able to release data for research purposes; however DFCS is contractually unable to release any data without an MOU detailing specific data elements, the purpose of the project, and a court order. Indeed, DFCS viewed the proposed MOU as a contract, while the other agencies treated the document as an agreement. Therefore these different understandings of the type of document to be created and the resulting protocol to be followed through DFCS contractual obligations profoundly shaped the development of the data sharing MOU for data collection on our target population.

As SYNC adapted the use of LIPT as a priority practice for our dually-involved population, the Legal Subcommittee played a major role in determining the placement of the LIPT in the case flow process and in assuring families that sharing assessment results within the LIPT would not result in more or more severe charges and information exchanged within the confines of the LIPT would be used only to

connect youth and their families to resources designed to improved their outcomes. Early discussions among the Executive Committee and the subcommittees included consideration of convening the LIPT meeting prior to the adjudicatory proceeding. Many subcommittee members voiced concern in holding these meetings prior to adjudication due to the implications regarding the kind of information that would or could be shared. The Public Defender especially felt this practice was not in the best interest of her clients. The voice of the legal group prevailed and affected priority practice procedure; LIPT will be held post-adjudication for dually-involved youth. To confirm our intent to protect the rights of the families during the LIPT, forms were developed to assure families about the purpose of assessment information shared and its confidentiality (**Attachment 23: Juvenile Evaluation Rights Form** and **Attachment 24: LIPT Confidentiality Agreement**).

3. Data Sharing MOU

Preliminary work for the development of the data sharing MOU for Newton County included a review of the *Models for Change Information Sharing Toolkit*. In addition to the preliminary work conducted on the analysis of legal mandates and agency policies, the documents in this toolkit provided the Legal Subcommittee with an effective framework in which to develop a data sharing agreement that would enable our jurisdiction to move forward with the systematic and routine identification of our target population and data collection.

The subcommittee began the process by examining existing information sharing agreements utilized by the participating agencies. These executed agreements, though developed for different purposes, assisted the legal group by revealing individual agency requirements for releasing and exchanging information. As discussed above, DFCS is bound by the most stringent conditions within its data sharing contracts. To meet DFCS requirements, it was necessary to detail data elements within the agreement. This necessitated close collaboration between the Legal and Data Subcommittees to ensure an understanding by all agencies of the data collection process and the specific data to be collected. The *Data Collection Process Flow Chart – Initial Form Data* (see **Attachment 11**) and the *Color-Coded Initial Form* (see **Attachment 17**) proved to be valuable tools for supporting this process.

Upon establishing individual agency contract requirements and a shared understanding of the proposed data process, the Legal Subcommittee drafted a working document for the data sharing agreement. The next step included many rounds of revisions. Legal and contract staff, as well as data personnel from all agencies reviewed the document and made modifications. Each round of adjustments called for another review by all parties. Though the legal group was committed to the completion of this MOU and kept the document moving through the appropriate channels, this revision and review process took seven months from the time the first draft was completed until the data sharing agreement was transformed into a document amenable to all parties (see **Attachment 6: Models for Change Initiative Data Sharing MOU**).

As described previously in this section under “Legal Mandates,” the discovery of the Georgia statute prohibiting DFCS from sharing children’s names without the consent of a parent or guardian (O.C.G.A. 49-5-41(b)) was a major challenge to the development of the data sharing MOU. The Legal

Subcommittee was also challenged by DFCS' consideration of the MOU as a contract and the level of specificity required in detailing the data to be released. After the MOU was signed by all parties and the court order was executed enabling data access, data was submitted to the Executive Committee to inform the revision of the target population definition. This data review raised additional questions and obtaining answers to these questions would require the release of additional data points not detailed in the original MOU and an amendment to the data sharing MOU was drafted. While highly improbable to anticipate every data point needed to inform decisions for the Initiative at the outset, the Executive Committee must expect delays when seeking additional information. MOU amendments must accompany each data request and the Executive Committee will need to carefully weigh the need for data against the time required for agency legal and contract reviews. At the time of publication for this Site Manual, our first data sharing MOU amendment remains in DFCS contract review.

D. Mapping Subcommittee

Attachment 25: *Case Flow Mapping Subcommittee* (Mapping Subcommittee) details the member roster, agency representation and contact information for the group. The study and analysis focused on mapping the case flow process to accurately depict existing procedures for youth involved in the juvenile court system; utilizing the resulting map to create an understanding of the key decision points that may alter the youth's path through the system; and determining how priority practices may be integrated into existing procedure with the intent of diverting our target population from deeper juvenile justice involvement. A flow chart format was chosen to depict juvenile court case flow. Each step on the flow chart was also thoroughly documented to construct a detailed narrative of the process. Both the map and the accompanying narrative were frequently updated to reflect decisions made at meetings and work sessions throughout the mapping efforts. Regular document updates, though time-consuming, were crucial in providing subcommittee members with reference documents that accurately reflected their work to date. Utilizing the most recently updated map and narrative provided the group with a visual depiction upon which to base their next steps, and ultimately assisted in moving the work to completion. See **Attachment 14:** *Newton County Juvenile Court Delinquent/Unruly Case Flow Map* and **Attachment 15:** *Newton County Juvenile Court Delinquent/Unruly Case Flow Narrative* to view the final documents created during the mapping process.

1. Mapping the Juvenile Court Case Flow Process

Preliminary work for the technical assistance on this Initiative included the development of a flow chart representing existing case flow through our juvenile court (see **Attachment 26:** *Newton County Juvenile Court Case Flow*). This document served as a good starting point for the numerous mapping discussions that ensued during the work of this subcommittee. John Tuell, our consultant for this technical assistance project, led our group through two mapping exercises during months two and five of the Initiative (June and September 2012). These guided discussions provided the subcommittee with an excellent framework within which to define each step of the case flow process. The mapping process was structured within a framework of questions listed below:

- Who are the participants at this step?
- What are the decisions or actions that take place at this step?

- Who makes these decisions or actions?
- What criteria are used to make these decisions or actions?
- What additional information should be noted to further clarify this step?

Discussions that took place in creating and documenting the map itself clarified agency roles and helped line staff gain a better understanding of each representative’s responsibilities. The exercise provided the agency collaboration to identify youth diversion and alternative intervention opportunities. The detailed narrative permitted an effective memorializing of court procedures that was also fundamental to the staff training. The *Clark County (WA) Models for Change Map of Truancy Proceedings* (see **Attachment 27**) was chosen as the new template for the Newton County flow chart and the information produced during the mapping exercises was incorporated into the new design. This model was utilized throughout the mapping process and endures in our final document. Also, using the discussion framework provided by our consultant and using the *John H. Sununu Youth Services Center SYSC Clinical Flow Narrative* (see **Attachment 28**) as a guide, the mapping narrative was developed to document details of the case flow process revealed during the mapping exercises and to provide a more complete understanding of each phase of the case processing through the juvenile court.

2. Identifying the Key Decision Points

Specific goals for the mapping process were outlined at the outset. While the process itself provided clarity to line staff as to roles and responsibilities, the case flow map and narrative became crucial reference documents 1) to enable the examination of key decision points as diversion opportunities for dually-involved youth, and 2) to guide recommendations for improved practices. The next phase of work for the subcommittee involved joint sessions with the Executive Committee to review the map and consider possible points of intervention or key decision points at which dually-involved youth could be diverted from the process. The first step was to determine the earliest point on the map at which dually-involved youth could be identified. Our group felt strongly that the court and its partners work hard in a collaborative effort to prevent deeper juvenile justice involvement for all youth referred to the court through diversion programs, detention alternatives and other community resources. However the group agreed that knowledge of dual-involvement early in the process provides greater opportunity to divert our target population from their trajectory into the system. The identification of youth as dually-involved during the Intake process will serve as a trigger to put services into place.

Also aiding the selection of key decision points as opportunities for improved practices were the “Priority Practice Areas” identified in the *Work Plan & Analysis* (see **Attachment 4**). Discussions with input from both the Executive Committee and the Mapping Subcommittee on the identification of key decision points were framed by the priority practice area questions provided in the *Work Plan & Analysis*, as well as the revised map indicating the placement of target population identification. As a result of this phase of the work, our SYNC chose the diversion program and the court disposition processes to be the best opportunities for our jurisdiction to impact the path of dually-involved youth. As noted earlier in this Site Manual, there was much discussion as to whether the use of the LIPT as an improved practice should be utilized pre- or post-adjudication. The map was a valuable tool in the

continuing discussions around the best placement for the use of the LIPT. Subcommittee members that were proponents of the use of the LIPT prior to adjudication cited better opportunities for intervention and allowing adjudication and disposition at the same hearing to support their position. Legal Subcommittee members argued that the protection of youth rights trumped benefits of disclosing assessment information prior to adjudication. The Legal Subcommittee prevailed and disposition was chosen over adjudication as the key decision point.

Following the identification of key decision points, the Mapping Subcommittee was tasked with working with the Inventory Subcommittee to overlay screening and assessment tools with the case flow map. Goals for this phase of the process were 1) to determine which assessments are critical to the process and 2) to determine the appropriate process points for communication and sharing of this information. The full inventory of screening and assessment tools was used as a reference when selecting instruments for inclusion. Selection criteria included a focus on the specific decision being made at that point in the process and a consideration of family strengths, risks and treatment needed. Screening and assessment tools most frequently needed were noted in the detention decision and the LIPT sections of the mapping narrative.

V. Practice Area Reforms

As SYNC worked toward the practice area reforms that will be described in this section of the narrative, we found the **Priority Practice Area** questions outlined in the *Work Plan & Analysis* template (see **Attachment 4**) to be of tremendous value. Along with our clearly defined list of desired outcomes (see sidebar on page 16), the intentional consideration of each question provided a framework for dialogue and was extremely beneficial in guiding our jurisdiction's new practice development. These Priority Practice Area questions (labeled by number as used in the template) will, therefore, frame the following discussion of reforms developed for Newton County. The narrative that follows describes practice prior to the Initiative, as well as the reforms designed to impact outcomes for our dually-involved target population.

A. Target Population Identification

- 8) *At the point a youth crosses over from child welfare to juvenile justice, is there a method by which notification to the child welfare system is routinely established?*
- 9) *Are the social workers and juvenile justice/court officers expected to communicate within a prescribed time period to initiate the proper exchange of case history information?*

Practice Prior to Initiative:

Prior to this Initiative, our site had no routine protocol for the identification of dually-involved youth. Court Intake staff might be aware of dual-involvement if the youth had an open DFCS case involving legal custody (based on the information available in JCATS). However, our target population includes youth who have had an open DFCS case within 5 years of Court referral, including cases that were unsubstantiated. There was no protocol or defined methodology to identify these youth. Conversely,

DFCS staff might be notified of a new court referral for youth currently in DFCS custody, but there was no established protocol by which Court Intake staff would notify DFCS of court involvement for youth in family preservation or with other previous DFCS involvement. Indeed, prior to this project, the methodology had not been crafted to identify our target population.

Practice Reform:

Because of the work on this Initiative, Court Intake and local DFCS staff will now routinely identify youth falling within the definition of our target population. Court Intake staff meet weekly to review all new referrals. Subsequent to this Intake meeting, the Chief Intake Officer will route an e-mail to the DFCS Intake and Resource Development Supervisor and other key Court and DFCS staff. The attachment to this message will include new status, child molestation, sexual battery and sodomy referrals, as well as referrals for these offenses set for adjudication. The Excel attachment grid will include youth names, sex, race and date of birth. DFCS staff will use this demographic information to determine if there is a “match” in the SHINES system. The grid will be returned via e-mail within three business days showing the SHINES person identifier for all youth with DFCS involvement. Thus, Court and DFCS staff will be routinely informed of newly identified youth in our target population.

B. Diversion Opportunities at Key Decision Points

10) Are there procedures in place to ensure active consideration of diversion opportunities at key decision points the process?

Practice Prior to Initiative:

Our jurisdiction has a long history of stakeholder collaboration on the development and provision of juvenile justice diversion programs and community-based detention alternatives. Under the leadership of Juvenile Court Judge Sheri Roberts, the Court and its partners have developed and/or expanded the following programs during her five-year tenure: a Balanced and Restorative Justice program; a juvenile Drug Court program; an Evening Reporting Center; a Truancy program; CLASS, a behavior and education intervention for boys with long-term school suspensions; and Girl STEPS, the Court’s first gender-specific program for delinquent girls at risk of out-of-home placement. These, as well as other community resources, are utilized whenever possible for all youth in our system, as alternatives to adjudication and detention. However, prior to work on this Initiative, dual-involvement played no intentional role in the consideration of existing diversion opportunities.

And while the Court Intake procedure was well-documented as to diversion and detention protocol, the work by the Mapping Subcommittee in translating the case process to flow chart format played a crucial role in laying the groundwork for practice reform. The *Case Flow Map* and *Case Flow Narrative* (see [Attachments 14 & 15](#)) accurately depict existing procedures for youth involved in the juvenile court system, enabling an ease in understanding the key decision points that may alter the youth’s path through the system. The study and analysis undertaken by this subcommittee played a key role in determining how priority practices might be integrated into existing procedure with the intent of diverting our target population from deeper juvenile justice involvement.

Practice Reform:

Our group felt strongly that the court and its partners work hard in a collaborative effort to prevent deeper juvenile justice involvement for all youth referred to the court through diversion programs, detention alternatives and other community resources. However the group agreed that knowledge of dual-involvement early in the process provides greater opportunity to divert our target population from their trajectory into the system. The identification of youth as dually-involved during the Intake process will serve as a trigger to put services into place.

New procedures have been defined to ensure dual-involvement is acknowledged and considered at subsequent decision points following the identification of the target population at the Court Intake meeting. Case files will be labeled with both SHINES and JCATS identifiers and placed in a separate file cabinet at the Court. Court Intake staff have easy access to files and facilitate the scheduling of LIPT meetings for all dually-involved youth whose charges are not dismissed. SYNC chose to divert the target population at the Court diversion process and upon adjudication (see **Attachment 14, Case Flow Map**, highlighting potential points of intervention for the target population).

Practice for placing youth on the LIPT schedule includes use of the *LIPT Background Information Form* (see **Attachment 29**). The form will be completed and routed electronically to the LIPT Chair with the e-mail making the scheduling request. By 5:00 pm on Thursday, the LIPT Chair will send out the list of families on the schedule to all LIPT representatives, with an attachment including the completed information forms. Meeting participants from each child serving agency will review the forms provided, as well as current and/or historical information, services provided and case documentation from their agency, and specified screening and assessment results, and will be prepared to report and make recommendations at the meeting. (For complete *LIPT Protocol*, please refer to **Attachment 30**.)

C. Local Interagency Planning Team (LIPT)

11) Are Family/Multi-Disciplinary Meetings used to ensure active engagement of all persons (youth & family) and agencies serving dually-involved youth?

Practice Prior to Initiative:

LIPT is a statutorily mandated meeting serving children with severe emotional disturbances or addictive diseases (O.C.G.A. 49-5-220). The Georgia General Assembly declares the intent of LIPT to:

- ensure a comprehensive mental health program consisting of early identification, prevention, and early intervention for every child in Georgia;
- preserve the sanctity of the family unit;
- prevent the unnecessary removal of children and adolescents with a severe emotional disturbance from their homes; and
- develop a coordinated system of care so that children and adolescents with a severe emotional disturbance and their families will receive appropriate educational, non-residential and residential mental health services, and support services, as prescribed in an individualized plan.

LIPT has long been a regularly scheduled meeting in our jurisdiction for this purpose. The LIPT includes representatives from the Court, DFCS, DJJ, mental and behavioral health, school, and other child-serving agencies who meet to discuss all aspects of the case, assessment results and appropriate resources and interventions for each family.

Representatives from any child-serving agency may request an LIPT meeting to staff a child fitting these criteria. LIPT might be scheduled at any point within the juvenile justice process. Meetings followed the mandated protocol and were held monthly. While recommendations focused on family risks, strengths and treatment needs were documented at LIPT, results were not routinely shared with juvenile court judges for consideration during diversion, adjudication and disposition decisions. Additionally, while the agency representative requesting the meeting might follow up with the family as to progress made, the meeting was not re-convened to share advances or set-backs with the collaborative.

Practice Reform:

SYNC chose to adapt the LIPT meeting, an established practice staffing families with multi-disciplinary agency representatives, for use with all dually-involved youth within the target population for whom charges are not been dismissed (see **Attachment 30**, *LIPT Protocol*). LIPT will be utilized for youth on diversion to track progress and supply the additional supports families may need to succeed during traditional diversion programs. LIPT will also be utilized prior to disposition for youth who have been adjudicated. The meeting includes the sharing of relevant documents across agencies, including specified screening and assessment results, a targeted discussion to generate a consensus of appropriate resources and supports, and the documentation of action items for all at the table through development of a *Community Care Plan* (see form in **Attachment 31**).

Family engagement is crucial to LIPT, and it is therefore vital that parents and guardians fully understand the meeting. The *LIPT Family Brochure* (see **Attachment 32**) was created for this purpose. This colorful and easy-to-read brochure outlines why families should participate in LIPT, how to prepare and what to expect at the meeting. It also details the agency representatives that will attend and the overall goals of LIPT. New practice includes delivery of the brochure to families as meetings are scheduled. Agency staff will review the brochure with families to ensure their comprehension of the material it contains; staff will utilize the spaces provided on the back of the brochure to write in the time and date of LIPT, as well as items families are expected to bring to the meeting. Families take the brochure as a reminder and reference for LIPT information.

LIPT representatives will not discuss a youth unless the guardian is present either in person or via telephone at the meeting; if the family is unable to attend, the meeting will be rescheduled. Meetings will follow a strict agenda (see “LIPT Meeting Agenda” in the *LIPT Protocol*, **Attachment 30**). It will be the responsibility of the LIPT Chair to adhere to this agenda and refocus the discussion as necessary. Thirty minutes will be allotted for the staffing of each youth scheduled and every effort will be made to

adhere to the time limit to be respectful of both the family's time and the schedules of the team members.

New practice for LIPT also includes the scheduling of review meetings at 90-day intervals until the youth completes diversion, until the youth is disposed, or until the 9-month mark, whichever is longest. LIPT reviews will be held for our target population to ensure follow-up on family compliance, completion of agency assessments and access to resource referrals. The juvenile court judge will be apprised of progress and recommendations following each meeting.

12) Are consolidated/joint assessments of the family & youth being conducted?

13) Have you developed integrated case plans between social workers and juvenile justice officers for court disposition, implementation, and collaborative oversight?

Practice Prior to Initiative:

As evidenced in our *Screening & Assessments Instruments Inventory* (see **Attachment 21**), child-serving agencies in our jurisdiction conduct a multitude of screening and assessment instruments when evaluating youth that touch their systems. Prior practice included the utilization of these tools for all youth served by the individual agencies. However, agency representatives did not routinely share assessment results, and in many cases, were unaware of the various assessments conducted by partner agencies. Additionally, assessment results were not routinely shared with juvenile court judges.

Also, as stated in the previous section, case plans were developed during LIPT; however, there was no collaborative oversight and any family progress documented was not shared for use by the Court for diversion or disposition, or across agencies for connection to needed resources.

Practice Reform:

New practice dictates the sharing of a prescribed list of screening and assessment results at LIPT (see "Procedure" in the *LIPT Protocol*, **Attachment 30**). Agency representatives will bring the available results to the LIPT meeting. Summary results will be shared, allowing all participants to gain a clearer understanding of the risk factors, background and circumstances of the youth's behavior. Our site determined that sharing assessment results conducted by the individual agencies that possessed the training and expertise to administer these specific instruments was more beneficial than choosing joint assessment instruments that may not meet individual agency requirements and may require additional testing appointments for families.

To confirm our intent to protect the rights of the families, two forms were developed to assure families about the purpose of information shared during the LIPT. A *Juvenile Evaluation Rights Form* (**Attachment 23**) will be used for court-ordered assessments, assuring families that assessment results will not be used to charge youth with more or more severe offenses. A confidentiality agreement (**Attachment 24**) will be explained and signed during the LIPT meeting. Information shared during LIPT will be used only to divert youth from deeper juvenile justice involvement and to connect families with

appropriate resources; such information will remain confidential among the LIPT team. Legal subcommittee members felt strongly that these forms be developed and utilized at this stage.

Expanding the purpose of the LIPT meeting led subcommittee members to revise the *Community Care Plan* (see [Attachment 31](#)). This form will serve as the integrated case plan for use by SYNC to better serve our dually-involved youth. However, this form will not replace individual service plans dictated by individual agency protocol. Rather, through LIPT, agency representatives will integrate relevant conditions from the *Community Care Plan* into their service plans. For example, a recommendation made by behavioral health for family counseling might also become a condition of the juvenile justice case plan.

The implementation of the 90-day LIPT review will enable the team to monitor youth accomplishments and progress made, allowing them to reprioritize goals in accordance with current functioning and concerns. The review process will also permit the team to keep partner agencies on task with the delivery of assessment results, as well as enable collaborative follow-up on the connection of families to agency and community resources.

D. Policies, Procedures and Protocols

14) Do you have formal policies, procedures and protocols in place that guide the institutionalized practice for dually-involved youth?

Practice Prior to Initiative:

Prior to this Initiative our site had no formal policies, procedures or protocols that specifically defined practice for dually-involved youth. Contributors to work on this project felt that our jurisdiction provided interventions to deeper juvenile justice involvement through the use of diversion programs, detention alternatives and other community resources whenever possible for all youth. However, no multi-agency protocols institutionalized practices for dually-involved youth.

Practice Reform:

Work on this Initiative led to the formalization of our long-standing site collaboration through the development of a memorandum of understanding (see [Attachment 2](#)). Through this MOU our partnership was branded as SYNC, Serving Youth in Newton County – a multi-system partnership with one vision for youth and families. This MOU documents the structure of the work on this Initiative through the memorialization of:

- Vision, Mission & Purpose;
- Governance Structure;
- Goals and responsibilities for each subcommittee; and
- Desired Outcomes, Goals and Scope of Work.

The work in developing the *Case Flow Map* and *Narrative* (see [Attachments 14 & 15](#)) also serves to institutionalize practice for our target population. These documents highlight the points in the process

during which the target population is identified and at which key decision points dually-involved youth may be diverted from the path toward deeper juvenile justice involvement.

LIPT Protocol (see [Attachment 30](#)) details the background and purpose of the utilization of LIPT to impact outcomes for our target population, as well as the procedure our site intends to use to implement this expanded practice. The LIPT “Meeting Agenda” is included within the protocol to ensure each family receives consistent, focused and timely consideration. Through the dedicated work of subcommittee members in defining and documenting each step of the process, including responsibilities and timelines, the practice of LIPT as an intervention for dually-involved youth has been institutionalized. The *LIPT Protocol* document will enable fidelity to the practice, and will continue to serve as a valuable tool for training and sustainability of the work of this Initiative.

E. Coordination of Court Processes

15) Do you utilize any of the following models for coordination of court processes: *dedicated docket, one family/one judge model, and/or juvenile justice and child welfare pre-court conferences?*

Practice Prior to Initiative:

Our jurisdiction does not utilize a dedicated docket.

The one family/one judge model is an established practice in our jurisdiction.

As explained previously in this narrative, LIPT was an established practice for youth with emotional disturbances and substance addiction. LIPT could be used at any point in the juvenile justice process but results from LIPT were not routinely used to inform the juvenile court judge.

Practice Reform:

Newton County has no plans to utilize a dedicated docket at this time; however, this practice will be revisited as LIPT becomes standard procedure for dually-involved youth. As we continue the work of this Initiative and begin to evaluate outcomes for our target population, we will reconsider the value of a dedicated docket with the Court’s calendar.

As explained previously in this narrative, SYNC will use LIPT as a targeted intervention designed to divert the target population from deeper juvenile justice involvement. The LIPT team will include representatives from the Court, DFCS, DJJ, the school, mental and behavioral health and other agencies as appropriate for the youth to be staffed. LIPT will be used for all target population youth on diversion and for youth who have been adjudicated. The meeting will include the sharing of relevant documents across agencies including: specified screening and assessment results; a targeted discussion to generate a consensus of appropriate resources and supports; and the documentation of action items for all at the table through development of a *Community Care Plan* (see [Attachment 31](#)). The complete *LIPT Protocol* may be found in [Attachment 30](#).

F. Staff Training

16) Have you developed a plan and/or curriculum for training of all staff involved in the handling of dually-involved youth?

The first phase of staff training was conducted in June, 2013 prior to implementation of LIPT as a priority practice. Training was offered at three different times to accommodate the large number of staff to be trained and their various schedules. Training was mandatory for all staff at the Court, Newton County DJJ and Newton County DFCS, and was also attended by prosecuting and defense attorneys, and behavioral and mental health staff.

This training was developed to help line staff understand:

- the mission, purpose and scope of work undertaken within this Initiative for *System Integration to Improve Outcomes for Dually-Involved Youth*;
- the role of LIPT and its benefits to staff and the families they serve;
- the value of collaboration;
- how LIPT has been adapted to impact outcomes for dually-involved youth; and
- the long-term implications of deeper system involvement and the value of diversion from this trajectory.

To view the complete PowerPoint used for training Newton County line staff, please see [Attachment 33](#). The Executive Committee recognizes the value of this training and future training for line staff. As the work continues, the committee will consider potential procedural changes, as well as staff turnover, in scheduling training at regular intervals.

SYNC also plans additional trainings to specific groups, including one targeted to law enforcement and another targeted to school staff. Law enforcement training will include:

- education on the role of the juvenile court,
- changing the perception that detention is the only option for delinquent youth,
- demonstrating how dually-involved youth might be handled differently to impact their outcomes, and
- providing guidance on response to calls at foster homes.

The Executive Committee recognizes the importance of gaining law enforcement buy-in and will identify leaders on the force to assist with training delivery. Engagement of key officers to assist in the provision of training and the utilization of scenarios with officers demonstrating appropriate and inappropriate responses will be crucial components of the training framework.

SYNC has also identified the training of school system staff as vital to the success of this Initiative. Training will include education on the project background, work completed to date, and the potential implications for improving the lives of dually-involved youth in our community. School social work

personnel and counselors have been suggested as an appropriate audience for training. Because local school system leadership changed recently with the appointment of a new Superintendent, the Executive Committee is still in the initial planning stages for training of school personnel. The Executive Committee plans to engage the new Superintendent in the planning process to develop an appropriate training curriculum and to stage the delivery.

VI. Family & Youth Engagement

The complete protocol for LIPT is family- and child-driven and rooted in system of care principles (see **Attachment 30**). Indeed, these principles state that LIPT should be child-centered and family-focused, with the needs of the child and family dictating the types and mix of services provided. Therefore, the meeting will not take place without family at the table. LIPT representatives will not discuss a youth unless the guardian is present either in person or via telephone; if the family is unable to attend, the meeting will be rescheduled.

Family engagement is crucial to LIPT, and it is therefore vital that parents and guardians fully understand the meeting prior to attendance. The *LIPT Family Brochure* (see **Attachment 32**) was created for this purpose. This colorful and easy-to-read brochure outlines why families should participate in LIPT, how to prepare and what to expect at the meeting. It also details the agency representatives that will attend and the overall goals of LIPT. New protocol asserts that agency staff will review the brochure with families at the time the meeting is scheduled. The intent is to ensure family comprehension of the material it contains. Staff will utilize the spaces provided on the back of the brochure to write in the time and date of LIPT, as well as items families are expected to bring to the meeting. Families take the brochure as a reminder and reference for LIPT information.

It is the keen desire of Executive and subcommittee members that the family voice be heard at LIPT meetings. To elicit family feedback and determine if this goal is met, the *LIPT Family Feedback Form* was developed (see **Attachment 34**). This instrument will be administered at the conclusion of each LIPT meeting. With the information collected, we will measure our performance as to:

1. conveying the meeting's purpose and what to expect from LIPT;
2. communicating respectfully and on a level easily comprehensible to the family during the meeting; and
3. ensuring the family voice in the creation of the *Community Care Plan* and an understanding of the next steps at the conclusion of LIPT.

SYNC plans to utilize these survey results to monitor LIPT delivery, incorporating family feedback in future amendments to staff training, LIPT protocol and the meeting agenda.

At several points during the work on this Initiative, the Executive Committee discussed the possible inclusion of family representatives on the LIPT panel. Family representatives could be selected from parents and guardians who had successfully completed the LIPT process to share their perspective and lessons learned with the panel, as well as with the families currently being served. While the Executive

Committee sees the potential value in the inclusion of such family representation, there are several barriers to implementation. In our collective experience the families we serve tend to be transient and have transportation issues and time constraints that would make it difficult to contribute to LIPT on an on-going basis. Further limiting the representative selection pool is the time demands for completing the training necessary to become an educated participant for LIPT. Finally, utilizing this model of family representation works best when representatives are given a stipend for their time and transportation. With the current limitations on agency budgets, identifying additional resources at this time would be difficult. The Executive Committee may reconsider the inclusion of family representatives as LIPT members in the future, but in weighing the possible benefits against the impediments to implementation, this model is not a good fit for our site at this time. Further, we feel that our LIPT protocol, especially the utilization of the *LIPT Family Brochure* and *LIPT Family Feedback Form*, will effectively engage families in the process, and will enable them to be heard in the development of their Community Care plan and the selection of community supports designed to improve their outcomes.

VII. Culture Change

A. Historical Context of Cross-System Practice

Newton County has a long history of collaboration among youth-serving agencies who work together to tackle the many challenges facing the families in our community. The Newton County Community Partnership (NCCP) and the former KidsNet Newton established and supported a System of Care process that provided children and family focused support, services and community-based care through multiple agencies and organizations. As KidsNet Newton was absorbed by the Georgia Department of Behavioral Health and Developmental Disabilities, Newton County's interagency collaboration transitioned to become the Child & Adolescent Strategy Team (CAST) in 2010. CAST membership is a diverse body of representatives comprised of judicial leadership, juvenile justice and child-serving agencies, family members, and community and cultural leaders committed to the well-being of children and families. This collaborative affords the partner agencies a forum at which to share information about available resources, govern joint projects and plan stakeholder trainings of mutual interest. Throughout the many faces of this multi-agency partnership, the focus remains on a system of care philosophy and providing family-focused, community-based services, particularly for youth served by multiple agencies.

LIPT is a statutorily mandated meeting serving children with severe emotional disturbances or addictive diseases (O.C.G.A. 49-5-220). LIPT has long been a regularly scheduled meeting in our jurisdiction for this purpose. The LIPT includes representatives from the Court, DFCS, DJJ, mental and behavioral health, school, and other child-serving agencies who meet to discuss all aspects of the case, assessment results and appropriate resources and interventions for each family. Representatives from any child-serving agency may request an LIPT meeting to staff a child fitting these criteria. Meetings followed the mandated protocol and were held monthly. While recommendations focused on family risks, strengths and treatment needs were documented at LIPT, results were not routinely shared with juvenile court judges for consideration during diversion, adjudication and disposition decisions. Additionally, while the

agency representative requesting the meeting might follow up with the family as to progress made, the meeting was not re-convened to share advances or set-backs with the collaborative.

The CAST policy council and regular use of LIPT as mandated by Georgia code illustrate the proclivity and history of collaboration that exist in our jurisdiction as it pertains to multi-system youth. The collaborative spirit was particularly strong at the leadership level but, prior to work on this Initiative, did not always translate to practice at the staff level. There were some generally accepted procedures regarding the inter-agency staffing of dually-involved youth. However, there were no written protocols. This absence often resulted in differing understandings of the intended practices across agencies and undermined routine execution of procedures and practices. Agency staff were all working for the youth they served, but their work was focused through the lenses of their individual agencies. Staff served multi-system youth much like physicians with differing specialties; they shared the common goal of wellness but had no plan for coordinated care.

B. Practice Reform Enhancing Collaborative Culture

The culture change for leadership and agency staff in our jurisdiction began with being chosen as a site for this Initiative and with the first visit with our Models for Change consultants, John Tuell and Janet Wiig. The desire to improve outcomes for multi-system youth was established and prevalent among attendees at the first community-wide presentation. The collaborative culture began to shift as we learned more about the specific risks to multi-system youth and how we could impact outcomes by working through the framework provided with technical assistance.

Prior to embracing this Initiative, the strong community partnership established by leadership did not always trickle down to cooperation across agency staff. The collaborative culture continued to shift as staff engaged with the work as subcommittee members. From the onset of the project, staff across agencies took ownership of the work, particularly during the study and analysis phase. Countless hours were spent in meetings and on conference calls, as well as on the development of the tools and documents that proved vital to advancing new practice. While the technical assistance received from our consultants was invaluable, there were no monetary incentives for staff to take on the considerable addition to their workload. Agency staff carried their regular job responsibilities while advancing the Initiative toward practice implementation, demonstrating their commitment to diverting youth from deeper juvenile justice involvement and realizing better outcomes for the youth and families they champion.

As our site examined preliminary data to determine the prevalence of dually-involved youth in our jurisdiction, the discovery that 56% of youth with new court referrals had some DFCS involvement was somewhat surprising to the Executive Committee, though perhaps less so to line staff. Staff were anecdotally aware of the high percentage of youth and families with multi-system needs. Implementation of routine target population identification at Court Intake afford both Court and DFCS staff the opportunity to consider the youth's dual system involvement upon their entry to the juvenile

justice system. Because this practice occurs at the local level and is routinely conducted between Court Intake and DFCS staff, we have begun a culture shift in thinking about these youth as “our” kids.

Though not enough time has passed since the implementation of target population identification for youth to be staffed at LIPT, the first phase of staff training was conducted in June, 2013. Training was mandatory for all staff at the Court, Newton County DJJ and Newton County DFCS, and was also attended by prosecuting and defense attorneys, and behavioral and mental health staff. Cross-agency training was a valuable tool in communicating the use of LIPT as a means of coordinated care designed to impact the collective desired outcomes. Though training could certainly have been delivered internally at each agency, a common training for agency staff underscored the message of collaboration. Hearing agency heads speak to common goals and hearing multi-agency leadership inform and explain the protocol not only prepared staff for the implementation of LIPT as a reformed practice, but served to unite staff toward serving youth and families with coordinated supports.

While staff stand ready to deliver LIPT for dually-involved youth, our target population identified since June has not progressed sufficiently through the system for the implementation of routine LIPT staffings. Training and protocol development have altered the way in which staff coordinate their work to improve outcomes for multi-system youth, though we anticipate a more complete shift in the collaborative culture as LIPT moves to a routine practice and protocol is utilized on a regular basis.

C. LIPT Training

The first phase of staff training was conducted in June, 2013 prior to implementation of LIPT as a priority practice. Training was offered at three different times to accommodate the large number of staff to be trained and their various schedules. Training was mandatory for all staff at the Court, Newton County DJJ and Newton County DFCS, and was also attended by prosecuting and defense attorneys, and behavioral and mental health staff. As the work continues, the Executive Committee will plan future, regularly scheduled trainings to accommodate potential procedural changes, as well as staff turnover.

This training was developed to help line staff understand:

- the mission, purpose and scope of work undertaken within this Initiative for *System Integration to Improve Outcomes for Dually-Involved Youth*;
- the role of LIPT and its benefits to staff and the families they serve;
- the value of collaboration;
- how LIPT has been adapted to impact outcomes for dually-involved youth; and
- the long-term implications of deeper system involvement and the value of diversion from this trajectory.

More specifically, staff training included:

- Initiative project goals
- Definitions and risk factors for dually-involved youth

- Using a framework for practice improvement
- A description of our target population
- An overview of the study and analysis work conducted in each area
- Why LIPT was chosen as an intervention and the value of a collaborative meeting
- How to make referrals and how to participate in LIPT
- Meeting structure and use of the Community Care Plan

To view the complete PowerPoint used for training Newton County line staff, please see [Attachment 33](#). SYNC plans additional trainings to targeted groups, including one tailored to law enforcement and another designed for school staff.

VIII. Summary & Conclusion

A. Work to be Completed

At the time of publication of this Site Manual, Newton County has completed 16 months of work on this Initiative. While a remarkable amount of work has been accomplished to date, there are items that remain to be done. This section of the narrative details the tasks outlined at the outset of the project that remain on the SYNC “to do” list. This work will be completed by the end of the year (December 2013), except where specifically noted.

1. Executive Committee

While the Executive Committee will continue the work beyond this Initiative and within the guidelines of the mission for SYNC, one task remains uncompleted from the original scope of work undertaken on this project. That is the execution of the SYNC MOU (see [Attachment 2](#)). The MOU narrative formalized our long-standing site collaboration and branded our partnership – SYNC, Serving Youth in Newton County – a multi-system partnership with one vision for youth and families. Additionally, this MOU documents and memorializes the structure of the work on this Initiative. The SYNC MOU has been signed by all agency heads with the exception of the Superintendent of the school system. The Newton County BOE recently appointed a new superintendent who took office in July; her agenda has been understandably full. The Executive Committee has initiated conversations with the Superintendent to educate her on the work of this Initiative to date, and to gain her support and signature on the MOU.

2. Data Subcommittee

Data collection is a large part of our work on this project. Through the research component of this Initiative, data collection requirements specify a six-month accrual of target population youth including a reporting on the data elements described on the “Initial Form” (see [Attachment 17](#)). “Initial Form” data was to be collected on our target population from November, 2012 through April, 2013. Our challenge was, due to delays in the execution of the data sharing MOU, being unable to identify our target population until March, 2013. While we were able to identify our target population retroactively and extract the data available in the three databases (JCATS, JTS & DFCS), we faced the difficulty of capturing the missing data required by the Initial Form. As discussed in the “Study and Analysis” section

of this narrative, data missing from the other systems was labeled “standalone” and information regarding significant relationships, school status and behavioral health was to be collected through LIPT. LIPT as a reformed practice was implemented for target population youth with new court referrals beginning in June, 2013. The barrier to “standalone” data collection for youth entering the Court from November through April is that LIPT was not yet utilized as an intervention for these youth. The LIPT committee is working toward the compilation of “standalone” data for youth identified during the six-month accrual period which can then be integrated with system data and submitted as representative of dually-involved youth from our site.

Data collection for 9-month tracking of target population youth, capturing key outcomes nine months after their identification as dually-involved, must be handled in the same manner. Utilizing the *9-Month Tracking Form* (see [Attachment 18](#)) as a guide, data will be extracted from the three systems’ databases. “Standalone” 9-month tracking data regarding significant relationships, school status and behavioral health will be collected through the LIPT committee and staff most familiar with these youth outcomes. The end of the 9-month tracking period for the initial six-month data accrual will end in January, 2014 and we anticipate the submission of 9-month tracking data by the end of the first quarter of 2014.

Going forward, for target population youth identified beginning in June, 2013, data collection will proceed as outlined in the “Study & Analysis” section of this manual. Please refer again to the *Data Collection Process Flowchart and Narrative* ([Attachments 11 & 12](#)), for a more complete description of the on-going data collection process.

3. Legal Subcommittee

Two items remain on the “to do” list for the Legal Subcommittee. First is the execution of the amendment to the data sharing MOU. The Legal Subcommittee was challenged by the level of specificity required by DFCS in detailing the data to be released within the original data sharing agreement, and by the length of time required for document review by legal and contract personnel. When the Executive Committee requested data falling outside the elements specified in the original agreement, an amendment to the data sharing MOU was drafted. However, the amendment document must move through the same channels as the first iteration, securing DFCS legal and contract approval. While approval of the amendment and ensuing court order is expected at any time, at this writing they have not been executed.

The second task that awaits completion is the execution of the *Data Confidentiality Agreement* (see [Attachment 13](#)). The subcommittee completed work on the form and has identified agency staff involved in the identification of target population youth with access to juvenile names and demographic information. The Legal Subcommittee is in the process of obtaining signatures and will retain this document at the Court.

4. LIPT

SYNC chose to adapt the LIPT meeting, an established practice staffing families with multi-disciplinary agency representatives, for use with all dually-involved youth within the target population for whom charges are not being dismissed. LIPT will include the sharing of relevant documents across agencies, including specified screening and assessment results, a targeted discussion to generate a consensus of appropriate resources and supports, and the documentation of action items for all at the table through development of a *Community Care Plan*. The *LIPT Protocol* is included as **Attachment 30** in draft form. The next step is a review by the entire LIPT team for final revisions. The resulting document will memorialize and guide the reformed practice.

To be included in the finalization of LIPT Protocol is the development of a meeting script. While the meeting agenda is detailed within the written protocol, we feel it is important to develop an actual script for the meeting chair. Using the same intentional language for each family will ensure all discussion points are covered, that families are treated equitably, and that we retain fidelity to the practice.

Also to be included in the completion of LIPT protocol is an inventory and review of forms. LIPT Protocol utilizes the following:

- Background Information Form
- Confidentiality Form
- Community Care Plan
- LIPT Family Brochure
- Family Feedback Form

These forms will be revised by the team to their final format for use with families at LIPT.

Finally, LIPT is searching for a new location. Currently the meeting is held in the conference room at DJJ offices. SYNC desires a more neutral, family-friendly space where both team and family members will feel comfortable and the environment will be conducive to the development of the *Community Care Plan*. SYNC leadership is considering collective resources and will reach out to a wider net of community partners in the search for an appropriate meeting site. While this task may not be completed by the end of 2013, a new facility for LIPT will remain a top priority for the partnership.

5. Training

Staff training was conducted in June, 2013 in preparation for the implementation of LIPT as a priority practice. Feedback from staff indicates that this training was successful in communicating Initiative project goals, work completed to date, and how to use LIPT for our target population. To view the complete PowerPoint used for training Newton County line staff, please see **Attachment 33**. In consideration of potential procedural changes and staff turnover, the Executive Committee plans future trainings at regular intervals.

SYNC also plans additional trainings to specific groups, including one targeted to law enforcement and another targeted to school staff. Both trainings will consider the roles these agencies play in the multi-

system process and will be tailored to their audiences. Training topics will include education on the role of the juvenile court, project background and work completed to date, and the demonstration of how dually-involved youth might be handled differently to impact their outcomes.

B. Next Steps

The following narrative outlines the next steps SYNC considers vital to continuing the work begun with this Models for Change project. As we move forward and the Initiative work transitions to routine practice, SYNC will undertake these subsequent actions to ensure Newton County youth and families realize the outcomes we set out to deliver and that we continue to build upon the work accomplished through this project.

1. Maintain commitment from all stakeholders

Leadership recognizes that as technical assistance site visits with our consultants conclude and the novelty of the Initiative fades to routine work, it may become difficult to maintain the same level of stakeholder commitment enjoyed during these first 16 months. Leadership engagement is cited as a chief contributing factor to the success of this Initiative in our site, and we will challenge ourselves to continue the work with equal dedication. To maintain stakeholder commitment, the Executive Committee has scheduled quarterly meetings for SYNC during which the work may be monitored, data may be reviewed and protocols may be revised as reformed practices become routine. Quarterly stakeholder trainings are currently held to educate community partners on various child welfare issues. SYNC plans to meet in conjunction with these quarterly luncheons. Utilizing time that agency leadership has already blocked out on their schedules will help enable the on-going commitment to this Models for Change Initiative.

2. Data collection & analysis

Identification of the target population and data collection for these youth was initiated with the implementation of new practice in June, 2013. Utilizing our stated desired outcomes, as well as the forms provided by our data consultant (see [Attachments 17 & 18](#)), the data elements have been identified to support sustainable performance measurement. The data collection process was developed (see [Attachments 11 & 12](#)) and will be employed to produce integrated system data. SYNC leadership will look to this data, on its own and relative to the comparison group, to determine how well our desired outcomes are being met and to inform decision-making regarding the future of the practice for dually-involved youth. Initial data will be examined at the six-month mark during the first quarter of 2014; 9-month tracking measures will be available later in the 2014 calendar year.

3. Work with on-going efforts toward state-level data sharing

The state of Georgia's new juvenile code mandates that all counties provide data for state-level performance tracking. The state, with leadership from the Governor's Office for Children and Families (GOCF), faces many of the same issues as our Data Subcommittee in integrating data across systems, though on a much larger scale. With 159 counties in Georgia, data is maintained in nearly as many

different systems falling along a wide continuum of technical sophistication. SYNC whole-heartedly supports state-wide data sharing and believes it will be greatly beneficial in supporting juvenile justice system diversions as directed by the new code. Newton County has a strong and established partnership with GOCF and will support these data efforts through such collaboration and participation as may be beneficial. We are also hopeful that our work in building data infrastructure for this project will contribute in some way to the development of a more sophisticated data system enabling access to information on multi-system youth across the state.

4. Incorporate juvenile code changes to LIPT practice

As discussed previously in this narrative, Georgia has recently adopted a new juvenile code that will take effect on January 1, 2014. The new code will significantly change the way our agencies do the work, particularly in regards to CHINS (Children in Need of Services). SYNC will need to review the *Community Care Plan*, as well as the LIPT protocol, to identify revisions that may need to be made for code compliance. Potential form and protocol changes, in turn, will be incorporated into training, ensuring that staff understand how the new code will impact their work and how practices will be adapted. We anticipate receiving model orders in October, 2013 and will begin the review process, modifying our documents to fit state mandates.

5. Identifying gaps in resources

As our site continues to advance through the process and serve more dually-involved youth through LIPT, we anticipate discovering some gaps in services. The work completed by the Inventory Subcommittee resulted in the documentation of a vast catalog of community resources. This resource grid will be valuable to LIPT as a reference informing the team about the wide array of services accessible. However, as SYNC serves more youth with multi-system involvement, we anticipate discovering needs for our target population that fall outside the resources we have identified, particularly for sex offender cases. To address these gaps in services, SYNC will focus on pooling agency resources. The group will consider the possibility of seeking collaborative grant-funding and the leveraging of agency relationships at the state level to better serve all our dually-involved youth.

C. Process & Outcome Evaluation Design

1. Process Evaluation

Questions:	Data Sources:
How well do families feel they are being served through LIPT?	<i>LIPT Family Feedback Form</i>
How well do LIPT staff members feel they are serving families through LIPT?	<i>LIPT Staff Feedback Form</i> (Form to be developed)

Did the referring agency fill out the <i>LIPT Background Information Form</i> ?	LIPT Chair
Were <i>LIPT Background Information Forms</i> received within defined timeframes prior to LIPT?	LIPT Chair
Was the schedule received from the Court within defined timeframes prior to LIPT?	LIPT Chair
Were all LIPT team members present? (Absences to be noted)	LIPT Chair
Were all LIPT team members prepared, as described in LIPT Protocol? (Team members unprepared to be noted)	LIPT Chair
Did LIPT team members bring available assessment results, as described in LIPT Protocol? (Missing assessments to be noted)	LIPT Chair
Was the <i>LIPT Confidentiality Agreement</i> signed by all members present?	LIPT Chair
Were family reviews conducted within defined timeframes? (every 90 days)	LIPT Records

2. Outcome Evaluation

Desired Outcome:	Performance Measures:
★ Reduce Juvenile Justice Involvement	<u>Comparison group vs. Implementation group</u>
➤ Lower Recidivism	✓ Avg. # Court referrals after identified as dually-involved (6 months & 1 year)
	✓ Avg. # adjudications after identified as dually-involved (6 months & 1 year)
	✓ % youth with new Court referrals after identified as dually-involved (6 months & 1 year)
	✓ % youth with new adjudications after identified as dually-involved (6 months & 1 year)
➤ Prevent deeper delinquency involvement through diversion	✓ Review recidivism measures above by youth whose charges are dismissed; those on court diversion; those who are adjudicated
	✓ % youth who successfully complete diversion

	<ul style="list-style-type: none"> ✓ Comparison of dispositions for adjudicated youth
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Desired Outcome:	Performance Measures:
★ Enhance Community Connections	<u>Comparison group vs. Implementation group</u>
➤ Participation in sports/recreation activities	<ul style="list-style-type: none"> ✓ % youth participating in sports/recreation activities after being identified as dually-involved (9 months) ✓ Implementation group: % youth participating in sports/recreation activities at time identified as dually-involved compared to % participating in sports/recreation activities 9 months after identification
➤ Participation in mentoring programs	<ul style="list-style-type: none"> ✓ % youth participating in mentoring programs after being identified as dually-involved (9 months) ✓ Implementation group: % youth participating in mentoring programs at time identified as dually-involved compared to % participating in mentoring programs 9 months after identification
➤ Support education goals w/ school engagement & tutoring	<ul style="list-style-type: none"> ✓ % youth participating in tutoring after being identified as dually-involved (9 months) ✓ Implementation group: % youth participating in tutoring at time identified as dually-involved compared to % participating in tutoring 9 months after identification ✓ Implementation group: % youth participating exhibiting some school progress (9-month form)
➤ Promote volunteerism through community services	<ul style="list-style-type: none"> ✓ % youth participated in positive community service project after being identified as dually-involved (9 months)
Desired Outcome:	Performance Measures:
★ Reduce Child Welfare Involvement	<u>Comparison group vs. Implementation group</u>
➤ Improve family function – fewer DFCS referrals	<ul style="list-style-type: none"> ✓ Avg. # DFCS referrals after identified as dually-involved (6 months & 1 year) ✓ % youth with new DFCS referrals after identified as dually-involved (6 months & 1 year) ✓ Implementation group: avg. # DFCS referrals after identified as dually-involved compared to prior to identification (6 months & 1 year) ✓ Implementation group: % youth with new DFCS referrals after identified as dually-involved compared to prior to identification (6 months & 1 year)
➤ Decrease out-of-home placements	<ul style="list-style-type: none"> ✓ Avg. # out-of-home placements after identified as dually-involved (6 months & 1 year) ✓ % youth with out-of-home placements after identified as dually-involved (6 months & 1 year) ✓ Implementation group: avg. # out-of-home placements after identified as dually-involved compared to prior to identification (6 months & 1 year)

	<ul style="list-style-type: none"> ✓ Implementation group: % youth with out-of-home placements after identified as dually-involved compared to prior to identification (6 months & 1 year)
➤ Increase placement stability	<ul style="list-style-type: none"> ✓ Avg. # placement changes after identified as dually-involved (6 months & 1 year)
	<ul style="list-style-type: none"> ✓ % youth with placement changes after identified as dually-involved (6 months & 1 year)
	<ul style="list-style-type: none"> ✓ Implementation group: avg. # placement changes after identified as dually-involved compared to prior to identification (6 months & 1 year)
	<ul style="list-style-type: none"> ✓ Implementation group: % youth with placement changes after identified as dually-involved compared to prior to identification (6 months & 1 year)
➤ Fewer days in foster care	<ul style="list-style-type: none"> ✓ Avg. # days in foster care after identified as dually-involved (6 months & 1 year)
	<ul style="list-style-type: none"> ✓ % youth in foster care after identified as dually-involved (6 months & 1 year)
	<ul style="list-style-type: none"> ✓ Implementation group: avg. # days in foster changes after identified as dually-involved compared to prior to identification (6 months & 1 year)

Desired Outcome:	Performance Measures:
★ Improve School Outcomes	<u>Comparison group vs. Implementation group</u>
➤ Fewer Absences	<ul style="list-style-type: none"> ✓ Avg. # absences after identified as dually-involved (6 months & 1 year)
	<ul style="list-style-type: none"> ✓ Avg. # unexcused absences after identified as dually-involved (6 months & 1 year)
	<ul style="list-style-type: none"> ✓ Implementation group: avg. # absences before identified as dually-involved vs. after identified as dually-involved (6 months & 1 year)
	<ul style="list-style-type: none"> ✓ Implementation group: avg. # unexcused absences before identified as dually-involved vs. after identified as dually-involved (6 months & 1 year)
➤ Fewer discipline issues	<ul style="list-style-type: none"> ✓ Avg. # school discipline referrals after identified as dually-involved (6 months & 1 year)
	<ul style="list-style-type: none"> ✓ Avg. # school suspensions after identified as dually-involved (6 months & 1 year)
	<ul style="list-style-type: none"> ✓ Implementation group: avg. # school discipline referrals before identified as dually-involved vs. after identified as dually-involved (6 months & 1 year)
	<ul style="list-style-type: none"> ✓ Implementation group: avg. # school suspensions before identified as dually-involved vs. after identified as dually-involved (6 months & 1 year)
➤ Improve progress toward graduation & GED	<ul style="list-style-type: none"> ✓ For youth enrolled in school: % youth improving GPA during year after being identified as dually-involved compared to the year prior to being identified as dually-involved
	<ul style="list-style-type: none"> ✓ For youth not enrolled in school: % youth working toward GED during year after being identified as dually-involved compared to the year prior to being identified as dually-involved

Desired Outcome:	Performance Measures:
★ Reduce Detention	<u>Comparison group vs. Implementation group</u>
➤ Fewer youth detained	✓ % youth detained after being identified as dually-involved (6 months & 1 year)
	✓ Implementation group: % youth detained after being identified as dually-involved compared to prior to identification (6 months & 1 year)
➤ Fewer days in detention	✓ Avg. # days detained after identified as dually-involved (6 months & 1 year)
	✓ Implementation group: avg. # days detained after being identified as dually-involved compared to prior to identification (6 months & 1 year)

D. Challenges

1. Engaging all stakeholders

Engaging all stakeholders at the outset of this Initiative challenged project leadership. Though we have a strong history of collaboration in our jurisdiction and an established policy council, there were some issues in identifying appropriate agency contacts and getting them to the table for the purposes of this work. As explained previously in this narrative, gaining buy-in from the school system was a barrier to finalizing the governance structure and establishing membership for the Executive Committee. Ten-month school employees; day-to-day crises as students started the new school year; and targeting school staff that were not a good fit for the work on this project all contributed to the delay of active Board of Education representation on the Executive Committee. It was six months into the work (November, 2012) before we had a school system representative at the table.

The Legal Subcommittee was also challenged by engagement issues. Work on the data sharing MOU was in progress for ten months and many signatures had been obtained before DFCS contract review revealed the impact of the Georgia statute on the agreement. While the Legal Subcommittee had identified the appropriate state-level DFCS legal and contract representatives in a timely manner, perhaps a greater effort could have been made to 1) ensure these contacts were completely engaged in the work of this Initiative and 2) improve communication around the treatment of the MOU as a DFCS contract. Legal group members lacked a complete understanding of DFCS contract procedures that may have led to an earlier understanding of Georgia statute and its impact on data sharing in our jurisdiction.

2. Development of the data sharing MOU

The development of the data sharing MOU was perhaps the greatest challenge our site faced on the road to the implementation of reformed practice. We also consider the ultimate execution of the agreement and its use for data integration as our greatest success. The Legal Subcommittee encountered several impediments to the composition of this document and the entire process took

nearly a year. As they began the MOU development, the subcommittee lacked the understanding that the agreement would be treated as a contract by DFCS and how this would impact agency review procedures. Both the Court and DJJ are able to release data for research purposes; however DFCS is contractually unable to release any data without an MOU detailing specific data elements, the purpose of the project, and a court order. Therefore DFCS contractual obligations profoundly shaped the development of the data sharing MOU. The late discovery of the Georgia statute prohibiting DFCS from sharing children’s names without the consent of a parent or guardian was another major challenge to the development of the document, requiring a revised procedure for the identification of the target population. And finally, because we are working to integrate data across three agencies and three different systems, the agreement underwent many rounds of revisions. Legal and contract staff, as well as data personnel from all agencies reviewed the document and made modifications. Each round of adjustments called for another review by all parties and contributed to the delay in sign-off and execution of the MOU.

3. Development of the data integration process

The Data Subcommittee worked through numerous challenges to integrate data from three separate systems to find a practical data solution to inform practice and provide performance measurement. The subcommittee identified the necessary data elements and their data sources, including a plan to collect data missing from the three systems. The use of color-coded forms (**Attachments 18 & 19**) was extremely useful both in establishing the specific data systems housing required data elements and in the identification of missing data. Defining an on-going procedure for the routine identification of the target population challenged the Data Subcommittee. The Georgia statute prohibiting DFCS from sharing children’s names without the consent of a parent or guardian, as well as the absence of levels of access within SHINES (DFCS database), precluded target population identification at Court intake as originally designed. The subcommittee explored several avenues for identifying the target population before constructing a solution that met all defined constraints. Routine identification of the target population is conducted at the local level, with DFCS staff making the match based on demographic information provided on new Court referrals.

The data team was also challenged by the lack of data infrastructure to support integration of data across three systems. The proposed data collection process underwent several revisions as the subcommittee amended procedures to accommodate the data challenges faced during the first twelve months’ work. Plans were made to conduct regular data extracts from all three systems, and integrate the defined data elements along with standalone data (collected during LIPT) into one Access database. The resulting data collection process is described more completely in the *Priority Practice Data Collection Flow Chart* and *Priority Practice Data Collection Narrative* (see **Attachments 11 & 12**). The map of the data collection process and the accompanying narrative demonstrate the capacity to develop a workable method for accessing multi-system data with limited outside resources.

E. Successes

1. Execution of Data Sharing Agreement

The execution of the data sharing agreement or *Models for Change Initiative Data Sharing MOU* (**Attachment 6**) exemplifies both the largest challenge and greatest accomplishment of Newton County's work toward implementation of priority practice for dually-involved youth. The many challenges to the completion of this document are discussed in the previous section of this narrative. The data sharing agreement was a success in our jurisdiction in that its execution enabled the on-going identification of our target population and the integration of data across juvenile justice and child welfare systems. However, the implications of the agreement executed for the site-specific purposes of this Initiative reach far beyond Newton County. The data sharing MOU is the first such multi-system agreement in Georgia.

The Children's Cabinet, an Initiative of the Governor's Office for Children and Families and co-chaired by the First Lady of Georgia, Mrs. Sandra Deal, champions improved systems of care for children and informs state decision-making for this purpose. Data sharing has been a key topic for the Children's Cabinet as a means for improving outcomes for multi-system youth. Newton County's success in facilitating cross-system data integration has been a topic for the Children's Cabinet and the *Models for Change Initiative Data Sharing MOU* will serve as a model for other agencies throughout the state looking to support and inform improved practices for multi-system youth through the access to data across systems.

2. LIPT Protocol and Family Brochure

The *LIPT Protocol* (**Attachment 30**) and *LIPT Family Brochure* (**Attachment 32**) are the chief deliverables that will reform practice for our target population and lead us to improved outcomes for dually-involved youth. We were able to repurpose existing LIPT meetings utilizing representatives from multiple child-serving agencies with new protocol to serve the dually-involved status and sex offenders in our jurisdiction. To facilitate implementation of this reformed practice with families, we developed a colorful and easy-to-read brochure outlining why families should participate in LIPT, how to prepare and what to expect at the meeting. New practice includes a review of the brochure with families to ensure their understanding of the material it contains.

Our work in developing protocol and the tools to deliver LIPT for this population of youth has also gained state recognition. Local Interagency Planning Teams across the state are looking at the family brochure as a prototype for use in their jurisdictions. In anticipation of the new Georgia Juvenile Code and handling of CHINS cases that will become effective in 2014, our LIPT protocol is being looked to as a model for serving this population of status offenders. The Barton Child Law and Policy Center at Emory University School of Law promotes and protects the legal rights of children who are involved with the juvenile court, child welfare and juvenile justice systems. The Barton Center has been instrumental in state-wide education efforts on the implications of the new code and the handling of CHINS cases for professionals working in juvenile justice and child welfare systems. SYNC has been invited to present our local LIPT model in conjunction with a CHINS presentation scheduled for November, 2013 and sponsored by JUSTGeorgia.

3. LIPT Training

The development of staff training curriculum (*LIPT Training PowerPoint*, **Attachment 33**) and training delivery is the third of our highlighted achievements during the first 16 months of the Initiative. Training materials addressed: the mission, purpose and scope of work undertaken within this Initiative for *System Integration to Improve Outcomes for Dually-Involved Youth*; the role of LIPT and its benefits to staff and the families they serve; how LIPT has been adapted to impact outcomes for dually-involved youth; and how to make referrals and how to participate in LIPT. The training was delivered to line staff from the Court, DJJ, DFCS, behavioral health and local attorneys prior to the implementation of reformed practice in June, 2013. Staff gave positive feedback on the training, citing an improved understanding of our work on the Initiative, as well as a firm grasp of LIPT protocol for use with our target population.

SYNC training on LIPT as a reformed practice has gained state-wide attention as well. The training curriculum was presented in July, 2013 at the Georgia System of Care Conference, Atlanta, Georgia and will be presented again in November at the Georgia Association of Children and Homes Conference. DFCS is also using the training at the state-level to guide internal preparation for the adoption of CHINS practice. We are pleased with the success of the training completed to date in our site in preparing staff to utilize LIPT with fidelity to the designed protocol for our target population. We are also gratified by the possibility that our work will enable other sites across the state to impact outcomes for youth and families.

F. Success Factors

The two previous sections of narrative highlight challenges and successes SYNC leadership feel are most significant in our site's progress on this Initiative to date. However, the Executive Committee also believes that there are several noteworthy factors that greatly contributed to the success of our process outcomes. SYNC feels strongly that the partnership in Newton County is well on its way toward impacting outcomes for youth involved in both juvenile justice and child welfare systems and, while proud of the advances made in our site, leadership attributes our results to more than just the work completed over the past 16 months. SYNC recognizes the following factors, groups and individuals that facilitated our progress and played substantial roles in our success.

1. History & commitment to collaboration

As described throughout this narrative, there is a history of collaboration and commitment to service among youth-serving agencies in Newton County that began long before the work of this Initiative. With the support of the Newton County Community Partnership (NCCP) and the former KidsNet Newton, community partners participate in a policy council dedicated to a system of care philosophy and providing family-focused, community-based services, particularly for youth served by multiple agencies. This collaborative affords the partner agencies a forum at which they share information about available resources, govern joint projects and plan stakeholder trainings of mutual interest. Additionally, LIPT, as statutorily mandated to serve children with severe emotional disturbances or addictive diseases, has long been a regularly scheduled meeting in our jurisdiction. This history and culture of collaboration in Newton County provided a ready environment for successful work on this Initiative and a multi-agency

alliance engaged in service for dually-involved youth. With established relationships between partner agencies, our jurisdiction was well-positioned to take on the work demanded by this project. Though it is certainly possible to develop cooperation and interactive relationships while launching this Initiative, our site was collaboratively ahead of the curve from the outset, enabling us to move the work forward without significant delay.

2. Leadership of the three primary system partners

This Initiative calls for multi-agency collaboration, but more specifically for an integration of juvenile justice and child welfare systems. In our jurisdiction juvenile justice is the Juvenile Court and the Department of Juvenile Justice (DJJ), and child welfare is the Department of Human Services, Division of Family and Children Services (DFCS). Leadership from these three primary agencies was crucial to the success of the Initiative. From the time of application to become a project site the department heads have championed the work toward improving outcomes for dually-involved youth. Significant time at both the director and staff level is needed to accomplish this work; strong leadership is required to gain staff buy-in and to manage agency time to accommodate the project in conjunction with regular agency workloads. While Newton County directors were personally committed to this Initiative for dually-involved youth, leadership must transcend the individuals in the roles. Months into the work and prior to implementation of reformed practice, we celebrated the retirement of our long-time and well-respected DJJ Director. Because of the culture established both within and between the primary agencies, the work proceeded without interruption. New DJJ leadership is equally dedicated to the work.

3. Engaging subcommittee members with the knowledge and expertise to accomplish the work

Identifying and engaging appropriate subcommittee membership were vital to the success of the study and analysis conducted for this Initiative. The support of the GOCF and state-level partners was invaluable in connecting our site with skilled and amenable subcommittee members. The Data Subcommittee could not have accomplished the target population identification and data collection design without membership from data departments at state-level DJJ and DFCS offices. Indeed, data integration and design of the Access database was made possible by the engagement and dedication of our DJJ representative (thank you, Josh Cargile!). The Legal Subcommittee, while sometimes challenged by engagement and the lack of shared understanding of legal and contract policies, was ultimately successful in the execution of the data sharing MOU because state-level contract and legal staff from both DJJ and DFCS participated in the work of the subcommittee.

4. Engagement of line staff

An essential function of leadership was to engage line staff in the work of this Initiative. As the work transitioned from study and analysis to implementation of reformed practice, buy-in and line staff engagement were crucial. Leadership built the foundation through agency-level collaboration and commitment to the project, but training to educate staff on the work of the Initiative and on the delivery of reformed practice is key to successfully shaping outcomes for dually-involved youth in Newton County. Much planning and preparation time was poured into training curriculum development. Staff

feedback is an early indicator of its success and as we progress with roll-out of LIPT for our target population, engagement of staff will be further tested. In order to utilize LIPT successfully to realize desired outcomes, line staff must be knowledgeable about defined protocol and share these goals for dually-involved youth. Future trainings, as well as agency leadership, will be vital in maintaining line staff engagement.

5. Mapping Process

John Tuell, our consultant for this technical assistance project, led our group through two mapping exercises during months two and five of the Initiative (June and September 2012). These guided discussions provided the Mapping Subcommittee with an excellent framework within which to define each step of the case flow process. Discussions that took place in creating and documenting the map itself clarified agency roles and helped line staff gain a better understanding of each representative's responsibilities. Agency heads purposefully did not attend these mapping sessions and the environment of trust established among line staff participating facilitated the free exchange of information necessary to gain a true picture of agency interactions. The flow chart and detailed narrative permitted an effective memorializing of court procedures that was also fundamental to the staff training. The *Case Flow Map* and *Case Flow Narrative* (see **Attachments 14 & 15**) accurately depict procedures for youth involved in the juvenile court system, and enabled the understanding of key decision points that may alter the youth's path through the system, placement of target population identification and LIPT. The study and analysis undertaken by the Mapping Subcommittee played a key role in determining how priority practices might be integrated into existing procedure with the intent of diverting our target population from deeper juvenile justice involvement.

6. Dedicated use of the *Work Plan & Analysis* and other documentation

Use of the *Work Plan & Analysis* and dedicated documentation throughout the work on this Initiative facilitated decision making and enabled progress in moving the work forward. The *Work Plan & Analysis* template offered an excellent framework in which to track monthly progress toward developing the structure and priority practices we utilized to improve outcomes for dually-involved youth in Newton County. By remaining dedicated to detailed record keeping within this document, we were able to memorialize our work and create a reference document charting our progress and challenges, and a guide to sustaining new practices. While simple in concept, we were dedicated to detailed note-taking for all meetings and the distribution of these notes to all, including our consultants; notes were generated and circulated following each Executive and subcommittee meeting, Site Visit and Conference call. Notes detailed participants attending the meeting, discussion summaries and to-do lists with timelines and responsibility assignments. More than a few times the routine review of notes following a meeting revealed that all did not share the same understanding as recorded and notes were subsequently revised with further discussion. The distribution of notes allowed us to stay in the loop when all members were not able to attend meetings and participants had written accountability for specific responsibilities and timelines for the work. The meticulously updated *Work Plan & Analysis* and copious meeting notes were invaluable resources to the creation of this Site Manual.

7. Guidance of our consultants

The technical assistance from our Models for Change consultants, John Tuell and Janet Wiig, was invaluable to the progress made by our site toward practice reform to impact outcomes for dually-involved youth and families. The framework provided through the *Guidebook for Juvenile Justice & Child Welfare System Coordination and Integration: A Framework for Improved Outcomes* served as a roadmap to mobilization, study & analysis, and implementation. While our site was adept at collaboration, the technical assistance provided through site visits with our consultants lent an extra importance and more stringent time lines to the work than we would have provided on our own. Their facilitation offered just the right balance of guidance and retreat from the discussion; our decision-making utilized their highly-regarded expertise, while incorporating our own knowledge and experience in serving youth and families in Newton County. Our consultants kept the work moving with time lines that sometimes challenged us. To paraphrase our consultant, Janet Wiig, as well as the French philosopher, Voltaire, our motto became “Do not let perfect be the enemy of good.” Without this excellent advice and outstanding technical assistance we may have delayed the good work of the Initiative while striving to perfect each phase of the project.

In conclusion, our consultants also engaged us on a personal level, inspiring us through their work to succeed in the provision of reformed practice to impact desired outcomes for our target population, but also to contribute to the work as a whole through the efforts in our jurisdiction. Because of the quality of technical assistance provided in Newton County and relationships established with our esteemed consultants, we will continue to challenge ourselves through the implementation and evaluation phases of this Initiative. Indeed, SYNC will move the work beyond project status and adopt revised protocol as another aspect of agency collaboration, as we continue to serve youth and families in Newton County.

RFK/Models for Change Site Manual

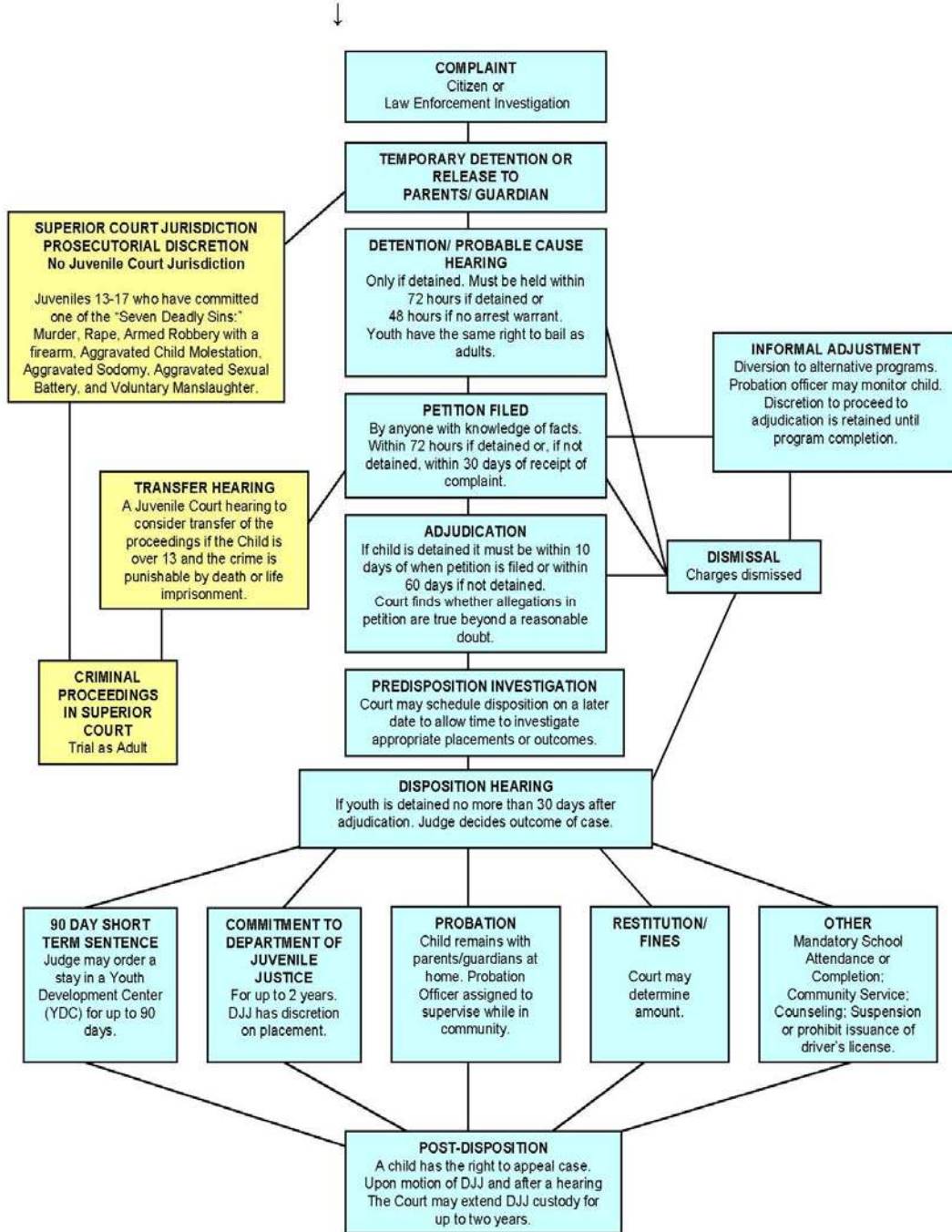
ATTACHMENTS:

1. *System Flow Chart for Georgia Juvenile Justice Process*
2. *SYNC Memorandum of Understanding*
3. *Newton County Memorandum of Understanding for Commitment to Crossover Youth Juvenile Justice Reform Initiative*
4. *Work Plan & Analysis*
5. *Sample Executive Committee Meeting Notes*
6. *Models for Change Initiative Data Sharing MOU*
7. *Data Sharing Court Order - Approved Application for Inspection of Records Concerning Child Abuse*
8. *Charts 1 – 8*
9. *The Child Protection & Public Safety Act*
10. *SYNC LIPT Staffing Form*
11. *Data Collection Process Flow Chart – Initial Form Data*
12. *Data Collection Process Narrative – Initial Form Data*
13. *Data Confidentiality Agreement*
14. *Newton County Juvenile Court Delinquent/Unruly Case Flow Map*
15. *Newton County Juvenile Court Delinquent/Unruly Case Flow Narrative*
16. *Data Collection, Management & Performance Measurement Subcommittee*
17. *Color-Coded Initial Form*
18. *Color-Coded 9-Month Tracking Form*
19. *Inventory & Assessment Subcommittee*
20. *Resource Inventory of Programs and Services*

21. *Screening and Assessment Instruments Inventory*
22. *Legal and Policy Analysis & Information Sharing Subcommittee*
23. *Juvenile Evaluation Rights Form*
24. *LIPT Confidentiality Agreement*
25. *Case Flow Mapping Subcommittee*
26. *Newton County Juvenile Court Case Flow*
27. *Clark County Models for Change Map of Truancy Proceedings*
28. *John H. Sununu Youth Services Center SYSC Clinical Flow Narrative*
29. *LIPT Background Information Form*
30. *LIPT Protocol*
31. *Community Care Plan*
32. *LIPT Family Brochure*
33. *LIPT Training PowerPoint*
34. *LIPT Family Feedback Form*

1. DESCRIPTION OF SYSTEM

B. SYSTEM FLOW
 GEORGIA JUVENILE JUSTICE PROCESS





Memorandum of Understanding

SYNC embraces the premise that families not systems should raise children. SYNC seeks to address the underlying trauma and family challenges that led to system involvement and provide the youth and family with supports to stabilize the family unit. SYNC embraces the idea that the earliest intervention with the most appropriate services can reduce system involvement. SYNC will focus on the youth and families strengths as an opportunity for success.

Vision

The lives of children, youth and families in Newton County are positively enhanced by an integrated system that provides services and supports to those with multiple needs.

Mission

To improve the coordination of services, policies and practices in the youth-serving systems in Newton County and to strive towards greater efficiency, appropriateness, family/youth engagement and effectiveness.

Purpose

To confirm our commitment to enhanced coordination, integration and cooperation at the administrative and service delivery levels in an effort to improve outcomes for dually-involved youth.

Governance Structure

The Executive Steering Committee, which is comprised of leaders from the key juvenile justice and youth-serving agencies in Newton County, is actively involved in directing the work on behalf of dually-involved youth. It develops work plans, guides the composition of subcommittees, sets expectations and goals, and closely monitors progress. Subcommittees report to the Executive Steering Committee for final review and decision making.

Subcommittees gather information, analyze data, make recommendations, and develop action strategies that support the goal of better serving dually-involved youth. Each of the participating agencies provides staff representation and expertise.

The Executive Steering Committee will form and direct the work of three sub-committees: Data, Legal and Policy and Screening and Resource Inventory. Each sub-committee will be charged with the following responsibilities:

Data:

Develop a data collection system that meets the needs of SYNC. Review national, state and local data sources of data regarding dually-involved youth. Identify questions to be answered about dually involved youth; identify data sets and data points that must be collected, aggregated and shared across system and ensure that this data is regularly analyzed to inform practice. Identify gaps in data that need to be filled so that systems are better able to serve youth and families.

Legal & Policy:

Evaluate the current processes for handling dually-involved youth, including court processes, and consider alternative processes; develop proposals for new interventions. Review and consider legal mandates for dually involved youth across systems. Analyze legal, policy, and practice barriers to information sharing in an effort to improve information sharing while protecting the privacy of youth and families. Provide oversight and review for the Local Interagency Planning Team (LIPT) to ensure fidelity to the process and practice. The Legal subcommittee is responsible for monitoring the information sharing agreement and Memorandum of Understanding and effecting any revisions or amendments as needed.

Screening & Resource Inventory:

Identify and compare organizational missions, mandates and policies. Identify common and dissimilar components of case processing and management. Inventory assessment tools used across systems in an effort to evaluate the most effective way to conduct joint assessment processes and joint case planning. Inventory local resources and analyze whether there are gaps and or overlaps. Consider opportunities to share resources or blend funding. Identify best local, state and national practices. Develop thorough, ongoing staff training.

The specific desired outcomes are as follows:

Reduce Juvenile Justice Involvement:

- Lower Recidivism – Recidivism is defined as
- Prevent deeper delinquency involvement through the use of diversion

Reduce Child Welfare Involvement:

- Improve family function which is measured by fewer new DFCS referrals
- Decrease out-of-home placements
- Increase placement stability by decreasing number of changes in placement
- Fewer days in foster care

Improve School Outcomes:

- Fewer absences
- Fewer discipline referrals and suspensions
- Improve progress toward graduation and GED

Reduce Detention:

- Fewer youth detained
- Fewer days in detention

Increase Youth Competency & Enhance Connection to Community:

Participation in sports or recreation activities

Participation in mentoring programs

Support education goals with school engagement and tutoring

Utilize community service through volunteerism

1. Goals

1.1. Data-driven decision-making: Improve outcomes for dually-involved children, youth and families through in-system and cross-system data collection and analysis directed towards system reforms.

1.2. Cross-Training and Information Sharing: Identify and create opportunities for professionals in the youth-serving systems to work together effectively and communicate across systems.

1.3. Diversity and Youth/Family Engagement: Embrace and value the inclusion of the diverse youth, families and agencies in our comprehensive strategy, planning and projects.

1.4. Promoting Healthy Communities: Promote the ability of systems to engage and improve youth's education, health, welfare and futures.

1.5. Disproportionate Minority Contact: Continue to evaluate and analyze disproportionate minority contact in the juvenile justice system.

2. Scope of Work. Each member agency and organization agrees to work collaboratively with the Executive Steering Committee to:

2.1. Refine the inventory of resources in local child serving systems, including: programs and services; identify best local, state and national practices; determine the appropriate use of assessment instruments; review and analyze the funding to support the services and programs; and create training for personnel in both systems.

2.2. Identify data sets and data points that must be gathered, aggregated, and shared across agencies/organizations and ensure that this information contributes to improved analysis of current trends. Institutionalize the process by which this data can be regularly developed and utilized. This effort will lead to enhanced decision-making.

2.3. Contribute agency representation to participate in designated subcommittees for the ongoing examination and analysis of issues related to the implementation of the Executive Committee's recommendations and action strategies. Each representative shall serve until he or she resigns or a replacement is appointed. The Committee may add additional members at any time.

2.4. Utilize the best available information, research, and practices to guide the

process.

- 2.5. Maintain confidentiality of their client information and compliance with federal, state and local laws regarding the confidentiality of client data.
 - 2.6. Assist in the development of a means to track and evaluate the Program's success.
 - 2.7. Jointly compile subcommittee/taskforce reports to produce findings and recommendations for action strategies resulting in youth serving system coordination and integration.
 - 2.8. Continue to assess and refine the implementation process to ensure that the goals of the initiative are accomplished.
3. General Terms: The undersigned agencies and organizations commit to ongoing collaboration, integration, and coordination with the goal of improving outcomes for dually-involved youth.
- 3.1. Term. This agreement will be effective June 17, 2013 through June 16, 2018.
 - 3.2. Termination. Member Agencies and Organizations can withdraw from this agreement at any time by making said request in writing with the effective date and reason for withdrawal.
 - 3.3. Renewal. This Agreement may be renewed by the parties' mutual agreement for additional five year terms.
 - 3.4. Liability. Each party is responsible for its own acts and omissions and those of its officers, employees, and agents. No party is responsible for the acts of third parties.
4. Participation. Member Agencies and Organizations shall make a commitment to attend all SYNC events.

Signatories:

By: _____
Name: Avery D. Niles
Position: DJJ Commissioner

By: _____
Name: Tora Pierce
Position: DJJ JPM

By: _____
Name: Ron Scroggy
Position: DFCS Director

By: _____
Name: Rachel Rogers
Position: Newton DFCS Director

By: _____
Name: Sheri C. Roberts
Position: NCJC Judge

By: _____
Name: Dr. Samantha Fuhrey
Position: Superintendent

By: _____
Name: Laura Bertram
Position: NCCP Executive Director

By: _____
Name: Dr. Priscilla Falkner
Position: Psychologist

By: _____
Name: Frank Berry
Position: DBHDD Commissioner

By: _____
Name: Jennifer Wilds
Position: Viewpoint Health

By: _____
Name: Ezell Brown
Position: Newton County Sheriff

By: _____
Name: Keith Ellis
Position: NCBOC Chairman



Sheri C. Roberts
Judge Juvenile Court

Memorandum of Understanding for the Newton County Juvenile Court

Parties to the Agreement

This agreement is made and entered into by the Department of Juvenile Justice (hereinafter referred to as “DJJ”), the Department of Family and Children Services (hereinafter referred to as “DFCS”), the Newton County Community Partnership (hereinafter referred to as “NCCP”) and the Newton County Juvenile Court (hereinafter referred to as “the Court”).

Purpose of the Agreement

The purpose of this agreement is to improve multi-disciplinary policies and practices impacting youth with prior histories in the child welfare system that are entering the juvenile justice system within the purview of the DJJ, DFCS, the Court, and any other community partners party to this agreement. These may include current arrest, intake, identification of dual involvement, diversion, case planning and management, and court processing related to the treatment of the dually involved youth. The reforms will improve screening and assessment, case management, case planning, resource allocation, service delivery – and provide an opportunity to positively impact multi-system youth and family outcomes. The Georgetown University Center for Juvenile Justice Reform’s Crossover Youth Practice Model will also be used to provide guidance in highlighting critical practice area reforms. The parties to this agreement believe that greater multi-system coordination and integration is best accomplished through a comprehensive, strategic planning process that embraces and values inclusion of youth, families, and a broad-based representation of youth-serving agencies and organizations. Since a wealth of basic and applied research, excellent program and practice models, and accessible resources already exist, the parties to this approach will utilize the best available information, research, and practices to guide the process. This agreement provides a framework for the parties to enhance the level of collaboration and improve the quality of services delivered to youth and families.

Areas of Agreement

The parties to this agreement will form an Executive Committee who will participate for a period of twelve months and will be comprised of 10-12 key leaders, stakeholders, and constituents representing the child welfare, juvenile justice and related systems to direct the work, identify the desired outcomes and complete the corresponding projects. This will take the form of:

- Detailing the process and timeline for completion of the work
- Articulating the goals of the initiative and identified objectives of the site
- Identifying the universe of issues for review (e.g. data collection, resource, legal, political, etc.)
- Identifying individuals to provide subject matter expertise to assist in the identification expected outcomes of the analysis (i.e., recommendations for reform or policy change).

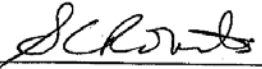
The Executive Committee will coordinate and integrate their resources, policies, and practices to interrupt the trajectory of abused and neglected children into the juvenile delinquency system in this agreement. The parties to this agreement will specify the function, roles, and responsibilities of the committee leadership and members. The parties to this agreement will collaboratively support the work that will lead to the production of site-specific manuals containing the enhanced policies, procedures, practices and protocols adopted in each of the selected jurisdictions. This effort will also support development of a

process and outcome evaluation design for each participating jurisdiction. In conducting the above, the parties to this agreement will provide resources available to host meetings and produce relevant materials.

Signatures

In Witness Whereof the parties hereto have entered into this Memorandum of Understanding as evidenced by their signatures below. The Memorandum of Understanding is effective upon the date of the final signature.

For Newton County Juvenile Court:



Sheri C. Roberts, Judge

3/5/12
Date

For Department of Juvenile Justice:



Donald Chambers, Juvenile Program Manager

3/6/12
Date

For Department of Family & Children Services:



Tom Covington, Social Services Administrator

3/7/12
Date

For Newton County Community Partnership:



Laura Bertram, Director

3-6-2012
Date



*Juvenile Justice & Child Welfare System Coordination & Integration:
A Technical Assistance Framework for Improved Outcomes*

Attachment 4: Work Plan & Analysis

This document is offered as a template for identifying the current status and tracking of progress in priority practice areas targeted for reform within this initiative. In each practice area, it is meant to provide participating jurisdictions with a dynamic opportunity to identify current strengths, assess weaknesses or challenges, detail time lines and progress, and clarify responsibility for tasks and activities that permit advances toward the goals for reform in each key area. The template lays out a set of priority practices that have been identified through a history of field experiences working with crossover or dually involved youth that will require ongoing examination and analysis during the work of each participating jurisdiction. It is important to note that there may be other desired practice changes uniquely identified within participating sites and the template provides space for inclusion of those key areas. This template is designed as a working tool to develop critical policies, procedures and protocols within the *Juvenile Justice & Child Welfare System Coordination & Integration: A Technical Assistance Framework for Improved Outcomes* initiative.

Define Target Population(s):

#1:

Month 1: May 2012
Initial Target Population defined as:

- Youth with a Juvenile Court referral (including delinquent & status offenses, but not traffic)
- Who also have (or had) open DFCS cases within 5 years of referral (including unsubstantiated)

Month 2: June 2012
Broaden definition to include:

- Youth with DFCS involvement **after** the Court referral
- Will only search DFCS involvement to the extent the data is available in SHINES
 - SHINES data collected since June 2008
 - May not be able to track full 5 years for all youth, but consensus is that searching for additional data not worth the effort

Months 3-4: July-August 2012

No change in Target Population.

Month 5: September 2012

Target Population further refined. Youth entering via Pathways 1 & 2 are included as defined during Month 1. Will include youth entering on Pathway 3, but only those we hope to impact, specifically

- Youth with DFCS involvement at the time of Pre-Disposition
- Youth with DFCS involvement at the time of Adjudication/Disposition

Months 6-9: October 2012-January 2013

No change in Target Population

Month 10: February 2013

Amended Target Population due to use of LIPT as a priority practice for dually-involved youth. Pathway 3 youth will be

- Youth with DFCS involvement at the time of Pre-Disposition/Adjudication

Month 11: March 2013

No change in Target Population

Month 12: April 2013

Access to data on Target Population (youth with court referrals from Nov. 2012- Feb. 2013 with DFCS involvement), revealed 95 youth meeting current definition (57% of court referrals). Recognizing that we cannot serve 95 youth through LIPT, we will need to further refine our Target Population. We will conduct additional data review during Month 13 to inform this decision and further focus our priority practice efforts.

Month 13: May 2013

Amended Target Population due to large number of youth meeting original definition – could not serve all through LIPT. Revised Target Population will be:

- Youth with Status offenses and youth with child molestation/sexual battery charges
- Who also have (or had) open DFCS cases within 5 years of referral (including unsubstantiated)

Months 14-16: June-August 2013

No change in Target Population

#2:

Months 1-16: May 2012-August 2013

No secondary Target Population defined at this time

Mobilization/Structural Foundation

1. Mobilization: Have you developed and formalized a leadership and governance structure that includes necessary stakeholders for the management and oversight of this initiative?

Current Status of the Practice	Plan for Action (Tasks & Activities)	Time Lines & Persons Responsible	Challenges/Progress
<p>Month 1: Preliminary list of committee members and/or agencies identified</p> <p>Month 2: Executive Committee & all subcommittees formed with identified chairs</p> <p>Month 3: Leadership established; no change to governance structure</p> <p>Month 4: Leadership established; no change to governance structure</p> <p>Month 5: Leadership established; no change to governance structure</p> <p>Month 6: Leadership established; no change to governance structure</p> <p>Month 7: Leadership established; no change to governance structure</p> <p>Months 8-16: Leadership established; no change to governance structure</p>	<p>Month 1: Invite committee members & identify subcommittee chairs</p> <p>Month 2: On-site meeting led to identification of additional committee members; invitation to be issued by Judge Roberts</p> <p>Month 3: Continue to work toward identification of correct BOE representation</p> <p>Month 4: Continue to work toward identification of correct BOE representation</p> <p>Month 5: Continue work to engage BOE representation</p> <p>Month 6: Continue work to engage BOE representation</p> <p>Month 7: None at this time</p> <p>Months 8-16: None at this time</p>	<p>Month 1: Have in place by Month 2 Site Visit; Judge Roberts</p> <p>Month 2: Have additional members in place by July 15; Judge Roberts</p> <p>Month 3: Establish BOE representative by next Executive Committee meeting, Aug. 15; Judge Roberts</p> <p>Month 4: Judge Roberts to work with RaNae Fendley to engage BOE staff</p> <p>Month 5: Judge Roberts to continue work to engage BOE staff</p> <p>Month 6: Judge Roberts to continue work to engage BOE staff</p> <p>Month 7: None at this time</p> <p>Months 8-16: None at this time</p>	<p>Month 1: Identification of BOE representation</p> <p>Month 2: BOE candidates identified with support from Dr. Sarah West</p> <p>Month 3: Many BOE employees work only 10 months; all employees return in August</p> <p>Month 4: J. Wilds identified Sandra Shepherd from BOE for Inventory Subcommittee</p> <p>Month 5: Day-to-day school crises & vacation schedules have interfered with BOE participation</p> <p>Month 6: Progress made with school contacts; participation expected in Month 7</p> <p>Month 7: School representatives participated in this month's site visit</p> <p>Months 8-16: No changes to leadership or governance at this time</p>

Mobilization/Structural Foundation

2. Data Collection: Have you developed a means by which you can identify the prevalence of the target population(s)?

Have you identified the questions about crossover or dually involved youth, sources of data, and the mechanism(s) for ongoing data collection to support performance measurement (i.e., data sharing agreements, protocols)?

Current Status of the Practice	Plan for Action (Tasks & Activities)	Time Lines & Persons Responsible	Challenges/Progress
<p>Month 1: Subcommittee formed & chair identified</p> <p>Month 2: Subcommittee membership revised & co-chair identified; 1st subcommittee meeting held; identified matching protocol for prevalence project; Executive Committee in general agreement that data sharing will proceed as research project for year 1</p> <p>Month 3: JCATS data ready for prevalence report; Judges signed off on order releasing JCATS data for study; received data collection protocol from Dr. Herz; scheduled DOE presentation for available outcome data</p> <p>Month 4: Modified flow chart for data sharing model; chose date for collection of snapshot data; Demographic & JCATS snapshot data collected; chose time frame for prevalence data; reviewed & identified data sources & gaps on Initial data collection form</p> <p>Month 5: Collected snapshot data – ready for submission; framed questions regarding definition of target population – posed to Executive Committee during Site Visit</p>	<p>Month 1: Revise & review subcommittee membership; schedule 1st subcommittee meeting</p> <p>Month 2: Obtain JCATS data for prevalence match in SHINES; confirm data sharing agreement ; identify gaps in resources for data collection; set up shared access file for continued data element identification</p> <p>Month 3: Select date for collection of “snapshot” data; fill in sources on data collection form; set timeline for generation of comparison/prevalence data; review data sharing flow-chart</p> <p>Month 4: Fill in Baseline Data Measures form; coordinate 2nd conference call with Dr. Herz to better understand Initial Form data points; ready to begin prevalence data setup once data sharing agreement finalized</p> <p>Month 5: Submit Baseline data; Determine best data source for id of target population (CPRS or SHINES); Identify data source for points on Initial Form</p>	<p>Month 1: Meet prior to Month 2 Site Visit; D. Summers</p> <p>Month 2: During Month 3: JCATS data ready for prevalence project – D. Summers; data sharing agreement status – D. Summers; gaps in resources – C. Mousinho; shared access file – J. Cargile</p> <p>Month 3: Action items to be discussed at next subcommittee meeting, August 6; J Cargile & D. Summers</p> <p>Month 4: Action items to be discussed at next subcommittee meeting, Sept. 5; J. Cargile, D. Summers, & D. Herz</p> <p>Month 5: Action items to be accomplished during Month 6; J. Cargile, C. Mousinho & D. Summers</p>	<p>Month 1: Identification of necessary subcommittee members; meeting scheduled for June 21st</p> <p>Month 2: Will receive support from Canyon Solutions (JCATS mgmt); resources to support data project may be a challenge (DFCS)</p> <p>Month 3: Conference call with Dr. Herz provided much clarification for the data collection process</p> <p>Month 4: Challenge in waiting for access to multi-agency data per data sharing agreement</p> <p>Month 5: Challenge in waiting for access to multi-agency data per data sharing agreement</p>

Mobilization/Structural Foundation

2. Data Collection: Have you developed a means by which you can identify the prevalence of the target population(s)?

Have you identified the questions about crossover or dually involved youth, sources of data, and the mechanism(s) for ongoing data collection to support performance measurement (i.e., data sharing agreements, protocols)?

Current Status of the Practice	Plan for Action (Tasks & Activities)	Time Lines & Persons Responsible	Challenges/Progress
<p>Month 6: Submitted Baseline data; met to determine CPRS/SHINES data source for Target Population id; discussed JCATS data needs with Canyon & worked out appropriate agreement; identified data source for all elements on initial form; created standalone database for collection of elements not currently available in agency data</p> <p>Month 7: Identified need for revision to Baseline data regarding definition of “court involved” child welfare youth; developed Access form for ease of collection of standalone data</p> <p>Month 8: Baseline data will stand – best data available; updated data process flow chart</p> <p>Months 9: SHINES data extract ready for release upon execution of Data Sharing Agreement; confirmed data sources for 9-month tracking measures; identified additional tracking elements to measure desired outcomes</p> <p>Month 10: DFCS legal identified code that does not permit disclosure of child’s name without parent’s permission; Court order to release DFCS data extract is delayed</p>	<p>Month 6: Looking for execution of data sharing agreement to begin Target Population data collection</p> <p>Month 7: Revise Baseline data; revise data process flow chart & provide documentation; begin Target Population data collection</p> <p>Month 8: Update data flow chart documentation as data collection begins; begin Target Population data collection</p> <p>Months 9: Update data flow chart documentation as data collection begins; begin Target Population data collection</p> <p>Month 10: DFCS will not release data to the Court to identify target population, rather the Court & DJJ will release data to DFCS for identifying youth; update data flow chart to reflect this change</p>	<p>Month 6: Data collection to begin Nov. 1; J. Cargile, C. Mousinho & D. Summers</p> <p>Month 7: Action plan to be advanced during Month 8; J. Cargile, C. Mousinho & D. Summers</p> <p>Month 8: Action Plan to be advanced during Month 9; J. Cargile, C. Mousinho & D. Summers</p> <p>Months 9: Action Plan to be advanced during Month 10; J. Cargile, C. Mousinho & D. Summers</p> <p>Month 10: Action plan to be advanced during Month 11; Judge Mantz, V. Egan & Data team</p>	<p>Month 6: Great leap in working out CPRS/SHINES data source</p> <p>Month 7: Unable to begin Target Population data collection because Data Sharing Agreement not yet executed</p> <p>Month 8: Unable to begin Target Population data collection because Data Sharing Agreement not yet executed</p> <p>Months 9: Unable to begin Target Population data collection because Data Sharing Agreement not yet executed</p> <p>Month 10: Legal & data teams extremely frustrated by most recent delay, but have outlined a solution that seems workable for all parties</p>

Mobilization/Structural Foundation

2. Data Collection: Have you developed a means by which you can identify the prevalence of the target population(s)?

Have you identified the questions about crossover or dually involved youth, sources of data, and the mechanism(s) for ongoing data collection to support performance measurement (i.e., data sharing agreements, protocols)?

Current Status of the Practice	Plan for Action (Tasks & Activities)	Time Lines & Persons Responsible	Challenges/Progress
<p>Month 11: Redefined process for identifying target population; Court to send referrals to DFCS for matching; Identified data points to send to DFCS for match; Court Order to release data executed; Nov. 2012 – Feb. 2013 court referrals sent to DFCS for matching</p> <p>Month 12: March data sent to DFCS for match; Received Nov-Feb Initial Form data from DFCS; data regarding # referrals & length of involvement (12 & 13) still to be validated; Identified 95 youth meeting Target Population definition (57% of referrals); More data needed to inform refining the definition (95 too many youth to serve); Because specific data points identified In Data Sharing Agreement/Court Order, amendments are needed to release additional data points; Legal Team will work to execute amendments releasing additional data requests, including 9-Month data form</p> <p>Month 13: Received revised Nov-Mar data from DFCS; currently waiting for April data; DFCS legal working on MOU amendment to release additional data; descriptive data provided to Executive Committee for Nov-Mar; Target Population definition revised; determined that identification of dually-involved youth will be conducted locally – cost prohibitive to conduct match through SHINES on a weekly basis</p>	<p>Month 11: DFCS to identify target population from court referrals & release data from initial form</p> <p>Month 12: Legal team to advance Data Sharing/Court Order Amendments; Data team to validate data points 12 & 13, provide additional data to Executive Committee for re-definition of Target Population & return March data</p> <p>Month 13: Legal team to advance Data Sharing/Court Order Amendments; DFCS to return April data; begin collection of stand alone data for revised target population; will review procedure for local id of target population youth for 6/17 implementation</p>	<p>Month 11: Action plan to be advanced during Month 12; C. Mousinho, W. Wilson</p> <p>Month 12: Action plan to be advanced during Month 13; J. Cargile, V. Egan, L. Mantz, C. Mousinho, D. Summers & W. Wilson</p> <p>Month 13: Action plan to be advanced during Month 14; J. Cargile, A. Lester, L. Mantz, C. Mousinho, D. Summers & W. Wilson</p>	<p>Month 11: Execution of Court Order is a huge accomplishment!</p> <p>Month 12: Progress in being able to examine initial data on Target Population youth; Setback in realization that specific identification of data points in Data Sharing Agreement precludes release of additional DFCS data for this Initiative</p> <p>Month 13: Able to view descriptive data on dually-involved & revise target population definition for service though LIPT</p>

Mobilization/Structural Foundation

2. Data Collection: Have you developed a means by which you can identify the prevalence of the target population(s)?

Have you identified the questions about crossover or dually involved youth, sources of data, and the mechanism(s) for ongoing data collection to support performance measurement (i.e., data sharing agreements, protocols)?

Current Status of the Practice	Plan for Action (Tasks & Activities)	Time Lines & Persons Responsible	Challenges/Progress
<p>Month 14: Still waiting for April data from DFCS; waiting for MOU amendment to release additional data from DFCS; Identification of dually-involved target population being conducted on local level & running smoothly; SHINES ID being provided for future data match; data collection flow chart & narrative completed</p> <p>Month 16: April data returned from DFCS; have begun standalone data collection for Nov-Apr comparison data; identification of dually-involved target population being conducted on local level & running smoothly; SHINES ID being provided for future data match; still waiting for MOU amendment</p>	<p>Month 14: Wendy Wilson advancing Data Sharing Amendment through DFCS; DFCS to return April data; begin data collection of standalone data for revised target population</p> <p>Month 16: Wendy Wilson advancing Data Sharing Amendment through DFCS; will complete standalone data collection for Nov-Apr initial comparison data; submit Initial data to Dr. Herz; begin 9-month tracking data collection for comparison group; utilize standalone database for implementation group as youth advance to LIPT</p>	<p>Month 14: Action plan to be advanced during Month 15; J. Cargile, C. Mousinho, D. Summers & W. Wilson</p> <p>Month 16: Action plan to be advanced; J. Cargile, C. Mousinho, D. Summers & W. Wilson</p>	<p>Month 14: None at this time – lull as we wait for additional data & new target population data collection</p> <p>Month 16: Challenge to collect standalone data for comparison group in that these youth were not staffed at LIPT where data could be collected</p>

Mobilization/Structural Foundation

3. Have you collaboratively conducted a mapping exercise to identify each of the key decision points that will impact the target population?

Current Status of the Practice	Plan for Action (Tasks & Activities)	Time Lines & Persons Responsible	Challenges/Progress
<p>Month 1: No activity</p> <p>Month 2: Mapping activity conducted during Month 2 Site Visit; presentation re: mapping process & instructional materials were given to work group; work completed up to adjudication phase of proceeding; opportunities for diversion & collaboration were identified</p> <p>Month 3: Juvenile Court process map has been updated</p> <p>Month 4: No change in status</p> <p>Month 5: Held 2 meetings to continue the mapping process; revised map of case flow to format better suited to the process; completed narrative; began discussions on choosing key decision points</p> <p>Month 6: Mapping group met with Executive Committee to begin identification of key decision points & priority practice areas; adjusted map & documentation to reflect new practices</p> <p>Month 7: Assessment overlay delayed; revised placement of key decision points with legal input</p>	<p>Month 1: Activity planned for Month 2 Site Visit; identification of participating staff from court, DJJ, DFCS, others</p> <p>Month 2: Remainder of mapping work to be completed during Month 5 Site Visit; Juvenile Court process map will be updated</p> <p>Month 3: Remainder of mapping work to be completed during Month 5 Site Visit</p> <p>Month 4: Begin mapping process narrative in preparation for Month 5 Site Visit</p> <p>Month 5: Integrate Executive Committee with mapping process to determine key decision points</p> <p>Month 6: Assessment Inventory will be overlaid with mapping process</p> <p>Month 7: Assessment inventory will be overlaid with mapping; revise map & documentation accordingly</p>	<p>Month 1: Conduct at Month 2 Site Visit; D Summers & J. Tuell</p> <p>Month 2: Update Court process map by Month 3; D. Summers</p> <p>Month 3: None at this time</p> <p>Month 4: Action items to be addressed at next Executive Committee meeting; Judge Roberts</p> <p>Month 5: Meetings scheduled during Month 6 to address action items; Judge Roberts</p> <p>Month 6: Action items to be advanced prior to next Site Visit; L. Bertram, T. Pierce & J. Wilds</p> <p>Month 7: Action items to be advanced during Month 8; T. Pierce, D. Summers & J. Wilds</p>	<p>Month 1: Participant list compiled</p> <p>Month 2: Mapping completed up to adjudication phase; challenge is needing more time to complete task</p> <p>Month 3: None at this time</p> <p>Month 4: None at this time</p> <p>Month 5: Challenge in revising case flow format to one better suited to this process</p> <p>Month 6: Use of priority practice areas extremely helpful in id of key decision points to impact Target Population</p> <p>Month 7: initial Assessment overlay discussion revealed the need for further legal input on key decision points</p>

Mobilization/Structural Foundation

3. Have you collaboratively conducted a mapping exercise to identify each of the key decision points that will impact the target population?

Current Status of the Practice	Plan for Action (Tasks & Activities)	Time Lines & Persons Responsible	Challenges/Progress
<p>Month 8: Assessment overlay mapping & documentation complete</p> <p>Month 9: Finalized decision to use LIPT as staffing for dually-involved youth; map revised</p> <p>Month 10: With use of LIPT as staffing for dually-involved youth, need to revisit identification of target population at pre-disposition & adjudication</p> <p>Months 11-16: Map revised to include identification of target population at pre-disposition & adjudication</p>	<p>Month 8: Resource overlay to be incorporated with staff training & priority practice implementation</p> <p>Month 9: Map documentation to be revised, including resources, as LIPT structure & practice is formalized</p> <p>Month 10: Map & documentation to be revised, including resources, as LIPT structure & practice is formalized</p> <p>Months 11-16: Map & documentation complete until LIPT structure & practice is formalized</p>	<p>Month 8: Action items to be advanced during Month 9; T. Pierce, D. Summers & J. Wilds</p> <p>Month 9: Action items to be advanced during Month 10; L. Mantz, T. Pierce, D. Summers & J. Wilds</p> <p>Month 10: Action items to be advanced during Month 11; L. Mantz, T. Pierce, D. Summers & J. Wilds</p> <p>Months 11-16: None at this time</p>	<p>Month 8: Though several meetings were required, final key decision points/priority practices were determined; mapping & documentation completed</p> <p>Months 9: Map & documentation continue to be revised; map valuable tool in continuing discussions as to the best placement for LIPT</p> <p>Month 10: Continue to revise map & come to better understanding of how using LIPT for dually-involved youth impacts the entire process</p> <p>Months 11-16: Map complete at this time; may need revisions upon implementation</p>

Mobilization/Structural Foundation

4. Have you compiled an inventory of screening & assessment tools utilized in current practice in the juvenile justice, child welfare systems (including also the education & behavioral health areas)?

Current Status of the Practice	Plan for Action (Tasks & Activities)	Time Lines & Persons Responsible	Challenges/Progress
<p>Month 1: Subcommittee formed & co-chairs identified; tools & instructional materials distributed to subcommittee members for review</p> <p>Month 2: Subcommittee membership revised to reflect all needed disciplines; 1st subcommittee meeting held; formed discipline work groups to complete screening & assessment grids</p> <p>Month 3: Subcommittee meeting held; draft of screening & assessment grid complete</p> <p>Month 4: Screening & Assessment grid complete</p> <p>Month 5: Screening & Assessment grid complete (minor additions from School still needed)</p> <p>Month 6: Screening & Assessment inventory complete</p> <p>Month 7: Assessment overlay delayed</p> <p>Months 8-16: Assessment overlay complete</p>	<p>Month 1: Review & revise subcommittee membership; schedule 1st subcommittee meeting</p> <p>Month 2: Work groups to complete screening & assessment tool grids for subcommittee review</p> <p>Month 3: Add information from school & private mental health provider; meet with Executive Committee to review & revise</p> <p>Month 4: Begin analysis of screening & assessment tools</p> <p>Month 5: Begin analysis of screening & assessment tools in conjunction with mapping process (after id of key decision points)</p> <p>Month 6: Begin analysis of screening & assessment tools in conjunction with mapping process</p> <p>Month 7: Begin analysis of screening & assessment tools in conjunction with mapping process</p> <p>Months 8-16: None at this time</p>	<p>Month 1: Complete prior to Month 2 Site Visit; Judge Roberts, L. Bertram & J. Wilds</p> <p>Month 2: Grids to be completed for subcommittee meeting in Month 3; L. Bertram & J. Wilds</p> <p>Month 3: Complete grids prior to Executive Committee meeting; L. Bertram & J. Wilds</p> <p>Month 4: Action items to be addressed at next Executive Committee meeting; Judge Roberts</p> <p>Month 5: Action items to be addressed during Month 6; Judge Roberts, J. Wilds & L. Bertram</p> <p>Month 6: Action items to be advanced prior to next Site Visit; L. Bertram , T. Pierce & J. Wilds</p> <p>Month 7: Action items to be advanced during Month 8; L. Bertram, T. Pierce & J. Wilds</p> <p>Months 8-16: None at this time</p>	<p>Month 1: Identification of necessary subcommittee members; 1st meeting scheduled for June 20th</p> <p>Month 2: Membership identified & work groups formed; challenge is monitoring & moving work forward in a timely manner</p> <p>Month 3: Identification of appropriate BOE representative</p> <p>Month 4: Screening & Assessment grid finalized after review at Executive Committee meeting</p> <p>Month 5: Obtaining final information from BOE</p> <p>Month 6: Screening & Assessment Inventory complete</p> <p>Month 7: Initial Assessment overlay discussion revealed the need for further legal input on key decision points</p> <p>Months 8-16: Though several meetings were required, final key decision points/priority practices were determined; mapping & documentation completed</p>

Mobilization/Structural Foundation

5. Have you compiled an inventory of resources utilized in current practice in the juvenile justice, child welfare (including also the education & behavioral health) areas and identified the gaps in resources needed to address crossover or dually involved youth?

Current Status of the Practice	Plan for Action (Tasks & Activities)	Time Lines & Persons Responsible	Challenges/Progress
<p>Month 1: Subcommittee formed & co-chairs identified; tools & instructional materials distributed to subcommittee members for review</p>	<p>Month 1: Review & revise subcommittee membership; schedule 1st subcommittee meeting</p>	<p>Month 1: Complete prior to Month 2 Site Visit; Judge Roberts, L. Bertram & J. Wilds</p>	<p>Month 1: Identification of necessary subcommittee members; 1st meeting scheduled for June 20th</p>
<p>Month 2: Subcommittee membership revised to reflect all needed disciplines; 1st subcommittee meeting held</p>	<p>Month 2: Subcommittee will work on screening & assessment tools 1st, then schedule resource inventory</p>	<p>Month 2: Subcommittee to meet in Month 3 to determine timeline for resource inventory; L. Bertram & J. Wilds</p>	<p>Month 2: Membership identified & work groups formed; challenge is monitoring & moving work forward in a timely manner</p>
<p>Month 3: Subcommittee meeting held; resource grid to be drafted following completion of screening & assessment grid</p>	<p>Month 3: Subcommittee will work on screening & assessment tools 1st, then schedule resource inventory</p>	<p>Month 3: Subcommittee to meet in Month 4 to determine timeline for resource inventory; L. Bertram & J. Wilds</p>	<p>Month 3: None at this time</p>
<p>Month 4: Ready to begin resource inventory</p>	<p>Month 4: Template to be distributed to work groups for recording available resources</p>	<p>Month 4: Template distribution in Month 5; L. Bertram & J. Wilds</p>	<p>Month 4: None at this time</p>
<p>Month 5: Resource inventory partially compiled – information received from several agencies</p>	<p>Month 5: Complete resource inventory</p>	<p>Month 5: Action items to be completed during Month 6; L. Bertram & J. Wilds</p>	<p>Month 5: Responses not as timely as for compilation of assessments; Site Visit provided renewed energy</p>
<p>Month 6: Resource inventory mostly complete; some missing mental health & school information</p>	<p>Month 6: Complete resource inventory; analysis of resource inventory in conjunction with mapping process</p>	<p>Month 6: Action items to be advanced during Month 7; L. Bertram, T. Pierce & J. Wilds</p>	<p>Month 6: Identified additional school contacts to facilitate information assembly</p>
<p>Month 7: Resource inventory complete</p>	<p>Month 7: Analysis of resource inventory in conjunction with mapping process; plan cross-training of staff</p>	<p>Month 7: Action items to be advanced during Month 8; L. Bertram, T. Pierce & J. Wilds</p>	<p>Month 7: Need completion of mapping prior to overlay of resource inventory & training</p>
<p>Months 8-13: Resource inventory complete</p>	<p>Months 8-13: Include resources in mapping documentation as practice is formalized; utilize resource inventory in staff cross-training in preparation for Priority Practice implementation</p>	<p>Months 8-13: Action items to be advanced during Months 9-14; L. Bertram, L. Mantz, T. Pierce & J. Wilds</p>	<p>Months 8-13: None at this time</p>

Mobilization/Structural Foundation

5. Have you compiled an inventory of resources utilized in current practice in the juvenile justice, child welfare (including also the education & behavioral health) areas and identified the gaps in resources needed to address crossover or dually involved youth?

Current Status of the Practice	Plan for Action (Tasks & Activities)	Time Lines & Persons Responsible	Challenges/Progress
Months 14-16: Staff training completed 6/4/13 & 6/11/13	Months 14-16: None at this time	Months 14 -16: None at this time	Months 14-16: None at this time

Mobilization/Structural Foundation

6. Have you conducted a legal and policy analysis to highlight the legal mandates, current policies & court processes that serve as supports or barriers to systems integration?

Current Status of the Practice	Plan for Action (Tasks & Activities)	Time Lines & Persons Responsible	Challenges/Progress
<p>Month 1: Subcommittee formed & chair identified</p> <p>Month 2: Subcommittee membership revised; 1st subcommittee meeting convened during Month 2 Site Visit; identified a need to examine IRB requirements; formulated a strategy to focus phase 1 data sharing as research project for prevalence study & phase 2 agreement with more specifics & detail</p> <p>Month 3: Met with Data Subcommittee to identify needs; spoke with GOCF, DOE & reviewed federal law related to FERPA, CAPTA & JJDPT; reviewed state law related to info sharing & juvenile court; created info sharing flow chart & draft data sharing documents</p> <p>Month 4: Met with Data Subcommittee chair to review revisions to Data Sharing Agreement; submitted document to Judge for approval; identified several agency signatory authorities; set up meeting with DOE regarding discipline data & FERPA</p> <p>Month 5: Received revisions to Data Sharing Agreement from all agencies except DFCS; identified possible alternative to SHINES data access that would result in simplification of sign off by DFCS</p>	<p>Month 1: Review & revise subcommittee membership; distribute instructional materials</p> <p>Month 2: Identify existing agreements; develop strategy to enable data sharing (including necessary agreements, releases & orders) to ensure appropriate information sharing between identified agencies & the Court</p> <p>Month 3: Submit proposed data sharing agreement to all Legal & Policy subcommittee for review & comments; obtain clarification that IRB is unnecessary</p> <p>Month 4: Obtain final revisions to Data Sharing Agreement from all agencies; finalize all signatory authorities; DOE meeting; confirm that IRB is not necessary</p> <p>Month 5: Meet with DFCS & Data Subcommittee members to determine appropriate data source & make resulting final revisions to Data Sharing Agreement; DOE meeting & FERPA discussions</p>	<p>Month 1: Complete prior to Month 2 Site Visit; Judge Mantz</p> <p>Month 2: Outline strategy & distribute to subcommittee in Month 3; Judge Mantz & Judge Roberts</p> <p>Month 3: Complete by end of month 4; Judge Mantz & Judge Roberts</p> <p>Month 4: Complete by end of month 5; Judge Mantz & Judge Roberts</p> <p>Month 5: Complete Data Sharing Agreement early in Month 6; Judge Mantz, C. Church, R. Davidson</p>	<p>Month 1: Challenge in identifying state level DFCS & DJJ representation</p> <p>Month 2: Challenged by magnitude of project, but have established good subcommittee membership & collaborative environment to ensure target population is served with integrated & appropriate interventions</p> <p>Month 3: Challenged in understanding the specific needs of the Data Subcommittee & needs for data interface – challenge met by drafting flow chart & review by Data Subcommittee</p> <p>Month 4: Challenge in coordination & identification of designated signatory authorities</p> <p>Month 5: SHINES database does not have levels of access & this is a complication for DFCS re the Data Sharing Agreement</p>

Mobilization/Structural Foundation

6. Have you conducted a legal and policy analysis to highlight the legal mandates, current policies & court processes that serve as supports or barriers to systems integration?

Current Status of the Practice	Plan for Action (Tasks & Activities)	Time Lines & Persons Responsible	Challenges/Progress
<p>Month 6: Met with representatives from DFCS & Data Subcommittee to determine possible alternatives to SHINES access to enable DFCS signing of data sharing agreement; met with representatives of State DOE to discuss FERPA and access to DOE data; confirmed with Dr. Herz that IRB not necessary on a Site level</p> <p>Month 7: Awaiting DFCS draft of appropriate court order & motion to release statewide identifier; awaiting DFCS contract reviewer’s approval of said contract</p> <p>Month 8: Final MOU provided to all parties; signatures being obtained; conferred with DFCS legal as to signatures needed on motion to release statewide data</p> <p>Month 9: Signatures obtained from Newton County Juvenile Court, Georgia DJJ, Newton DFCS, Governor’s Office for Children & Families and Canyon Solutions</p> <p>Month 10: DFCS legal identified code that does not permit disclosure of child’s name without parent’s permission; Court order to release DFCS data extract is delayed</p>	<p>Month 6: Review universal release to ensure research reference pursuant to FERPA; explore portions of FERPA that may authorize Court access to school information; finalize & execute data sharing agreement</p> <p>Month 7: Continue communication with DFCS via agreement execution; formalize family agreement that assessment outcomes will not be used to instigate or advance delinquent prosecution</p> <p>Month 8: Continue to obtain signatures on data sharing MOU; ensure court order is obtained for release of statewide data; draft confidentiality agreement for agency staff with access to individual data; draft form ensuring families that release of assessments will not result in more/more severe charges</p> <p>Month 9: Need DHS, DFCS signatures on MOU; ensure court order is obtained for release of statewide data; draft confidentiality agreement for agency staff with access to individual data; draft form ensuring families that release of assessments will not result in more/more severe charges</p> <p>Month 10: DFCS will not release data to the Court to identify target population, rather the Court & DJJ will release data to DFCS for identifying youth</p>	<p>Month 6: Action plan to be advanced during Month 7; Judge Roberts & Judge Mantz</p> <p>Month 7: Action plan to be advanced during Month 8; Judge Roberts & Judge Mantz</p> <p>Month 8: Action plan to be advanced during Month 9; Judge Roberts & Judge Mantz</p> <p>Month 9: Action plan to be advanced during Month 10; Judge Roberts & Judge Mantz</p> <p>Month 10: Action plan to be advanced during Month 11; Judge Mantz, V. Egan & Data team</p>	<p>Month 6: Additional legal steps for DFCS participation were identified to be addressed prior to execution of data sharing agreement</p> <p>Month 7: Agreement interpreted as a contract by DFCS & now requires court order & motion to release</p> <p>Month 8: Finalized MOU required much transit time as document was circulated among agencies for review</p> <p>Month 9: Most signatures obtained; expect MOU execution early in Month 10</p> <p>Month 10: Legal & data teams extremely frustrated by most recent delay, but have outlined a solution that seems workable for all parties</p>

Mobilization/Structural Foundation

6. Have you conducted a legal and policy analysis to highlight the legal mandates, current policies & court processes that serve as supports or barriers to systems integration?

Current Status of the Practice	Plan for Action (Tasks & Activities)	Time Lines & Persons Responsible	Challenges/Progress
<p>Month 11: Redefined process for identifying target population; Court to send referrals to DFCS for matching; Identified data points to send to DFCS for match; Court Order to release data executed; Nov. 2012 – Feb. 2013 court referrals sent to DFCS for matching</p> <p>Month 12: More data needed to inform refining the Target Population definition (95 too many youth to serve); Because specific data points identified In Data Sharing Agreement/Court Order, amendments are needed to release additional data points; Legal Team will work to execute amendments releasing additional data requests, including 9-Month data form</p> <p>Months 13-16: DFCS legal working on MOU amendment to release additional data</p>	<p>Month 11: DFCS to identify target population from court referrals & release data from initial form</p> <p>Month 12: Legal team to advance Data Sharing/Court Order Amendments</p> <p>Months 13-16: Data & Legal teams to advance Data Sharing/Court Order Amendments</p>	<p>Month 11: Action plan to be advanced during Month 12; C. Mousinho, W. Wilson</p> <p>Month 12: Action plan to be advanced during Month 13; L. Mantz & V. Egan</p> <p>Months 13 - 16: Action plan to be advanced; A. Lester, L. Mantz & W. Wilson</p>	<p>Month 11: Execution of Court Order is a huge accomplishment!</p> <p>Month 12: Progress in being able to examine initial data on Target Population youth; Setback in realization that specific identification of data points in Data Sharing Agreement precludes release of additional DFCS data for this Initiative</p> <p>Months 13-16: Awaiting execution of MOU Amendment</p>

Mobilization/Structural Foundation

7. Have you conducted an examination of information sharing policies and practices and put in place the same to support the handling of crossover and dually involved youth?

Current Status of the Practice	Plan for Action (Tasks & Activities)	Time Lines & Persons Responsible	Challenges/Progress
<p>Month 1: Subcommittee formed & chair identified</p> <p>Month 2: Subcommittee membership revised; 1st subcommittee meeting convened during Month 2 Site Visit; instructional materials re: data sharing agreement distributed to subcommittee members; reviewed local release for revisions; formulated a strategy to focus phase 1 data sharing as research project for prevalence study & phase 2 agreement with more specifics & detail</p> <p>Month 3: Draft of information sharing agreement & flow chart complete</p> <p>Month 4: Draft of Information sharing agreement distributed to subcommittee members (data & legal) for revisions & comments</p> <p>Month 5: Received revisions to Data Sharing Agreement from all agencies except DFCS; identified need for further safeguards to allow information sharing by DFCS</p>	<p>Month 1: Review & revise subcommittee membership; distribute instructional materials</p> <p>Month 2: Subcommittee to review <i>Information Sharing Tool Kit</i>; convene subcommittee meeting to review existing agreements & plan process for creating a shared agreement</p> <p>Month 3: Subcommittee to review & revise Information sharing agreement</p> <p>Month 4: Document to be finalized & signing authorities identified; document to be executed</p> <p>Month 5: Schedule meeting with DFCS reps & data subcommittee to explore alternative data access</p>	<p>Month 1: Complete prior to Month 2 Site Visit; Judge Mantz</p> <p>Month 2: Outline strategy & distribute to subcommittee in Month 3; Judge Mantz & Judge Roberts</p> <p>Month 3: Subcommittee to be contacted during Month 4; Judge Mantz</p> <p>Month 4: Action plan to be advanced during Month 5; Judge Mantz & Judge Roberts</p> <p>Month 5: Complete Data Sharing Agreement early in Month 6; Judge Mantz, C Church, R. Davidson</p>	<p>Month 1: Challenge in identifying state level DFCS & DJJ representation</p> <p>Month 2: Challenge to identify all existing agreements; much work will be a 1st effort between agencies</p> <p>Month 3: 2006 agreement between DFCS & DJJ regarding cross-over youth was instrumental in drafting the new agreement</p> <p>Month 4: Challenge in coordination & identification of designated signatory authorities</p> <p>Month 5: SHINES database does not have levels of access & this is a complication for DFCS re the Data Sharing Agreement</p>

Mobilization/Structural Foundation

7. Have you conducted an examination of information sharing policies and practices and put in place the same to support the handling of crossover and dually involved youth?

Current Status of the Practice	Plan for Action (Tasks & Activities)	Time Lines & Persons Responsible	Challenges/Progress
<p>Month 11: Redefined process for identifying target population; Court to send referrals to DFCS for matching; Identified data points to send to DFCS for match; Court Order to release data executed; Nov. 2012 – Feb. 2013 court referrals sent to DFCS for matching</p> <p>Month 12: More data needed to inform refining the Target Population definition (95 too many youth to serve); Because specific data points identified In Data Sharing Agreement/Court Order, amendments are needed to release additional data points; Legal Team will work to execute amendments releasing additional data requests, including 9-Month data form</p> <p>Months 13-16: DFCS legal working on MOU amendment to release additional data</p>	<p>Month 11: DFCS to identify target population from court referrals & release data from initial form</p> <p>Month 12: Legal team to advance Data Sharing/Court Order Amendments</p> <p>Months 13-16: Data & Legal teams to advance Data Sharing/Court Order Amendments</p>	<p>Month 11: Action plan to be advanced during Month 12; C. Mousinho, W. Wilson</p> <p>Month 12: Action plan to be advanced during Month 13; L. Mantz & V. Egan</p> <p>Months 13-16: Action plan to be advanced; A. Lester, L. Mantz & W. Wilson</p>	<p>Month 11: Execution of Court Order is a huge accomplishment!</p> <p>Month 12: Progress in being able to examine initial data on Target Population youth; Setback in realization that specific identification of data points in Data Sharing Agreement precludes release of additional DFCS data for this Initiative</p> <p>Months 13-16: Awaiting execution of MOU Amendment</p>

Priority Practice Areas

8. At the point a youth crosses over from child welfare to juvenile justice, is there a method by which notification to the child welfare system is routinely established?

Current Status of the Practice	Plan for Action (Tasks & Activities)	Time Lines & Persons Responsible	Challenges/Progress
<p>Month 6: New Practice Defined: The Court will notify DFCS of all new referrals on dually-involved youth each Wednesday (implemented 10/12)</p> <p>Months 7-13: Practice established</p> <p>Months 14-16: Staff training completed 6/4/13 & 6/11/13</p>	<p>Month 6: Implementation of new practice; DFCS to assist with family notification; Will need to identify & train foster parents</p> <p>Months 7-13: Staff training in development</p> <p>Months 14-16: None at this time</p>	<p>Month 6: Intake & DFCS to implement new practice immediately; training timeline TBD</p> <p>Months 7-13: Training develop to be advanced by L. Mantz, T. Pierce & J. Wilds</p> <p>Months 14-16: None at this time</p>	<p>Month 6: Intake staff implemented practice without issues</p> <p>Months 7-13: Challenged by timeline of training development</p> <p>Months 14-16: Training went extremely well; 66 line staff attended training – positive feedback</p>

9. Are the social workers and juvenile justice/court officers expected to communicate within a prescribed time period to initiate the proper exchange of case history information?

Current Status of the Practice	Plan for Action (Tasks & Activities)	Time Lines & Persons Responsible	Challenges/Progress
<p>Month 6: New Practice Defined: DFCS will respond to notification within 48 hours (implemented 10/12)</p> <p>Months 7-11: Practice established</p> <p>Months 12-13: Target Population will be identified by local DFCS when Priority Practices are implemented; New DFCS contact identified for matching, return of case information & SHINES ID</p> <p>Months 14-16: Local identification of target population implemented & running smoothly; SHINES ID released by local DFCS for future data matching</p>	<p>Month 6: Implementation of new practice</p> <p>Months 7-11: Need for further training & identification of backup staff to make this a routine practice</p> <p>Months 12-13: Procedure to be included in training & implemented 6/17/13</p> <p>Months 14-16: None at this time</p>	<p>Month 6: DFCS to implement new practice immediately</p> <p>Months 7-11: Training & backup TBD</p> <p>Months 12-13: To be included in training protocol; L. Mantz, M. Franklin, T. Pierce & J. Wilds</p> <p>Months 14-16: None at this time</p>	<p>Month 6: Timeliness of DFCS response inconsistent; currently relying on one staff member - need to identify backup DFCS staff for response</p> <p>Months 7-11: Practice improved, but still relying on only one DFCS staff member</p> <p>Months 12-13: Identification of Target Population at local level should facilitate data collection at state level, alleviating the need for additional monetary resources</p> <p>Months 14-16: Pleased with smooth implementation of target population identification</p>

Priority Practice Areas

10. Are there procedures in place to ensure active consideration of diversion opportunities at key decision points in the process?

Current Status of the Practice	Plan for Action (Tasks & Activities)	Time Lines & Persons Responsible	Challenges/Progress
<p>Month 6: New Practice Defined: Dually-involved youth to be staffed at Intake meeting; Intake to notify other agencies & schedule Multi-Agency Staffing</p> <p>Month 7: Practices not yet established</p> <p>Month 8: New practices now defined; will use LIPT meeting for dually-involved staffing; practices to be implemented 2/13</p> <p>Months 9-10: New practices revised; training outline, implementation delayed</p> <p>Month 11: Training outline begun; implementation date TBD</p> <p>Months 12-13: Parent brochure nearly complete; LIPT implementation set for 6/17/13</p> <p>Month 14: Parent brochure complete with exception of location – looking for more neutral location than DJJ offices for LIPT ; target population identification has begun, though no dually-involved cases have made it to LIPT yet; staff training complete</p> <p>Month 16: LIPT Protocol draft complete; practice ready for implementation as youth reach LIPT</p>	<p>Month 6: Need execution of information sharing agreement to ensure id of all dually-involved youth at Intake; establish Multi-Agency Staffing as new practice</p> <p>Month 7: No change in Action Plan</p> <p>Month 8: Plan staff training for implementation of new practices; will establish LIPT as new practice</p> <p>Months 9-10: Identify training team; further define LIPT training & documents during Site Visit & follow-up meetings</p> <p>Month 11: Further develop documents & protocol to support LIPT</p> <p>Months 12-13: Protocol development</p> <p>Month 14: Continue protocol development</p> <p>Month 16: Review written protocol & forms with LIPT team; develop meeting script; modify as needed with implementation</p>	<p>Month 6: Legal subcommittee to have data sharing agreement executed by Month 7; Intake to implement Multi-Agency Staffing</p> <p>Month 7: Advance Action Plan in Month 8</p> <p>Month 8: Executive Committee to advance Action Plan in Month 9</p> <p>Months 9-10: Executive Committee to advance Action Plan in Months 10-11</p> <p>Month 11: Action plan to be advanced during Month 12; L. Bertram, L. Mantz, T. Pierce & J. Wild</p> <p>Months 12-13: Action plan to be advanced during Months 13-14; L. Bertram, G. Hutchinson, L. Mantz, T. Pierce, K. Rider & J. Wilds</p> <p>Month 14: Action plan to be advanced during Month 15; L. Bertram, L. Mantz, T. Pierce, K. Rider & J. Wilds</p> <p>Month 16: Action plan to be advanced; L. Bertram, L. Mantz, T. Pierce, K. Rider & J. Wilds</p>	<p>Month 6: Need to define key staff & format for Multi-Agency Staffing</p> <p>Month 7: Delay in execution of data sharing agreement – need for further review within DFCS; mapping revealed need for further definition of key decision points</p> <p>Month 8: Continued delay in execution of data sharing agreement; key decision points defined & clarified</p> <p>Months 9-10: Key decision points defined & clarified</p> <p>Month 11: Support documents in draft form</p> <p>Months 12-13: Parent brochure looks great!!</p> <p>Month 14: Though not officially in use, draft used with low-functioning mom & was completely understood (feedback from mental health provider)</p> <p>Month 16: Written LIPT protocol nearly complete</p>

Priority Practice Areas

11. Are Family/Multi-Disciplinary Meetings used to ensure active engagement of all persons (youth & family) and agencies serving dually involved youth?

Current Status of the Practice	Plan for Action (Tasks & Activities)	Time Lines & Persons Responsible	Challenges/Progress
<p>Month 6: New Practice Defined: Will engage family participation at Multi-Agency Staffing through extra effort on part of agency staff & scheduling that is respectful of family's time</p> <p>Month 7: Practice not yet established</p> <p>Months 8-10: New practice re-defined: will engage family participation at LIPT staffing through extra effort on part of agency staff & scheduling that is respectful of family's time</p> <p>Month 11: Training outline begun; implementation date TBD</p> <p>Months 12-13: Parent brochure nearly complete; LIPT implementation set for 6/17/13</p> <p>Month 14: Parent brochure complete with exception of location – looking for more neutral location than DJJ offices for LIPT ; target population identification has begun, though no dually-involved cases have made it to LIPT yet; staff training complete</p> <p>Month 16: LIPT Protocol draft complete; practice ready for implementation as youth reach LIPT</p>	<p>Month 6: Will implement practice through further staff training</p> <p>Month 7: No change in Action Plan</p> <p>Months 8-10: Identify training team; further define LIPT training & documents during Site Visit & follow-up meetings</p> <p>Month 11: Further develop documents & protocol to support LIPT</p> <p>Months 12-13: Protocol development</p> <p>Month 14: Continue protocol development</p> <p>Month 16: Review written protocol & forms with LIPT team; develop meeting script; modify as needed with implementation</p>	<p>Month 6: Training timeline TBD</p> <p>Month 7: Training timeline TBD</p> <p>Months 8-10: Executive Committee to advance Action Plan in Months 9-11</p> <p>Month 11: Action plan to be advanced during Month 12; L. Bertram, L. Mantz, T. Pierce & J. Wild</p> <p>Months 12-13: Action plan to be advanced during Months 13-14; L. Bertram, G. Hutchinson, L. Mantz, T. Pierce, K. Rider & J. Wilds</p> <p>Month 14: Action plan to be advanced during Month 15; L. Bertram, L. Mantz, T. Pierce, K. Rider & J. Wilds</p> <p>Month 16: Action plan to be advanced; L. Bertram, L. Mantz, T. Pierce, K. Rider & J. Wilds</p>	<p>Month 6: Need to define key staff & format for Multi-Agency Staffing; staff recognize family engagement as an on-going challenge</p> <p>Month 7: Will use decisions made in mapping discussions to outline training needed</p> <p>Months 8-10: Progress in mapping will be very useful to outline training needed</p> <p>Month 11: Support documents in draft form</p> <p>Months 12-13: Parent brochure looks great!!</p> <p>Month 14: Though not officially in use, draft brochure used with low-functioning mom & was completely understood (feedback from mental health provider)</p> <p>Month 16: Written LIPT protocol nearly complete</p>

Priority Practice Areas

12. Are consolidated/joint assessments of the family & youth being conducted?

Current Status of the Practice	Plan for Action (Tasks & Activities)	Time Lines & Persons Responsible	Challenges/Progress
<p>Month 6: Will define new practice through mapping assessment overlay</p> <p>Month 7: Practice not yet established</p> <p>Month 8: Mapping assessment overlay revealed no need for joint assessments as individual agency assessments are focused on different needs; rather assessment results will be shared & utilized to guide best outcomes during LIPT</p> <p>Months 9-10: LIPT will serve as joint assessment; no <u>one</u> assessment instrument, but agencies staffing youth together to share information & resources</p> <p>Month 11: Training outline begun; implementation date TBD</p> <p>Months 12-13: LIPT implementation set for 6/17/13</p> <p>Months 14-16: Target population identification has begun, though no dually-involved cases have made it to LIPT yet; staff training complete</p>	<p>Month 6: Will define practice through overlay of assessment inventory with mapping process</p> <p>Month 7: No change in Action Plan</p> <p>Month 8: Will utilize mapping assessment overlay in staff cross-training; sharing of assessment results to be incorporated in LIPT format</p> <p>Months 9-10: Will develop more formalized LIPT structure & procedures; staff training to follow</p> <p>Month 11: Further develop documents & protocol to support LIPT</p> <p>Months 12-13: Protocol development</p> <p>Months 14-16: Review written protocol & forms with LIPT team</p>	<p>Month 6: Mapping & Inventory groups to meet prior to next Site Visit</p> <p>Month 7: Mapping & inventory groups to meet in Month 8</p> <p>Month 8: Executive Committee to advance Action Plan in Month 9</p> <p>Months 9-10: Action Plan to be advanced in Months 10-12; L. Mantz, T. Pierce, J. Wilds</p> <p>Month 11: Action plan to be advanced during Month 12; L. Mantz, T. Pierce & J. Wild</p> <p>Months 12-13: Action plan to be advanced during Months 13-14; L. Bertram, G. Hutchinson, L. Mantz, T. Pierce, K. Rider & J. Wilds</p> <p>Months 14-16: Action plan to be advanced; L. Bertram, L. Mantz, T. Pierce, K. Rider & J. Wilds</p>	<p>Month 6: Assessment inventory complete & ready for mapping overlay</p> <p>Month 7: Mapping process revealed need for further discussion around key decision points to resolve legal issues; with these issues resolved mapping ready to proceed</p> <p>Month 8: Progress in mapping will be very useful to outline training needed</p> <p>Months 9-10: Able to work through final thoughts on LIPT placement & come to consensus on staffing post-adjudication</p> <p>Month 11: Support documents in draft form</p> <p>Months 12-13: None at this time</p> <p>Months 14-16: None at this time</p>

Priority Practice Areas

13. Have you developed integrated case plans between social workers and juvenile justice officers for court disposition, implementation, and collaborative oversight?

Current Status of the Practice	Plan for Action (Tasks & Activities)	Time Lines & Persons Responsible	Challenges/Progress
<p>Month 6: Will define new practice as we develop the format for Multi-Agency Staffing, looking for opportunities to link services & cross-reference conditions that will be written into individual agency plans in order to serve the best interest of the child</p> <p>Month 7: Practice not yet established</p> <p>Months 8-10: Will define new practice as we develop the format for LIPT Staffing, looking for opportunities to link services & cross-reference conditions that will be written into individual agency plans in order to serve the best interest of the child</p> <p>Month 11: Training outline begun; implementation date TBD</p> <p>Months 12-13: LIPT implementation set for 6/17/13</p> <p>Months 14-16: Target population identification has begun, though no dually-involved cases have made it to LIPT yet; staff training complete</p>	<p>Month 6: Will define practice through Multi-Agency Staffing format development</p> <p>Month 7: No change in Action Plan</p> <p>Months 8-10: Will develop more formalized LIPT structure & procedures; staff training to follow</p> <p>Month 11: Further develop documents & protocol to support LIPT</p> <p>Months 12-13: Protocol & form development</p> <p>Months 14-16: Review written protocol & forms with LIPT team</p>	<p>Month 6: TBD</p> <p>Month 7: TBD</p> <p>Months 8-10: Executive Committee to advance Action Plan in Months 9-11</p> <p>Month 11: Action plan to be advanced during Month 12; L. Mantz, T. Pierce & J. Wilds</p> <p>Months 12-13: Action plan to be advanced during Months 13-14; L. Bertram, G. Hutchinson, L. Mantz, T. Pierce, K. Rider & J. Wilds</p> <p>Months 14-16: Action plan to be advanced; L. Bertram, L. Mantz, T. Pierce, K. Rider & J. Wilds</p>	<p>Month 6: Need to define key staff & format for Multi-Agency Staffing</p> <p>Month 7: Will use decisions made in mapping discussions to define format & procedures to link services & cross-reference conditions to integrate case plans</p> <p>Months 8-10: Progress in mapping will be very useful to outline training needed</p> <p>Month 11: Support documents in draft form</p> <p>Months 12-13: None at this time</p> <p>Months 14-16: None at this time</p>

Priority Practice Areas

14. Do you have formal policies, procedures and protocols in place that guide the institutionalized practice for dually involved youth?

Current Status of the Practice	Plan for Action (Tasks & Activities)	Time Lines & Persons Responsible	Challenges/Progress
<p>Month 6: Will define new practice through the utilization of Multi-Agency Staffing, documenting policies & procedures as the practice is developed & revised</p> <p>Month 7: Practice not yet established</p> <p>Months 8-11: Will define new practice through the utilization of LIPT for dually-involved youth, documenting policies & procedures as the practice is developed & revised</p> <p>Months 12-13: LIPT implementation set for 6/17/13</p> <p>Month 14: Target population identification has begun, though no dually-involved cases have made it to LIPT yet; staff training complete</p> <p>Month 16: LIPT protocol & forms have been drafted; no dually-involved cases have been staffed at LIPT yet</p>	<p>Month 6: After implementation of Multi-Agency Staffing, will revise as needed and document the practice as policy & procedure</p> <p>Month 7: No change in Action Plan</p> <p>Months 8-11: Executive Committee to meet during Months 9-12 to outline staff training; formalize LIPT format</p> <p>Months 12-13: Protocol development</p> <p>Month 14: Continue protocol & form development</p> <p>Month 16: Review written protocol & forms with LIPT team</p>	<p>Month 6: TBD</p> <p>Month 7: TBD</p> <p>Months 8-11: Action Plan will continue to be advanced; L. Mantz, T. Pierce, J. Wilds</p> <p>Months 12-13: Action plan to be advanced during Months 13-14; L. Bertram, G. Hutchinson, L. Mantz, T. Pierce, K. Rider & J. Wilds</p> <p>Month 14: Action plan to be advanced during Month 15; L. Bertram, L. Mantz, T. Pierce, K. Rider & J. Wilds</p> <p>Month 16: Action plan to be advanced; L. Bertram, L. Mantz, T. Pierce, K. Rider & J. Wilds</p>	<p>Month 6: Need to define key staff & format for Multi-Agency Staffing</p> <p>Month 7: Will use decisions made in mapping discussions to define format & procedures surrounding the practice of Multi-Agency Staffing</p> <p>Months 8-11: Progress in mapping will be very useful in defining format & procedures for LIPT</p> <p>Months 12-13: None at this time</p> <p>Month 14: None at this time</p> <p>Month 16: None at this time</p>
<p>15. Do you utilize any of the following models for coordination of court processes:</p>			
<p>- Dedicated docket</p>	<p>- One family/one judge model</p>	<p>- JJ & CW systems pre-court conferences</p>	
<p>Months 6-8: No plans for dedicated docket at this time</p> <p>Months 9-16: No plans for dedicated docket at this time</p>	<p>Months 6-8: Practice established</p> <p>Months 9-16: Practice established</p>	<p>Months 6-8: Dually-involved youth will be staffed at Multi-Agency Staffing; practice not yet established</p> <p>Months 9-16: Dually-involved youth will be staffed at LIPT; practice established 6/17/13 (Month 14); dually-involved youth have not yet progressed to LIPT</p>	

Priority Practice Areas

16. Have you developed a plan and/or curriculum for training of all staff involved in the handling of dually-involved youth?

Current Status of the Practice	Plan for Action (Tasks & Activities)	Time Lines & Persons Responsible	Challenges/Progress
<p>Month 6: Will develop plan for staff training as the format & protocols for handling dually-involved youth are defined</p> <p>Months 7-10: Practice not yet established</p> <p>Month 11: Training outline begun; implementation date TBD</p> <p>Months 12-13: Training dates set for 6/4 & 6/11 for Court, DJJ, DFCS & Mental/Behavior Health Staff; Identified school, law enforcement, attorneys & community as groups for additional targeted trainings on later dates</p> <p>Month 14: Staff training complete on 6/4/13 & 6/11/13</p> <p>Month 16: Initial staff training complete & staff ready for LIPT practice implementation; need to conduct training for law enforcement & school staff</p>	<p>Month 6: Will plan training for parents & foster parents, as well as agency staff</p> <p>Months 7-10: No change in Action Plan</p> <p>Month 11: Further develop documents & protocol to support LIPT</p> <p>Months 12-13: Training outline to be advanced after LIPT protocol defined</p> <p>Month 14: Continue training development for law enforcement, school & community</p> <p>Month 16: Develop & implement training for law enforcement & school staff, incorporating CHINS information; develop annual/regular training for court, DFCS & DJJ staff</p>	<p>Month 6: TBD</p> <p>Months 7-10: TBD</p> <p>Month 11: Action plan to be advanced during Month 12; L. Mantz, T. Pierce & J. Wild</p> <p>Months 12-13: Action plan to be advanced during Months 13-14; Executive Meeting to meet 5/24/13</p> <p>Month 14: Action plan to be advanced during Month 15; L. Mantz, T. Pierce & J. Wilds</p> <p>Month 16: Action plan to be advanced; L. Mantz, T. Pierce & J. Wilds</p>	<p>Month 6: Need to define key staff & format for Multi-Agency Staffing</p> <p>Months 7-10: Will use decisions made in defining format & procedures to guide staff training</p> <p>Month 11: Support documents in draft form</p> <p>Months 12-13: Challenged by 6/17/13 implementation date; working backward to accomplish protocol development & training prior to launch of priority practices</p> <p>Month 14: Training went extremely well; 66 line staff attended training – positive feedback</p> <p>Month 16: None at this time</p>
<p>➤ Additional Practice Area(s)</p>			

Attachment 5: Sample Executive Committee Meeting Notes

**Executive Committee Session
Site Visit #6 – 4/10/13 & 4/11/13**

Consultants: MacArthur Foundation, Robert F. Kennedy Children’s Action Corps
Models for Change: Systems Reform in Juvenile Justice Initiative

John Tuell jtuell@rfkchildren.org
Janet Wiig jwiig@rfkchildren.org

Executive Committee:	Contact Info:	Agency:	Present:
Laura Bertram	nccp@bellsouth.net	NCCP	✓
<u>Don Chambers</u>	dojochambers@bellsouth.net	Former DJJ Newton	✓
Tom Covington	ticovington@dhr.state.ga.us	DFCS Newton – SS Admin.	✓
Priscilla Faulkner	falconwoodfarms@yahoo.com	Social Empowerment Center	
Mona Franklin	mcollier@co.newton.ga.us	NCJC – Intake	
Paul Gunter	pgunter@newtonsheriffga.us	NCSSO – Training	✓
George Hutchinson	hutchinson.george@newton.k12.ga.us	NCSS – Social Services	
Lisa Mantz	lmantz@co.newton.ga.us	NCJC – Judge	✓
Al Miller	amos.miller@covingtonpolice.com	Covington Police Department	✓
Tora Pierce	torapierce@djj.state.ga.us	DJJ Newton	✓
<u>Sheri Roberts</u>	sroberts@co.newton.ga.us	NCJC – Judge	
<u>Rachel Rogers</u>	retaylor@dhr.state.ga.us	DFCS Newton - Director	✓
RaNae Sims-Fendley	fendley.ranae@newton.k12.ga.us	NCSS – Social Services	
Diana Summers	dsummers@co.newton.ga.us	NCJC - Operations	✓
Jennifer Wilds	Jennifer.wilds@vphealth.org	ViewPoint Health	✓
Other Participants:	Contact Info:	Agency:	Present:
Paul Dailey		Covington Police Department	✓

April 10th

★ Family/Youth Focus Groups

- Had discussed earlier as a way to get family input & determine whether their needs were being met
- Would use as a way to identify family leaders
- Do we need a family representative on the Executive Committee?
 - Yes, but difficult to sustain family involvement at the leadership level
- Core purpose is to get family’s participation
 - Time & effort needed to groom family for leadership role
- Need to look at purpose for family involvement, looking for feedback on:
 - Services from multiple agencies
 - LIPT

- All aspects of case processing
- Can use this process to identify families or peer advocates
- Need to ask parents – are we doing what we think we are doing?
 - Check to see if we are on track by soliciting family feedback
 - Build a relationship with families through review process, as we conduct 90-day review & collect 9-month tracking data
- Develop a questionnaire from the protocol to monitor performance
 - Use feedback to modify the LIPT process
 - This is one way to ensure fidelity to the model
 - Practice will be to include youth
 - But will review on case by case basis
 - There may be valid reasons to exclude youth input

ACTION STEP #1: Develop process evaluation questionnaire (instead of focus groups)

- Separate for youth & parents, determine:
 - Who
 - When
 - How often
- Possibly use an assessment to determine competency of youth
- Use results to help determine family engagement

★ LIPT – Training Targets & Timeline

- Let desired outcomes drive part of the LIPT format
 - Think about youth individually & address specific needs
- LIPT already individualized to each family
 - Why would we not use the same process for all kids, if this is the best protocol?
- It is difficult to be this intentional with all families
- Examine risks & assessments
 - Translate these to appropriate services & development of coordinated plan
 - Keep in mind:
 - Risks
 - Strengths
 - Treatment needs
- Need to ask ourselves what are we going to do differently because we know this is a dually-involved youth
 - The answer may be “nothing,” but will need to examine the specific risks to formulate an individual plan
- Stay focused on desired outcomes for that family
 - And we will focus on the entire family, not just the youth or what the family needs to do on behalf of that youth

- What is the best way to approach training for law enforcement?
 - Do officers understand the differences between the juvenile & adult systems?
 - Sheriff's Office responds, explaining how their responses have changes since the introduction of COPS (Community Oriented Policing)
 - Now doing more "social work" on calls
 - Fewer youth being detained
 - Officers have a "tool box" of resources & referral agencies
 - No longer say it is a civil matter, if not criminal – will go ahead with the referral
 - Covington Police responds that there is not a clear understanding of the protocol
 - When should they handle themselves, when to get DFCS or Court involved
 - Need clarification from the Court & DFCS
 - In responding to a crisis, what should happen to the child in the home who witnessed the traumatic event?
 - Need information in a presentable format & repeat training on an annual basis
 - High turnover at the Sheriff's Office (30%)
 - Not so at Covington Police, but useful to conduct annual training
 - DFCS already conducts yearly training at the Sheriff's Office
 - Working to conduct training with Police Department, as well
 - Will need to schedule multiple trainings to make it available to all officers, shifts
 - Sheriff's Office offered to host training for all law enforcement
 - Include Covington Police, as well as Oxford, Porterdale, Mansfield & Social Circle
 - Also consider other law enforcement, such as those on college campuses
 - Will need to schedule a minimum of 3 to 4 sessions to accommodate all officers & shifts

ACTION STEP #2:

Develop Targeted Trainings & schedule dates

(offer credit hours where applicable) & consider aspects of the initiative that will generate buy-in from each specific audience

- Law Enforcement
- School System
 - Emphasize improved school outcomes & how we will affect this change
- Attorneys – defense & prosecuting
- Community Forum (include community leaders & press)

★ Desired Outcomes

- Consider developing an MOU, following the example set by Santa Clara

- Note that in our stated desired outcomes family outcomes are integrated with system outcomes
 - Note separation in Santa Clara document
- The intent of the Initiative is to help sites develop intentional outcomes that will drive the entire process
 - We will be able to consistently refer to these outcomes to stay focused on what we are trying to achieve
 - Through the identification of outcomes, sites will have “buy-in” & own the work they have set out to do
- It may be easier to get everyone on the same page by separating family & youth outcomes
 - Note that in the example set by Santa Clara, system outcomes are very similar to process outcomes
 - An examination of the data is needed to help shape desired system outcomes
 - Our youth outcomes are largely defined
 - Hamden county has done a good job defining the measures
 - Janet will send
- Some suggested changes to our desired outcomes
 - Need a definition of recidivism
 - Perhaps a decrease in the seriousness of charges
 - Add fewer days in foster care
 - Remove “increase length of placement”
 - Contradicts “reducing child welfare involvement”
 - Enhance connection to community in a positive way, through:
 - Sports or recreation activities
 - Mentoring programs
 - School engagement or tutoring
 - Community service
 - Not like court ordered, but volunteering to foster youth’s connection
- An examination of the data is needed to help shape desired system outcomes

ACTION STEP #3: Develop a Newton County MOU

- Use Santa Clara document as a model
- Shape this as a local agreement documenting the collaboration on goals & objectives
- The MOU will contain the complete list of Desired Outcomes

★ Tracking Assessments & Resource Referrals

- Use Josh’s form to guide 90-day LIPT review

- “Dually-Involved Youth Data Project Intake/Multi-Agency Staffing Form”
- Will request that Josh expand this form to track assessments & referrals
 - Assessments requested/date completed
 - Referrals made/date of service

ACTION STEP #4: Ask Josh to incorporate assessment & referral tracking in electronic forms

★ Sustainability & Fidelity to the Initiative + Clarification of Workbook Deliverables

- John & Janet have a workbook addressing sustainability issue – will send
- Family questionnaire (process evaluation) is one way we will ensure fidelity to the model
 - See Action Step #1
- Need to consider staff turnover – this may be addressed by
 - An annual report to the community
 - Annual training
 - See Action Step #2
- The Site Manual we will develop will be used as a tool to sustain the changes & ensure fidelity
 - Following the Outline developed by John & Janet, we will memorialize the work, documenting
 - Protocols
 - Policies
 - Procedures
 - Practices
 - We will include protocol for revision of this document, including the time frames for review & the group responsible
 - Annual trainings will be scheduled as a part of the policy

ACTION STEP #5: Develop Site Manual

April 11th – Recap

★ Next Steps

- Develop Newton County MOU
 - Include complete list of Desired Outcomes
- Refine definition of Target Population
- Develop a script for LIPT meetings
- Develop LIPT protocol
 - Include Family “process evaluation” questionnaire
- Develop & implement training
 - Line Staff (Court, DFCS, DJJ, Mental Health)

- Targeted groups (School, Law Enforcement, Attorneys, Community)
- Roll out for Priority Practices implementation – **6/17/13**
- Site Manual
 - **9/15/13**

★ Documents needed from John & Janet

- | | | |
|---|-----------------|---|
| ● LONGSCAN Research | RECEIVED | ✓ |
| ● Safety Response documents from Outagamie County | RECEIVED | ✓ |
| ● Sustainability Guidebook | RECEIVED | ✓ |
| ● Measures for Desired Outcomes (Hamden County) | | |

★ Going Forward

- 7th Site Visit
 - Not in original plan, will have another site visit to monitor progress as a part of 6-month extension
 - Will include one consultant (John or Janet) & Dr. Herz for data discussion
 - Uncertain of dates, but probably sometime mid-Summer
- Conference Calls
 - May 14th at 10 am EDT
 - June conference call TBD
- Future of the Initiative
 - John & Janet have submitted a revised proposal to RFK Foundation
 - Will include a site team panel

Attachment 6: *Models for Change Initiative Data Sharing MOU*
IN THE JUVENILE COURT OF NEWTON COUNTY
STATE OF GEORGIA

IN RE:

MODELS FOR CHANGE INITIATIVE

A MEMORANDUM OF UNDERSTANDING BETWEEN:

- **CANYON SOLUTIONS, INC.**
- **THE GEORGIA DEPARTMENT OF JUVENILE JUSTICE**
- **THE GEORGIA DEPARTMENT OF HUMAN SERVICES, DIVISION OF FAMILY AND CHILDREN SERVICES**
- **THE NEWTON COUNTY DIVISION OF FAMILY AND CHILDREN SERVICES**
- **THE GOVERNOR'S OFFICE OF CHILDREN AND FAMILIES**
- **THE NEWTON COUNTY JUVENILE COURT**

For the purpose of compiling data for the Models for Change Initiative (hereinafter referred to as the "Initiative"), Canyon Solutions, Inc., the Georgia Department of Juvenile Justice (hereinafter referred to as "DJJ"), the Georgia Department of Human Services, Division of Family and Children Services and the Newton County Department of Family and Children Services (hereinafter referred to as "DFCS"), the Governor's Office of Children and Families (hereinafter referred to as "GOCF"), and the Newton County Juvenile Court (hereinafter referred to as "the Court") agree to the following:

1. AUTHORITY AND PURPOSE:

1.1. PURPOSE OF THE AGREEMENT

The purpose of the Initiative is to improve multi-disciplinary policies and practices impacting youth with current or prior referrals to DFCS in the child welfare system that are entering into the juvenile justice system within the purview of the DJJ, DFCS, the Court, and any additional signatory agencies party to this Agreement. These policies and practices may include current arrest, intake, identification of dual involvement youth (youth who are before the Newton County Juvenile Court in connection with a delinquency matter and who have current or prior referrals to DFCS), court diversion, case planning and management, and court processing related to the treatment of the dually involved (sometimes referred to as "crossover") youth. The reforms in policies and procedures will improve screening and assessment, case management, case planning, resource allocation, and service delivery, and will provide an opportunity to positively impact multi-system youth and family outcomes.

The parties to this Agreement believe that greater multi-system coordination and integration is best accomplished through a comprehensive, strategic planning process that embraces and values inclusion of youth, families, and a broad-based representation of youth-serving agencies and organizations. This Agreement provides a framework through which the parties can effectively

gather and share data and establish a more detailed understanding of the populations served by the agencies taking part in the Initiative.

The parties to this Agreement agree that this Initiative promotes and fosters the purposes of both the Child Abuse Prevention and Treatment Act (CAPTA) and the Juvenile Justice and Delinquency Prevention Act (JJDP) to develop services for crossover youth.

1.2. DEFINITION OF TARGET POPULATION

The parties mutually agree that the target population for the Initiative shall be defined as any youth who:

- A. At any of the following points in the Juvenile Justice process:
 - i. Referral to the Newton County Juvenile Court on a delinquent or status offense charge
 - ii. Pre-adjudication hearing in Newton County Juvenile Court on a delinquent or status offense charge
 - iii. Disposition hearing in Newton County Juvenile Court on a delinquent or status offense charge
 - iv. Transfer of DJJ commitment supervision for a delinquent offense to Newton County from a juvenile court outside of Newton County

- B. Is found to meet at least one of the following criteria:
 - i. Has a current open DFCS child welfare case
 - ii. Has been part of an open DFCS child welfare case within the prior 5 years

1.3. STATUTORY AUTHORITY

O.C.G.A. § 15-11-79(d) authorizes the Court to permit authorized representatives of DJJ, the Department of Corrections, the Governor's Office for Children and Families, and the Council of Juvenile Court Judges to inspect and extract data from any court files and records for the purpose of obtaining statistics on children and to make copies pursuant to the order of the court.

O.C.G.A. § 15-11-84 directs that "governmental agencies" shall exchange with each other all information, that is not held as confidential pursuant to a federal law and relating to a child which may aid a governmental entity in the assessment, treatment, intervention or rehabilitation of a child of the court.

42 U.S.C.A. § 5106a(d)(14), of the Child Abuse Prevention and Treatment Act (CAPTA), directs each State to which a grant is made to provide an annual report to the Secretary which includes the number of children under the care of the State child protection system who are transferred into the custody of the State juvenile justice system.

42 U.S.C.A. § 5633, of the Juvenile Justice and Delinquency Prevention Act (JJDP), allows States to apply for grants for the purpose of developing programs to serve the crossover youth population. Further, the statute states that

the 3 year state plan required for JJDP A funding must establish policies and systems to incorporate relevant child protective services records into juvenile justice records for purposes of establishing and implementing treatment plans for juvenile offenders.

O.C.G.A. § 49-5-41(b) authorizes the Department of Family and Children Services to permit inspection of child abuse reports and the release of information from such records to individuals who are engaged in legitimate research for educational, scientific or public purposes who comply with the statute and obtain an order from a juvenile court judge. For purposes of this Agreement, the parties agree to comply with such Code Section and to make application for and to obtain an order for inspection of child abuse and neglect records from the Fulton County Juvenile Court.

2. ALL ENTITIES AGREE AS FOLLOWS:

2.1. PROTECTION OF CONFIDENTIAL AND PRIVILEGED INFORMATION

While in possession of confidential data provided by other parties to this Agreement, each party shall permit access to the data only to the minimum number of authorized employees necessary to achieve the purpose stated in this Agreement who will utilize the data solely as a part of work responsibilities in relationship to the implementation of this Agreement.

All parties also agree to store the data in a secure area, protect the confidentiality of the data, and prevent unauthorized access to the data. The parties understand that information provided by DFCS that includes child abuse and neglect records is protected and made confidential by O.C.G.A. § 49-5-40(b) et seq. The parties further understand that disclosure of information made confidential by O.C.G.A. § 49-5-40(b) in a manner contrary to law is a criminal misdemeanor. All persons authorized to have access to the data will certify to their understanding that they may be held individually liable for any and all criminal and civil penalties imposed under State and/or Federal laws for any breach of confidentiality for which they are solely or partially responsible.

Parties to this Agreement represent and warrant further that, except as specified this Agreement or as authorized in writing by all parties, such data shall not be disclosed, released, revealed, showed, sold, rented, leased, or loaned to any person.

Further, all of the parties to this Agreement agree to ensure that no unauthorized user will have access to any confidential or privileged information. The parties shall report to DFCS any 1) use or disclosure of DHS/DFCS data not authorized by this Agreement or 2) request to inspect or obtain data provided by DFCS under the Georgia Open Records Act no later than one (1) calendar day after a party learns of such unauthorized access, use or disclosure or request under the Open Records Act. The parties shall cooperate with DFCS in its efforts to protect such confidential information from wrongful disclosure following a request under the Open Records Act and shall disclose such data to the party seeking it only as required by state or federal law. All personally identifiable information shall be treated as strictly confidential and shall not be disclosed or

provided to any employee or who has not signed the attached Data Confidentiality Agreement.

In addition:

- A. No individual data from such records shall be reported or published without prior review and prior written permission by the party who owns the data under the provisions of this Agreement.
- B. Data may not be copied or stored in any format, place or manner which will allow unauthorized persons to retrieve the data by means of computer, remote terminal or other means.
- C. Data may not be copied for any purpose without ensuring that security protocols are followed which will assure that unauthorized persons may not gain access to or obtain the data.
- D. Access to data shall be protected in accordance with the requirements this Agreement.
- E. Any breach, or suspected breach, of data confidentiality shall be reported no later than one (1) calendar day after discovery of the breach or suspected breach to all parties to this Agreement.
- F. Violation of this Agreement may be the basis for termination, and such other legal penalties as may be prescribed by State and/or Federal law.

2.2. LOCATION OF DATA AND CUSTODIAL RESPONSIBILITY

The parties mutually agree that DJJ will house the shared data. In this capacity, DJJ will be:

- A. responsible for the observance of all conditions for use and for the establishment and maintenance of security including appropriate protections for server firewalls and backups to protect data, and
- B. responsible as specified in this Agreement to prevent unauthorized use of shared data.

All parties agree the data provided to DJJ remains the exclusive property of the party sharing the data. Nothing in this Agreement will grant to or create in DJJ, either expressly or impliedly, any right, title, interest or license in or to the data provided to DJJ by the other parties. DJJ agrees that DHS/DFCS may conduct periodic audits at a mutually agreeable time to monitor the storage and access of DHS data, subject to DHS/DFCS' agreement to treat DJJ and third party information it may have access to in the course of such audit confidential, and DJJ also agrees to cooperate with DHS/DFCS in those audits.

3. DFCS SHALL:

- 3.1. Provide the Court and DJJ access to Child Protective Services (CPS) data required to identify youth who are part of the target population. The following demographic data for all children for whom referrals have been made or who are or have been a

part of an open DFCS case as of the date of the data production and for the prior five years, will be provided to DJJ, at times and in secure forms mutually agreed upon by DFCS and DJJ:

- A. Numeric SHINES Person Identifier
- B. First Name
- C. Middle Name or Initial
- D. Last Name
- E. Date of Birth
- F. Gender
- G. Ethnicity

It is anticipated that the data will be provided by DFCS to DJJ on a monthly basis.

- 3.2. Respond to information requests made by DJJ pertaining to data described above required for the Initiative. DFCS will respond from its records to questions 1, 3, 9, 10, 11, 12, 13, 14, 15, 16 and 25 of the attached Cross-Over Youth Data Project Dually-Involved Youth Initial Form, attached hereto as Annex A.
- 3.3. Provide data to DJJ under this Agreement in a manner mutually agreed upon, in writing, by DJJ and DFCS.
- 3.4. Not provide protected health information concerning the target population or any other person to DJJ or any other party to this Agreement for purposes of this Agreement.

4. THE COURT SHALL:

- 4.1. Identify youth with a delinquency case on file with the Court who also have current or prior involvement with DFCS as indicated by the data accessed under Section 3.1 above.
- 4.2. Create and manage electronic records of identified dually-involved youth in a database created by DJJ for the Initiative with the unique SHINES person identification number and other relevant data for that youth.

5. CANYON SOLUTIONS, INC, ACTING AS THE DATA CONTRACTOR FOR THE JUVENILE COURT, SHALL:

Provide to DJJ regular electronic reports from the Juvenile Court Activity Tracking System (hereinafter referred to as "JCATS") database of case files of identified dually-involved youth as determined by the data needs of the Initiative.

6. DJJ SHALL:

- 6.1. Regularly query the DJJ Juvenile Tracking System (hereinafter referred to as "JTS") database to identify youth who are committed to DJJ for a delinquent offense by a juvenile court outside of Newton County, and subsequently transfer to commitment supervision in Newton County.
- 6.2. Create and maintain a database of identified dually-involved youth with relevant data and identifiers from the JCATS, SHINES, and JTS databases.
- 6.3. Use the data obtained from DFCS only for the purposes permitted in this Agreement.
- 6.4. Sort, filter, and compile the aforementioned data solely for the purpose of assisting in accomplishing the purposes of the Initiative and this Agreement as stated in paragraph 1.1.

7. GOCF SHALL:

- 7.1. Use the data obtained from DJJ pursuant to this Agreement to explore methods of producing additional data and reports on juvenile justice issues consistent with the purposes of this Agreement set out in Paragraph 1.1.
- 7.2. Use the data obtained pursuant to this Agreement to be in compliance with the purposes of the Juvenile Justice and Delinquency Prevention Act (JJDP A).

8. NOTICES

The mailing address and telephone number for correspondence, reports, and other matters relative to this Agreement, except as otherwise provided, shall be directed to the parties as indicated below. The mailing addresses, telephone numbers and contact persons listed below may be changed during the term of this Agreement only by written notification to the other parties.

Attn: Janice Saturday
Address: Georgia Department of Human Services
Division of Family and Children Services
Two Peachtree Street, N.W., Suite 19.102
Atlanta, Georgia 30303
Telephone Number: 404-657-5133
Email: jmsaturday@dhr.state.ga.us

Attn: Joshua Cargile
Address: Georgia Department of Juvenile Justice
3408 Covington Highway
Decatur, GA 30032
Telephone Number: 404-508-7225
Email: joshuacargile@djj.state.ga.us

Attn: Andy Barret
Address: Canyon Solutions, Inc.
3100 W. Ray Road, Suite 145
Chandler, Arizona 85248
Telephone Number: 480-722-1216
Email: abarret@canyonsolutions.com

Attn: Rachel Rogers, Director
Address: Georgia Department of Human Services
Newton County Department of Family and Children Services
4117 Mill Street
Covington, Georgia 30014
Telephone Number: 770-784-2494
Email: retaylor@dlr.state.ga.us

Attn: Joe Vignati
Address: The Governor's Office of Children and Families
55 Park Place, NE, Suite 410
Atlanta, Georgia 30303
Telephone Number: 404-656-5183
Email: Joe.Vignati@children.ga.gov

Attn: Diana Summers
Address: Newton County Juvenile Court
1132 Usher Street
Covington, Georgia 30014
Telephone Number: 770-784-2060
Email: dsummers@co.newton.ga.us

9. ENTIRE AGREEMENT

This Agreement, together with the exhibits incorporated by reference, represents the complete and final understanding of the parties. No other understanding, oral or written, regarding the subject matter of this Agreement, may be deemed to exist or to bind the parties at the time of execution.

10. INTERPRETATION

Any ambiguity in this Agreement shall be resolved to permit the parties to comply with applicable state and federal laws, rules and regulations. This Agreement shall be governed by, construed, and applied in accordance with the laws of the State of Georgia.

11. DURATION OF AGREEMENT

This Agreement shall become effective on or after the date of signature by all parties and the same shall extend for the duration of the Initiative, a period not to exceed one year from the date of its execution.

12. AMENDMENT TO THE AGREEMENT

The parties recognize and agree that it may be necessary or convenient for the parties to amend this Agreement so as to provide for the orderly implementation of all of the undertakings described herein, and the parties agree to cooperate fully in connection with such amendments if and as necessary. However, no change, modification, or amendment to this Agreement shall be effective unless the same is reduced to writing and signed by the parties hereto. Except for the specific provision of the Agreement that is amended, the Agreement remains in full force and effect after such amendment. The parties to this Agreement agree to continue to meet on a regular basis to review the data sharing process, and to review the Agreement as needed for applicability to all parties and for review of the services to be provided.

13. SEVERABILITY

If any term, covenant, or condition of this Agreement shall to any extent be held invalid or unenforceable, the remainder of this Agreement shall not be affected thereby, and each term, covenant, or condition of this Agreement shall be valid and enforceable.

14. NON-ASSIGNMENT

No party may, during the term of this Agreement or any renewals or extensions of this Agreement, assign or subcontract all or any part of the Agreement without the prior written consent of all parties hereto.

15. MISCELLANEOUS

- 15.1. The waiver by any party of a breach or violation of any provision of this Agreement shall not operate as or be construed to be a waiver of any subsequent breach of the same or other provision of the Agreement.
- 15.2. Nothing contained in this Agreement shall be deemed to constitute either party a partner, agent or employee of the other party for any purpose.
- 15.3. The failure to exercise any right provided in this Agreement shall not be a waiver of prior or subsequent rights.

16. TERMINATION

- 16.1. Each party reserves the right to terminate this Agreement with sixty (60) calendar days prior written notice to the other parties. Upon termination of this Agreement for any reason, DJJ shall return or destroy all confidential data belonging to the terminating party within thirty (30) calendar days of the termination date.

16.2. The obligations to ensure and protect the confidentiality of the data imposed on the parties by this Agreement and any obligations to provide notice under this Agreement will survive the expiration or termination of this Agreement.

IN WITNESS WHEREOF, the parties hereto have entered into this Memorandum of Understanding as evidenced by their signatures below. The Memorandum is effective upon the date of the final signature.

For Newton County Juvenile Court:

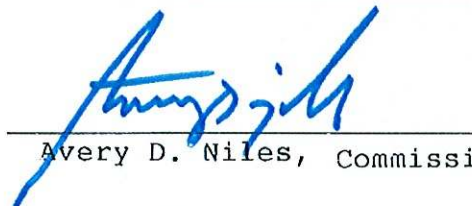


Judge, Sheri C. Roberts

1/2/13

Date

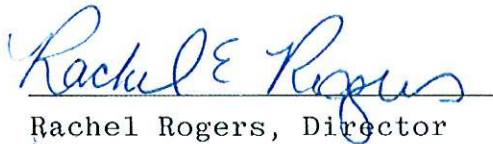
For Georgia Department of Juvenile Justice:


Avery D. Niles, Commissioner

1/30/13

Date

For Newton County Department of Family and Children Services:


Rachel Rogers, Director

1-31-13

Date

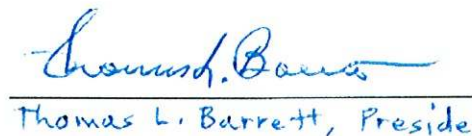
For Governor's Office for Children and Families:


Katie Jo Ballard, Executive Director

12/19/12

Date

For Canyon Solutions, Inc.:


Thomas L. Barrett, President

1/3/13

Date


For Department of Human Services, Division of Family and Children Services.:



Ron Scroggy, Division Director

2/7/13

Date



Clyde L. Reese, III, Esq.,
Commissioner

Feb 11, 2013

Date

Crossover Youth Data Project Dually-Involved Initial Form

These measures should be collected for all youth identified as dually-involved youth beginning on your designated start date and for all comparison youth your site identifies. Dually-involved youth, in this case, are defined by individual site definitions of target population for this work.

NOTE: Sites should be able to complete all of this information at the time a youth is identified as a dually-involved youth. These data should also be completed for comparison youth, if applicable.

GOLDEN RULE FOR DATA COLLECTION: WHEN SITE-SPECIFIC DEFINITIONS OF AN ITEM ARE NECESSARY, PLEASE DEFINE THE ITEM AS A TEAM AND IMPLEMENT THE DEFINITION CONSISTENTLY THROUGHOUT DATA COLLECTION. DENISE HERZ WILL CONTACT SITES AFTER DATA COLLECTION BEGINS TO DOCUMENT THOSE DEFINITIONS AND HOW THEY ARE IMPLEMENTED.

Color Code Key

Data from JCATS/JTS

Data from JCATS/ JTS and SHINES

Data entered in standalone database at Newton JC

Data from Newton BOE if possible, or entered in standalone database if not

Data from JTS

Data from SHINES/CPRS

Questions for Denise Herz

CASE INFORMATION	
1. Child Welfare Agency Tracking Number (Defined by Site—No Names or Personal Identifying Information)	[Redacted] (Recorded in JCATS)
2. Juvenile Justice Agency Tracking Number (Defined by Site—No Names or Personal Identifying Information)	[Redacted]
3. CPS/social worker Name (Optional)	[Redacted]
4. Juvenile Court/Probation/JJ Officer Name (Optional)	[Redacted]
5. Site Code (if multiple sites are represented in this jurisdiction—simply assign a number locally to the different areas)	Identified by Site—Please be consistent and provide information on codes used to Denise Herz 1
BASIC INFORMATION ON IDENTIFIED DUALY-INVOLVED YOUTH	
6. What was the date on which this youth was identified as a dually-involved youth?	DATE: [Redacted]

<i>For comparison youth, please use referral/arrest date for all cases.</i>	
a. Is this youth a comparison group youth?	<input type="radio"/> No <input type="radio"/> Yes

<p>indicate his/her ethnicity in the next question.</p>	<p><input type="radio"/> American Indian</p> <p><input type="radio"/> Other: _____</p>
<p>a. What is the youth's ethnicity?</p>	<p>_____</p> <p><input type="radio"/> Not Applicable</p>
<p>11. What was the youth's date of birth and what was his/her age at the time you identified him/her as a dually involved youth?</p>	<p>DOB Year: _____ AGE: _____</p>
<p>CHILD WELFARE EXPERIENCE INFORMATION</p>	
<p>12. At the time this youth was identified as a dually-involved youth, how many referrals to child welfare did this youth's family have (NOTE: A referral may or may not have been substantiated. Please count all previous referrals for youth with current or previous child welfare contact)</p>	<p>_____ # of times referred to child welfare including the most recent referral (i.e., the referral for which this case was opened)</p> <p>Please indicate '0' for youth without current or previous child welfare contact.</p>
<p>13. At the time this youth was identified as a dually involved youth, how long had he/she been involved in the child welfare system?</p> <p>NOTE: If a youth has multiple episodes with child welfare, please sum the total amount of time and if involvement was historical but not current, please count the time in the historical episode.</p>	<p><input type="radio"/> Not Applicable—No current or prior involvement with child welfare</p> <p>_____ Months (Please convert years into total Number of Months)</p>
<p>14. What was/were the reason(s) (i.e., court substantiated reasons) for his/her most recent entry into the child welfare system? Check all that apply.</p> <p>NOTE: If youth was previously not in child welfare, please indicate the reason(s) for his/her current involvement.</p>	<p><input type="radio"/> Neglect</p> <p><input type="radio"/> Physical Abuse</p> <p><input type="radio"/> Sexual Abuse</p> <p><input type="radio"/> Other: _____</p>
<p>15. What type of child welfare services was he/she receiving during his/her most recent involvement in the child welfare system?</p>	<p><input type="radio"/> Not Applicable—No current or prior involvement with child welfare</p> <p><input type="radio"/> Yes—voluntary/preventative services</p> <p><input type="radio"/> Yes—court imposed services</p>

<p>23. What was youth's living situation (of record if AWOL/runaway) at the time he/she was arrested/referred to the juvenile justice system?</p>	<ul style="list-style-type: none"> <input type="radio"/> Home <input type="radio"/> Relative/Kinship Placement <input type="radio"/> Non-Relative Caregiver <input type="radio"/> Foster Care <input type="radio"/> Adoptive Placement <input type="radio"/> Shelter <input type="radio"/> Congregate Care/Group Home <input type="radio"/> Residential Treatment Center <input type="radio"/> Hospital <input type="radio"/> Supervised Independent Living <input type="radio"/> Correctional Facility <input type="radio"/> Other
<p>24. Was this youth AWOL (i.e., a runaway) at the time he/she was arrested/referred to the juvenile justice system?</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Yes
<p>25. What was the youth's permanency goal at the time he/she was arrested/referred to the juvenile justice system?</p>	<ul style="list-style-type: none"> <input type="radio"/> Not Applicable—Not a Pathway 1 Youth <input type="radio"/> Not Applicable – Not removed from home <input type="radio"/> Remain at Home <input type="radio"/> Reunification <input type="radio"/> Adoption <input type="radio"/> Guardianship <input type="radio"/> Permanent Planned Living Arrangements <input type="radio"/> Emancipation <input type="radio"/> Long Term Foster Care <input type="radio"/> Other - Fit/Willing Relative <input type="radio"/> Other - None yet
<p>26. Did this offense occur at the place the youth was living at the time (e.g., home or placement)?</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Yes <input type="radio"/> Don't know
<p>27. Did this offense occur at youth's school?</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Yes—any relationship to school (generic) <input type="radio"/> Don't know
<p>28. At the time of this offense, did this youth have any prior arrests for criminal charges?</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Yes—if so, how many? _____
<p>29. At the time of this offense, did this youth have any prior arrests/contacts for status offenses (i.e., running away, incorrigibility, truancy, etc.)?</p>	<ul style="list-style-type: none"> <input type="radio"/> Not Applicable—System Doesn't Capture <input type="radio"/> No <input type="radio"/> Yes, status offense

SIGNIFICANT RELATIONSHIPS, SCHOOL STATUS, AND BEHAVIORAL HEALTH	
<p>30. At the time the youth was identified as a dually-involved youth, did he/she have consistent and stable contact (i.e., predictable and positive contact) with any of the following family members and/or other significant, positive adults? <i>Check all that apply.</i></p>	<ul style="list-style-type: none"> <input type="radio"/> No contact with any family members or significant positive adult <input type="radio"/> Biological mother <input type="radio"/> Biological father <input type="radio"/> Other legal parent <input type="radio"/> Adoptive parent <input type="radio"/> Legal guardian <input type="radio"/> Step-parent <input type="radio"/> Grandparent <input type="radio"/> Aunt/Uncle <input type="radio"/> Siblings (at least one) <input type="radio"/> Friend of the family <input type="radio"/> Mentor <input type="radio"/> Teacher/School Counselor <input type="radio"/> Someone at church <input type="radio"/> Coach
<p>31. At the time the youth was identified as a dually-involved youth, was he/she involved in any pro-social programming (e.g., afterschool program, mentoring, extracurricular activities, etc.)? <i>Check all that apply.</i></p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Afterschool program <input type="radio"/> Mentoring program <input type="radio"/> Sports/athletic programs <input type="radio"/> Church program <input type="radio"/> Arts program (e.g., art, writing, theatre, dance, etc.) <input type="radio"/> Other extracurricular activities <input type="radio"/> Independent living program
<p>32. Was youth enrolled in school or an educational program at the time he/she was identified as a dually-involved youth?</p>	<ul style="list-style-type: none"> <input type="radio"/> No, not enrolled <input type="radio"/> No, graduated or completed GED <input type="radio"/> Yes, enrolled and attending <input type="radio"/> Yes, enrolled but not attending
<p>33. Was youth experiencing academic (i.e., poor performance) or behavioral problems at school at the time he/she was identified OR if not enrolled, at the time they stopped attending school?</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Yes-academic (i.e., poor performance in the classroom leading up to the referral/arrest) <input type="radio"/> Yes-behavioral (i.e., youth received disciplinary actions, suspensions, or expulsions within the past 6 months prior to being identified) <input type="radio"/> Yes-exhibited problems in both areas
<p>34. Did youth have an Individual Education Plan at the time he/she was identified as a dually-involved youth OR if not enrolled, at the time they stopped attending school?</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Yes—primary reason for IEP: _____

35. At the time youth was identified as dually-involved youth, was there any indication that the youth suffered from mental health problems?	<ul style="list-style-type: none"> <input type="radio"/> No Indication of Mental Health Problems <input type="radio"/> Yes, some indication of symptoms <input type="radio"/> Yes—diagnosed with mental health disorders (i.e., received DSM-IVR diagnoses)
36. At the time youth was identified as dually-involved youth, was there any indication that the youth was using alcohol and/or drugs?	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Yes—use/misuse (indications of use but doesn't form a pattern—e.g., youth has tried marijuana once or twice) <input type="radio"/> Yes—pattern of use (use is regular and consistent—e.g., youth uses marijuana every day before school) <input type="radio"/> Yes—abuse (youth has received a diagnosis of substance abuse) <input type="radio"/> Yes—dependency (youth has received a diagnosis of substance dependency)
37. If youth has evidence of a pattern of use, substance abuse, or substance dependency, which of the following is a problem for the youth?	<ul style="list-style-type: none"> <input type="radio"/> Not applicable—youth does not exhibit a pattern of use or have a diagnosis for abuse or dependency <input type="radio"/> Alcohol <input type="radio"/> Marijuana <input type="radio"/> Inhalants <input type="radio"/> Other drugs such as cocaine/crack, methamphetamine, heroin, ecstasy, etc.

COPY

Attachment 7: *Data Sharing Court Order - Approved Application for Inspection of Records Concerning Child Abuse*
IN THE JUVENILE COURT OF FULTON COUNTY
STATE OF GEORGIA

FILE NO. _____

In the Interest of:)
)
APPLICATION OF THE)
THE GEORGIA DEPARTMENT OF)
JUVENILE JUSTICE; THE GEORGIA)
GEORGIA DEPARTMENT OF)
HUMAN SERVICES, DIVISION OF)
FAMILY AND CHILDREN SERVICES;)
THE NEWTON COUNTY DEPARTMENT OF)
FAMILY AND CHILDREN SERVICES;)
AND THE NEWTON COUNTY JUVENILE)
COURT FOR INSPECTION OF)
CERTAIN CHILD WELFARE RECORDS)

FILED
2013 MAR 13 AM 11:28
CLERK'S OFFICE
JUVENILE COURT
FULTON CO., GEORGIA

APPLICATION FOR INSPECTION OF RECORDS
CONCERNING REPORTS OF CHILD ABUSE

COMES NOW, the Georgia Department of Human Services, Division of Family and Children Services (hereinafter called "DHS/DFCS"), the Georgia Department of Juvenile Justice (hereinafter called "DJJ"), the Newton County Department of Family and Children Services (hereinafter, "Newton DFCS"), and the Newton County Juvenile Court (hereinafter referred to as "the Newton Court"), by and through undersigned counsel, and file this Application For Inspection of Records Concerning Reports of Child Abuse, pursuant to O.C.G.A. § 49-5-41(b). In particular, Applicants seek access to DHS/DFCS data for the purpose of compiling data for the Models for Change Initiative (hereinafter referred to as the "Initiative"), a project designed to improve multi-disciplinary policies and practices impacting youth with

current or prior involvement in the child welfare system that are entering into the juvenile justice system.

I. ARGUMENT AND CITATION OF AUTHORITY

The authority for this application, as well as the standards to be applied by the Court in assessing such applications, is set forth in O.C.G.A. § 49-5-41(b), which states in pertinent part:

- (b) (1) Notwithstanding Code Section 49-5-40, the juvenile court in the county in which are located any department or county board records concerning reports of child abuse, after application for inspection and a hearing on the issue, shall permit inspection of such records by or release of information from such records to individuals or entities who are engaged in legitimate research for educational, scientific or public purposes and who comply with the provisions of this subsection. When those records are located in more than one county, the application may be made to the juvenile court of any one such county. A copy of any application authorized by this subsection shall be served on the nearest office of the department. In cases where the location of the records is unknown to the applicant, the application may be made to the Juvenile Court of Fulton County.
- (2) The juvenile court to which an application is made pursuant to paragraph (1) of this subsection shall not grant the application unless:

(A) The application includes a description of the proposed research project, including a specific statement of the information required, the purpose for which the project requires that information, and a methodology to assure the information is not arbitrarily sought;

(B) The applicant carries the burden of showing the legitimacy of the research project; and

(C) Names and addresses of individuals, other than officials, employees, or agencies receiving or investigating a report of abuse or treating a child or family which is the subject of a report, shall be deleted from any information released pursuant to this subsection unless the court determines that having the names and addresses open for review is essential to the research and the child, through his or her representative, gives

permission to release the information.

The proposed study serves all three stated areas of legitimate inquiry in O.C.G.A. §49-5-41(b) by functioning as a source of information to serve educational, scientific and public purposes. Accordingly, Applicants are entitled to the records sought.

II. DESCRIPTION OF PROPOSED RESEARCH PROJECT

The research project proposed by Applicants intends to utilize DHS/DFCS data for social research and analysis purposes; for the purpose of compiling data for the Initiative, specifically, a project designed to improve multi-disciplinary policies and practices impacting youth with current or prior involvement in the child welfare system that are entering into the juvenile justice system. The data will only be used for research and/or analytical purposes and will not be used to make any other determinations affecting an individual.

III. SPECIFIC STATEMENT OF INFORMATION REQUIRED

The following information will need to be extracted from DHS/DFCS data as a part of the study: relevant child Foster Care and Child Protective Services history related to the target population, specifically youth involved with DHS/DFCS and DJJ and the Newton Court. The data shared shall include the numeric SHINES person identifier, and the youth's date of birth, gender and race and ethnicity. DFCS will also provide the name of the

case manager or managers assigned to the youth; the age of the youth at the time the youth was identified as a dually-involved youth; the number of referrals made concerning the youth's family to the child welfare system at the time the youth was identified as a dually-involved youth; the length of time the youth had been involved with the child welfare system at the time the youth was identified as a dually-involved youth; the reason for the youth's most recent entry into the child welfare system; the type of services the youth was receiving during his or her most recent involvement in the child welfare system; at the time the youth was identified as a dually-involved youth, the number of placements the youth had while in the care of the child welfare system; and the youth's permanency goal at the time the youth was arrested or referred to the juvenile justice system.

The target population for this research is:

A. Youth at any of the following points in the Juvenile Justice Process:

1. Youth who have been referred to the Newton Court on a delinquent or status offense charge;
2. Youth who have had a pre-adjudication hearing in the Newton Court on a delinquency or status offense charge;
3. Youth who have had a disposition hearing in the Newton Court on a delinquent or status offense charge; or
4. Youth whose DJJ commitment supervision for a

delinquent offense has been transferred from a juvenile court outside the Newton Court to the Newton Court, and

B. Who have been found to meet any of the following criteria:

1. Youth has a current open DFCS child welfare case, or

2. Youth has been a part of an Open DFCS child welfare case within the prior 5 years.

IV. PURPOSE FOR WHICH THE PROJECT REQUIRES SUCH INFORMATION

The purpose of the Initiative is to improve multi-disciplinary policies and practices impacting youth with current or prior involvement in the child welfare system that are entering into the juvenile justice system within the purview of the DJJ and the Newton Court. These policies and practices may include current arrest, intake, identification of dual involvement, diversion, case planning and management, and court processing related to the treatment of the dually involved (sometimes referred to as "crossover") youth. The reforms will improve screening and assessment, case management, case planning, resource allocation, and service delivery, and will provide an opportunity to positively impact multi-system youth and family outcomes.

This project has been designed with the full support of DHS/DFCS. Applicants believe that greater multi-system coordination and integration is best accomplished through a comprehensive, strategic planning process that embraces and values inclusion of youth, families, and a broad-based representation of youth-serving

agencies and organizations. This agreement provides a framework through which the parties can effectively gather data and establish a more detailed understanding of the populations served by the agencies taking part in the Initiative. Applicants further believe and agree that this Initiative promotes and fosters the purposes of both the Child Abuse and Protection Act (CAPTA) and the Juvenile Justice and Delinquency Prevention Act (JJDP) to develop services for crossover youth.

Specified parties designated by Applicants to be engaged in performing research pursuant to this Application shall be permitted to present at symposia and national or regional professional meetings, and to publish in scholarly journals, books, symposium volumes, abstract volumes, theses or dissertations, the methods and results of such research. The project researchers also expect that the data will be presented to the scientific community for use by similar child protective services agencies and service providers in other states. The data will only be used for research and/or analytical purposes and will not be used to make any other determinations affecting an individual.

V. METHODOLOGY

DHS/DFCS shall provide the Newton Court and the DJJ access to the data. Such access to data shall include relevant child Foster Care and CPS history related to the target population and shall

respond to information requests given by DJJ pertaining to the Initiative, identified above. These responses shall include the relevant population data required for the Initiative.

The Newton Court shall identify youth with a delinquency case on file with the Court who also have current or prior involvement with DHS/DFCS. The Newton Court will also create and manage electronic records of identified dually-involved youth in a data base created by DJJ for the Initiative.

DJJ will regularly query the DJJ Juvenile Tacking System (hereinafter called "JTS") data base to identify youth who are committed to DJJ for a delinquent offense by a juvenile court outside Newton County and whose commitment supervision has been transferred to the Newton Court. DJJ will also create and maintain a database of identified dually-involved youth with relevant data and identifiers from the JCATS, SHINES and JTS databases. DJJ will also sort, filter and compile the data provided to it solely for the purpose of assisting in accomplishing the purposes of the Initiative.

The source of information sought from DHS/DFCS is directly from data regarding relevant child Foster Care and Child Protective Services (CPS) history of the aforementioned crossover target population. Access to the data covered by this Application shall be limited to the minimum number of individuals necessary to achieve the purpose stated in this section and to those individuals on a

need-to-know basis only. DJJ will house the shared data. In this capacity, DJJ will be responsible for the observance of all conditions for use and for the establishment and maintenance of security including appropriate protections for server firewalls and backups to protect data; and shall be responsible to prevent unauthorized use of shared data. Further, DJJ will be responsible for determining where and how the data will be stored and maintained.

VI. CONCLUSION

Applicants have entered into a joint collaborative effort to utilize DHS/DFCS data for social research and analysis purposes; for purposes of effectively gather data and establish a more detailed understanding of the populations served by the agencies taking part in the Initiative; promoting and fostering the purposes of both the Child Abuse and Protection Act (CAPTA) and the Juvenile Justice and Delinquency Prevention Act (JJDP) to develop services for crossover youth. Such studies clearly would be helpful to form new policies and procedures and in providing services to foster children, the crossover target population and their respective families. Applicants clearly satisfy the purposes of O.C.G.A. § 49-5-41(b) by requesting Fulton DFCS data from the state and county agencies for a legitimate research project that serves educational, scientific and public purposes.

WHEREFORE, Applicants respectfully request that the Court grant said application, and allow the release of Fulton DFCS data information to Canyon Solutions, DJJ, Newton DFCS, GOCF, Carl Vinson, and the Newton Court to fulfill the purposes of the proposed study.

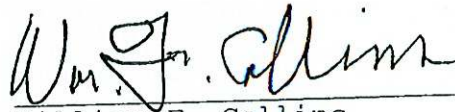
Respectfully Submitted,

SAMUEL S. OLENS 551540
Attorney General

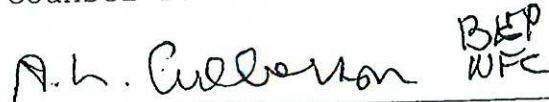
DENNIS R. DUNN 234098
Deputy Attorney General

SHALEN S. NELSON 636575
Senior Assistant Attorney General

PENNY L. HANNAH 323563
Assistant Attorney General



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COPY

IN THE JUVENILE COURT OF FULTON COUNTY
STATE OF GEORGIA

FILE NO. _____

In the Interest of:)
)
 APPLICATION OF THE FULTON)
 COUNTY DEPARTMENT OF FAMILY)
 AND CHILDREN SERVICES AND)
 CANYON SOLUTIONS, INC.;)
 THE CARL VINSON INSTITUTE OF)
 GOVERNMENT; THE GEORGIA)
 DEPARTMENT OF JUVENILE)
 JUSTICE; THE GEORGIA DEPARTMENT)
 OF HUMAN SERVICES, DIVISION OF)
 FAMILY AND CHILDREN SERVICES;)
 THE NEWTON COUNTY DEPARTMENT OF)
 FAMILY AND CHILDREN SERVICES;)
 THE GOVERNOR'S OFFICE OF)
 CHILDREN AND FAMILIES; AND)
 THE NEWTON COUNTY JUVENILE)
 COURT FOR INSPECTION OF)
 CERTAIN RECORDS CONCERNING)
 CHILDREN IN FOSTER CARE.)

FILED
 2013 MAR 13 AM 11:28
 CLERK'S OFFICE
 JUVENILE COURT
 FULTON CO., GEORGIA

ORDER

The Court, having read and considered the Application For Inspection of Records Concerning Reports of Child Abuse filed by the Department of Human Services Division of Family and Children Services (hereinafter called "DHS/DFCS"), the Georgia Department of Juvenile Justice (hereinafter, "DJJ"), the Newton County Department of Family and Children Services (hereinafter, "Newton DFCS"), and the Newton County Juvenile Court (hereinafter referred to as "the Newton Court"), pursuant to O.C.G.A. § 49-5-41(b), and for good cause having been shown, hereby **GRANTS** said

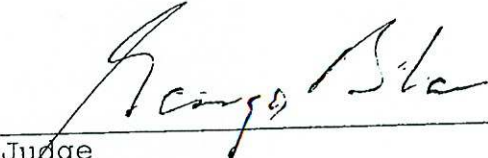
application.

Applicants are hereby authorized to have access to DHS/DFCS records necessary to accomplish the purpose of the research proposed, specifically relevant child Foster Care and Child Protective Services (CPS) history related to the target population (youth dually-involved with DHS/DFCS, DJJ, and the Newton Court) as set out in the Petition.

Applicants shall comply with all state and federal regulations regarding disclosure of identities and private medical information pursuant to the Health Insurance Portability and Accountability Act of 1996, Pub.L. No. 104-191 (hereinafter, "HIPAA") and the regulations promulgated under it at 45 C.F.R. Parts 160, 162, and 164, specifically, 45 C.F.R. § 164.512, pursuant to 42 U.S.C. § 290dd-2 (part of the Public Health Service Act of 1944, 58 Stat. 682) and the regulations promulgated under it at 42 C.F.R. Part 2 (hereinafter, "42 C.F.R. Part 2"), and pursuant to Georgia law at O.C.G.A. §§ 49-5-40 and 49-5-41. Applicants shall be prohibited from sharing any private medical or personally identified or identifiable information contained in said records with any other person or entity other than de-identified statistical information, will maintain all produced records in a secure room, locked file cabinet, safe or other similar container when not in use and will be subject to written procedures that regulate and control access as required

by 42 C.F.R. § 2.16, will not disclose any such unauthorized information and will not identify any individual person in any report of the study or otherwise disclose any person's identity. Access to said records will aid in social research and analysis purposes, and aid in meeting the goals of the said proposed studies.

So ordered this 19 day of March, 2013.



Judge
Fulton County Juvenile Court

↓

Attachment 8: Chart 1

Newton County Dually-Involved Youth - Court Referrals with DFCS Involvement (Nov. 2012-Mar. 2013)																						
DEMOGRAPHICS	TOTAL		# DFCS Reports						# Months with DFCS Involvement								Reason for DFCS Entry					
	#	%	1		2		3+		<3 mo		3-6 mo		7 mo-1 yr		1-2 yrs		2+ yrs		Vol/Prev		Court	
			#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
TOTAL	114		49		28		37		53		19		17		16		9		83		13	
SEX																						
Male	63	55%	26	53%	14	50%	23	62%	29	55%	11	58%	6	35%	11	69%	6	67%	45	54%	9	69%
Female	51	45%	23	47%	14	50%	14	38%	24	45%	8	42%	11	65%	5	31%	3	33%	38	46%	4	31%
RACE	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Black	64	56%	24	49%	19	68%	21	57%	31	58%	10	53%	8	47%	9	56%	6	67%	44	53%	8	62%
White	43	38%	21	43%	8	29%	14	38%	18	34%	8	42%	8	47%	6	38%	3	33%	35	42%	4	31%
Other/Unk.	7	6%	4	8%	1	4%	2	5%	4	8%	1	5%	1	6%	1	6%	0	0%	4	5%	1	8%
AGE	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
12 & under	15	13%	7	14%	3	11%	5	14%	6	11%	3	16%	3	18%	1	6%	2	22%	10	12%	2	15%
13	19	17%	5	10%	5	18%	9	24%	11	21%	1	5%	3	18%	3	19%	1	11%	16	19%	1	8%
14	22	19%	8	16%	7	25%	7	19%	7	13%	6	32%	5	29%	2	13%	2	22%	18	22%	3	23%
15	27	24%	12	24%	6	21%	9	24%	13	25%	8	42%	1	6%	4	25%	1	11%	18	22%	3	23%
16	25	22%	13	27%	6	21%	6	16%	12	23%	1	5%	4	24%	5	31%	3	33%	17	20%	3	23%
17	6	5%	4	8%	1	4%	1	3%	4	8%	0	0%	1	6%	1	6%	0	0%	4	5%	1	8%
AVG. AGE	14.3		14.3		14.4		14.1		13.8		14.1		14.0		14.8		14.2		14.3		14.5	

Attachment 8: Chart 2

Newton County Dually-Involved Youth - Court Referrals with DFCS Involvement (Nov. 2012-Mar. 2013)																										
DEMOGRAPHICS	TOTAL		Age										Offense Type (Worst)						Reason for Juv. Justice Entry							
	#	%	<13		13		14		15		16+		Status		Misd.		Felony		Truancy		Ungov.		VOPS		Theft	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
TOTAL	114		15		19		22		27		31		45		39		26		22		17		13		14	
SEX			#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Male	63	55%	9	60%	12	63%	9	41%	18	67%	15	48%	17	38%	25	64%	18	69%	9	41%	6	35%	5	38%	12	86%
Female	51	45%	6	40%	7	37%	13	59%	9	33%	16	52%	28	62%	14	36%	8	31%	13	59%	11	65%	8	62%	2	14%
RACE	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Black	64	56%	7	47%	11	58%	9	41%	15	56%	22	71%	22	49%	22	56%	18	69%	14	64%	10	59%	12	92%	14	100%
White	43	38%	8	53%	7	37%	11	50%	10	37%	7	23%	21	47%	13	33%	7	27%	7	32%	7	41%	1	8%	0	0%
Other/Unk.	7	6%	0	0%	1	5%	2	9%	2	7%	2	6%	2	4%	4	10%	1	4%	1	5%	0	0%	0	0%	0	0%
AGE	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
12 & under	15	13%	15	100%	0	0%	0	0%	0	0%	0	0%	8	18%	4	10%	3	12%	7	32%	2	12%	0	0%	1	7%
13	19	17%	0	0%	19	100%	0	0%	0	0%	0	0%	8	18%	7	18%	4	15%	4	18%	5	29%	1	8%	2	14%
14	22	19%	0	0%	0	0%	22	100%	0	0%	0	0%	10	22%	8	21%	3	12%	7	32%	4	24%	1	8%	2	14%
15	27	24%	0	0%	0	0%	0	0%	27	100%	0	0%	8	18%	9	23%	10	38%	3	14%	1	6%	4	31%	5	36%
16	25	22%	0	0%	0	0%	0	0%	0	0%	25	81%	8	18%	9	23%	6	23%	1	5%	4	24%	7	54%	4	29%
17	6	5%	0	0%	0	0%	0	0%	0	0%	6	19%	3	7%	2	5%	0	0%	0	0%	1	6%	0	0%	0	0%
AVG. AGE	14.3		11.5		13.0		14.0		15.0		16.2		14.1		14.5		14.3		13.1		14.2		15.3		14.6	

Attachment 8: Chart 3

Newton County Dually-Involved Youth - Court Referrals with DFCS Involvement (Nov. 2012-Mar. 2013)																						
DEPTH OF DFCS INVOLVEMENT	TOTAL		# Months with DFCS Involvement						Reason for DFCS Entry													
			1		2		3+		<3 mo		3-6 mo		7 mo-1 yr		1-2 yrs		2+ yrs		Vol/Prev		Court	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
TOTAL	114		49		28		37		53		19		17		16		9		83		13	
# DFCS Referrals	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
1	49	43%	49	100%	0	0%	0	0%	36	68%	2	11%	8	47%	1	6%	2	22%	26	31%	5	38%
2	28	25%	0	0%	28	100%	0	0%	13	25%	8	42%	3	18%	3	19%	1	11%	22	27%	1	8%
3	10	9%	0	0%	0	0%	10	27%	4	8%	3	16%	0	0%	2	13%	1	11%	8	10%	3	23%
4	9	8%	0	0%	0	0%	9	24%	0	0%	5	26%	2	12%	2	13%	0	0%	9	11%	0	0%
5+	18	16%	0	0%	0	0%	18	49%	0	0%	1	5%	4	24%	8	50%	5	56%	18	22%	4	31%
AVG. # REFERRALS	2.6		1.0		2.0		5.3		1.4		2.7		2.8		4.3		6.6		3.1		4.2	
TIME with DFCS Involvement	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Less than 3 months	53	46%	36	73%	13	46%	4	11%	53	100%	0	0%	0	0%	0	0%	0	0%	30	36%	0	0%
3 to 6 months	19	17%	2	4%	8	29%	9	24%	0	0%	19	100%	0	0%	0	0%	0	0%	16	19%	1	8%
7 months to 1 year	17	15%	8	16%	3	11%	6	16%	0	0%	0	0%	17	100%	0	0%	0	0%	15	18%	2	15%
13 months to 2 years	16	14%	1	2%	3	11%	12	32%	0	0%	0	0%	0	0%	16	100%	0	0%	15	18%	3	23%
More than 2 years	9	8%	2	4%	1	4%	6	16%	0	0%	0	0%	0	0%	0	0%	9	100%	7	8%	7	54%
AVG. # MOS WITH DFCS INVOLVEMENT	13.0		4.1		5.1		30.6		0.9		4.1		8.9		19.3		99.3		16.1		51.3	
REASONS FOR DFCS INVOLVEMENT	TOTAL		# Months with DFCS Involvement						Reason for DFCS Entry													
			1		2		3+		<3 mo		3-6 mo		7 mo-1 yr		1-2 yrs		2+ yrs		Vol/Prev		Court	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
TOTAL	114		49		28		37		53		19		17		16		9		83		13	
REASON for Entry to DFCS (Most Recent)	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Neglect	5	4%	2	4%	0	0%	3	8%	0	0%	0	0%	1	6%	1	6%	3	33%	3	4%	5	38%
Physical/Sexual Abuse	3	3%	0	0%	1	4%	2	5%	0	0%	0	0%	0	0%	1	6%	2	22%	3	4%	3	23%
Other	4	4%	1	2%	0	0%	3	8%	0	0%	0	0%	0	0%	0	0%	4	44%	3	4%	4	31%
Not Court Involved	106	93%	47	96%	27	96%	32	86%	53	100%	19	100%	16	94%	14	88%	4	44%	77	93%	5	38%
TYPE OF DFCS Services Received (Most Recent)	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Not Applicable	12	11%	9	18%	3	11%	0	0%	12	23%	0	0%	0	0%	0	0%	0	0%	75	90%	2	15%
Any DFCS Involvement	87	76%	34	69%	21	75%	32	86%	35	66%	17	89%	15	88%	12	75%	8	89%	70	84%	11	85%
Voluntary/Prevention	83	73%	26	53%	22	79%	35	95%	30	57%	16	84%	15	88%	15	94%	7	78%	83	100%	7	54%
Court Imposed	13	11%	5	10%	1	4%	7	19%	0	0%	1	5%	2	12%	3	19%	7	78%	7	8%	13	100%

Attachment 8: Chart 4

Newton County Dually-Involved Youth - Court Referrals with DFCS Involvement (Nov. 2012-Mar. 2013)																															
DEPTH OF DFCS INVOLVMENT		TOTAL		Age										Offense Type (Worst)						Reason for Juv. Justice Entry											
				<13		13		14		15		16+		Status		Misd.		Felony		Truancy		Ungov.		VOPS		Theft					
		#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%				
TOTAL		114		15		19		22		27		31		45		39		26		22		17		13		14					
# DFCS Referrals		#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%		
1	49	43%	7	47%	5	26%	8	36%	12	44%	17	55%	24	53%	13	33%	12	46%	8	36%	10	59%	3	23%	3	21%					
2	28	25%	3	20%	5	26%	7	32%	6	22%	7	23%	9	20%	12	31%	5	19%	2	9%	6	35%	6	46%	2	14%					
3	10	9%	0	0%	4	21%	1	5%	4	15%	1	3%	1	2%	6	15%	3	12%	2	9%	0	0%	1	8%	4	29%					
4	9	8%	3	20%	1	5%	2	9%	2	7%	1	3%	5	11%	0	0%	3	12%	5	23%	0	0%	0	0%	0	0%					
5+	18	16%	2	13%	4	21%	4	18%	3	11%	5	16%	6	13%	8	21%	3	12%	5	23%	1	6%	3	23%	5	36%					
AVG. # REFERRALS		2.6		2.5		2.8		2.5		2.7		2.7		2.1		3.1		2.7		2.9		1.6		2.9		4.6					
TIME With DFCS Involvement		#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%		
Less than 3 months	53	46%	6	40%	11	58%	7	32%	13	48%	16	52%	21	47%	20	51%	12	46%	6	27%	12	71%	4	31%	5	36%					
3 to 6 months	19	17%	3	20%	1	5%	6	27%	8	30%	1	3%	8	18%	5	13%	5	19%	6	27%	1	6%	2	15%	2	14%					
7 months to 1 year	17	15%	3	20%	3	16%	5	23%	1	4%	5	16%	8	18%	3	8%	5	19%	6	27%	2	12%	3	23%	2	14%					
13 months to 2 years	16	14%	1	7%	3	16%	2	9%	3	11%	6	19%	6	13%	6	15%	2	8%	4	18%	1	6%	3	23%	3	21%					
More than 2 years	9	8%	2	13%	1	5%	2	9%	2	7%	4	13%	2	4%	5	13%	2	8%	0	0%	1	6%	1	8%	3	21%					
AVG. # MOS WITH DFCS INVOLVEMENT		13.0		9.6		10.4		18.3		8.9		15.9		8.0		16.3		16.7		8.0		8.4		9.5		30.7					
REASONS FOR DFCS INVOLVEMENT		TOTAL		Age										Offense Type (Worst)						Reason for Juv. Justice Entry											
				<13		13		14		15		16+		Status		Misd.		Felony		Truancy		Ungov.		VOPS		Theft					
		#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%		
TOTAL		114		15		19		22		27		31		45		39		26		22		17		13		14					
REASON for Entry to DFCS (Most Recent)		#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Neglect	5	4%	2	13%	1	5%	0	0%	1	4%	1	3%	2	4%	2	5%	1	4%	0	0%	1	6%	0	0%	2	14%					
Physical/Sexual Abuse	3	3%	1	7%	0	0%	0	0%	1	4%	1	3%	0	0%	2	5%	0	0%	0	0%	0	0%	0	0%	1	7%					
Other	4	4%	2	13%	1	5%	1	5%	0	0%	0	0%	1	2%	2	5%	1	4%	0	0%	1	6%	0	0%	1	7%					
Not Court Involved	106	93%	13	87%	18	95%	21	95%	25	93%	29	94%	43	96%	35	90%	25	96%	22	100%	16	94%	13	100%	12	86%					
TYPE OF DFCS Services Received (Most Recent)		#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Not Applicable	12	11%	3	20%	3	16%	1	5%	4	15%	1	3%	6	13%	2	5%	4	15%	2	9%	5	29%	1	8%	2	14%					
Any DFCS Involvement	87	76%	11	73%	12	63%	17	77%	21	78%	26	84%	34	76%	30	77%	19	73%	18	82%	10	59%	8	62%	10	71%					
Voluntary/Prevention	83	73%	10	67%	16	84%	18	82%	18	67%	21	68%	32	71%	30	77%	17	65%	20	91%	11	65%	12	92%	9	64%					
Court Imposed	13	11%	2	13%	1	5%	3	14%	3	11%	4	13%	2	4%	8	21%	2	8%	0	0%	1	6%	0	0%	3	21%					

Attachment 8: Chart 5

Newton County Dually-Involved Youth - Court Referrals with DFCS Involvement (Nov. 2012-Mar. 2013)																							
DFCS PLACEMENTS & GOALS		TOTAL		# Months with DFCS Involvement						Reason for DFCS Entry													
				1		2		3+						<3 mo		3-6 mo		7 mo-1 yr		1-2 yrs		2+ yrs	
		#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%		
TOTAL		114		49		28		37		53		19		17		16		9		83		13	
DFCS Placements																							
None	102	89%	46	94%	27	96%	29	78%	53	100%	18	95%	15	88%	14	88%	2	22%	75	90%	2	15%	
Relative	4	4%	0	0%	0	0%	4	11%	0	0%	0	0%	0	0%	0	0%	4	44%	4	5%	3	23%	
Non-Relative	11	10%	3	6%	1	4%	7	19%	0	0%	1	5%	2	12%	2	13%	6	67%	7	8%	11	85%	
Foster Care	9	8%	3	6%	0	0%	6	16%	0	0%	0	0%	2	12%	1	6%	6	67%	6	7%	9	69%	
Residential	8	7%	1	2%	1	4%	6	16%	0	0%	1	5%	1	6%	2	13%	4	44%	6	7%	8	62%	
Hospital	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	
Other	5	4%	1	2%	0	0%	4	11%	0	0%	0	0%	1	6%	0	0%	4	44%	4	5%	5	38%	
PERMANCY GOAL at time of JJ Ref.																							
Not removed	104	91%	46	94%	27	96%	31	84%	53	100%	19	100%	15	88%	14	88%	3	33%	76	92%	3	23%	
Adoption	1	1%	0	0%	0	0%	1	3%	0	0%	0	0%	0	0%	0	0%	1	11%	1	1%	1	8%	
Reunification	9	8%	3	6%	1	4%	5	14%	0	0%	0	0%	2	12%	2	13%	5	56%	6	7%	9	69%	
JJ ENTRY OFFENSE		TOTAL		# Months with DFCS Involvement						Reason for DFCS Entry													
				1		2		3+						<3 mo		3-6 mo		7 mo-1 yr		1-2 yrs		2+ yrs	
		#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%		
TOTAL		114		49		28		37		53		19		17		16		9		83		13	
OFFENSE TYPE																							
Delinquent	58	51%	22	45%	16	57%	20	54%	28	53%	10	53%	5	29%	8	50%	7	78%	43	52%	10	77%	
Unruly	45	39%	24	49%	9	32%	12	32%	21	40%	8	42%	8	47%	6	38%	2	22%	32	39%	2	15%	
Both	10	9%	3	6%	3	11%	4	11%	4	8%	1	5%	3	18%	2	13%	0	0%	7	8%	1	8%	
DJJ	1	1%	0	0%	0	0%	1	3%	0	0%	0	0%	1	6%	0	0%	0	0%	1	1%	0	0%	
OFFENSE TYPE (worst)																							
Status	45	39%	24	49%	9	32%	12	32%	21	40%	8	42%	8	47%	6	38%	2	22%	32	39%	2	15%	
Misdemeanor	39	34%	13	27%	12	43%	14	38%	20	38%	5	26%	3	18%	6	38%	5	56%	30	36%	8	62%	
Felony	26	23%	12	24%	5	18%	9	24%	12	23%	5	26%	5	29%	2	13%	2	22%	17	20%	2	15%	
Other	3	3%	0	0%	2	7%	1	3%	0	0%	1	5%	0	0%	2	13%	0	0%	3	4%	1	8%	
DJJ	1	1%	0	0%	0	0%	1	3%	0	0%	0	0%	1	6%	0	0%	0	0%	1	1%	0	0%	

Attachment 8: Chart 7

Newton County Dually-Involved Youth - Court Referrals with DFCS Involvement (Nov. 2012-Mar. 2013)																						
JJ ENTRY OFFENSE	TOTAL		# Months with DFCS Involvement						Reason for DFCS Entry													
			1		2		3+		<3 mo		3-6 mo		7 mo-1 yr		1-2 yrs		2+ yrs		Vol/Prev		Court	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
TOTAL	114		49		28		37		53		19		17		16		9		83		13	
OFFENSE (multiples)	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Status	51	45%	27	55%	8	7%	16	43%	25	47%	8	42%	10	59%	7	44%	1	11%	35	42%	3	23%
Alcohol	2	2%	1	2%	0	0%	1	3%	1	2%	1	5%	0	0%	0	0%	0	0%	1	1%	0	0%
Curfew	2	2%	0	0%	0	0%	2	5%	0	0%	0	0%	0	0%	2	13%	0	0%	2	2%	0	0%
Runaway	8	7%	8	16%	0	0%	0	0%	6	11%	0	0%	2	12%	0	0%	0	0%	1	1%	2	15%
Truancy	22	19%	8	16%	2	2%	12	32%	6	11%	6	32%	6	35%	4	25%	0	0%	20	24%	0	0%
Ungovernable	17	15%	10	20%	6	5%	1	3%	12	23%	1	5%	2	12%	1	6%	1	11%	11	13%	1	8%
Transfers	12	11%	7	14%	2	2%	3	8%	7	13%	2	11%	2	12%	0	0%	2	22%	8	10%	4	31%
Transfer Disposition In	6	5%	4	8%	0	0%	2	5%	3	6%	1	5%	2	12%	0	0%	1	11%	4	5%	3	23%
Transfer Probation In	4	4%	3	6%	0	0%	1	3%	3	6%	0	0%	0	0%	0	0%	1	11%	3	4%	1	8%
Transfer Informal Adjus. In	1	1%	0	0%	1	1%	0	0%	1	2%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Superior Court Transfer (Incomp)	1	1%	0	0%	1	1%	0	0%	0	0%	1	5%	0	0%	0	0%	0	0%	1	1%	0	0%
Transfer Probation Out	1	1%	0	0%	1	1%	0	0%	0	0%	1	5%	0	0%	0	0%	0	0%	1	1%	0	0%
VOP	13	11%	3	6%	6	5%	4	11%	4	8%	2	11%	3	18%	3	19%	1	11%	12	14%	0	0%
Theft	14	12%	3	6%	2	2%	9	24%	5	9%	2	11%	1	6%	3	19%	3	33%	9	11%	3	23%
Disorderly	7	6%	2	4%	3	3%	2	5%	4	8%	1	5%	1	6%	1	6%	0	0%	6	7%	0	0%
Affray	3	3%	1	2%	1	1%	1	3%	1	2%	0	0%	1	6%	1	6%	0	0%	3	4%	0	0%
Disorderly Conduct	1	1%	0	0%	1	1%	0	0%	1	2%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Driving w/o license	1	1%	1	2%	0	0%	0	0%	1	2%	0	0%	0	0%	0	0%	0	0%	1	1%	0	0%
False report of fire	1	1%	0	0%	1	1%	0	0%	0	0%	1	5%	0	0%	0	0%	0	0%	1	1%	0	0%
Party to a crime	1	1%	0	0%	0	0%	1	3%	1	2%	0	0%	0	0%	0	0%	0	0%	1	1%	0	0%
Possession Marijuana	5	4%	2	4%	2	2%	1	3%	3	6%	0	0%	0	0%	2	13%	0	0%	4	5%	1	8%
Weapons	4	4%	2	4%	1	1%	1	3%	1	2%	2	11%	0	0%	0	0%	1	11%	2	2%	1	8%
Child Molestation/Sexual Battery	4	4%	0	0%	2	2%	2	5%	2	4%	1	5%	1	6%	0	0%	0	0%	3	4%	0	0%
Assault/Battery	5	4%	2	4%	1	1%	2	5%	3	6%	0	0%	0	0%	1	6%	1	11%	4	5%	1	8%
Interference w/ electronic monitoring	2	2%	1	2%	1	1%	0	0%	2	4%	0	0%	0	0%	0	0%	0	0%	1	1%	0	0%
Terroristic Threats	3	3%	3	6%	0	0%	0	0%	2	4%	0	0%	1	6%	0	0%	0	0%	1	1%	0	0%
DJJ-Transferred in/No Court	1	1%	0	0%	0	0%	1	3%	0	0%	0	0%	1	6%	0	0%	0	0%	1	1%	0	0%
Forgery	1	1%	1	2%	0	0%	0	0%	1	2%	0	0%	0	0%	0	0%	0	0%	1	1%	0	0%
Motion for Review	1	1%	0	0%	1	1%	0	0%	0	0%	0	0%	0	0%	1	6%	0	0%	1	1%	1	8%
Motion to Revoke	1	1%	0	0%	0	0%	1	3%	0	0%	0	0%	0	0%	1	6%	0	0%	1	1%	0	0%
Obstruction of an Officer	1	1%	1	2%	0	0%	0	0%	1	2%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Cruelty to Animals	1	1%	0	0%	1	1%	0	0%	0	0%	1	5%	0	0%	0	0%	0	0%	1	1%	0	0%
Violation of Conditional Release	1	1%	0	0%	1	1%	0	0%	1	2%	0	0%	0	0%	0	0%	0	0%	1	1%	0	0%

Attachment 8: Chart 8

Newton County Dually-Involved Youth - Court Referrals with DFCS Involvement (Nov. 2012-Mar. 2013)																										
JJ ENTRY OFFENSE	TOTAL		Age										Offense Type (Worst)						Reason for Juv. Justice Entry							
	#	%	<13		13		14		15		16+		Status		Misd.		Felony		Truancy		Ungov.		VOPS		Theft	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
TOTAL	114		15		19		22		27		31		45		39		26		22		17		13		14	
OFFENSE (multiples)	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Status	51	45%	9	60%	10	53%	13	11%	8	30%	11	35%	41	91%	5	13%	5	19%	22	100%	17	100%	5	38%	2	14%
Alcohol	2	2%	0	0%	0	0%	0	0%	1	4%	1	3%	2	4%	0	0%	0	0%	0	0%	0	0%	1	8%	0	0%
Curfew	2	2%	0	0%	1	5%	0	0%	0	0%	1	3%	0	0%	1	3%	1	4%	0	0%	0	0%	2	15%	0	0%
Runaway	8	7%	0	0%	0	0%	2	2%	3	11%	3	10%	6	13%	1	3%	1	4%	0	0%	0	0%	1	8%	1	7%
Truancy	22	19%	7	47%	4	21%	7	6%	3	11%	1	3%	18	40%	2	5%	2	8%	22	100%	0	0%	1	8%	0	0%
Ungovernable	17	15%	2	13%	5	26%	4	4%	1	4%	5	16%	15	33%	1	3%	1	4%	0	0%	17	100%	0	0%	1	7%
Transfers	12	11%	0	0%	1	5%	3	3%	4	15%	4	13%	0	0%	8	21%	3	12%	0	0%	0	0%	0	0%	0	0%
Transfer Disposition In	6	5%	0	0%	1	5%	2	2%	1	4%	2	6%	0	0%	4	10%	2	8%	0	0%	0	0%	0	0%	0	0%
Transfer Probation In	4	4%	0	0%	0	0%	0	0%	3	11%	1	3%	0	0%	3	8%	1	4%	0	0%	0	0%	0	0%	0	0%
Transfer Informal Adjus. In	1	1%	0	0%	0	0%	0	0%	0	0%	1	3%	0	0%	1	3%	0	0%	0	0%	0	0%	0	0%	0	0%
Superior Court Transfer (Incomp)	1	1%	0	0%	0	0%	1	1%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Transfer Probation Out	1	1%	0	0%	0	0%	0	0%	1	4%	0	0%	0	0%	1	3%	0	0%	0	0%	0	0%	0	0%	0	0%
VOP	13	11%	0	0%	1	5%	1	1%	4	15%	7	23%	4	9%	4	10%	4	15%	1	5%	0	0%	13	100%	1	7%
Theft	14	12%	1	7%	2	11%	2	2%	5	19%	4	13%	0	0%	9	23%	5	19%	0	0%	1	6%	1	8%	14	100%
Disorderly	7	6%	2	13%	1	5%	1	1%	1	4%	1	3%	0	0%	6	15%	0	0%	1	5%	0	0%	0	0%	0	0%
Affray	3	3%	1	7%	0	0%	0	0%	0	0%	1	3%	0	0%	2	5%	0	0%	0	0%	0	0%	0	0%	0	0%
Disorderly Conduct	1	1%	0	0%	0	0%	1	1%	0	0%	0	0%	0	0%	1	3%	0	0%	0	0%	0	0%	0	0%	0	0%
Driving w/o license	1	1%	0	0%	0	0%	0	0%	1	4%	0	0%	0	0%	1	3%	0	0%	0	0%	0	0%	0	0%	0	0%
False report of fire	1	1%	1	7%	0	0%	0	0%	0	0%	0	0%	0	0%	1	3%	0	0%	0	0%	0	0%	0	0%	0	0%
Party to a crime	1	1%	0	0%	1	5%	0	0%	0	0%	0	0%	0	0%	1	3%	0	0%	1	5%	0	0%	0	0%	0	0%
Possession Marijuana	5	4%	1	7%	2	11%	1	1%	0	0%	1	3%	0	0%	4	10%	1	4%	0	0%	1	6%	0	0%	0	0%
Weapons	4	4%	1	7%	0	0%	1	1%	2	7%	0	0%	0	0%	0	0%	4	15%	0	0%	0	0%	1	8%	1	7%
Child Molestation/Sexual Battery	4	4%	2	13%	1	5%	0	0%	0	0%	1	3%	0	0%	1	3%	3	12%	1	5%	0	0%	0	0%	0	0%
Assault/Battery	5	4%	0	0%	3	16%	1	1%	1	4%	0	0%	0	0%	4	10%	1	4%	0	0%	1	6%	0	0%	0	0%
Interference w/ electronic monitoring	2	2%	0	0%	0	0%	0	0%	0	0%	1	3%	0	0%	0	0%	2	8%	0	0%	0	0%	0	0%	0	0%
Terroristic Threats	3	3%	0	0%	0	0%	1	1%	2	7%	0	0%	0	0%	0	0%	3	12%	0	0%	0	0%	0	0%	0	0%
DJJ-Transferred in/No Court	1	1%	0	0%	0	0%	0	0%	0	0%	1	3%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Forgery	1	1%	0	0%	0	0%	0	0%	1	4%	0	0%	0	0%	0	0%	1	4%	0	0%	0	0%	0	0%	0	0%
Motion for Review	1	1%	0	0%	0	0%	0	0%	0	0%	1	3%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Motion to Revoke	1	1%	0	0%	0	0%	0	0%	0	0%	1	3%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Obstruction of an Officer	1	1%	0	0%	0	0%	0	0%	1	4%	0	0%	0	0%	1	3%	0	0%	0	0%	0	0%	0	0%	0	0%
Cruelty to Animals	1	1%	0	0%	0	0%	1	1%	0	0%	0	0%	0	0%	1	3%	0	0%	1	5%	0	0%	0	0%	0	0%
Violation of Conditional Release	1	1%	0	0%	1	5%	0	0%	0	0%	0	0%	0	0%	0	0%	1	4%	0	0%	0	0%	0	0%	0	0%

2013 Juvenile Justice Reform Legislation House Bill 242¹

Overview

In 2012, Gov. Nathan Deal reappointed the Special Council on Criminal Justice Reform. He asked members to study Georgia's juvenile justice system and craft recommendations that improve public safety and decrease costs. With the help of the Pew Center on the States, a non-partisan research organization, the Council produced a sound set of research-based recommendations. These recommendations were combined with previous legislative efforts led by Rep. Wendell Willard, chairman of the House Judiciary Committee. The resulting legislation reorganizes, revises and modernizes Title 15, Chapter 11 of the Official Code of Georgia Annotated, a section of our law known as the juvenile code. The following provides a summary of key elements of House Bill 242, highlighting changes from current law.

Article 1 – General Provisions

Article 1 provides general definitions and principles that will apply in all juvenile court proceedings. Specifically, Article 1:

- Provides clear definitions of key terms, including:
 - **Abuse.** The current juvenile court provisions do not include a definition of abuse. HB 242 defines abuse to include emotional abuse and prenatal abuse, in addition to physical abuse, sexual abuse and exploitation.
 - **Child in Need of Services (CHINS).** This definition would create a new designation for “unruly” children. Detailed provisions related to this new designation are found in Article 5.
 - **Dependency.** Currently, Georgia uses the term “deprivation” to describe cases where the court intervenes to protect children from abuse and neglect. HB 242 changes this term to “dependency,” which is the term used in all other states for these cases.
 - **Party.** This definition clarifies that children are parties to juvenile court proceedings affecting their interests.
- Creates two categories of “designated felonies.” Designated felonies are violations of certain criminal code sections that are considered particularly serious and carry more severe penalties. The designated felony provisions of current law apply the same penalty range for nearly 30 offenses that vary widely in severity. HB 242 creates a two-class system that continues to allow for restrictive custody in all designated felony cases while adjusting penalties to take into account both offense severity and risk level. Class A designated felonies are the most serious offenses handled by the juvenile courts, and Class B are offenses that need to be taken seriously but do not present as much risk to the community as the Class A offenses.
- Requires that, whenever possible, the same judge should preside over all proceedings involving a particular child or family.
- Provides jurisdiction for juvenile courts to review services offered to children who stay in foster care after age 18.
- Clarifies how time should be calculated for purposes of time-limited provisions.
- Allows the court to consolidate proceedings if the same child is alleged to be both deprived and delinquent or in need of services.

¹ Created Feb. 18, 2013 by the Barton Child Law and Policy Center, Emory University School of Law.

- Clarifies that a child, as a party, has a right to be present during juvenile court proceedings involving him or her, but allows the court to exclude the child from any part of the proceeding that the court finds is not in the child’s best interest to attend.
- Allows the court to refer cases for mediation if appropriate, and provides procedural guidance.
- Outlines factors the court should consider when evaluating the best interests of a child. These factors have been aligned as closely as possible with similar factors in the domestic relations section of the Georgia Code², while still respecting the uniqueness of the cases facing juvenile courts.
- Protects children from having statements they make in court-related physical or mental health screenings, evaluations or treatment from being used against them at the adjudicatory phase of any proceeding except for impeachment or rebuttal, but allows courts to consider those statements in determining the child’s placement or other dispositional matters.
- Clarifies the applicability of privacy laws in the juvenile court system and outlines the steps required for access to different types of information.

Article 2 – Juvenile Court Administration

Article 2 governs the creation and administration of juvenile courts and the appointment of judges.

Article 2 reorganizes existing provisions and makes minor stylistic revisions. It contains very few substantive changes from current law. Changes include:

- Adds the Department of Juvenile Justice to agencies whose records the Council of Juvenile Court Judges is authorized to inspect for the purposes of compiling statistical data on children.
- Requires juvenile court judges to complete at least 12 hours per year of continuing education established or approved by the Council of Juvenile Court Judges.
- Requires anyone appointed as a pro tempore judge to have the same qualifications as other juvenile court judges.
- Requires the clerk of each juvenile court to collect data on status offense and delinquency cases and to supply that data to DJJ.
- Clarifies that the Department of Juvenile Justice retains authority over the duties and responsibilities of their employees who serve as probation and intake officers, and that these duties cannot include tasks that could be construed as the practice of law.

Article 3 – Dependency

Article 3 relates to cases involving children who have been abused or neglected by the adults responsible for their well-being. HB 242 renames what are currently known in Georgia as “deprivation” cases, calling them instead dependency cases. This change will stress the child’s relationship with the court and create consistency in terminology used nationally. Article 3 reorganizes current law, and makes the following changes:

- Clarifies the purpose of dependency proceedings, stressing timeliness, permanency and protection.
- Allows child abuse and neglect investigators to request court-ordered physical or psychological evaluations of children or their parents. Courts are to review these requests using a probable cause standard.
- Changes the name of 72-hour hearing in dependency cases to the “preliminary protective hearing.”
- Consolidates provisions related to the timeframes in which different steps in a dependency case must occur into one code section for ease of reference.

² Found in O.C.G.A. 19-9-3.

- Shortens the timeline for holding a permanency planning hearing for children under the age of seven. Currently, all children are on the same timeline, which requires a permanency hearing within 12 months after their entry into foster care.³ HB 242 leaves this timeline in place for children age seven and older, but shortens it to within 9 months for younger children and the siblings of younger children.
- Clarifies that a child in any dependency case is entitled to an attorney and guardian ad litem, and that the same person can be appointed in both capacities unless or until a conflict arises between an attorney's duties to the child as client and the attorney's considered opinion of the child's best interests. The child's right to an attorney cannot be waived.
- Stresses the important role a Court Appointed Special Advocate (CASA) can play, and that appointment of a CASA may be appropriate even if the child's attorney is also serving as guardian ad litem.
- Provides specific guidance for attorneys and courts regarding when deviations from case timelines may be requested and granted. These deviations, known as "continuances," must be for good cause and may not be granted simply because the parties agree or because a later time would be more convenient. The court must always consider the child's interests, giving particular weight to the child's need for prompt resolution and stability.
- Creates a presumption that visitation between a child and his or her parents or other relatives should be unsupervised, unless the court finds that unsupervised visitation is not in the child's best interests.
- Allows the court to issue an oral or electronic order for the removal of a child from his or her home. When this occurs, an affidavit containing supporting evidence must be submitted to court the next business day and the court must issue a written order.
- Emphasizes that siblings who are taken into the state's care should be kept together whenever possible.
- Clarifies the rules governing the gathering of information related to a case, known as "discovery." HB 242 provides clear guidelines about which common evidence in a dependency case must be given to another party upon request and which requires consent or a court order. Requested information must be provided within five days or by 72 hours before the hearing, to accommodate the quick pace of proceedings in juvenile court. The court has discretion to prevent disclosure of evidence that may be harmful, and to sanction parties who fail to comply with discovery rules.
- Describes content that should be included in social study reports, stressing the need for information about children's relationships with their siblings and extended family and consideration of how these relationships can best be maintained.
- Outlines the requirements for case plans.
- Clarifies that the Division of Family and Children's Services (DFCS) must show it has made reasonable efforts to preserve or reunite the family or to find another permanent home for the child at every hearing, and provides factors for the court to consider in determining whether reasonable efforts have been made.

³ See O.C.G.A. § 15-11-58(o) (2013).

- Changes one of the exceptions to the requirement to make reasonable efforts to preserve or reunify a family. Currently, reasonable efforts do not need to be made if the parental rights of the parent to a sibling of the child have been terminated.⁴ Under HB 242, to apply this exception to the reasonable efforts requirement, the court must also determine whether the parent has resolved the issues that led to the termination of his or her parental rights to the sibling.
- Incorporates a new requirement of federal law to include two new circumstances in which reasonable efforts to reunify the family are not required. These are when the parent has been convicted of sexual abuse of the child or another child of the parent, or when the parent is required to register as a sex offender and preservation of the parent-child relationship is not in the child's best interests.
- Improves compliance with federal law regarding permanency alternatives by eliminating the option for a court to place a child in someone's long-term custody without creating a legal guardianship.
- Requires the court to make detailed findings to support placement and case plan decisions, known as "dispositions." In making these findings, the court is to consider the child's attachments to significant people and his or her school, home, and community.
- Removes the time limitation on temporary custody orders. Under current law, a court may only grant temporary custody to DFCS for 12 months and can extend that custody order by no more than an additional 12 months.⁵ Under HB 242, custody orders are not time limited. Instead, they last until a contrary order is made or the purpose of the order has been fulfilled.
- Requires an initial review hearing within 75 days of a child's removal from his or her home, and a subsequent review hearing within four months after that. Currently, the initial review must happen within 90 days, and subsequent reviews occur at six-month intervals.⁶
- Identifies specific findings that must be made by the court at review hearings, requiring that the court evaluate whether the child continues to be dependent and whether the placement, case plan, and services offered to the child and the parents continue to be appropriate.
- Eliminates the option for courts to delegate permanency hearings to citizen review panels. These hearings would be required to be conducted by judges.
- Details the requirements for permanency planning reports. DFCS must document the steps that will be taken to move the child to a permanent home, and if the plan is not reunification, adoption, or permanent guardianship, DFCS must document a compelling reason for a different plan. For children age 14 and older, the report must also describe services that will be provided to help the child prepare for independent living in adulthood.
- Identifies specific findings that must be made by the court at permanency hearings.
- Continues the presumption of termination of parental rights if a child cannot be reunified with his or her parent, but expands the list of exceptions to this presumption when termination may not be in the best interests of the child.

Article 4 – Termination of Parental Rights

Article 4 governs cases involving a petition to involuntarily terminate the rights of a parent to the custody and control of his or her child because the parent is unable to safely and adequately care for the child. These petitions generally follow dependency proceedings, and therefore, several provisions cross-reference or incorporate changes made by Article 3. Additionally, Article 4:

- Clarifies the purpose of termination of parental rights (TPR) proceedings, stressing timeliness, and protection of parties' constitutional rights.

⁴ See O.C.G.A. § 15-11-58(a)(4)(c) (2013).

⁵ See O.C.G.A. § 15-11-58(n) (2013).

⁶ See O.C.G.A. § 15-11-58(k) (2013).

- Allows a child to retain the right to inherit from his or her natural parents and to receive any government or other benefits associated with the parent after TPR until the child is adopted by another family.
- Preserves a child’s relationships with siblings and other extended family after TPR until the child is adopted by another family.
- Prevents a parent from voluntarily surrendering his or her parental rights to anyone except for DFCS once a petition for TPR has been filed with the court. Currently, a parent can surrender his or her rights to allow the child to be adopted by a family member or other person of the parent’s choosing at any time.⁷
- Provides language that must be included in a notice to a parent when a petition for TPR is filed. This language explains in clear terms the effect of a court order terminating parental rights and advises the parent that he or she is entitled to be represented by an attorney.
- Requires that transcripts of TPR hearings be produced within 30 days of the filing of an appeal of a TPR order, unless there is just cause for delay.
- Shortens the length of time a parent’s failure (1) to develop and maintain a bond with the child; (2) to provide support; or (3) to comply with court-ordered reunification services should be scrutinized by the court in determining whether the parent has provided proper care or control. Under current law, if a child is not in his or her parents’ custody, the court looks at the bond, support and participation in services over a year or more.⁸ Under HB 242, this time frame is reduced to six months.
- Clarifies that a parent’s reliance on prayer or spiritual healing instead of medical care does not, by itself, constitute grounds for termination of parental rights.
- Requires the court to inform the parents whose rights have been terminated of their rights to use the services of the Adoption Reunion Registry.
- Eliminates the option to place a child with an organization outside of the adoption and foster care system for long-term care of the child without adoption or guardianship after TPR.
- Allows a child who has not been adopted and is unlikely to be adopted to ask the court to reinstate his or her parents’ parental rights under certain circumstances. In making the determination of whether to grant the request, the court must hold a hearing and consider whether the parent has remedied the situation that resulted in the TPR and whether reinstatement of parental rights is in the child’s best interests. The court retains supervision over the case for six months after the request is granted, and can return the child immediately or order a gradual transition with appropriate DFCS services.

Article 5 – Children in Need of Services

Article 5 creates a new approach for intervening with children who are currently considered “unruly.” Children in Need of Services (CHINS) include children who have committed an act that would not be against the law but for the fact that they are children, such as skipping school, running away from home, and violating curfew. CHINS also include children who are “habitually disobedient” to their parents and place themselves or others in unsafe circumstances through their behavior. Article 5:

- Acknowledges that these behaviors happen within the context of the family and school environment the child is in, and that the involvement of the family and other important people in the child’s life is important to protect the child and help him or her become a responsible member of society.

⁷ See O.C.G.A. §§ 19-8-5, 19-8-6, and 19-8-7 (2013).

⁸ See O.C.G.A. § 15-11-94(b)(4)(C) (2013).

- Allows a complaint indicating that a child is in need of services to be filed by a parent, DFCS, school, law enforcement, guardian ad litem, or attorney. If the school brings the complaint, it must state that it has attempted to address the issue at the school level before filing the complaint with the juvenile court, including addressing any disabilities or suspected disabilities that may be contributing to the child's behavior.
- Provides that a child is entitled to representation by an attorney at all stages of CHINS proceedings. The child may either receive a court-appointed attorney if he or she is indigent or employ an attorney of his or her choice. The court can also appoint a guardian ad litem, when appropriate.
- Collects all timeframes for CHINS proceedings into one code section for ease of reference.
- Allows a child in need of services to be taken into temporary custody if the child has run away from home, the child is in immediate danger from his or her surroundings, or the court reviews a detention assessment and makes an order specifying that the child's welfare is endangered by remaining at home and reasonable services cannot solve the problem.
- Clarifies that in CHINS cases, children should receive services in the least restrictive environment possible, preferably at home with their parents, but if that is not appropriate then children should be in DFCS care. The court must consider whether services could be structured to allow the child to remain in his or her home.
- Prohibits a child in need of services from being held in a jail or other detention facility intended for adults, and limits the use of secure detention to only those children who have run away from home or who are ungovernable. A child in need of services may not be held in secure detention for more than 24 hours before a court hearing and 24 hours after the hearing.
- Requires a case plan for a child who is placed in foster care and details what this plan should include.
- Requires that a petition to have a court formally adjudicate that a child is in need of services be filed by an attorney. The petition must state whether or not the family has been offered appropriate services.
- Provides that a petition that stems from a complaint filed by a school official must be dismissed unless the school has already attempted to resolve the problem through educational approaches, including evaluating a child for special education services if appropriate.
- Allows the court to order child-serving agencies to attend court hearings and to sanction an agency if it fails to attend.
- Establishes that in order for a court to adjudicate that a child is in need of services, the allegations in the petition must be proved by clear and convincing evidence.
- Extends the timeframe for holding a disposition hearing to within 60 days after the hearing in which a court determines that a child is in need of services. Currently, disposition hearings must be held within 30 days.⁹
- Retains most of the disposition options currently available for unruly children, including placing the child on probation and requiring restitution or community service, but clarifies that a child in need of services cannot be placed in secure detention or a non-secure residential facility.
- Limits the duration of a disposition order to a maximum of two years, but allows the court to extend for an additional two years after a hearing, if necessary. The court can also terminate the order early if the purposes of the order have been accomplished.
- Clarifies that if a child violates probation the court may modify the terms of the child's probation or make any other disposition that was originally available to the court when the child was adjudicated to be in need of services.
- Requires the court to review the child's disposition after three months, and then at least every six months thereafter until the order of disposition expires.
- Provides a process for serving children who have been found to be unrestorably incompetent to stand trial, meaning that because of a permanent disability or limitation they will never be able to understand the charges or legal proceedings and assist an attorney in their defense for an act that would have been a crime if they were adults. Children whose competence can be restored are subject to Article 7.

⁹ O.C.G.A. § 15-11-65 (2012).

Article 6 – Delinquency

Article 6 relates to cases involving children who have committed acts that would be crimes if the children were adults. These acts are known as “delinquent acts” and the cases are known as “delinquency” cases. Article 6 reorganizes and clarifies the delinquency provisions of current law, and makes the following changes:

- Clarifies that the purposes of delinquency proceedings include protecting the public interest, holding children accountable for their actions, rehabilitating children so that they can become productive members of society, and strengthening families.
- Consolidates all timelines related to delinquency proceedings into one code section for ease of reference.
- Requires a prosecuting attorney to conduct all delinquency proceedings on behalf of the state.
- Clarifies that the child and the state are the parties in a delinquency proceedings. Parents are entitled to be notified of hearings, and have the right to be present for hearings and to be heard in those hearings but are not parties.
- Provides that a child’s right to be represented by an attorney cannot be waived by the child’s parent.
- Gives the child’s attorney the right to access documents related to the case from schools, service providers and certain government agencies with the child’s permission and a court order and therefore, without having to obtain the consent of his or her parent.
- Requires the court to appoint a separate guardian ad litem for the child when his or her parent fails to come to court or is unwilling or unable to protect the child’s best interests.
- Allows the court to order a behavioral health evaluation to aid in decision making about the child’s needs, and requires the court to obtain and consider the results of a behavioral health evaluation before ordering a child into restrictive custody for a designated felony.
- Provides that continuances may only be granted if there is good cause, and that they should be as short as possible.
- Excludes statements made by a child during intake, screening, treatment, or evaluation from evidence, meaning that these statements cannot be considered by the court, except as impeachment or rebuttal if the child tells a conflicting story in court.
- Clarifies when the double jeopardy protection of the U.S. Constitution applies. Once the court accepts a child’s admission or the first witness is sworn in for an adjudication hearing, the child can no longer be retried for the same offense if the current case is dismissed or ends in a finding that the child did not commit the act.
- Provides the same rights to victims in juvenile delinquency cases that they would have in adult criminal proceedings.
- Requires that whenever a juvenile is brought before the court or to a secure or non-secure residential facility, a detention assessment be used to determine if the juvenile should be detained or released. A detention assessment instrument is a standardized tool used to evaluate the risks a child poses to the community and to him or herself, to determine whether a child who has been taken into custody should be held in detention pending a court hearing or should be released to his or her parents.
- Clarifies the circumstances under which a child age 15 or older can be held in an adult jail. In most cases, the child may be held for processing for up to six hours. However, if the jail is more than 70 miles from the nearest regional youth detention center, a child may be held there for up to 24 hours if strict conditions are met.
- Requires all facilities in which detained children are held to collect data on the children in their care, and to make that data available to the courts and the Department of Juvenile Justice (DJJ).

- Clarifies that children held for delinquent acts are entitled to request bail and must be told of their right to do so. The court can release a child on bail if the child is likely to appear in court when required, does not pose a significant threat to the community or his or herself, and does not pose a significant risk of committing a felony, intimidating witnesses, or obstructing justice upon release. Bail must be posted by an adult blood relative, legal custodian, or stepparent.
- Provides procedural guidance for intake and arraignment, requiring that a child be informed of the contents of the complaint, the nature of the proceedings, the possible consequences, and their rights with respect to their detention and the proceedings. It also clarifies that a court cannot accept an admission from a child at arraignment from a child who is at risk of losing his or her liberty unless he or she is represented by a lawyer.
- Adds factors that should be considered in determining whether filing a petition or proceeding by informal adjustment is in the public and the child's best interests. "Informal adjustment" means a minimal level of short-term supervision, the successful completion of which leads to the dismissal of the complaint. Children accused of designated felonies are not eligible for informal adjustment without the agreement of the prosecutor.
- Requires that an attorney file a delinquency petition. Under current law, any person can make a delinquency petition, which then must be endorsed by the juvenile court as being in the best interest of the public or child.¹⁰
- Requires the petition to specify if the child is being charged with a designated felony.
- Clarifies the process for service of summons, which is the legal notice that a hearing is to be held and that the person being served is required to attend. The court may issue a bench warrant, which is an order to bring the person before the court, if a child age 16 or older or a parent fails to attend a hearing for which he or she has been summoned.
- Allows the court to apply any sanction that would apply in superior court if a party fails to provide the other party with information required to be shared under discovery rules.
- Retains the provision requiring transfer of a case to superior court for adult criminal proceedings if a child older than 13 is alleged to have committed certain specifically listed offenses, such as murder and rape.
- Allows the superior court to transfer cases involving aggravated sodomy, aggravated child molestation, and aggravated sexual battery to the juvenile court for extraordinary cause.
- Retains the optional transfer to superior court of cases involving children age 15 and older who are alleged to have committed acts that would be felonies if they were adults, and cases involving children ages 13 and 14 who are alleged to have committed acts that would carry a life sentence if they were adults or would be aggravated battery that resulted in serious bodily injury to the victim.
- Adds criteria that should be considered by the court in determining whether to make an optional transfer to superior court. Statements made by the child during a transfer hearing may not be used against him or her, except as impeachment or rebuttal, in the criminal trial if the hearing does result in transfer.
- Allows the court to order a transfer evaluation of the child be performed by the Department of Behavioral Health and Developmental Disabilities or a licensed psychologist or psychiatrist. The purpose of the evaluation is to provide information on the child's behavioral health status, treatment needs, and receptiveness to rehabilitation, to help inform the court's decision about whether to grant a requested transfer to superior court.
- Allows a child to immediately appeal the decision to transfer his or her case to superior court, and provides that the criminal proceedings must be halted until that appeal is decided.
- States that a child whose case is transferred to adult court should remain in juvenile, rather than adult, detention facilities until the child turns 17.

¹⁰ See O.C.G.A. §§ 15-11-37 and 15-11-38 (2013).

- Requires that if multiple charges arose from the same actions by the child, or a “single criminal transaction,” all the related charges must stay together and either be all kept in juvenile court, or all transferred to superior court.
- Provides procedural guidance for the court’s acceptance of a child’s admission or denial of the charges, and for adjudication hearings.
- Outlines the information that should be included in a probation officer’s report to the court providing information and recommendations for disposition. Specifically, the report should include information on the child’s background, relationships, home environment, prior contact with law enforcement and the courts, educational status, and medical and psychological evaluation results. It should also examine the circumstances of the crime, including its seriousness, and any aggravating or mitigating factors.
- Allows the court to order a behavioral health evaluation of the child be performed by the Department of Behavioral Health and Developmental Disabilities or a licensed psychologist or psychiatrist. The purpose of the evaluation is to provide information on the child’s behavioral health status and treatment needs, to help inform the court’s disposition order. The evaluation is optional in most cases but must be ordered and considered by the court before the child can be given a disposition involving restrictive custody for a designated felony.
- Retains most of the current disposition options for a delinquent child but clarifies that the most restrictive placements should be reserved for children with the highest risk profile. Children found to have committed offense that would be misdemeanors if they were adults may not be committed to DJJ or sent to secure detention or other facilities for delinquent children unless they have had at least three other previous delinquent offenses, at least one of which would have been a felony if they were adults.
- Adds an option for the court to place a child on unsupervised probation, subject to terms and conditions outlined by the court.
- Adds additional factors for a judge to consider in determining whether to order restrictive custody for a child who has committed either a class A or class B designated felony. Specifically, the court must consider the child’s maturity, culpability, and educational and dependency background. If the child has been determined to be a low-risk offender and the court orders restrictive custody, the court must specify in writing why restrictive custody is necessary. However, if the child has caused serious injury to a person aged 72 or older, the child must be ordered into restrictive custody.
- Provides flexibility to judges in determining the length of sanctions for children adjudicated of a designated felony. Currently, if a court determines that restrictive custody is required, the child must be committed to DJJ for five years and must serve a minimum of one year in secure confinement, followed by at least 12 months of intensive supervision.¹¹ HB 242 creates two classes of designated felonies, eliminates the minimum term and provides different maximum terms, depending on the class level of the offense. Class A designated felonies have a maximum term of five years, and class B designated felonies have a maximum term of 36-month commitment to DJJ and 18 months in confinement. The maximum term of intensive supervision is 12 months for class A offenders and 6 months for class B offenders. The court may set any term up to those maximums.
- Provides flexibility for DJJ in placing children found to have committed class B designated felonies. Children assessed to be low risk may be assigned to non-secure facilities for their entire term. Children assessed to be medium or high risk must spend at least the first half of their terms in secure confinement but can be placed elsewhere for the remainder of their terms.

¹¹ See O.C.G.A § 15-11-63(e)(2009).

- Reduces the time before a child found to have committed either class of designated felony may petition the court for early release. Currently, a child may not file a motion for early release until one year into his or her term of restrictive custody and if the motion is denied, may not bring another motion for another year.¹² Under HB 242, the first motion may be filed at any time, and a new motion may be filed six months after a motion has been denied.
- Requires that a child receive credit for time spent in secure confinement in connection with the proceedings and that this time be deducted from detention time imposed at disposition.

Article 7 – Competency in Delinquency Cases

Article 7 governs the way courts determine whether a child is competent to participate in delinquency or child in need of services proceedings, and how the court responds to a child who is not competent. Competency is important because due process requires that people not be subjected to the possible loss of their liberty in criminal or delinquency cases unless they understand the charges, the legal proceedings, and have the capacity to effectively assist their attorney in their defense.¹³ Article 7 of HB 242 revises current law regarding competency in juvenile proceedings. Specifically, it:

- Replaces the term “mental health evaluation” with “competency evaluation” for purposes of this article.
- Requires that if a child under the age of 13 is accused of committing a serious violent felony,¹⁴ the court must order a competency evaluation before delinquency proceedings can move forward, unless the parties agree as to the child’s competency.
- Preserves the court’s ability under current law to order an evaluation on its own motion or the motion of any party.
- Provides different responses depending on whether it is likely that an incompetent child is likely to ever become competent. Current law uses the same framework for all incompetent children.¹⁵
- Requires that when a court finds that a child is unlikely to ever be competent to stand trial, it must dismiss the delinquency petition, appoint a plan manager, and order that a comprehensive services plan be instituted for the child. If a child has been found incompetent due to their age or immaturity, and will become competent eventually but not in the near future, the same approach applies.
- Allows the court to order services for a child facing a delinquency petition who is currently incompetent but may become competent in the near future. The purposes of the services are to help the child attain competency to participate in delinquency proceedings. If a child facing a child in need of services petition and is currently incompetent but may become competent in the near future, the petition must be dismissed without prejudice, meaning that it could be filed again in the future.
- Stresses a preference for treatment in the least restrictive environment appropriate to the child’s needs.
- Outlines the information that needs to be included in a court order for services to help the child attain competency. Specifically, the court order must include the name and location of the service provider, consideration of transportation for the child to services, and the length of time the services are to last.

¹² O.C.G.A. § 15-11-63(e)(2).

¹³ See *Drope v. Missouri*, 420 U.S. 162 (1975), and *In the Interest of S.H.*, 469 S.E.2d 810 (Ga. App. 1996).

¹⁴ “Serious violent felony” is defined in O.C.G.A. § 17-10-6.1 (2009).

¹⁵ See O.C.G.A. §§ 15-11-150 – 15-11-155 (2009).

- Requires service providers to report on the child’s progress on a schedule established by the court. The report must include the provider’s view on whether the child can become competent in the near future, whether additional time is needed for services, and other appropriate information. Only a licensed psychologist or psychiatrist may offer an opinion to the court as to whether the child has achieved competency.
- Clarifies the requirements for competency review hearings and for reinstating delinquency proceedings once a child’s competency is restored.

Article 8 – Parental Notification

Article 8 renumbers provisions of current law requiring notification of parents when people under the age of 18 seek abortions. The language of these provisions is not modified by HB 242; the provisions are simply renumbered to fit into the new structure of O.C.G.A. Title 15, Chapter 11.

Article 9 – Access to Hearings and Records

Article 9 governs access to hearings and records in juvenile proceedings. For the most part, Article 9 maintains the current level of confidentiality, with the following specific changes:

- Clarifies that while the court may decide to exclude a child from certain portions of proceedings under Articles 3 and 4 if it is in the child’s best interests, the child’s lawyer may not be excluded.
- Adds the Department of Juvenile Justice to the list of entities that should be notified when a child requests a hearing to have his or her juvenile delinquency or child in need of services records sealed.
- Removes language regarding the release of names or pictures of children to the press.
- Eliminates provisions giving school officials broad access to court and law enforcement records about a child, but continues to require notice to school superintendent in certain circumstances.¹⁶
- Restricts access to court records in Children in Need of Services cases. They may only be inspected by the child, the child’s attorney, probation officers, parents, and others entrusted with supervision of the child, unless additional access is granted by court order.
- Requires that the court keep records of cases handled through informal adjustment or mediation, but limits the use of these records to decisions regarding how to handle a subsequent case involving the same child. The records may not be used as evidence at trial that a child should be adjudicated delinquent or in need of services.
- Clarifies that court records regarding termination of parental rights must be permanently kept by the court.

Article 10 – Emancipation

Article 10 relates to “emancipation,” which is the process by which a child becomes a legal adult responsible for his or her own care and able to enter into contracts and other adult transactions. Emancipation also releases parents from their obligations to the child and their rights to the care and control of the child. A child is automatically emancipated when they turn 18, when they marry, and when they enlist in the U.S. military. Current law also provides for a child who does not meet these automatic criteria to petition the court for early emancipation. Article 10 of HB 242 reorganizes and clarifies current law regarding emancipation, but does not make any substantive changes.

¹⁶ See O.C.G.A. § 15-11-80 (2013).

Article 11 – Child Advocate for the Protection of Children

Article 11 renumbers provisions of current law establishing the Office of the Child Advocate and governing its operation. The language of these provisions is not modified by HB 242; the provisions are simply renumbered to fit into the new structure of O.C.G.A. Title 15, Chapter 11.

Provisions Outside the Juvenile Code

While the vast majority of HB 242 is a rewrite of O.C.G.A. Title 15, Chapter 11, some related provisions outside the juvenile code also are amended. Those additional changes include:

- An amendment to O.C.G.A. § 42-5-52 that allows DJJ to transfer certain youth age 16 and older to the Department of Corrections if the child was committed to DJJ for either class of designated felony and the child's behavior presents a substantial danger to someone in the DJJ facility.
- An amendment to O.C.G.A. § 49-4A-1 to define key terms, including detention assessment, evidence based programs or practices, risk and needs assessment, and risk assessment.
- An amendment to O.C.G.A. § 49-4A-2 to:
 - Require that validated detention assessments, risk assessments, and risk needs assessments are made available and used by intake workers and courts.
 - Require DJJ to develop policies and regulations to ensure the use of evidence-based practices with children committed to DJJ.
 - Require DJJ to collect and analyze data and performance outcomes and to report that information to the leadership of the executive and legislative branches of Georgia government.
- An amendment to O.C.G.A. § 49-4A-3 that:
 - Clarifies that the same person may not serve as both the Commissioner of the Department of Human Resources and the Commissioner of the DJJ.
 - Requires the use of evidence-based services and practices for children committed to DJJ.
- An amendment to O.C.G.A. § 49-4A-7 that requires any DJJ contract to provide services to delinquent children be a performance-based contract that includes financial incentives or consequences based on the results achieved by the contractor as measured by output, quality, or outcome measures.
- An amendment to O.C.G.A. § 49-4A-8 to require DJJ to maintain records of specified data for evaluating the merits of treatment methods.
- Amendments to various statutes to clarify types of facilities by shifting away from the term "youth development center" and "regional youth detention center" and other facility terms to "secure residential facility" and "non-secure residential facility."
- An amendment to O.C.G.A. § 17-4-25.1 that requires the agency requesting transportation of a juvenile to be responsible for all costs associated with that transport.
- The addition of a new code section to Title 15, Chapter 18 to clarify the representation of the state in delinquency cases. Under new section 15-18-6.1, the District Attorney's office has responsibility for prosecuting delinquency cases in juvenile court and appeals from those cases, though the District Attorney can delegate certain types of cases to the Solicitor General. If the District Attorney's office lacks the resources to provide representation of the state in delinquency cases, notice must be sent to the chief judge of the superior court, the juvenile court judges, and the chair of the county governing authority, at which point the county can appoint an attorney or attorneys to serve as prosecutors for the juvenile court.
- Various amendments to keep language consistent and update cross-references.
- Provision of an effective date of January 1, 2014 for the new law.

To download a full copy of the bill, click here: <http://1.usa.gov/Yfh94F>

About JUSTGeorgia: *JUSTGeorgia is a statewide juvenile justice coalition created in 2006. Its purpose is to advocate for change to Georgia's juvenile code and the underlying social service systems to better serve Georgia's children and promote safer communities. The lead partners that formed JUSTGeorgia are Georgia Appleseed, The Barton Child Law and Policy Center of the Emory University School of Law, and Voices for Georgia's Children. Their efforts were launched by philanthropic funding. www.JUSTGa.org.*

S.Y.N.C. Staffing Form

Close

Print

SHINES Person ID* First Name Date of Birth
 JCATS Person ID Middle Name Gender
 JTS JuvenileID Last Name Race / Ethnicity

Date identified as dually-involved* JCATS Referral Number

At what processing stage was this youth identified as a dually-involved youth?

Through which pathway did this youth become identified as a dually-involved youth?

What was youth's living situation (of record if AWOL/runaway) at time of arrest/referral to juvenile justice system?

Was this youth AWOL (i.e., a runaway) at the of arrest/referral to juvenile justice system?

Did this offense occur at the place the youth was living at the time (e.g., home or placement)?

Did this offense occur at youth's school?

At the time the youth was identified as a dually-involved youth, did he/she have consistent and stable contact (i.e., predictable and positive contact) with any of the following family members and/or other significant, positive adults?

Check all that apply

- | | | |
|---|--|---|
| Biological Mother <input type="checkbox"/> | Foster parent <input type="checkbox"/> | Friend of the Family <input type="checkbox"/> |
| Biological Father <input type="checkbox"/> | Step-parent <input type="checkbox"/> | Mentor <input type="checkbox"/> |
| Other legal parent <input type="checkbox"/> | Grandparent <input type="checkbox"/> | Teacher/School Counselor <input type="checkbox"/> |
| Adoptive parent <input type="checkbox"/> | Aunt/Uncle <input type="checkbox"/> | Someone at church <input type="checkbox"/> |
| Legal Guardian <input type="checkbox"/> | Brother/Sister (at least one) <input type="checkbox"/> | Coach <input type="checkbox"/> |
| No contact with any family members or significant positive adult <input type="checkbox"/> | | Other <input type="checkbox"/> |

At the time the youth was identified as a dually-involved youth, was he/she involved in any pro-social programming?

Check all that apply

- | | | |
|---|---|---|
| Afterschool Program <input type="checkbox"/> | Church Program <input type="checkbox"/> | Other extracurricular activities <input type="checkbox"/> |
| Mentoring Program <input type="checkbox"/> | Arts Program (e.g. art, writing, theatre, dance, etc.) <input type="checkbox"/> | Independent living program <input type="checkbox"/> |
| Sports/Athletic Programs <input type="checkbox"/> | | No pro-social programming <input type="checkbox"/> |

Was youth enrolled in school or an educational program at the time he/she was identified as a dually-involved youth?

Was youth experiencing academic (i.e., poor performance) or behavioral problems at school at the time he/she was identified OR if not enrolled, at the time they stopped attending school?

Did youth have an Individual Education Plan at the time he/she was identified as a dually-involved youth OR if not enrolled, at the time they stopped attending school?

At the time youth was identified as dually-involved youth, was there any indication that the youth was afflicted with any mental health problems?

At the time youth was identified as dually-involved youth, was there any indication that the youth was using alcohol and/or drugs?

If youth has evidence of a pattern of use, substance abuse, or substance dependency, which of the following is a problem for the youth?

- | | | | |
|-----------|--------------------------|--|--------------------------|
| Alcohol | <input type="checkbox"/> | Other drugs such as cocaine/crack, | <input type="checkbox"/> |
| Marijuana | <input type="checkbox"/> | methamphetamine, heroin, ecstasy, etc. | |
| Inhalants | <input type="checkbox"/> | Not applicable—youth does not exhibit a pattern of | <input type="checkbox"/> |
| | | use or have a diagnosis for abuse or dependency | |

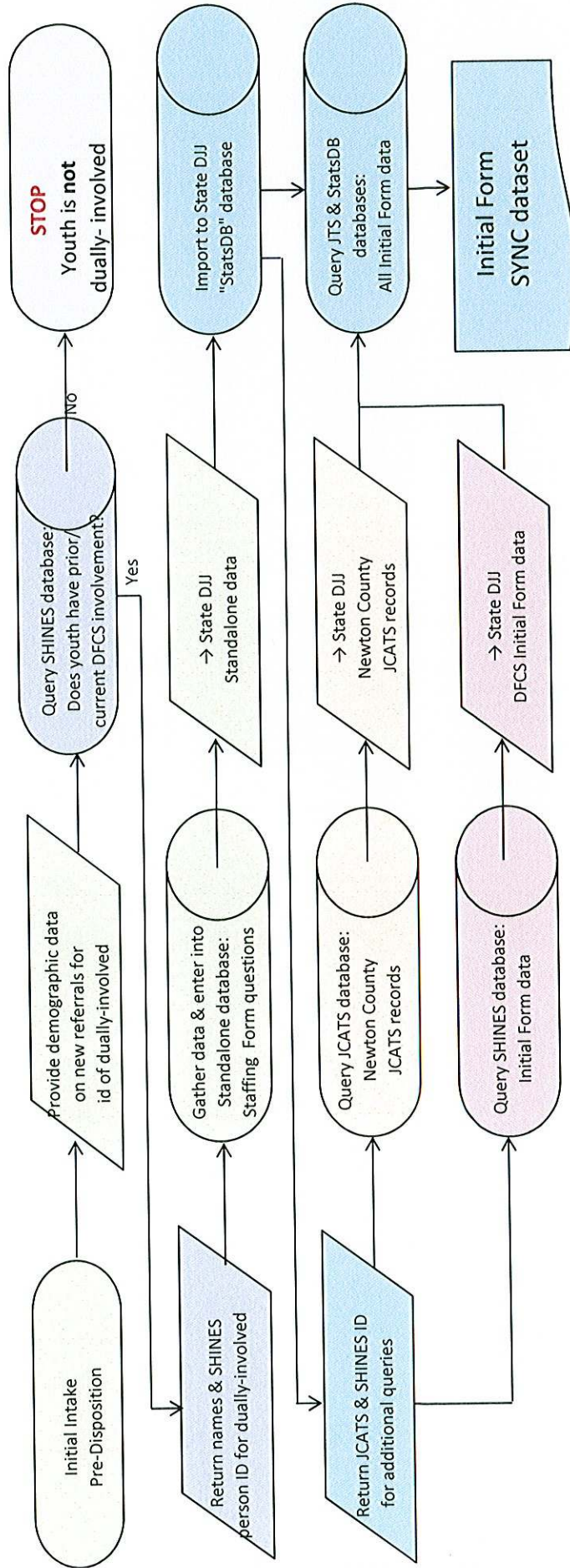
Assessments:

Check here to mark record for deletion:



Process for Identification of Dually-Involved Youth & Data Compilation - Initial Form

For Data Collected after Priority Practice Implementation beginning 6/17/13

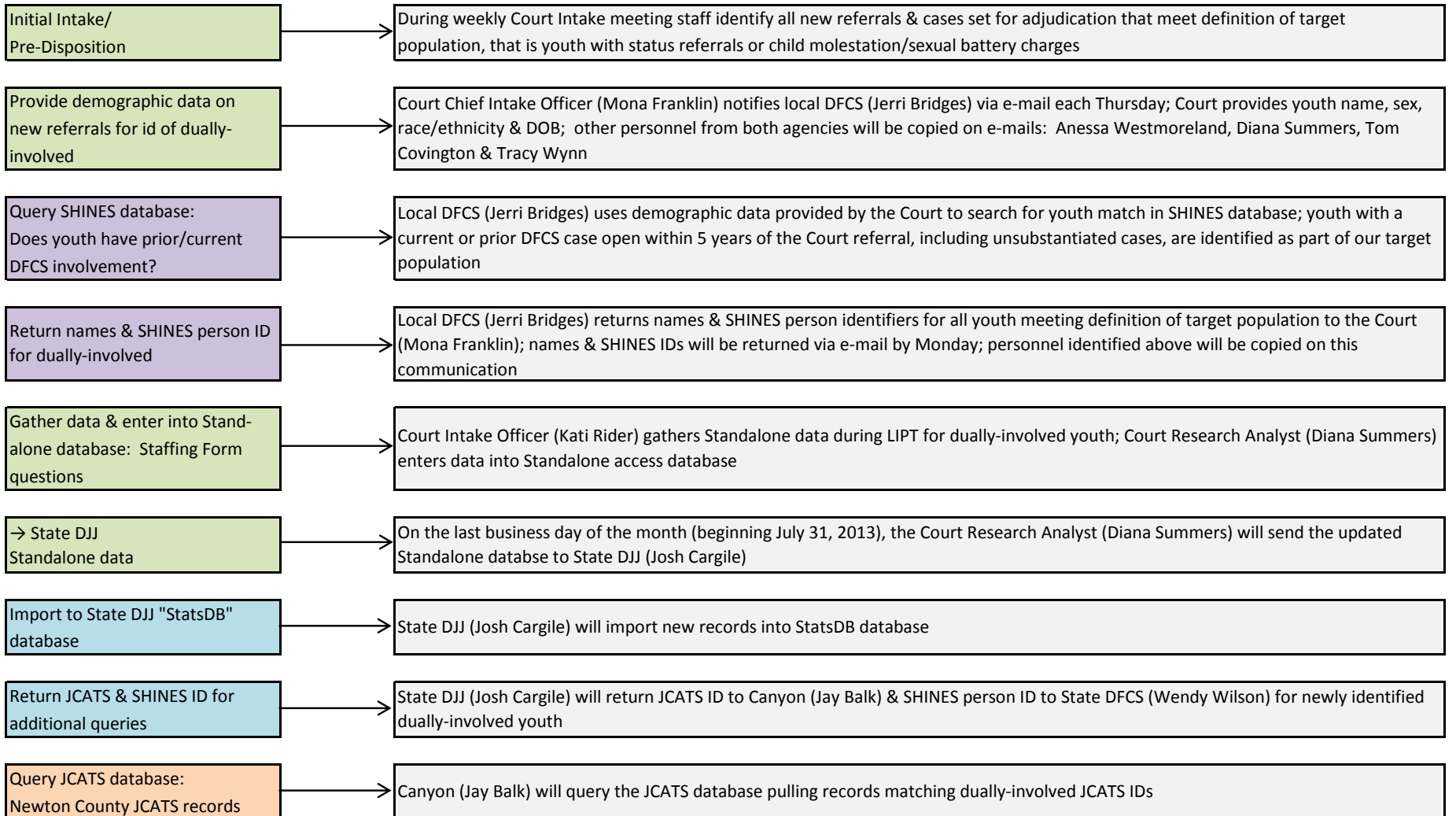


Newton County JC
Newton County DFCS
State DJJ
Canyon
State DFCS



Data Collection Process Narrative

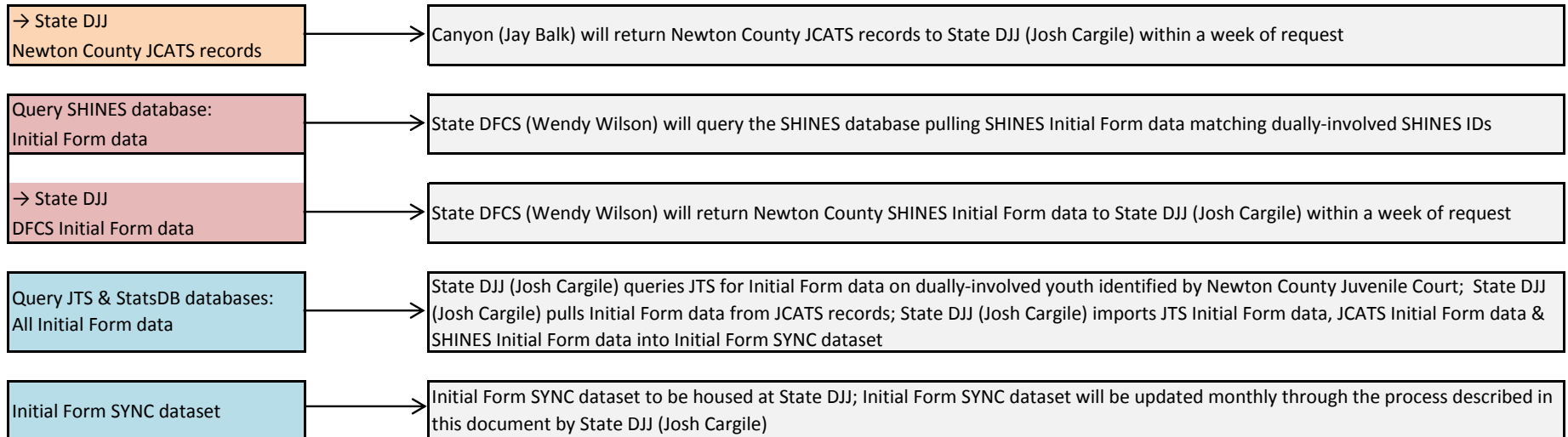
Initial Form Data Collected after Priority Practice Implementation





Data Collection Process Narrative

Initial Form Data Collected after Priority Practice Implementation



Attachment 13: *Data Confidentiality Agreement*

MODELS FOR CHANGE INITIATIVE DATA CONFIDENTIALITY STATEMENT

I acknowledge that I have received a copy of the Models for Change Initiative Memorandum of Understanding.

I understand that:

I am responsible for reading and complying with the policy which establishes a data sharing agreement between the named parties;

I am expected to utilize said data solely as part of the work responsibilities in relationship to the implementation of this agreement;

I am expected to hold confidential any and all privileged data;

I certify that I understand that I may be held individually liable for any and all criminal and civil penalties imposed by State or Federal Law for any breach of confidentiality for which I am solely or partially responsible;

I am required to report any violations or suspected violations of this policy to my supervisor and the Department of Family and Children Services, (DFCS);

Violations of this policy may result in disciplinary action, up to and including dismissal from employment.

Employee (Print Name)

Witness (Print Name)

Employee's Signature

Witness's Signature

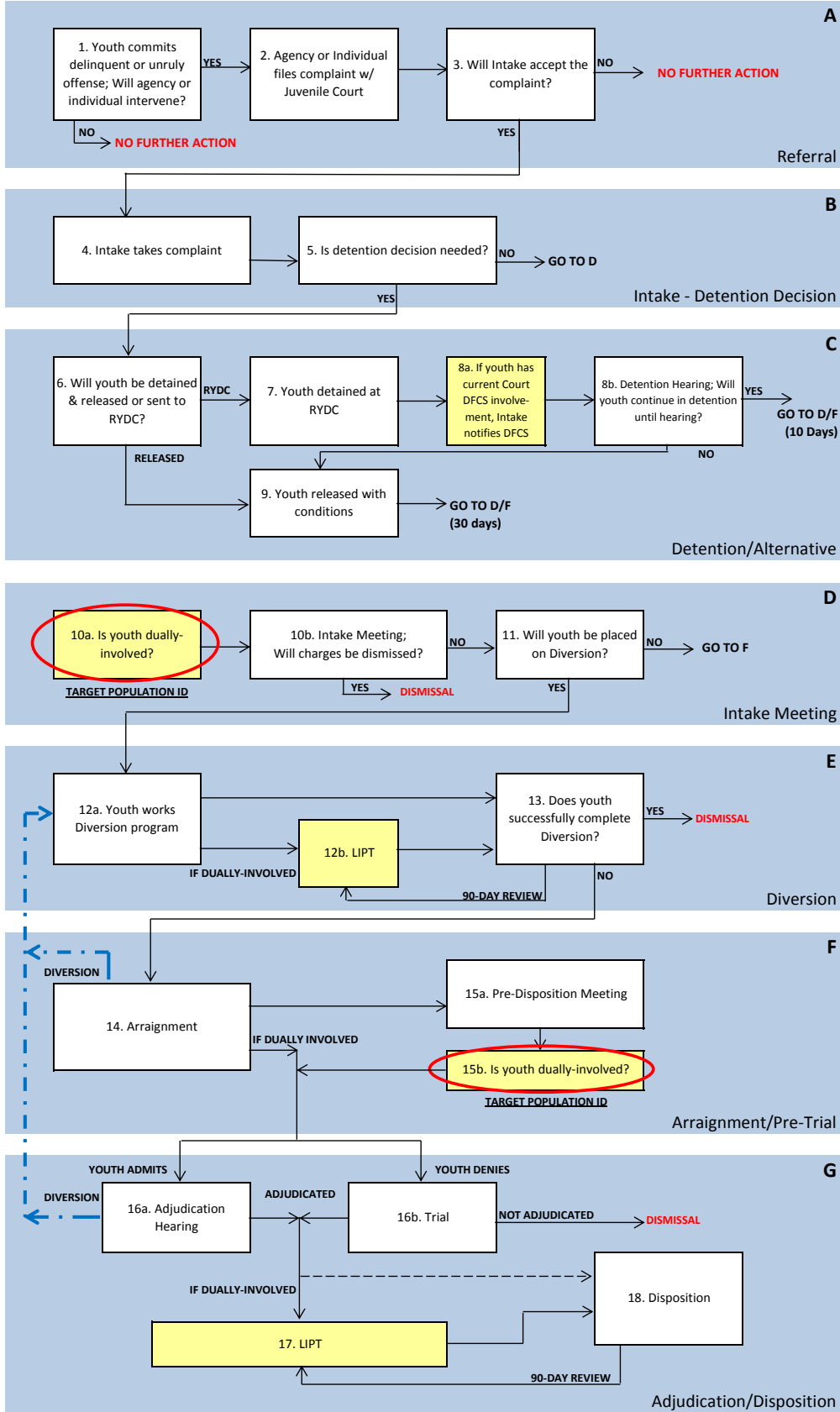
Date

Date

Newton County Juvenile Court

Delinquent/Unruly Case Flow Map

Inclusion of Key Decision Points



Newton County Juvenile Court

Delinquent/Unruly Case Flow Narrative

Inclusion of Key Decision Points

A. Referral	
Steps 1, 2 & 3:	Offense Committed; Complaint Filed
Participants:	Youth, Family; DJJ, Law Enforcement, School, Other Court, Individual, DFCS; Juvenile Court
Decisions/Actions:	Youth allegedly commits delinquent or unruly act ; Agency or individual decides whether to make complaint to Juvenile Court; Juvenile Court (Intake) decides whether to accept complaint
Who Decides/Acts:	Youth; DJJ, Law Enforcement, School, Other Court, Individual, DFCS; Juvenile Court
Criteria:	Offense committed; Incident report
Notes:	Complaints may be filed via mail, e-mail, drop box, phone or in person; Intake may discuss charges with law enforcement at time of complaint - this may result in additional charges or an incident report that does not result in a Court referral; Law enforcement identifies case by Eagle # - Intake can view report via Sheriff's GMS; Law enforcement does not always notify court of complaints in drop box - notification delayed; DJJ delivers complaint in person if warrant needed
B. Intake - Detention Decision	
Steps 4 & 5:	Complaint taken; Detention decision
Participants:	Intake Staff
Decisions/Actions:	Intake enters complaint into log; Intake decides if detention decision needed
Who Decides/Acts:	Intake Staff
Criteria:	Specific charges; history
Notes:	Referral received at Court; Ready for routing by Intake
C. Detention/Alternative	
Step 6:	Youth detained; Released or sent to RYDC
Participants:	Intake Staff; Sheriff's Office; Youth
Decisions/Actions:	Intake requests Sheriff's Office to pick up youth; If felony, youth is fingerprinted at Sheriff's Office; Deputy places youth in holding cell; <i>Assessment</i> Intake does <u>DAI</u> , makes decision for release or transfer to RYDC
Who Decides/Acts:	Intake Staff
Criteria:	DAI score; specific charges; history
Notes:	Specific offenses require detention; If after hours, youth held at Sheriff's Office; during business hours youth held at the Court
Step 7:	Youth detained at RYDC
Participants:	Intake Staff; Sheriff's Office; RYDC; Youth
Decisions/Actions:	Intake notifies RYDC & transport (Sheriff's Office); Sheriff's Office transports youth to RYDC; Intake schedules Detention Hearing, notifies ADA, PD, DJJ, Clerk & family (DJJ may assist)
Who Decides/Acts:	Intake Staff
Criteria:	Detention decision (Step 6)
Notes:	Youth may be transported directly from Sheriff's Office or from Court; Newton County youth are normally routed to Sandersville RYDC; if bed unavailable, Sandersville will find alternative detention location

C. Detention/Alternative	
Steps 8a & 8b:	Detention Hearing
Participants:	Intake Staff; Sheriff's Office; Youth, Family (Custodian/DFCS); ADA; PD; DJJ; DFCS; Judge
Decisions/Actions:	<p>If youth is has current DFCS involvement with the Court, Intake notifies DFCS prior to Detention Hearing; Sheriff's Office transports youth from RYDC to Court; Youth, family; Intake Staff; ADA; PD; DJJ; DFCS (if current Court DFCS involvement) attend hearing; Assessment Judge may order Competency Evaluation; Judge decides whether youth will be detained until hearing; Arraignment may occur at time of detention hearing or when youth returns to court; Clerk sets Arraignment or Adjudication hearing; Though all detained youth will be set for arraignment/adjudication (Part F), they will be identified at the Intake Meeting (Part D - 10a) as to whether they are a part of our target population</p>
Who Decides/Acts:	Judge
Criteria:	Specific charges; history; Court proceedings
Notes:	Detention Hearing held within 72 hours of youth's initial detention; If youth returned to RYDC, hearing must be held within 10 calendar days; If youth admits at hearing & is not dually-involved, may have adjudication &/or disposition at this time; If dually-involved youth is adjudicated, disposition will be delayed until after LIPT
Step 9:	
Step 9:	Youth released with conditions
Participants:	Youth, family; Intake Staff; Sheriff's Office OR Judge
Decisions/Actions:	Family comes to Court to sign release order & youth is released (Intake); OR Youth is released after Detention Hearing (Judge); Intake OR Judge sets conditions of release; Clerk notified to set for Arraignment or Adjudication hearing; Though all detained youth will be set for arraignment/adjudication (Part F), they will be identified at the Intake Meeting (Part D - 10a) as to whether they are a part of our target population
Who Decides/Acts:	Intake Staff OR Judge
Criteria:	Detention decision (Step 6) OR Detention Hearing decision (Step 8)
Notes:	Youth may be released with conditions by Intake OR Youth may be released after detention at RYDC by Judge; Conditions of release may include detention alternatives (ERC), placement & services
D. Intake Meeting	
Steps 10a, 10b & 11:	Intake Meeting (Dismissal, Diversion or Arraignment)
Participants:	Intake Staff
Decisions/Actions:	<p>TARGET POPULATION ID Intake decides whether to dismiss charges; Court will notify local DFCS via email of all new status, child molestation/sexual battery referrals on THURSDAY; Court will send names, DOB, race & sex of youth for matching purposes; Local DFCS will check SHINES database for past or current DFCS involvement according to target population definition; DFCS will return list of matching youth by the following MONDAY, including the SHINES person identifier Intake decides whether to place youth on Diversion or set for Arraignment; Intake Officer assigned; If Diversion, Intake sets appointment to meet with family; If set for Arraignment, Intake sends petition to ADA & PD; Clerk notified (for appropriate JCATS entry)</p>
Who Decides/Acts:	Intake Staff
Criteria:	Specific charges; history; DAI score

D. Intake Meeting	
Steps 10a, 10b & 11:	Intake Meeting (Dismissal, Diversion or Arraignment)
Notes:	Intake Meetings occur twice a week on all delinquent & unruly youth referred to the Court but not detained; If Diversion, Intake chooses best fit program for youth/family; Family input utilized in Diversion program decision/warn & dismiss; Youth/family may refuse Diversion & be set for Arraignment
E. Diversion	
Steps 12a, 12b & 13:	Youth works Diversion program
Participants:	Intake Staff; Youth, Family
Decisions/Actions:	Youth/family works to meet Diversion program conditions; If on General Diversion, Intake reviews after 60 days; upon review, may be set for dismissal at 90 days or continued; All dually-involved Youth on Diversion will be staffed at LIPT (see Step 17 for description); 90-Day reviews to be held until 9-Month mark or until youth completes Diversion, whichever is longer; If Youth fails Diversion, Intake files motion with ADA
Who Decides/Acts:	Intake Staff; Youth, Family
Criteria:	Youth compliance with Diversion
Notes:	General Diversion program last 90 days; Youth may be on Diversion from 30 days to 1 year or longer, depending on program; Diversion may be continued at 60-day review if conditions not met/fees not paid
F. Arraignment/Pre-Trial	
Step 14:	Arraignment
Participants:	Intake Staff; Youth, Family; ADA; PD; DJJ; Judge; Sheriff's Office (if detained)
Decisions/Actions:	Sheriff's Office transports youth from RYDC to Court (if youth detained); If ADA & PD disagree on charges/case, will hold pre-trial meeting; Will make decision to set Court date or accept Diversion; Youth is advised of rights; Youth enters an admission or denial to ADA;
Who Decides/Acts:	Intake Staff; ADA; PD; Youth; Family
Criteria:	Specific charges; history
Notes:	Arraignment paperwork may be completed anytime after initial intake; PD attempts to complete as soon as possible to minimize family appearances at court; If youth denies charges may not come to Court until trial;
Steps 15a & 15b:	Pre-Disposition Meeting
Participants:	Intake Staff; Family; DJJ; DFCS; School; Mental Health provider (if involved)
Decisions/Actions:	Meeting held to determine group recommendations for Court actions, assessments & resources; Court will notify DFCS on THURSDAY of all new status/child molestation/sexual battery cases set for adjudication not previously defined as dually-involved; DFCS to check SHINES database for DFCS cases open since Court referral date; DFCS will return list of matching youth by the following MONDAY, including the SHINES person identifier Recommendations sent to ADA
Who Decides/Acts:	Intake Staff; Family; DJJ; DFCS; School; Mental Health provider (if involved)
Criteria:	Input from all participants

F. Arraignment/Pre-Trial	
Steps 15a & 15b:	Pre-Disposition Meeting
Notes:	If youth is dually-involved, he/she will be staffed at LIPT post adjudication; Pre-Disposition team makes recommendations for Court action, such as diversion or probation; Pre-Disposition team also makes recommendations for assessments, such as competency or psych evaluations & resources, such as life skills classes
G. Adjudication/Disposition	
Steps 16a & 16b:	Adjudication Hearing OR Trial
Participants:	Intake Staff; Youth, Family; ADA; PD; DJJ; DFCS; Judge; Sheriff's Office (if detained)
Decisions/Actions:	Sheriff's Office transports youth from RYDC to Court (if youth detained); Youth, family; Intake Staff; ADA; PD; DJJ; DFCS; Judge attend hearing; If youth admits to charges, will have Adjudication Hearing; Judge will adjudicate/ set disposition or set for Diversion; If youth denies charges, will have Trial; Judge will adjudicate/set disposition or dismiss; Dually-involved youth who are adjudicated will be staffed at LIPT prior to disposition; Youth not dually-involved may also be staffed at LIPT upon request
Who Decides/Acts:	Judge
Criteria:	Specific charges; history; Court proceedings
Notes:	Disposition may occur during the Adjudication Hearing/Trial or may be set for a later hearing; Disposition will be delayed for dually-involved youth to follow LIPT
Step 17:	LIPT
Participants:	Intake Staff; Family; DJJ; DFCS; School; Mental Health provider (if involved)
Decisions/Actions:	Meeting held to assess family risks, strengths & treatment needs; <i>Assessments</i> Will review applicable assessment results, including <u>MAYSI</u> & Court history (Court); <u>Danger Assessments, CCFA</u> & case notes (DFCS); <u>CRN score</u> & case notes (DJJ); <u>Psychological & Competency Evaluations, Study & Report</u> (Mental Health); <u>IEP</u> , grades, discipline, attendance records (BOE); Recommendations taken back to Court prior to Disposition
Who Decides/Acts:	Intake Staff; Family; DJJ; DFCS; School; Mental Health provider (if involved)
Criteria:	Input from all participants
Notes:	LIPT meetings may be held for any youth upon agency request; LIPT will be held for all dually-involved youth who have been adjudicated or are on diversion; Parents must be present for staffing; LIPT meetings are currently held at DJJ on the 3rd Tuesday of each month at 8:30 am
Step 18:	Disposition
Participants:	Intake Staff; Youth, Family; ADA; PD; DJJ; DFCS; Judge; Sheriff's Office (if detained)
Decisions/Actions:	Judge sets disposition for adjudicated youth; LIPT Review will be held for dually-involved youth every 90-days until 9-month mark
Who Decides/Acts:	Judge
Criteria:	Specific charges; history; Court proceedings
Notes:	Youth may be placed on probation, continued on probation, committed to DJJ and/or sent to RYDC for STP (short term treatment - detention); Adjudicated youth will be supervised by DJJ; LIPT Reviews will be held for dually-involved youth every 90-days to ensure follow-up on family compliance, completion of agency assessments & access to resource referrals

Attachment 16: *Data Collection, Management & Performance Measurement Subcommittee*

Data Subcommittee		
Name:	Agency:	Contact:
Joshua Cargile* <i>Co-Chair</i>	Operations Analysis Manager, Georgia Department of Juvenile Justice	JoshuaCargile@djj.state.ga.us
Colleen Mousinho	SACWIS Director, Georgia Department of Human Services, Division of Family and Children Services	camousinho@dhr.state.ga.us
Diana Summers* <i>Co-Chair</i>	Research Analyst, Newton County Juvenile Court	dsummers@co.newton.ga.us
Joe Vignati	Justice Programs Coordinator, Governor’s Office for Children and Families	Joe.Vignati@children.ga.gov
Wendy Wilson	Georgia SHINES Unit, Georgia Department of Human Services, Division of Family and Children Services	wwilson@dhr.state.ga.us

Crossover Youth Data Project Dually-Involved Initial Form

These measures should be collected for all youth identified as dually-involved youth beginning on your designated start date and for all comparison youth your site identifies. Dually-involved youth, in this case, are defined by individual site definitions of target population for this work.

NOTE: Sites should be able to complete all of this information at the time a youth is identified as a dually-involved youth. These data should also be completed for comparison youth, if applicable.

GOLDEN RULE FOR DATA COLLECTION: WHEN SITE-SPECIFIC DEFINITIONS OF AN ITEM ARE NECESSARY, PLEASE DEFINE THE ITEM AS A TEAM AND IMPLEMENT THE DEFINITION CONSISTENTLY THROUGHOUT DATA COLLECTION. DENISE HERZ WILL CONTACT SITES AFTER DATA COLLECTION BEGINS TO DOCUMENT THOSE DEFINITIONS AND HOW THEY ARE IMPLEMENTED.

Color Code Key

Data from JCATS/JTS

Data from JCATS/ JTS and SHINES

Data entered in standalone database at Newton JC

Data from Newton BOE if possible, or entered in standalone database if not

Data from JTS

Data from SHINES/CPRS

Questions for Denise Herz

CASE INFORMATION	
1. Child Welfare Agency Tracking Number (Defined by Site—No Names or Personal Identifying Information)	 (Recorded in JCATS)
2. Juvenile Justice Agency Tracking Number (Defined by Site—No Names or Personal Identifying Information)	
3. CPS/social worker Name (Optional)	
4. Juvenile Court/Probation/JJ Officer Name (Optional)	
5. Site Code (if multiple sites are represented in this jurisdiction—simply assign a number locally to the different areas)	Identified by Site—Please be consistent and provide information on codes used to Denise Herz <u>1</u>
BASIC INFORMATION ON IDENTIFIED DUALY-INVOLVED YOUTH	
6. What was the date on which this youth was identified as a dually-involved youth?	DATE:

Attachment 17: Color Coded Initial Form

<i>For comparison youth, please use referral/arrest date for all cases.</i>	
a. Is this youth a comparison group youth?	<input type="radio"/> No <input type="radio"/> Yes

FINAL

Attachment 17: Color Coded Initial Form

<p>7. At what processing stage was this youth identified as a dually-involved youth?</p> <p><i>NOTE: If your site has developed protocol that all of your target population will be identified at one particular stage, it is reasonable to assume that you will select the same stage for each youth entered.</i></p>	<ul style="list-style-type: none"> <input type="radio"/> Not Identified during Processing (e.g., Comparison Youth) <input type="radio"/> CW Shelter <input type="radio"/> Arrest <input type="radio"/> CW Intake <input type="radio"/> JJ Intake <input type="radio"/> Pre-adjudication detention (Pre-adjudication hearing) <input type="radio"/> Charging decision <input type="radio"/> Adjudication (i.e., by delinquency court or family court) <input type="radio"/> Time of case closure in delinquency <input type="radio"/> Transition from juvenile correctional institution to community (Transfer into county) <input type="radio"/> Transition from adult correctional institution to community
<p>8. Through which pathway did this youth become identified as a dually-involved youth?</p> <p><i>NOTE: If the target population for your site is only one pathway, you will only check that pathway when entering cases. The target population for your site is defined by your site's Implementation Team.</i></p>	<ul style="list-style-type: none"> <input type="radio"/> Pathway 1: Open child welfare case (voluntary/preventative or formally adjudicated case) with subsequent delinquency charge <input type="radio"/> Pathway 1A: Open child welfare case with subsequent charge in adult system <input type="radio"/> Pathway 2: Delinquency charge with previous, but not current, child welfare case who was subsequently referred to child welfare <input type="radio"/> Pathway 2a: Delinquency charge with previous, but not current, child welfare case who was <u>not</u> subsequently referred to child welfare <input type="radio"/> Pathway 3: Delinquency charge with no previous child welfare case was subsequently referred for a abuse/neglect investigation <input type="radio"/> Pathway 4: In JJ placement and referred to child welfare because there was no safe home to transition to <input type="radio"/> Pathway 4A: In adult correctional placement and referred to child welfare because there was no safe home to transition to
<p>9. What is the gender of this youth?</p>	<ul style="list-style-type: none"> <input type="radio"/> Male <input type="radio"/> Female
<p>10. What is the race/ethnicity of this youth?</p> <p><i>NOTE: If your jurisdiction captures race and ethnicity separately, indicate the youth's race in this question and</i></p>	<ul style="list-style-type: none"> <input type="radio"/> Asian-American/Pacific Islander <input type="radio"/> African-American <input type="radio"/> Caucasian <input type="radio"/> Hispanic/Latino

Attachment 17: Color Coded Initial Form

<p>indicate his/her ethnicity in the next question.</p>	<p><input type="radio"/> American Indian _____ <input type="radio"/> Other: _____</p>
<p>a. What is the youth's ethnicity?</p>	<p>_____ <input type="radio"/> Not Applicable</p>
<p>11. What was the youth's date of birth and what was his/her age at the time you identified him/her as a dually involved youth?</p>	<p>DOB Year: _____ AGE: _____</p>
<p>CHILD WELFARE EXPERIENCE INFORMATION</p>	
<p>12. At the time this youth was identified as a dually-involved youth, how many referrals to child welfare did this youth's family have (NOTE: A referral may or may not have been substantiated. Please count all previous referrals for youth with current or previous child welfare contact)</p>	<p>_____ # of times referred to child welfare including the most recent referral (i.e., the referral for which this case was opened) Please indicate '0' for youth without current or previous child welfare contact.</p>
<p>13. At the time this youth was identified as a dually involved youth, how long had he/she been involved in the child welfare system? NOTE: If a youth has multiple episodes with child welfare, please sum the total amount of time and if involvement was historical but not current, please count the time in the historical episode.</p>	<p><input type="radio"/> Not Applicable—No current or prior involvement with child welfare _____ Months (Please convert years into total Number of Months)</p>
<p>14. What was/were the reason(s) (i.e., court substantiated reasons) for his/her most recent entry into the child welfare system? Check all that apply. NOTE: If youth was previously not in child welfare, please indicate the reason(s) for his/her current involvement.</p>	<p><input type="radio"/> Neglect <input type="radio"/> Physical Abuse <input type="radio"/> Sexual Abuse <input type="radio"/> Other: _____</p>
<p>15. What type of child welfare services was he/she receiving during his/her most recent involvement in the child welfare system?</p>	<p><input type="radio"/> Not Applicable—No current or prior involvement with child welfare <input type="radio"/> Yes –voluntary/preventative services <input type="radio"/> Yes—court imposed services</p>

Attachment 17: Color Coded Initial Form

<p>16. At the time this youth was identified as a dually-involved youth, how many placements did he/she have while in the care of child welfare—<i>please count all placements experienced during entire involvement with the child welfare system?</i></p> <p><i>NOTE: (1) Do not include the current placement in the count if youth was in child welfare system at the time of the offense (e.g., if living in group home at the time of offense, this placement is not counted in the historical number of congregate care placements). (2) If youth had previous, but not current child welfare case, please provide the number of placements when he/she had a case open.</i></p>	<ul style="list-style-type: none"> <input type="radio"/> Not Applicable—No current or prior involvement with child welfare <input type="radio"/> Not Applicable—No placements during involvement with child welfare _____ # relative _____ # of non-relative placements _____ # foster care placements _____ # congregate care placements _____ # residential treatment center placements _____ # hospitalizations _____ # other placement pre-adoptive, trial home visit
<p>ARREST/REFERRAL INFORMATION</p>	
<p>17. What was the current referral or arrest for?</p> <p><i>Note: If multiple charges in an arrest, please indicate the most serious charge only. If this is a Pathway 4 youth, please indicate charge when originally charged.</i></p>	<p>Description: _____</p>
<p>18. What was the date of the arrest/current referral?</p>	<p>_____</p>
<p>19. Was this offense related to violation of probation/parole?</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Yes
<p>20. What type of offense charge was this?</p>	<ul style="list-style-type: none"> <input type="radio"/> Misdemeanor <input type="radio"/> Felony <input type="radio"/> 707B Offense (California Only) <input type="radio"/> Other: _____
<p>21. Was this youth placed in pre-adjudication detention for 24 hours or longer at time of arrest/referral (including weekends and holidays)?</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Yes—if so, for how many days: _____
<p>22. If youth remained in detention, was his/her stay due to any of the following?</p>	<ul style="list-style-type: none"> <input type="radio"/> Not Applicable—youth was not detained after arrest/referral (i.e., #21=No) <input type="radio"/> No—stay was not related these issues <input type="radio"/> Court closure due to weekend and/or holiday <input type="radio"/> Inability to find a placement to release the youth to (i.e., youth could have been released if there had been a place for him/her to go) (JTS casenotes?)

Attachment 17: Color Coded Initial Form

<p>23. What was youth's living situation (of record if AWOL/runaway) at the time he/she was arrested/referred to the juvenile justice system?</p>	<ul style="list-style-type: none"> <input type="radio"/> Home <input type="radio"/> Relative/Kinship Placement <input type="radio"/> Non-Relative Caregiver <input type="radio"/> Foster Care <input type="radio"/> Adoptive Placement <input type="radio"/> Shelter <input type="radio"/> Congregate Care/Group Home <input type="radio"/> Residential Treatment Center <input type="radio"/> Hospital <input type="radio"/> Supervised Independent Living <input type="radio"/> Correctional Facility <input type="radio"/> Other
<p>24. Was this youth AWOL (i.e., a runaway) at the time he/she was arrested/referred to the juvenile justice system?</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Yes
<p>25. What was the youth's permanency goal at the time he/she was arrested/referred to the juvenile justice system?</p>	<ul style="list-style-type: none"> <input type="radio"/> Not Applicable—Not a Pathway 1 Youth <input type="radio"/> Not Applicable – Not removed from home <input type="radio"/> Remain at Home <input type="radio"/> Reunification <input type="radio"/> Adoption <input type="radio"/> Guardianship <input type="radio"/> Permanent Planned Living Arrangements <input type="radio"/> Emancipation <input type="radio"/> Long Term Foster Care <input type="radio"/> Other - Fit/Willing Relative <input type="radio"/> Other - None yet
<p>26. Did this offense occur at the place the youth was living at the time (e.g., home or placement)?</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Yes <input type="radio"/> Don't know
<p>27. Did this offense occur at youth's school?</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Yes—any relationship to school (generic) <input type="radio"/> Don't know
<p>28. At the time of this offense, did this youth have any prior arrests for criminal charges?</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Yes—if so, how many? _____
<p>29. At the time of this offense, did this youth have any prior arrests/contacts for status offenses (i.e., running away, incorrigibility, truancy, etc.)?</p>	<ul style="list-style-type: none"> <input type="radio"/> Not Applicable—System Doesn't Capture <input type="radio"/> No <input type="radio"/> Yes, status offense

Attachment 17: Color Coded Initial Form

SIGNIFICANT RELATIONSHIPS, SCHOOL STATUS, AND BEHAVIORAL HEALTH	
<p>30. At the time the youth was identified as a dually-involved youth, did he/she have consistent and stable contact (i.e., predictable and positive contact) with any of the following family members and/or other significant, positive adults? <i>Check all that apply.</i></p>	<ul style="list-style-type: none"> <input type="radio"/> No contact with any family members or significant positive adult <input type="radio"/> Biological mother <input type="radio"/> Biological father <input type="radio"/> Other legal parent <input type="radio"/> Adoptive parent <input type="radio"/> Legal guardian <input type="radio"/> Step-parent <input type="radio"/> Grandparent <input type="radio"/> Aunt/Uncle <input type="radio"/> Siblings (at least one) <input type="radio"/> Friend of the family <input type="radio"/> Mentor <input type="radio"/> Teacher/School Counselor <input type="radio"/> Someone at church <input type="radio"/> Coach
<p>31. At the time the youth was identified as a dually-involved youth, was he/she involved in any pro-social programming (e.g., afterschool program, mentoring, extracurricular activities, etc.)? <i>Check all that apply.</i></p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Afterschool program <input type="radio"/> Mentoring program <input type="radio"/> Sports/athletic programs <input type="radio"/> Church program <input type="radio"/> Arts program (e.g., art, writing, theatre, dance, etc.) <input type="radio"/> Other extracurricular activities <input type="radio"/> Independent living program
<p>32. Was youth enrolled in school or an educational program at the time he/she was identified as a dually-involved youth?</p>	<ul style="list-style-type: none"> <input checked="" type="radio"/> No, not enrolled <input checked="" type="radio"/> No, graduated or completed GED <input type="radio"/> Yes, enrolled and attending <input type="radio"/> Yes, enrolled but not attending
<p>33. Was youth experiencing academic (i.e., poor performance) or behavioral problems at school at the time he/she was identified OR if not enrolled, at the time they stopped attending school?</p>	<ul style="list-style-type: none"> <input checked="" type="radio"/> No <input checked="" type="radio"/> Yes-academic (i.e., poor performance in the classroom leading up to the referral/arrest) <input checked="" type="radio"/> Yes-behavioral (i.e., youth received disciplinary actions, suspensions, or expulsions within the past 6 months prior to being identified) <input checked="" type="radio"/> Yes-exhibited problems in both areas
<p>34. Did youth have an Individual Education Plan at the time he/she was identified as a dually-involved youth OR if not enrolled, at the time they stopped attending school?</p>	<ul style="list-style-type: none"> <input checked="" type="radio"/> No <input checked="" type="radio"/> Yes—primary reason for IEP: _____

Attachment 17: Color Coded Initial Form

<p>35. At the time youth was identified as dually-involved youth, was there any indication that the youth suffered from mental health problems?</p>	<ul style="list-style-type: none"> <input type="radio"/> No Indication of Mental Health Problems <input type="radio"/> Yes, some indication of symptoms <input type="radio"/> Yes—diagnosed with mental health disorders (i.e., received DSM-IVR diagnoses)
<p>36. At the time youth was identified as dually-involved youth, was there any indication that the youth was using alcohol and/or drugs?</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Yes—use/misuse (indications of use but doesn't form a pattern—e.g., youth has tried marijuana once or twice) <input type="radio"/> Yes—pattern of use (use is regular and consistent—e.g., youth uses marijuana every day before school) <input type="radio"/> Yes—abuse (youth has received a diagnosis of substance abuse) <input type="radio"/> Yes—dependency (youth has received a diagnosis of substance dependency)
<p>37. If youth has evidence of a pattern of use, substance abuse, or substance dependency, which of the following is a problem for the youth?</p>	<ul style="list-style-type: none"> <input type="radio"/> Not applicable—youth does not exhibit a pattern of use or have a diagnosis for abuse or dependency <input type="radio"/> Alcohol <input type="radio"/> Marijuana <input type="radio"/> Inhalants <input type="radio"/> Other drugs such as cocaine/crack, methamphetamine, heroin, ecstasy, etc.

Attachment 18: Color Coded 9-Month Tracking Form

**Crossover Youth Data Project
9 Month Tracking Measures Form**

These measures should be collected for all youth 9 months after they were identified as dually-involved youth. Dually-involved youth, in this case, are defined by individual site definitions of target population for this work.

GOLDEN RULE FOR DATA COLLECTION: WHEN SITE-SPECIFIC DEFINITIONS OF AN ITEM ARE NECESSARY, PLEASE DEFINE THE ITEM AS A TEAM AND IMPLEMENT THE DEFINITION CONSISTENTLY THROUGHOUT DATA COLLECTION. DENISE HERZ WILL CONTACT SITES AFTER DATA COLLECTION BEGINS TO DOCUMENT THOSE DEFINITIONS AND HOW THEY ARE IMPLEMENTED.

Color Code Key

Data from JCATS/JTS

Data from JCATS/ JTS and SHINES

Data entered in standalone database at Newton JC

Data from JTS

Data from SHINES/CPRS

Questions for Denise Herz

INSTRUCTIONS FOR TRACKING MEASURES AT 9 MONTHS

- Using the date the youth was initially identified as a dually-involved youth, check to see if he/she is still in the child welfare and/or the juvenile justice systems at 9 months after this date. NOTE: For comparison youth, the date identified will be their arrest date.
- If this case is closed in both systems prior to the 9 month date: Complete the 9 month tracking measures for these cases based on their situation when the cases were closed (based on the latest closure date). You must still, however, complete the recidivism questions at the 9 month mark.

AN ADDITIONAL, IMPORTANT POINT: Regardless of other measures, recidivism at 9 months after the date each youth was identified as a dually-involved youth (arrest date for comparison youth) must be collected on every case regardless of whether system involvement has ended and when that system involvement ended.

1. Was youth's dependency case closed within the last 9 months?	<input type="radio"/> No <input type="radio"/> Yes—Date: _____
2. Was youth's delinquency case closed within the last 9 months? (Closed=diversion/disposition successfully terminated from court supervision)	<input type="radio"/> No <input type="radio"/> Yes—Date: _____
3. Did youth's system involvement in both systems end before the 9 month mark (after initially identified) was reached?	<input type="radio"/> No—Please complete 9 month measures based on 9 months after the date identified as a dually-involved youth <input type="radio"/> Yes—Please complete the 9 month measures based on last involvement with system(s)

Attachment 18: Color Coded 9-Month Tracking Form

USE OF PROMISING PRACTICES

4. In the past 9 months, were any of the following promising practices used during the processing of this youth?
Check all that apply.
- An interagency planning meeting (formal communication to facilitate the exchange of pertinent information) was held between CW and JJ workers regarding this youth.
 - A Multidisciplinary Team (MDT) Meeting (involving CW, JJ, Behavioral Health, and Education, at a minimum) was held and a joint assessment was completed regarding this youth.
 - The youth was present in at least one multi-disciplinary or interagency meeting regarding decision-making.
 - The youth was present in at least one multi-disciplinary or interagency meeting regarding case management.
 - The youth's family/caregiver/committed adult was present in at least one multi-disciplinary meeting regarding decision-making.
 - The youth's family/caregiver/committed adult was present in at least one multi-disciplinary meeting regarding case management.
 - The youth's case was referred to a case management and/or supervision team designated for the supervision of dually-involved youth in the community.
 - Child Welfare and Juvenile Justice developed a unified case plan for this youth. **Ours will be "integrated" rather than "unified"**
 - Permanency was specifically discussed while creating and reviewing this youth's case plan.
 - This youth was provided with wraparound services specifically for dually involved youths.
 - Other Special Handling: _____
 - None

CHILD WELFARE OUTCOMES

- | | |
|--|---|
| <p>5. What was the youth's living situation 9 months after he/she was identified as a dually-involved youth?</p> | <ul style="list-style-type: none"><input type="checkbox"/> Home<input type="checkbox"/> Relative/Kinship Placement<input type="checkbox"/> Non-Relative Caregiver<input type="checkbox"/> Foster Care<input type="checkbox"/> Adoptive Placement<input type="checkbox"/> Shelter<input type="checkbox"/> Congregate Care/Group Home<input type="checkbox"/> Residential Treatment Center<input type="checkbox"/> Hospital<input type="checkbox"/> Supervised Independent Living<input type="checkbox"/> Correctional Facility or Secured Detention<input type="checkbox"/> Other |
|--|---|

Attachment 18: Color Coded 9-Month Tracking Form

<p>6. What was youth's permanency goal 9 months after he/she was identified as a dually-involved youth?</p> <p>There is no "permanency" goal for youth in family preservation. Should we include "family" goals?</p>	<ul style="list-style-type: none"> <input type="radio"/> CW case closed, youth reunified <input type="radio"/> CW case closed, youth in independent living <input type="radio"/> Remain at Home <input type="radio"/> Reunification <input type="radio"/> Adoption <input type="radio"/> Guardianship <input type="radio"/> Permanent Planned Living Arrangements <input type="radio"/> Emancipation <input type="radio"/> Other
<p>JUVENILE JUSTICE INFORMATION</p>	
<p>7. What outcome/disposition did this youth receive for this charge?</p> <p><i>NOTE: If this decision has not been made by the 9 month tracking date, you must update this information when it becomes available.</i></p>	<ul style="list-style-type: none"> <input type="radio"/> Pending <input type="radio"/> Dismissed/Not charged <input type="radio"/> Informal Diversion—no petition to court <input type="radio"/> Formal Diversion—Petitioned to court but received Informal Adjustment, Conditional Deferment, etc. <input type="radio"/> Home on Probation—Juvenile <input type="radio"/> Congregate Care/Group Home <input type="radio"/> Residential Treatment Center/Hospital <input type="radio"/> Juvenile Correctional Institution or Alternative—County <input type="radio"/> Juvenile Correctional Institution or Alternative—State <input type="radio"/> Home on Probation--Adult <input type="radio"/> Adult Correctional Institution/Alternative <input type="radio"/> Other: _____
<p>8. If youth was adjudicated for this offense, what was the offense for which they were adjudicated?</p> <p><i>Note: If multiple charges in an arrest, please indicate the most serious charge only.</i></p>	<p>Description: _____</p>
<p>9. What type of offense charge was this?</p>	<ul style="list-style-type: none"> <input type="radio"/> Misdemeanor <input type="radio"/> Felony <input type="radio"/> 707B Offense (California Only) <input type="radio"/> Other: Status _____

Attachment 18: Color Coded 9-Month Tracking Form

RECIDIVISM—CHILD WELFARE AND JUVENILE JUSTICE

JJ Recidivism Notes: For situations in which the juvenile is arrested as a juvenile but subsequently is given a hearing to waive the case to adult court, please code in the following ways:

1. If the decision to waive the case to adult court occurred within the 9 month period, count the youth in the new arrests as an adult.
2. If the decision to waive to adult court is not made within the 9 month period, count the youth in the new arrests as a juvenile.

<p>10. If child welfare case was closed prior to 9 month tracking date (i.e., 9 months after youth was identified as a dually-involved youth), did youth or family have another referral to the child welfare system between the case closure and 9 months after the youth was identified as a dually-involved youth?</p>	<ul style="list-style-type: none"> <input type="radio"/> Not Applicable—CW case was not closed at 9 month tracking date <input type="radio"/> No <input type="radio"/> Yes
<p>11. Did this youth have any new arrests/referrals (as a juvenile) within 9 months of being identified as a dually-involved youth?</p> <p>MUST BE AT 9 MONTH MARK NOT WHEN CASE(S) WAS CLOSED.</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Yes—Juvenile Criminal Charges--Number: _____ <input type="radio"/> Yes—Adult Criminal Charges <input type="radio"/> Yes—Status Offenses <input type="radio"/> Yes—Municipal Offenses
<p>12. Did this youth have any new sustained petitions (i.e., found responsible/guilty for charges) in the juvenile justice system within 9 months of being identified as a dually-involved youth?</p> <p>MUST BE AT 9 MONTH MARK NOT WHEN CASE(S) WAS CLOSED.</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Yes—Juvenile Criminal Charges--Number: _____ <input type="radio"/> Yes—Adult Criminal Charges <input type="radio"/> Yes—Status Offenses <input type="radio"/> Yes—Municipal Offenses
<p>JOINT/COORDINATED ASSESSMENT</p>	
<p>13. In the past 9 months, did youth receive a joint/coordinated assessment after being identified as a dually-involved youth?</p> <p>We are not using joint assessments</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Yes
<p>14. If youth received a joint/coordinated assessment, at what point in the process did this occur?</p>	<ul style="list-style-type: none"> <input type="radio"/> Not applicable—did not receive joint assessment <input type="radio"/> Anytime between arrest/referral and giving the youth diversion or adjudicating him/her (i.e., pre-adjudication) <input type="radio"/> Post-adjudication/pre-disposition <input type="radio"/> Shortly after (within one month after) disposition <input type="radio"/> Toward the end of youth’s completion of disposition

Attachment 18: Color Coded 9-Month Tracking Form

<p>15. If youth received a joint/coordinated assessment, who was involved in the assessment? Check all that apply.</p>	<ul style="list-style-type: none"> <input type="radio"/> Not applicable—did not receive joint assessment <input type="radio"/> Youth’s CPS/social worker <input type="radio"/> Youth’s Probation Officer <input type="radio"/> Education Representative <input type="radio"/> Mental Health Representative <input type="radio"/> Substance Abuse Representative <input type="radio"/> The youth <input type="radio"/> The youth’s parents/caregivers <input type="radio"/> Other: _____
<p>OUTCOMES FOR SIGNIFICANT RELATIONSHIPS, SCHOOL STATUS, AND BEHAVIORAL HEALTH</p>	
<p>16. 9 months after the youth was identified as a dually-involved youth, did he/she have consistent and stable contact (i.e., predictable and positive contact) with any of the following family members and/or other significant, positive adults? Check all that apply.</p>	<ul style="list-style-type: none"> <input type="radio"/> No contact with any family members or significant positive adult <input type="radio"/> Biological mother <input type="radio"/> Biological father <input type="radio"/> Other legal parent <input type="radio"/> Adoptive parent <input type="radio"/> Legal guardian <input type="radio"/> Step-parent <input type="radio"/> Grandparent <input type="radio"/> Aunt/Uncle <input type="radio"/> Siblings (at least one) <input type="radio"/> Family friend <input type="radio"/> Mentor <input type="radio"/> Teacher/School Counselor <input type="radio"/> Someone at church <input type="radio"/> Coach
<p>17. 9 months after the youth was identified as a dually-involved youth, was he/she involved in any prosocial programming (e.g., afterschool program, mentoring, extracurricular activities, etc.)? Check all that apply.</p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Afterschool program <input type="radio"/> Mentoring program <input type="radio"/> Sports/athletic programs <input type="radio"/> Church program <input type="radio"/> Arts program (e.g., art, writing, theatre, dance, etc.) <input type="radio"/> Other extracurricular activities <input type="radio"/> Independent living program
<p>18. Was youth enrolled in school or educational program 9 months after he/she was identified as a dually-involved youth?</p>	<ul style="list-style-type: none"> <input type="radio"/> No, not enrolled <input type="radio"/> No, graduated or completed GED <input type="radio"/> Yes, enrolled and attending <input type="radio"/> Yes, enrolled but not attending
<p>19. At 9 months after the youth was identified as a dually-involved youth, was there any indication that there had been improvement in the youth’s academic performance and/or his/her behavior at school OR if currently not enrolled, at the time he/she stopped attending school?</p>	<ul style="list-style-type: none"> <input type="radio"/> No—no progress in either category <input type="radio"/> Yes-improved academic performance <input type="radio"/> Yes-improved behavior at school <input type="radio"/> Yes-improved academic performance and behavior at school

Attachment 18: Color Coded 9-Month Tracking Form

<p>20. At 9 months after being identified as a dually-involved youth, was there any indication that the youth's mental health had changed?</p>	<ul style="list-style-type: none"> <input type="radio"/> Not applicable—No evidence of mental health problems when identified as a dually-involved youth or now <input type="radio"/> No—condition has remained the same <input type="radio"/> Yes—condition has worsened <input type="radio"/> Yes—condition improved
<p>21. At 9 months after being identified as a dually-involved youth, was there any indication that the youth's use of alcohol and/or drugs had changed?</p>	<ul style="list-style-type: none"> <input type="radio"/> Not applicable—No evidence of alcohol/drug use when identified as a dually-involved youth or now <input type="radio"/> No—condition has remained the same <input type="radio"/> Yes—condition has worsened <input type="radio"/> Yes—condition improved
<p>22. What types of assessments/services did youth received after he/she was identified as a dually-involved youth? <i>Check all that apply.</i></p>	<ul style="list-style-type: none"> <input type="radio"/> Further Mental Health Assessment <input type="radio"/> Further Educational Assessment <input type="radio"/> Juvenile Justice Assessment (Risk/Needs) <input type="radio"/> CW Comprehensive Assessment <input type="radio"/> Medication Assessment/Maintenance <input type="radio"/> Mental Health Treatment <input type="radio"/> Sex Offender Treatment <input type="radio"/> Substance Abuse Treatment <input type="radio"/> Behavioral/Social Interventions <input type="radio"/> Educational
<p>23. Did this youth receive any services specifically related to the development of independent living skills since he/she was identified as a dually-involved youth? <i>Check all that apply.</i></p>	<ul style="list-style-type: none"> <input type="radio"/> No <input type="radio"/> Vocational assessment and employment support <input type="radio"/> Household maintenance/Budgeting/Shopping <input type="radio"/> College and higher education planning <input type="radio"/> Understanding how to navigate the health system/health life choices

Attachment 19: *Inventory and Assessment Subcommittee*

Inventory & Assessment Subcommittee		
Name:	Agency:	Contact:
Laura Bertram* <i>Co-Chair</i>	Executive Director, Newton County Community Partnership	nccp@bellsouth.net
Jerri Bridges	Social Services Supervisor, Newton County Division of Family and Children Services	jlbridges@dhr.state.ga.us
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Kim Conkle	Case Expeditor, Georgia Department of Juvenile Justice	kimconkle@djj.state.ga.us
Tom Covington	Social Services Administrator Newton County Division of Family and Children Services	ticovington@dhr.state.ga.us
John Edwards	Director of Juvenile Forensics, Georgia Regional Hospital	JohnEds@aol.com
Tora Pierce	Juvenile Program Manager, Newton County Department of Juvenile Justice	torapierce@djj.state.ga.us
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Sandra Shepherd	Psychologist, Newton County School System	shepherd.sandra@newton.k12.ga.us
Anessa Westmoreland	Intake Officer, Newton County Juvenile Court	awestmoreland@co.newton.ga.us
Jennifer Wilds* <i>Co-Chair</i>	CME Network Support, ViewPoint Health	jennifer.wilds@vphealth.org
Tracy Wynn	Social Services Supervisor, Newton County Division of Family and Children Services	tawynn@dhr.state.ga.us

Attachment 20: Resource Inventory of Programs and Services

**Newton County JJ/CW TA Project
Resource Inventory and Analysis Subcommittee
RESOURCE INVENTORY OF PROGRAMS AND SERVICES**

AGENCY/	PROGRAM	SERVICE DESCRIPTION	TARGET POP.	FUNDING SOURCE	PARTNERSHIPS/ AGREEMENTS
<u>DJJ Resources</u>					
DJJ	HITS (High Intensity Team Supervision) Program	Serves youth who are on probation or committed to DJJ	Medium to High risk Offenders	DJJ	None
DJJ	SEALS (Self Esteem and Life Skills)	Provides Life Skills to youth	Youth enrolled in HITS Program	DJJ	None
DJJ	TASA (Teens Against Sexual Assault)	Serves youth 14 – 18 who have inappropriate sexual behavior issues	Low risk offenders who are in the community	Newton County Juvenile Court	NCJC
<u>Mental Health</u>					
Pathways Transition Programs	Intensive Family Intervention Services	A service intended to improve family functioning by clinically stabilizing the living arrangement, promoting reunification or preventing the utilization of out of home therapeutic venues (i.e. psychiatric hospital, therapeutic foster care, psychiatric residential treatment facilities, or therapeutic residential intervention services) for the identified youth. Services are delivered utilizing a team approach and are provided primarily to youth in their living arrangement and within the family system. Services promote a family-based focus.	Youth and / or family has insufficient or severely limited resources or skills necessary to cope with an immediate behavioral health crisis. Youth and/or family behavioral health issues are unmanageable in traditional outpatient treatment and require intensive, coordinated clinical and supportive	CORE Medicaid DJJ Expedited Funding	Collaborative care with other community service providers, including DJJ and school.

Attachment 20: Resource Inventory of Programs and Services

		Newton County IFI team also provides services for DJJ expedited service referrals.	intervention. Because of behavioral health issues, the youth is at immediate risk of out-of-home placement or is currently in out-of-home placement.		
Pathways Transition Programs	Individual and Family Counseling and Community Support– in clinic and out of clinic Including DFCS contracted Homestead, Wrap, and CCFA.	A therapeutic intervention or counseling service shown to be successful with identified youth populations, diagnoses and service needs, provided by a qualified clinician. Techniques employed involve the principles, methods and procedures of counseling that assist the youth in identifying and resolving personal, social, vocational, intrapersonal and interpersonal concerns. Services are directed toward achievement of specific goals defined by the youth and by the parent(s)/responsible caregiver(s) and specified in the Individualized Resiliency Plan. Pathways clinicians utilize a unique, agency based approach called the Kaleidoscope model.	Youth who have a primary emotional disturbance/substance-related disorder diagnosis that is at least destabilizing (markedly interferes with the ability to carry out activities of daily living or places others in danger) or distressing.	CORE Medicaid, all CMO Medicaid, BCBS, private pay DFCS contractor	Collaborative care with other community service providers, including DJJ and school.
View Point Health	Substance Abuse Clubhouse	A substance use, recovery support program designed to assist youth in overcoming drug and alcohol challenges	DSM-IV Axis I Diagnosis to include Substance Abuse / Dependence Diagnoses and GAF 41 – 50	Medicaid or self-pay	Alcoholics Anonymous and Narcotics Anonymous

Attachment 20: Resource Inventory of Programs and Services

View Point Health Care Management Entity	Network Support	Provides statewide linkages for families and community partners to appropriate interventions based on individual family needs	Any youth or family in need of additional support or community linkage	Department of Behavioral Health and Developmental Disabilities (DBHDD)	Mental health providers, Court, DJJ, DFCS, DOE, LIPT, health departments, community partners
View Point Health Care Management Entity	Family Wraparound Program	Families are provided a Family Support Partner and Care Coordinator who facilitate and monitor the best fit crisis / safety and action plans based on the vision, strengths and underlying needs of the family. This family driven, individualized and team based approach is designed to generate hope, create community connections, improve mental health and family functioning and reduce out of home placements.	At-risk of being placed in an intensive program in an out-of-home setting due to behavioral, emotional, and functional problems which cannot be addressed safely and adequately in the home; and have a Mental Health Diagnosis or Co-Occurring Substance-Related Disorder and Mental Health Diagnosis; CAFAS 100 or greater with 30 home scale	Department of Behavioral Health and Developmental Disabilities (DBHDD)	Mental health providers, Court, DJJ, DFCS, DOE, LIPT, health departments, community partners
View Point Health Care Management Entity	Family Wraparound funded by Money Follows the Person / Community Based Alternatives for Youth (CBAY)	Families are provided a Family Support Partner and Care Coordinator who facilitate and monitor the best fit crisis / safety and action plans based on the vision, strengths and underlying needs of the family. This family driven, individualized and team based approach is designed to generate hope, create community connections, improve mental health and family	Youth who have been in Psychiatric Residential Treatment Facility for over 90 days with at least one day paid by Medicaid	Department of Community Health (DCH), Center for Medicaid and Medicare Services (CMS), Department of Behavioral Health and Developmental Disabilities (DBHDD)	Mental health providers, Court, DJJ, DFCS, DOE, LIPT, health departments, community partners

Attachment 20: Resource Inventory of Programs and Services

		functioning and reduce out of home placements.			
Lookout Mountain Care Management Entity	Network Support	Provides statewide linkages for families and community partners to appropriate interventions based on individual family needs	Any youth or family in need of additional support or community linkage	Department of Behavioral Health and Developmental Disabilities (DBHDD)	Mental health providers, Court, DJJ, DFCS, DOE, LIPT, health departments, community partners
Lookout Mountain Care Management Entity	Family Wraparound funded by Money Follows the Person / Community Based Alternatives for Youth (CBAY)	Families are provided a Family Support Partner and Care Coordinator who facilitate and monitor the best fit crisis / safety and action plans based on the vision, strengths and underlying needs of the family. This family driven, individualized and team based approach is designed to generate hope, create community connections, improve mental health and family functioning and reduce out of home placements.	Youth who have been in Psychiatric Residential Treatment Facility for over 90 days with at least one day paid by Medicaid	Department of Community Health (DCH), Center for Medicaid and Medicare Services (CMS), Department of Behavioral Health and Developmental Disabilities (DBHDD)	Mental health providers, Court, DJJ, DFCS, DOE, LIPT, health departments, community partners
Lookout Mountain Care Management Entity	Family Wraparound Program	Families are provided a Family Support Partner and Care Coordinator who facilitate and monitor the best fit crisis / safety and action plans based on the vision, strengths and underlying needs of the family. This family driven, individualized and team based approach is designed to generate hope, create community connections, improve mental health and family functioning and reduce out of home placements.	At-risk of being placed in an intensive program in an out-of-home setting due to behavioral, emotional, and functional problems which cannot be addressed safely and adequately in the home; and have a Mental Health Diagnosis or Co-Occurring Substance-Related Disorder and	Department of Behavioral Health and Developmental Disabilities (DBHDD)	Mental health providers, Court, DJJ, DFCS, DOE, LIPT, health departments, community partners

Attachment 20: Resource Inventory of Programs and Services

			Mental Health Diagnosis; CAFAS 100 or greater with 30 home scale		
Department of Behavioral Health and Developmental Disabilities (DBHDD)	Local Interagency Planning Team (LIPT)	Monthly meeting with family members and community partners to improve and facilitate the coordination of services for youth and families and to identify gaps in available services and supports for families in each community	Youth with any Severe Emotional Disturbance (SED) diagnosis and / or an addictive disease; Youth identified by the Court for Competency planning	Department of Behavioral Health and Developmental Disabilities (DBHDD)	DBHDD and local child-serving agencies
Hope's Corner (LaGrange), Lakeside (Savannah) River-Edge (Macon) and View Point Health (Decatur)	Crisis Stabilization Units	Medically monitored, short term stabilization program that provides psychiatric and behavioral healthcare for youth in crisis	CSUs accept youth who have active suicidal or homicidal ideations or other significant behavioral health issues that cannot be safely maintained in the home	Medicaid	Community mental health providers, Doctors
Devereux (Kennesaw), Hillside (Atlanta), Youth Villages (Douglasville), Laurel Heights (Atlanta), Lakeview (Macon), Lighthouse (Augusta) and	Psychiatric Residential Treatment Facilities (PRTFs)	Comprehensive residential mental health and substance abuse treatment services designed to offer intensive, focused treatment to promote a successful return to the community. The program is designed around partnerships with families and includes family therapy, family life skills development, and partnerships with other service providers that offer treatment and supports in the community, including community	Youth that require an intensive psychiatric treatment services in an out of home setting to decrease risk factors such as persistent or recurrent suicidal and/or homicidal ideation or aggressive behavior or behavioral, emotional and family problems	Each PRTF is in network for specific insurance carries. Both Medicaid and Peachcare for Kids can fund treatment in all PRTFs	Department of Behavioral Health and Developmental Disabilities, Medicaid, Peachcare for Kids, private insurance carriers, Local Interagency Planning Teams (LIPTs), Care Management Entities (CMEs)

Attachment 20: Resource Inventory of Programs and Services

Coastal Harbor (Savannah)		support, multi-systemic therapy, functional family therapy, and other like services.	which cannot be addressed safely and adequately in the home; have a Mental Health Diagnosis; CAFAS 140 or greater with 30 home scale		
Social Empowerment Center	System of Care Afterschool program	Tutoring, substance abuse treatment/education, recreation, decision making group	High school males who attend Ombudsman	SOC grant (<i>through December 2012</i>)	Newton County Board of Education, Newton County Juvenile Court, Newton Mentoring Program
Social Empowerment Center	Drug Court	Substance abuse group treatment, individual and family treatment, assessment, aftercare services	Middle and high school students with court or DJJ involvement without violent offences with a substance abuse related charge	Grant funded	Newton County Juvenile Court
Social Empowerment Center	Core services	Individual therapy, family therapy, Psychological testing, CSI services (Community Support), Psychiatrist	Youth and adults with mental illness	Medicaid and some private insurances	None
Social Empowerment Center	IFI services (Intensive Family Intervention)	Short term intensive behavioral health treatment program with three times per week minimum contact including individual and family therapies	Children and teens at risk of out of community placement due to significant mental health issues	Medicaid	None
Academy for Family Empowerment	Substance Abuse Group	12 weeks group meeting weekly for relapse prevention and substance education. Includes two random drug screens per month	Any youth aged 11–18 with suspected substance use. Referrals can come from anyone	Medicaid, private pay and sliding fee scale	None
Academy for	Core Services	Individual therapy, family therapy,	Any youth aged 11-18	Medicaid, private pay	None

Attachment 20: Resource Inventory of Programs and Services

Family Empowerment		Psychological testing, CSI services (Community Support), Psychiatrist, Nursing services, group	with behavioral health needs	and sliding fee scale	
Academy for Family Empowerment	Anger management	12 week group meeting weekly focusing on managing anger issues	Youth age 11-18. Referrals can come from anyone	Medicaid, private pay and sliding fee scale	None
Academy for Family Empowerment	Mentoring (<i>Hope to begin program in January 2013</i>)	Mentorship program including groups for topics that effect teens	Youth age 11-18 that may or may not be involved with other AFE services	No charge	None at this time
Academy for Family Empowerment	Behavioral Assistance	Intensive behavioral support as identified and approved in their individual service plan	Youth involved with Wraparound through a Care Management Entity	CBAY and DBHDD	DBHDD
Department of Behavioral Health and Developmental Disabilities (DBHDD)	Georgia Crisis Response System for Individuals w/ Developmental Disabilities (GCRS-DD)	Community-based crisis supports as an alternative to institutional placement, Emergency room care, or involvement of law enforcement. Services accessed through GCAL include a Mobile Crisis Team, Out-of-Home Crisis Support Homes (adults), Temporary and Immediate Support (TIS) Homes (youth age 10–17) and Intensive In-Home Supports (children aged 5–9)	Individuals with developmental disabilities aged 5 years and older in acute crisis situations	DBHDD	Community behavioral health providers and safety officers, Georgia Crisis and Access Line (GCAL) 800.715.4225
IMPACT Counseling	Assessments	Family Assessments, Drug and Alcohol Assessments, Anger Management Assessments, etc.	Currently involved with DJJ or DFCS	DJJ and DFCS	DJJ and DFCS
IMPACT Counseling	In-home Case Management	Evaluation for individualized planning for necessary services. Services can include decision making, skill building, mediation, parenting skills, crisis management, etc.	Currently involved with DJJ (post adjudication and pre disposition)	DJJ	DJJ
IMPACT	Wraparound	Homestead, Parent Aid, Early	Children and families	DFCS	DFCS

Attachment 20: Resource Inventory of Programs and Services

Counseling	Services	Intervention, CCFAs, therapy and counseling	involved with DFCS		
IMPACT Counseling	Behavioral Assistance	Intensive behavioral support as identified and approved in their individual service plan	Youth involved with Wraparound through a Care Management Entity	CBAY and DBHDD	DBHDD
IMPACT Counseling	Supported Employment	Provides support to secure and maintain employment	Youth involved with Wraparound through a Care Management Entity	CBAY and DBHDD	DBHDD
IMPACT Counseling	Tutoring	Individualized tutoring services	All youth in need	Contracted through individual courts	Juvenile Court
IMPACT Counseling	Summer and after school programs	To be determined and contracted based on agency need	To be determined by agency	As requested and as funds are available	To be determined
IMPACT Counseling	Impacting Families Community Outreach	To be determined and contracted based on agency need	To be identified by agency	As requested and as funds are available	To be determined
Hopes of Honorable Youth	IFI (Intensive Family Intervention)	Short term intensive behavioral health treatment program with three times per week minimum contact including individual and family therapies	Children and teens at risk of out of community placement due to significant mental health issues	Medicaid	None
Hopes of Honorable Youth	Behavioral Assistance	Intensive behavioral support as identified and approved in their individual service plan	Youth involved with CBAY through a Care Management Entity	CBAY and DBHDD	DBHDD
Hopes of Honorable Youth	Supported Employment	Provides youth support to secure and maintain employment	Youth involved with CBAY through a Care Management Entity	CBAY and DBHDD	DBHDD
CHRIS Kids	Mental Health Clubhouse	Provides skills and supports necessary to transition to adulthood including assisting youth in obtaining goals	Youth ages 16 – 21 with an Axis I Mental and / or Behavioral	DBHDD	DBHDD

Attachment 20: Resource Inventory of Programs and Services

		related to education, coping skills, employment, understanding mental and behavioral health, and life skills	Health Diagnosis		
DFCS Resources					
Newton DFCS	Social Services (SS)	Family Functioning Assessment	Investigation and Family Support cases	State & Federal	None
Newton DFCS	Social Services (SS)	Family Support Assessments	Subjects of reports meeting intake criteria for Family Support	State & Federal	None
Newton DFCS	Social Services (SS)	Investigation Services	Subjects of reports meeting intake criteria for Investigation	State & Federal	None
Newton DFCS	Social Services (SS)	Family Preservation Services	Subjects of cases deemed appropriate for progression to Family Preservation based on case substantiation or risk level (or both)	State & Federal	None
Newton DFCS	Social Services (SS)	Placement Services	Children and families of children placed in the legal custody of the state of Georgia	State & Federal	None
Newton DFCS	Office of Financial Independence (OFI)	Medicaid	Needs based for persons at or near poverty level	State & Federal	None
Newton DFCS	Office of Financial Independence (OFI)	TANF – Temporary Aid to Needy Families	Needs based for persons at or near poverty level	State & Federal	None
Newton DFCS	Office of	SNAP – “food stamps”	Needs based for	State & Federal	None

Attachment 20: Resource Inventory of Programs and Services

	Financial Independence (OFI)		persons at or near poverty level		
Newton DFCS	Office of Financial Independence (OFI)	Childcare	Needs based for persons at or near poverty level	State & Federal	None
Newton DFCS	Office of Financial Independence (OFI)	Medical vouchers	Needs based for persons at or near poverty level	State & Federal	None
Newton DFCS	Office of Financial Independence (OFI)	General Assistance & Community Service Based Grant (CSBG) – housing & rental assistance	Needs based for persons at or near poverty level	State & Federal	None
<u>Juvenile Court Services</u>					
NCJC – Juvenile Court Services	Drug Court	Serves youth 12-17 with drug charge or history of substance abuse	First (and some second) Time Offenders/DJJ Probationers	Grant funded with matched funds	Social Empowerment and School
NCJC – Juvenile Court Services	Truancy	Serves youth age 5 to 15 with Educational Neglect or Truancy	First time offenders	NCJC / Truancy Intervention Project	Newton County Board of Education, Volunteer Attorneys
NCJC – Juvenile Court Services	BARJ (Balance And Restoration for Justice)	Serves youth cases in which there is a noticeable victim, that holds the youthful offender accountable for their actions and to repair the harm done to the victim and their community	First time offenders; probated youth who are sanctioned	Component of the ERC grant	Evening Reporting Center, DJJ, Community Board Member volunteers, Parent / Guardian, Victim
NCJC – Juvenile Court Services	Girls Moving On Program GSP (Girls Step	Serves girls age 12 to 16 that are in need of an intensive program that includes parenting, mentoring, and	Open charge at juvenile court	Grant funded through PSSF (Promoting Safe and Stable Families)	DFCS, DJJ, and Delta Sigma Theta Sorority

Attachment 20: Resource Inventory of Programs and Services

	Program)	group counseling.			
NCJC – Juvenile Court Services	Evening Reporting Center	Serves pre/post adjudicated youth as an alternative to detention/sanctions	Youth charge with new offense; adjudicated youth who are sanctioned	Grant funded with matched funds	DJJ and Oxford College
NCJC – Juvenile Court Services	Diversion	Serves youth with status offenses and first time misdemeanor offenses who are a low risk	First time offenders	NCJC	Parent / Guardian
NCJC – Juvenile Court Services	Traffic	Serves youth age 15 – 16 that are charged with a non-delinquent traffic offense	First time offenders	NCJC	Newton General Hospital and DFCS
NCJC – Juvenile Court Services	SHOCK Classes	Series of classes for teens involved with Juvenile Court. Topics include anger management, decision making, peer pressure, teen laws, personal finance, family relationships and many more.	Pre and post adjudicated youth as ordered through the juvenile court	NCJC	Evening Reporting Center and multiple community partners
BOE Resources					
Ombudsman Some programs are available grades K – 12	Multiple computer based learning programs	A+ Learning System, Lexia, Reading Plus, Study Island are computer based learning programs in areas including Reading, Writing, Math, Social Studies, Interdisciplinary learning, Life Skills, Job skills and foundational reading development	Grades 6 – 12	Newton County School System	Newton County School System
Ombudsman	Education2020 and NovaNET	Core and elective course offerings aligned to state and national standards to prepare students for state, end of course and key standardized tests	Grades 6 - 12	Newton County School System	Newton County School System
Ombudsman Available for grades K - 12	Discovery Education Screening	Standards based digital video on-demand service that includes video content clips, full videos and encyclopedia articles available to students in Language Arts, Science,	Grades 6 – 12	Newton County School System	Newton County School System

Attachment 20: Resource Inventory of Programs and Services

		Social Studies, Aesthetics, Health, Life Management and Career / College Prep			
Newton County School System	Flint Hill After School	After school student support including homework assistance, academic support, health and fitness and enrichment activities	50- Elementary school students (Free and Reduced lunch)	21st Century Community Learning Centers	School and Community
Newton County School System	Alcovy High School	After school student support including homework assistance, credit recovery, academic support, health and fitness and enrichment activities	50 enrolled – target 55 high school students (Free and Reduced lunch)	21st Century Community Learning Centers	NCSS, NCCP, Newton Reads
Newton County School System	Newton High School	After school student support including homework assistance, credit recovery, academic support, health and fitness and enrichment activities	64 enrolled – target 50 high school students (Free and Reduced lunch)	21st Century Community Learning Centers	NCSS, NCCP, Newton Reads
Newton County School System	Cousins Middle School	After school student support including homework assistance, academic support, health and fitness and enrichment activities	55 enrolled – target 50 middle school students (Free and Reduced lunch)	21st Century Community Learning Centers	NCSS, NCCP, Newton Mentoring, Newton Reads
Newton County School System	Clements Middle School	After school student support including homework assistance, academic support, health and fitness and enrichment activities	60 enrolled – target 50 middle school students (Free and Reduced lunch)	21st Century Community Learning Centers	NCSS, NCCP, Newton Mentoring, Newton Reads
Newton County School System	Liberty Middle School	After school student support including homework assistance, academic support, health and fitness and enrichment activities	60 enrolled – target 50 middle school students (Free and Reduced lunch)	21st Century Community Learning Centers	NCSS, NCCP, Newton Mentoring, Newton Reads
Newton County School System	Indian Creek Middle School	After school student support including homework assistance, academic support, health and fitness and enrichment activities	60 enrolled – target 50 middle school students (Free and Reduced lunch)	21st Century Community Learning Centers	NCSS, NCCP, Newton Reads
Newton County School System	Veterans Memorial Middle School	After school student support including homework assistance, academic support, health and fitness and	55 enrolled – target 50 middle school students (Free and Reduced	21st Century Community Learning Centers	NCSS, NCCP, Newton Mentoring, Newton Reads

Attachment 20: Resource Inventory of Programs and Services

		enrichment activities	lunch)		
Newton County School System	West Newton Elementary School	After school student support including homework assistance, academic support, health and fitness and enrichment activities	105 enrolled – target 105 elementary school students (Free and Reduced lunch for 21st CCLC/general population for ASAP)	21st Century Community Learning Centers and private funds from tuition	NCSS, NCCP, Newton Reads
Newton County School System	Theme School at Ficquett Elementary	After school student support including homework assistance, academic support, health and fitness and enrichment activities	125 enrolled – target 125 from the general school population	Private funds from tuition	Parents
Newton County School System	Flint Hill Elementary School	After school student support including homework assistance, academic support, health and fitness and enrichment activities	78 enrolled – target 75 from the general school population	Private funds from tuition	Parents
Newton County School System	Heard Mixon Elementary School	After school student support including homework assistance, academic support, health and fitness and enrichment activities	27 enrolled – target 50 from the general school population	Private funds from tuition	Parents
Newton County School System	Live Oak Elementary School	After school student support including homework assistance, academic support, health and fitness and enrichment activities	75 enrolled – target 75 from the general school population	Private funds from tuition	Parents
Newton County School System	Livingston Elementary School	After school student support including homework assistance, academic support, health and fitness and enrichment activities	45 enrolled – target 45 from the general school population	Private funds from tuition	Parents
Newton County School System	Oak Hill Elementary School	After school student support including homework assistance, academic support, health and fitness and enrichment activities	75 enrolled – target 75 from the general school population	Private funds from tuition	Parents
Newton County School	Porterdale Elementary	After school student support including homework assistance, academic	46 enrolled – target 60 from the general	Private funds from tuition	Parents, Newton High School

Attachment 20: Resource Inventory of Programs and Services

System	School	support, health and fitness and enrichment activities	school population		
Newton County School System	Rocky Plains Elementary School	After school student support including homework assistance, academic support, health and fitness and enrichment activities	47 enrolled – target 60 from the general school population	Private funds from tuition	Parents
Newton County School System	South Salem Elementary School	After school student support including homework assistance, academic support, health and fitness and enrichment activities	75 enrolled – target 75 from the general school population	Private funds from tuition	Parents

December 14, 2012

**Newton County JJ/CW TA Project
Screening / Assessment Instruments - Inventory**

Screening / Assessment tool used	Who is screened / assessed?	By whom, when and for what purpose are they screened / assessed?	Includes	Result / Decision or Action / Who receives information
Court Assessments				
Detention Assessment Instrument (DAI)	Pre-Adjudicated / Post-Adjudicated Youth	Court Intake staff uses to determine detention, leg monitor and Evening Reporting Center (ERC) decisions by assessing the risk to the community if the youth is released.	A written evaluative instrument used to assess the youth's current and past offense(s) and risk behaviors to determine the youth's need for secure detention, non-secure detention, conditional supervised or unconditional release pending further juvenile court action or administrative revocation	Detained / release / conditional release / leg monitor / Evening Reporting Center (ERC)
Drug Screen	Youth in programs and parents of deprived children, or anyone else that the Judge orders	Court staff conducts random testing for youth in Diversion program or any time it is ordered by the Judge to test for the presence of illegal drugs.	Observed urine specimen	If positive screen, sent to lab for verification. New charge can be filed / treatment referral / sanction
Family Environment Scale <i>Required by Governor's Office of Children and Families (GOCF) at this time but may not be in 2013</i>	Youth and Parents in Girl STEPS program and Evening Reporting Center (ERC)	Done by Girls STEPS staff and ERC staff when participants start and complete Active Parenting in the Girl STEPS program and at the Evening Reporting Center (ERC) to measure the effects of the parenting education class	The Family Environment Scale (FES) gives counselors and researchers a way of examining each family member's perceptions of the family in three ways—as it is (real), as it would be in a perfect situation (ideal) and as it will probably be in new situations (expected).	To measure progress made through Active Parenting
Massachusetts Youth Screening Instrument - Second Version	Pre-Adjudicated / Post-Adjudicated youth age	Tests are conducted by Court contracted clinician when a	The MAYSI-2 is a standardized, reliable, 52-item, true-false	Referrals made to services / counseling / community

Attachment 21:

**Newton County JJ/CW TA Project
Screening / Assessment Instruments - Inventory**

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(MAYSI-2)	12 through 17. Referrals may be made by all partner agencies.	new complaint is received or after adjudication to see if additional services are needed. May be used to determine if a complete Psychological evaluation is warranted	method for screening every youth, aged 12-17, entering the juvenile justice system, in order to identify potential mental health problems in need of immediate attention.	programs
Rational Belief Inventory <i>Current questions about the validity of test results</i>	Youth in Girl STEPS Diversion Program	Done by Girl STEPS staff when participants start and complete the Girl STEPS program	Cognitive-behavioral programs have demonstrated favorable outcomes in reducing recidivism across offender populations. These programs help clients become aware of the impact of attitudes, values and beliefs on behavior, and they provide clients with the skills and personal strategies necessary to disrupt non-adaptive behavioral patterns.	Pre and post testing to measure progress made through Girls Moving On Curriculum
Adolescent Substance Abuse Subtle Screening Inventory (SASSI-A2)	Youth in Drug Court program.	Done by Mental Health provider for the Drug Court to determine treatment level for youth in Drug Court program.	Adolescent Substance Abuse Subtle Screening Inventory - A2 identifies high or low probability of substance dependence and substance abuse disorders for clients 12 to 18 years of age. The SASSI-A2 also provides clinical insight into family and social risk factors, level of defensive responding, and consequences of substance misuse.	To assist with treatment plan development

Attachment 21:

**Newton County JJ/CW TA Project
Screening / Assessment Instruments - Inventory**

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DFCS Assessments				
Intake Assessment	All related persons and household members are screened focusing on children and potential threats to child safety	Assessment is completed by DFCS investigations staff at initial information gathering to determine if a maltreatment allegation exists	Assessment of household members, allegations of maltreatment, any available information on family functioning and child safety	Disposition of intake – screen out, accept for investigation or differential response
Present Danger Assessment	All household members within 72 hours of meeting a family	Investigator uses at initial family contact to assess if there are present / immediate safety threats to a child. This tool is also used before closing a case as well.	Safety assessment of maltreatment, child, caregiver and family	Determines immediate response of either implementing an in- or out-of home safety plan or no action
Impending Danger Assessment	All household members	Used by Case Worker during staffing and documentation review with Supervisor to assess if there are safety threats that are progressing or may reasonably be expected to arise in the future	Overall safety assessment of child, caregiver and family	Used to decide on disposition of an investigation or differential response case
Risk Re-assessment	All household members	To assess the current level of risk in a case every 90 days	Assessment of overall risk in an entire family system and notation of progress or lack of progress	How to proceed in a case, closure, ongoing services or escalation of agency action
Educational Online Diagnostic Assessment <i>Does the BOE have a tool that would be comparable?</i>	Children and Youth in foster care (DFCS custody) between the ages of 5-17 are referred to Educational Programming, Assessment and Consultation (EPAC)	Assessments are administered by Education Specialists contracted by Department of Human Services (DHS) and Department of Families and Children Services (DFCS) Contractors) Child/youth will be assessed	<i>Diagnostic Online Reading Assessment (DORA)</i> , measuring academic proficiency in: High frequency words, word recognition, spelling, phonemic awareness, oral vocabulary, reading comprehension.	Comprehensive review of the math and reading performance of children/youth. Assessments in conjunction with school records, and consultation from the child/youth case manager

**Newton County JJ/CW TA Project
Screening / Assessment Instruments - Inventory**

Screening / Assessment tool used	Who is screened / assessed?	By whom, when and for what purpose are they screened / assessed?	Includes	Result / Decision or Action / Who receives information
		within 25 days of entering foster care to assess educational aptitude and ability through Reading and Math assessments. The mission is to strengthen Georgia by providing access to services that promote self-sufficiency, independence and to protect Georgia's vulnerable children and adults.	<i>Diagnostic Online Math Assessment (DOMA)</i> , measuring academic proficiency in: Basic math skills, Pre-Algebra, Algebra. <i>Adaptive, Diagnostic Assessment of Mathematics (ADAM)</i> , measuring academic proficiency in: Numbers and operations, Geometry, Algebra, Data Analysis and Measurement	makeup the DFCS Education Action Plan (EAP). The EAP is used for case staffing, such as; transitional roundtables, family team meetings, Individualized education plans (IEP) meetings, Student Success team (SST) meetings, and any other meetings specific to the educational well-being of children/youth in foster care. Education Support Monitors are assigned regionally to provide individualized case consultation and to assist case managers in linking youth to local education support services and to help procure additional services that include, but are not limited to, tutoring services.
Strength and Needs Assessment (as part of the Case Plan done at the CFTM)	Youth in Foster Care	DFCS Foster Care Unit staff	Includes written assessment of youth and family needs	Written assessment in SHINES system that is used in case planning
Comprehensive Child and Family Assessment (CCFA)	Youth in Foster Care 120 days or more	Completed by Within 120 days of a youth entering Foster Care to	CCFA contracted agencies gather pertinent information from multiple sources	To assist DFCS staff, the juvenile court, families and providers in developing

Attachment 21:

**Newton County JJ/CW TA Project
Screening / Assessment Instruments - Inventory**

<i>Screening / Assessment tool used</i>	<i>Who is screened / assessed?</i>	<i>By whom, when and for what purpose are they screened / assessed?</i>	<i>Includes</i>	<i>Result / Decision or Action / Who receives information</i>
		improve parental capacity and decrease child vulnerabilities	regarding extensive family history, medical and dental checks, educational review and psychological evaluation	case plans, making placement decisions, expediting permanency and planning for effective service interventions
Diligent Search	Youth in Foster Care 30 days or more	Completed by Within 30 days of a youth entering Foster Care to identify family resources and support	Includes case file and documentation review to identify any possible relatives or placement resources	Information and documentation is kept in SHINES but the information is used to seek relative placements
Relative Care Assessment (RCA)	Family members who express interest in being a resource for a youth in Foster Care	Completed by When youth are placed in Foster Care to identify a safe and appropriate placement in order to maintain and promote family continuity	Home study	Identifies/verifies relative resources for foster children
Casey Life Skills Assessment (CLC)	Foster Care youth between the ages of 17.5 and 20.5 who are being considered for the Transitional Living Program	To assess the behaviors and competencies youth need to achieve their long term goals	Components of maintaining healthy relationships, work and study habits, planning and goal-setting, using community resources, daily living activities, budgeting and paying bills, computer literacy, their permanent connections to caring adults	It aims to set youth on their way toward developing healthy, productive lives
Domestic Violence Assessment	Both partners	Designed to determine if there is intimate partner violence in a relationship and, if so, to determine the appropriate services for the persons who are assessed	Professional assessment of the family system	Report that guides case planning and service provision

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Screening / Assessment Instruments - Inventory**

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Adult Drug and Alcohol Screens	Parents following a DFCS Case Plan	DFCS contracted providers use to identify high or low probability of substance or alcohol dependence disorder and provide clinical insight into level of treatment needed.	DFCS contracted providers use the SASSI screening tool and initial urine screen.	Results are provided to the DFCS Case Worker and Court
Home Evaluation	Potential resources who seek to be a placement	DFCS staff or contracted provider	Detailed assessment and study on the home of a child's placement resource	Can approve or disapprove a potential resource
Parenting Assessment	Parent / Caretaker	A comprehensive process that identifies a parent's strengths and needs and provides specific recommendations to assist the parent in becoming the best parent they can be	Assesses the skills, abilities and needs related to parenting.	Assessment of parenting ability and recommendations for methods to address identified needs
Parental Fitness Evaluation	Parent / Caretaker	Conducted by a Licensed Psychologist to assess and identify aspects of a parent's lifestyle and habits that may impact their ability to properly parent their child.	Assesses the skills, abilities and needs related to parenting	Formal assessment of parenting ability and recommendations for methods to address identified needs
Anger Management	Parent / Caretaker	Conducted by an approved counselor to determine if an adult is suffering from issues of anger management	A comprehensive assessment of strengths and weaknesses in the areas of anger and impulse control, overall level of aggressiveness, the ability to manage stress and stressful situations, anger expression and the capacity for change and motivation to improve.	A comprehensive assessment of strengths and weaknesses in the areas of anger and impulse control, overall level of aggressiveness, the ability to manage stress and stressful situations, anger expression and the capacity

**Newton County JJ/CW TA Project
Screening / Assessment Instruments - Inventory**

Screening / Assessment tool used	Who is screened / assessed?	By whom, when and for what purpose are they screened / assessed?	Includes	Result / Decision or Action / Who receives information
				for change and motivation to improve.
**Compass Assessment	Applicants for TANF/Medicaid/FS benefits	Application is completed online by the guardian to assess eligibility for any form of benefit through the Office of Financial Independence Program. Ongoing eligibility must be confirmed every six months.	Assessment of income, household structure and members	Guardian is notified of decision of what, if any, benefits the applicant is qualified to receive
<u>DJJ Assessments</u>				
Juvenile Sexual Offense Recidivism Risk Assessment Tool (JSORRAT)	Youth with sexually harmful behaviors	Completed by the Juvenile Parole and Probation Specialist (JPPS) post disposition	12 item risk assessment tool used to determine the supervision level of youth with sexually harmful behaviors. It address' prior legal history, victim history, education discipline, prior sexual offenses and sexual offense treatment.	In correlation with the Comprehensive Risk and Needs Assessment (CRN), determines youth's probation supervision level
Comprehensive Risk & Needs Assessment (CRN)	All youth who are probated or committed	An online assessment completed by the Juvenile Parole and Probation Specialist (JPPS) post disposition to determine probation supervision level	A 6 panel assessment which includes: Education, Substance Abuse and Sexual Behavior, Family and Socialization, Youths behavior, Current living arrangements, involvement with pro-social activities and association with criminal associates and addresses supervision issues	Determines the level of supervision and any needs that need to be addressed
CRN Re-assessment	All youth who are	JPPS completes every 6	A one page narrative of the	Re-evaluation of the

**Newton County JJ/CW TA Project
Screening / Assessment Instruments - Inventory**

Screening / Assessment tool used	Who is screened / assessed?	By whom, when and for what purpose are they screened / assessed?	Includes	Result / Decision or Action / Who receives information
	Probated or Committed	months, when a VOP is filed or disposed or if there is a major change in the family to drive service planning and changes to enhanced service plan	original CRN evaluation to monitor or track progress	original CRN to determine if needs are being met and if there are any new needs to be addressed
Mental Health Screen	All Committed youth	DJJ staff completes every six months	Screening tool for Probation Officer to determine if any mental health issues have developed over the past 6 months	Determine if there are any mental health needs on committed youth
Medical Intake Screening	All youth who are detained	Completed by DJJ facility Nurse within 24 hours of detention placement	Physical exam to determine if youth has any medical needs that need to be addressed.	Determines the medical, dental needs of detained youth
Mental Health Screening	All youth who are detained	Completed by DJJ mental health screener within 24 hours of Detention	Screens for any indication of Mental Health issues at the time of detention – crisis screens (snapshot at the moment screening)	Determines any mental health needs of youth being detained
Initial Education Screening <i>Are they still using the TABE (Test of Adult Basic Education)?</i>	All youth who are detained or placed in restrictive custody	Facility Education completes within 24 hours of Detention	Assess the youth’s education level at the time of detention.	Determines the Educational needs of detained youth
Initial Education Screening	All youth who are detained or put in restrictive custody	Facility Education Within 24 hours of Detention	Assess the youth’s education level at the time of detention	Determines the Educational needs of detained youth
Designated Felon (DF) Status Report	Youth that have been adjudicated and committed as Designated Felons (five year order)	Completed by facility personnel if in the facility and by JPPS if they are in the community	Includes progress and issues with the youth	To update the dispositional Judge as to any problems and progress with the youth
Behavioral Health				

**Newton County JJ/CW TA Project
Screening / Assessment Instruments - Inventory**

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Assessments				
Psychological Evaluation	Community psychologists can complete on any youth at any time. Referrals may be made by all partner agencies and guardians.	Psychologists assess levels of cognitive functioning, academic achievement, emotional functioning and to derive treatment recommendations	Family and youth interviews, personality tests, IQ testing, parent ratings scales, neuropsychological instruments	Recommendations for behavioral health, academic and community interventions to improve youth and family functioning. Results are given to the referring party and to guardians upon request.
Competency Evaluation	Youth with current legal charges who have been identified by their Attorney as being potentially incompetent to stand trial for the crimes committed	Evaluations are completed by specifically trained Psychologists for youth who are potentially unable to participate in the court process to effectively assist their lawyer in their defense and participate in the court process. This determines their ability or inability to stand trial.	Family and youth interviews, review of available documents, Georgia Court Competency Test (GCCT), Stein’s Content Interview to Assess Juvenile’s Competency to Stand Trial, Juvenile Assessment Competency Interview (JACI)	Recommendations are provided to the Court. Youth may be competent to stand trial or may be appointed a competency plan manager to direct supports and services.
Study and Report Evaluation	Youth with current legal charges who have been identified by their Attorney as being potentially incompetent to stand trial for the crimes committed	Completed in conjunction with a Competency Evaluation, this test also provides diagnostic impressions	Family and youth interviews, review of available documents, diagnostic impressions	Recommendations for behavioral health, academic and community interventions to improve youth and family functioning and provided to the Court.
Bio-Psychosocial Assessment	Youth who are referred for behavioral health services. Referrals may	Mental health professionals complete with family upon intake with a behavioral	Youth and family interviews to include social, family, medical, living, behavior, trauma,	Summary provided to insurance company for treatment approval

Attachment 21:

**Newton County JJ/CW TA Project
Screening / Assessment Instruments - Inventory**

Screening / Assessment tool used	Who is screened / assessed?	By whom, when and for what purpose are they screened / assessed?	Includes	Result / Decision or Action / Who receives information
	be made by all partner agencies and guardians.	health provider for family history and approval of services by insurance companies	abuse, developmental, substance, educational, vocational, legal and behavioral health histories as well as treatment hopes and expectations	including level of care indicated
Psychiatric Evaluation	Any youth at any time. Referrals may be made by all partner agencies and guardians.	Psychiatrist diagnoses youth referred for emotional or behavioral health concerns	Doctor consultation with family including family history, behaviors, interventions, lab work, etc.	Recommendations for behavioral health treatment, including diagnosis, psychiatric medications and interventions. Recommendations are discussed with the guardian.
Child and Adolescent Functional Assessment Scale (CAFAS) <i>Currently mandated by DBHDD (Department of Behavioral Health and Developmental Disabilities but will be phased out in Georgia in 2012 / 2013</i>	Youth receiving behavioral health treatment	Mental health professionals complete at service intake and at three month intervals to assess level of day to day functioning and improvements over time	Review of information over the past 90 days in domains related to school, behavior towards others, home, moods/emotions, thinking, self-harm, substance use, community, family material needs and family / social support	Reviewed by clinical team and submitted to insurance companies to help determine level of treatment needed
Child and Adolescent Needs and Strengths (CANS) <i>Training is expected to take place in 2012 for statewide rollout</i>	To be determined	It is to be determined how and when it will be used in Georgia and who will be trained in its' administration	Review of presenting problems, risk behaviors, functioning, care intensity and treatment, caregiver capacity and strengths in all areas of the youths' life	Used to guide service delivery for children with mental health needs, developmental disabilities, issues of sexual development, juvenile justice involvement and

**Newton County JJ/CW TA Project
Screening / Assessment Instruments - Inventory**

Screening / Assessment tool used	Who is screened / assessed?	By whom, when and for what purpose are they screened / assessed?	Includes	Result / Decision or Action / Who receives information
				child welfare involvement
Child and Adolescents Level of Care Utilization System (CALOCUS) <i>To be determined if this tool will be used once CANS is implemented statewide</i>	Youth receiving behavioral health treatment	Clinicians use to make treatment level of care determinations and service needs for youth with psychiatric disorders, substance use and developmental disabilities	Risk of harm, functional status, comorbidity, recovery environment, resiliency and treatment history, acceptance and engagement	Used at this time generally only to discharge from levels of treatment
Columbia Impairment Scale (CIS)	Youth involved with DBHDD contracted Care Management Entities for Wraparound support	Guardian completes every month to determine their own perception of youth functioning	Parent assessment of youth functioning at home, school and in the community and in relationships with others	Evaluators monitor progress over time
1013 Determination	Youth potentially in the midst of a mental health crisis in which the potential exists for them to be at imminent risk of harming themselves or someone else	Youth are screened by a mental health professional (most often at an Emergency Room) to determine need for additional mental health assessment	Blood work, interviews with patient and other sources as available	Allows for a patient to held against their will and to be transported to a mental health facility for further evaluation and authorizes appropriate restraint and care until that transport can be accomplished
<u>Educational Assessments</u>				
Georgia Student Health Survey ([CDC's Youth Risk Behavior Survey (YRBS)])	A random sample of public middle and high school students	By whom? Given to individual students to question their various health risk behaviors	Anonymous and voluntary survey to gain information about issues such as tobacco use, physical activity, eating habits, alcohol and drug use, and behaviors that contribute to unintentional injuries and violence	Used to collect information on age of initiation and prevalence of various health risk behaviors for public middle and high school students in Georgia on a regular basis; to make data reports available to the public, health care professionals, and

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Screening / Assessment Instruments - Inventory**

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				educators; to provide youth risk health behavior and outcome data to public health programs to assist in developing prevention strategies and evaluating program effectiveness
Universal Screening	All enrolled students	School personnel screen youth at the beginning of the school year to identify appropriate Tier level for youth intervention and at the end of the school year to monitor progress	Elementary: STAR Early Literacy, Reading, and Math Middle School: STAR Reading and Math High School: Basic Achievement Skills Inventory (BASI)	Youth receive identified level of intervention
STAR Testing	All enrolled elementary and middle school students for Universal Screening. Children receiving intensive Tier interventions are screened using STAR tests more frequently to monitor progress. This program is also used in the Newton County Ombudsman program at entrance and upon exit from the program as well as at each reporting period.	School staff use for screening, instructional planning and progress monitoring of Core Progress learning progressions. Ombudsman uses to assess grade level and learning level for each student.	Computer based, adaptive assessment that includes skills-based testing in Math and Reading	Provides teachers with specific, actionable information to move youth to the next step in learning Common Core Standards through personalized instruction.
Psychoeducational Evaluation	Youth at Tier 3 and	Referral is made by the Tier 3	Comprehensive intelligence	Information is shared with

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Screening / Assessment Instruments - Inventory**

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	identified as needing additional classroom support	Team to Special Education Services at the Board of Education for consultation, review and possible testing by a school Psychologist.	testing, academic testing, visual-motor testing, adaptive behavior evaluation, emotional/behavioral evaluation, projective testing. Psychoeducational evaluations may include evaluation and/or other information necessary to document health impairments, Autism, traumatic brain injuries, developmental delays	parents and school personnel and submitted to the Central Eligibility Committee (CEC) for Special Education consideration / determination or additional necessary interventions
Specialized Assessments	Enrolled youth who are potentially in need of specialized support services	Speech/Language Pathologists, Occupational Therapists, Physical Therapists complete specialized testing to determine specialized needs and appropriate interventions	Assessments may include speech/language testing, occupational therapy testing, physical therapy testing	Information is provided to school personnel to determine the need for additional interventions through the Individualized Education Plan (IEP) process
Criterion-Referenced Competency Tests (CRCT) <i>Due to budget constraints, the CRCT will not be administered in grades one and two in spring 2013</i>	All students in grades one through eight take the CRCT in the content areas of reading, English/language arts, and mathematics. Students in grades three through eight are also assessed in science and social studies.	The CRCT is designed to measure how well students acquire the skills and knowledge described in the state adopted curriculum including the Common Core Georgia Performance Standards (CCGPS) in reading, English/language arts, and mathematics and the Georgia Performance Standards (GPS) in science and social studies.	State mandated end of the year standardized testing taking place over several days	Results are given to parents, school staff and Georgia Board of Education This information is used to diagnose individual student strengths and weaknesses as related to the instruction of the state adopted curriculum, and to gauge the quality of education throughout Georgia.

**Newton County JJ/CW TA Project
Screening / Assessment Instruments - Inventory**

Screening / Assessment tool used	Who is screened / assessed?	By whom, when and for what purpose are they screened / assessed?	Includes	Result / Decision or Action / Who receives information
		The assessments yield information on academic achievement at the student, class, school, system, and state levels		
End of Course Tests (EOCT)	Enrolled High school students or Middle school students enrolled in high school classes	Youth are tested in Winter, Spring and Summer. In addition, on-line testing may be given multiple times per year. The assessments provide diagnostic information to help students identify strengths and areas of need in learning, therefore improving performance in all high school courses and on other assessments.	State mandated core subject testing in Math, Social Studies, Science and English Language Arts. The EOCT align with the Georgia curriculum standards and include assessment of specific content knowledge and skills.	Test results count for 15-20% of the youth's grade for the course. The EOCT provide data to evaluate the effectiveness of classroom instruction at the school, system and state levels to improve teaching and learning. The EOCT is also Georgia's high school accountability assessment as part of the College and Career Readiness Performance Index (CCRPI).
Georgia High School Graduation Test (GHSGT) <i>Students who enter grade nine in 2011 – 2012 and beyond will not take, and are not required to pass, the GHSGT. They are required to take and pass the Georgia High School Writing Test</i>	Students seeking a Georgia high school diploma, who entered high school prior to July 2011	Georgia's graduation tests provide information for students, educators, and parents about student strengths and areas for improvement. The tests identify students who may need additional instruction in the concepts and skills required for a diploma	State mandated standardized assessments	Students are required to pass the test in order to obtain a diploma. Students who do not pass all the required tests but have met all other graduation requirements may be eligible for a Certificate of Performance or a Special Education Diploma.
Georgia High School Writing Test	Students who enrolled	Georgia's graduation tests	Students must demonstrate	Students are required to

Attachment 21:

**Newton County JJ/CW TA Project
Screening / Assessment Instruments - Inventory**

Screening / Assessment tool used	Who is screened / assessed?	By whom, when and for what purpose are they screened / assessed?	Includes	Result / Decision or Action / Who receives information
<p>(GHSWT)</p> <p><i>Students who enter grade nine in 2011 – 2012 and beyond will not take, and are not required to pass, the GHSWT. They are required to take and pass the Georgia High School Writing Test</i></p>	<p>in high school from Fall 2008 through June 2011</p>	<p>provide information for students, educators, and parents about student strengths and areas for improvement. The tests identify students who may need additional instruction in the concepts and skills required for a diploma</p>	<p>their proficiency in the four GHSWT content areas by either passing each of the GHSWTs or by passing one of the two equivalent End of Course Tests in each corresponding content area.</p>	<p>pass the test in order to obtain a diploma. Students who do not pass all the required tests but have met all other graduation requirements may be eligible for a Certificate of Performance or a Special Education Diploma.</p>
<p>The Georgia Alternate Assessment (GAA)</p> <p><i>The GAA blueprint in high school mathematics will not change until the 2014–2015 school year when that group of students will be assessed for the first time.</i></p>	<p>Students with significant cognitive disabilities</p>	<p>Teachers collect evidence of student performance of tasks aligned to content standards. This assessment program promotes a vision of enhancing capacities and integrated life opportunities for students who experience significant cognitive disabilities.</p>	<p>A portfolio of student work that enables the demonstration of achievement and progress relative to selected skills that are aligned to the Georgia curriculum. It is used to capture student learning and achievement / progress in English / Language Arts, Mathematics, Science, and Social Studies. Achievement / progress is documented in two collection periods during a school year</p>	<p>Evidence presented shows a student’s achievement / progress towards educational content standards.</p>
<p>Georgia’s performance-based writing assessments</p> <p><i>Georgia High School Writing Test (GHSWT) is the assessment for those in eleventh grade</i></p>	<p>Students in grades three, five, eight, and eleven.</p>	<p>The writing assessments provide information to students about their writing performance and areas of strength and challenge. Also for the purpose of improving statewide writing and writing</p>	<p>Student writing samples are evaluated on an analytic scoring system</p>	<p>To provide diagnostic feedback to teachers, students, and parents about individual performance.</p>

**Newton County JJ/CW TA Project
Screening / Assessment Instruments - Inventory**

Screening / Assessment tool used	Who is screened / assessed?	By whom, when and for what purpose are they screened / assessed?	Includes	Result / Decision or Action / Who receives information
		instruction		
Study Island	Youth enrolled in the Ombudsman program	School staff assessment with interactive features and games in Math, Reading, Writing, Science and Social Studies that reinforce and reward learning achievement	Standards based instructional, practice, assessment and productivity tools that improve the performance of educators and students via web-based platforms. Curriculum is customized to state standards in Math, Reading, Writing, Science and Social Studies	Educators are able to track student performance in real-time to address individual learning gaps, while allowing administrators to monitor student progress and measure teacher effectiveness.
Naviance Succeed	Used to help graduating students realize their ultimate post-secondary goals	Educators use to raise student accountability and performance across a number of key indicators leading to increased engagement, improvements in academic performance and overall workplace and college readiness	Success planning, career planning, course planning and college planning through online interest inventory, career exploration and educational requirement information	Provides single source for personal research, tracking and communication tools; Enables students to explore interests strengths and goals; Links career, college and course planning tools enabling maximum post-secondary success
Basic Assessment Skills Inventory (BASI)	Students entering and exiting the Ombudsman program	School staff use at entrance and on exit from Ombudsman to valuate student performance and competency in Math, Reading and Language Arts	Nationally norm-referenced and criterion-referenced series of six achievement tests in vocabulary, reading comprehension, spelling, language mechanics, math computation and math application	Educators use to valuate student performance and competency
				November 8, 2012

Attachment 22: *Legal and Policy Analysis and Information Sharing Subcommittee*

Legal & Policy Subcommittee		
Name:	Agency:	Contact:
Sara Adams	Private Attorney, Child Custody	saralizaadams@gmail.com
Candice Branche	Assistant District Attorney, Alcovy Judicial Circuit	cbranche@pacga.org
Elizabeth-Anne Higgins-Brooks	Public Defender, Alcovy Judicial Circuit	ebrooks@co.newton.ga.us
Andre Castaing	Office of Legal Services, Georgia Department of Juvenile Justice	andrecaasting@djj.state.ga.us
Donald Chambers	Retired Juvenile Program Manager, Newton County Department of Juvenile Justice	dojochambers@bellsouth.net
Christopher Church	Office of Children, Families & Courts, Administrative Office of the Courts of Georgia	church@gaaoc.us
Rachel Davidson	Juvenile Court Liaison, Georgia Department of Human Services, Division of Family and Children Services	radavidson@dhr.state.ga.us
Christopher Hempfling	Assistant Special Assistant Attorney General, Newton County Division of Family and Children Services	christopherhempfling@gmail.com
Lisa Mantz* <i>Chair</i>	Associate Judge, Newton County Juvenile Court	lmantz@co.newton.ga.us
Amanda Patterson	Former Public Defender, Alcovy Judicial Circuit	
Annette Rainer	District #5 Director, Georgia Department of Juvenile Justice	annetterainer@djj.state.ga.us
Daniel Thomas	Special Assistant Attorney General, Newton County Division of Family and Children Services	danielcthomas@mindspring.com

JUVENILE EVALUATION RIGHTS FORM

IN THE JUVENILE COURT
NEWTON COUNTY, GEORGIA

In the interest of:

Case Number: _____

File Number: _____

Sex _____ DOB _____ Age _____

ACKNOWLEDGMENT OF RIGHTS

The above-named child, along with the undersigned parent/guardian and/or attorney, states as follows:

I understand that the Court has ordered an evaluation in these proceedings.

I further understand the following:

That nothing that I say to the person who conducts my testing will be used in court to prove that I committed the act that for which I am charged.

Further, no statements, admissions, or confessions, made by, or incriminating information obtained in the course of this screening, assessment or evaluation performed in conjunction with this court proceeding shall be admitted into evidence against my child on the issue of whether my child committed a delinquent act in any juvenile court proceeding.

I have talked with my parents/guardian and/or lawyer about this case and have had all of the above explained to me and had the opportunity to ask questions and have had my questions answered.

This _____ day of _____, 20_____.

Signature of Child _____

Date

Signature of Parent/Guardian _____

Date

Signature of Person Advising Child of Rights _____

Date

LIPT

Confidentiality Agreement Instructions

Who should fill out the Confidentiality Agreement? All members of the LIPT who have been given permission to attend the discussion of the youth (through the Unified Release of Information Form) should sign the form at each meeting during which the youth is discussed. This form may also serve as the sign-in sheet for the meeting.

When should the Confidentiality Agreement be signed? Prior to any discussion of the youth.

Where should the Confidentiality Agreement be kept? It should be placed in the youth's case record, along with the meeting minutes, and kept in a file maintained by the LIPT chair.

Do we have to have a separate Confidentiality Agreement for each youth discussed in each meeting? Yes. Because parents/legal guardians may choose to have certain agencies absent from the discussion, and because a record of the agreement should be kept in each youth's file, it is necessary to complete the form for each youth.

What guidelines should be followed in using the Confidentiality Agreement? The following guidelines should be followed:

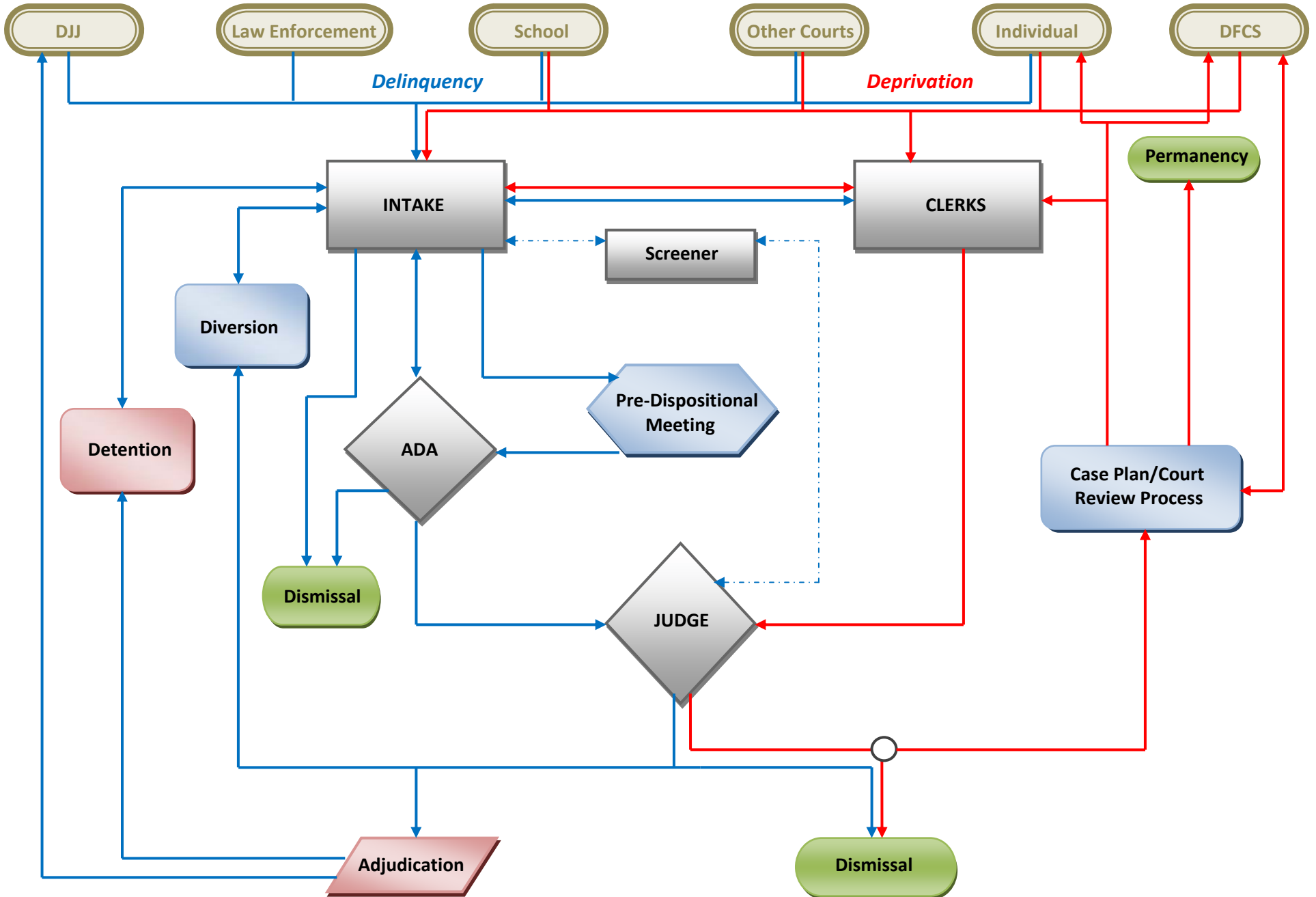
- Go over the purpose of the form and the importance of confidentiality at the beginning of each meeting.
- Ensure that you have all signatures prior to discussing the youth.

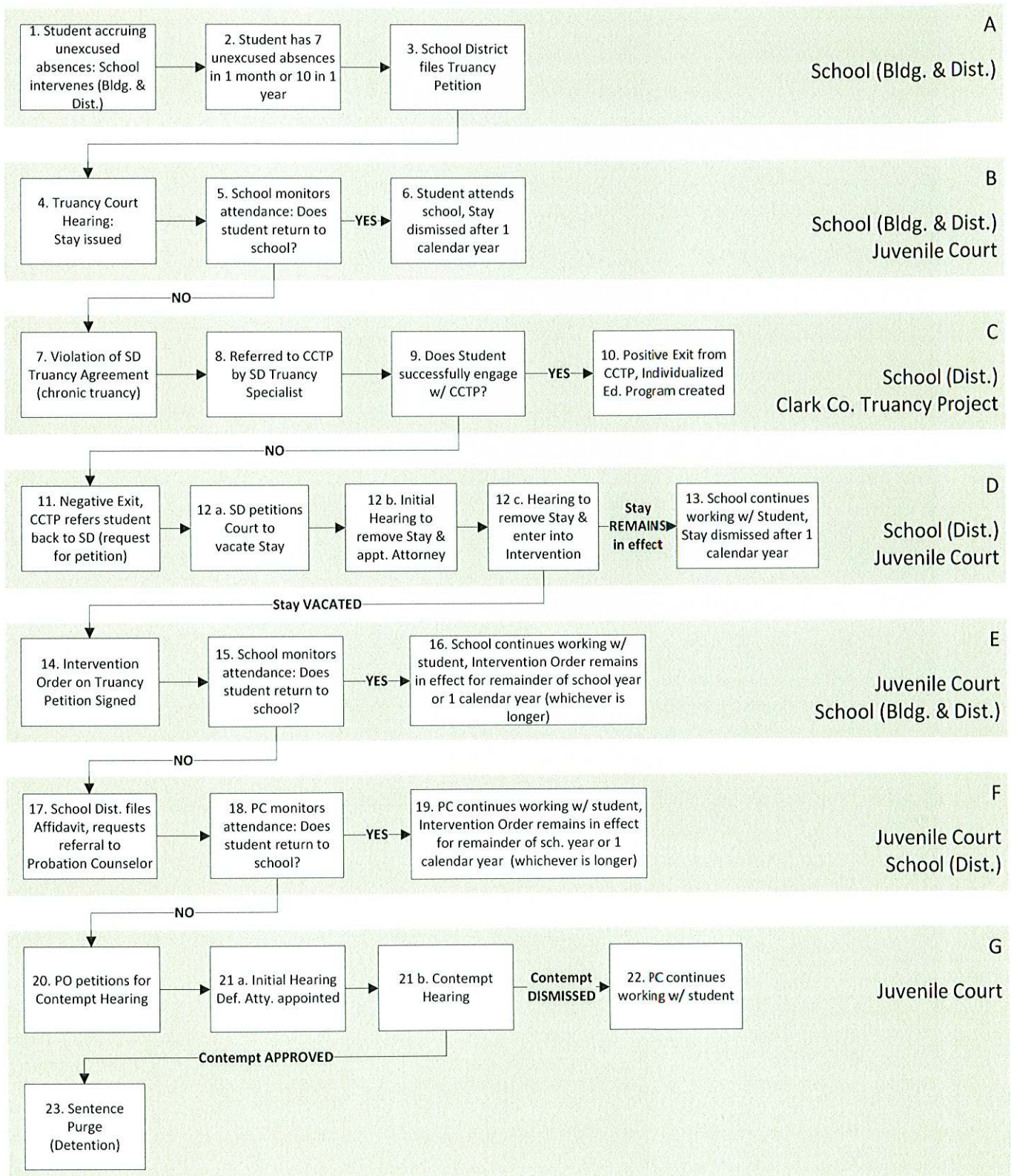
Attachment 25: Case Flow Mapping Subcommittee

Mapping Subcommittee		
Name:	Agency:	Contact:
Sharon Conway-Adderly	JPPS-III Newton County Department of Juvenile Justice	Sharonconway-adderly@djj.state.ga.us
Annette Bolton	Social Services Supervisor Newton County Division of Family and Children Services	anbolton@dhr.state.ga.us
Candice Branche	Assistant District Attorney, Alcovy Judicial Circuit	cbranche@pacga.org
Jerri Bridges	Social Services Supervisor, Newton County Division of Family and Children Services	jlbridges@dhr.state.ga.us
Elizabeth-Anne Higgins-Brooks	Public Defender, Alcovy Judicial Circuit	ebrooks@co.newton.ga.us
Joan Chambers	Foster Care Newton County Division of Family and Children Services	jfchambers@dhr.state.ga.us
Tom Covington	Social Services Administrator Newton County Division of Family and Children Services	ticovington@dhr.state.ga.us
Luecreasia Faust	JPPS-II Newton County Department of Juvenile Justice	luecreasiafaust@djj.state.ga.us
Mona Franklin	Chief Intake Officer, Newton County Juvenile Court	mfranklin@co.newton.ga.us
Christopher Hempfling	Assistant Special Assistant Attorney General, Newton County Division of Family and Children Services	christopherhempfling@gmail.com
Jennifer Lewis	JPPS-III Newton County Department of Juvenile Justice	jennifermlewis@djj.state.ga.us

Lisa Mantz	Associate Judge, Newton County Juvenile Court	lmantz@co.newton.ga.us
Tora Pierce* <i>Co-Chair</i>	Juvenile Program Manager, Newton County Department of Juvenile Justice	torapierce@djj.state.ga.us
Kristen Remington	Intake Officer, Newton County Juvenile Court	kremington@co.newton.ga.us
Kathryn Rider	Intake Officer, Newton County Juvenile Court	krider@co.newton.ga.us
Margarita Shaw	Foster Care Supervisor Newton County Division of Family and Children Services	mvshaw@dhr.state.ga.us
Diana Summers	Research Analyst, Newton County Juvenile Court	dsummers@co.newton.ga.us
Terrence Walker	JPPS-II Newton County Department of Juvenile Justice	terrencewalker@djj.state.ga.us
Anessa Westmoreland	Intake Officer, Newton County Juvenile Court	awestmoreland@co.newton.ga.us
Jennifer Wilds* <i>Co-Chair</i>	CME Network Support, ViewPoint Health	jennifer.wilds@vphealth.org
Tracy Wynn	Social Services Supervisor Newton County Division of Family and Children Services	tawynn@dhr.state.ga.us

Newton County Juvenile Court Case Flow





SYSC Clinical Flow Chart Narrative

Step 1:	
Step 1:	Clinical Watch Assessment
Participants:	Clinical Staff
Decisions/Actions:	Complete Beck Assessment (Suicidal Ideation) Assess Administrative B-Watch status for adjustment or discontinuance
Who Decides/Acts:	Clinical Staff
Criteria:	Watch Status Determined
Notes:	Completed within 24-Hours of admission. Clinical Staff consults with Residential Staff and Medical Staff for Determination.
Step 2:	
Step 2:	Personal Safety Plan
Participants	Clinical Staff
Decisions/Actions:	1. Preparation of Personal Safety Plan with youth and parent 2. UCLA PTSD Screen conducted 3. Refer for Substance Abuse Assessment (SASSI) 4. Conduct Mental Health Assessment (CANS 1&3)
Who Decides/Acts:	Clinical Staff
Criteria:	CANS, SASSI, PTSD Screen, Personal Safety Plan, Spiritual Assessment
Notes:	Step 2 occurs within 5 days of admission.
Step 3:	
Step 3:	Classification
Participants	REQUIRED Participants include: Classification Board including JPPO, Permanency Specialist, Clinical Staff, Education Staff, Chaplain and Residential Supervisor
Decisions/Actions:	1. Determine Unit Programming and Therapeutic Focus (At Risk, Moderate, and Intensive) 2. Assign Treatment Coordinator, Primary Therapist and Youth Counselor 3. Refer for Psychiatric Evaluation if appropriate 4. Review Permanency Plan and Concurrent Plan 5. Conduct Spiritual Assessment
Who Decides/Acts:	Classification Board
Criteria:	CANS, SASSI, PTSD Screen, Personal Safety Plan, Spiritual Assessment
Notes:	Classification to treatment program occurs within 2 weeks of admission.
Step 4:	
Step 4:	Personal Safety Plan Review
Participants	Clinical Staff and Residential Staff
Decisions/Actions:	Residential Staff approves three intervention options (Coping Skills to be supported)
Who Decides/Acts:	Clinical and Residential Staff
Criteria:	All staff acknowledge importance of Personal Safety Plan
Notes:	Personal Safety Plan is made available to all SYSC Staff on the shared drive and in the Residential Unit Binder.
Step 5:	
Step 5:	Initial Treatment Plan Meeting
Participants	REQUIRED Participants: Youth, Parent/Guardian, JPPO, Educational Staff, Residential and Clinical Staff
Decisions/Actions:	CANS completed in meeting (Youth, Parent/Guardian, JPPO and Residential Staff provide information)
Who Decides/Acts:	Treatment Coordinator schedules the meeting and facilitates the completion of the CANS. Youth and Family assist in the creation of the Treatment Plan with Multi-Disciplinary Team
Criteria:	Goals and Objectives of the treatment plan are Youth and Family Driven
Notes:	Permanency and Concurrent plans are addressed. Program completion/preliminary exit staffing dates are discussed or determined. Copies of Finalized Treatment Plan, including signatures of all attending parties are provided. Step 5 is completed within 30 days of admission.

Step 6:	
Step 6:	Treatment Plan Review Meeting
Participants	REQUIRED Participants: Youth, Parent/Guardian, JPPO, Educational Staff, Residential Staff and Clinical Staff
Decisions/Actions:	Youth's progress is discussed. Adjustments to Goals and Objectives are implemented to meet the needs of the youth and family. Youth Home Visit (AKA Furlough) eligibility is determined.
Who Decides/Acts:	Multi-Disciplinary Team
Criteria:	CANS
Notes:	Progress assessed and adjustments are implemented on a weekly, monthly, quarterly and annual basis. Permanency and Concurrent plans are also addressed. Program completion/preliminary exit staffing dates are discussed or determined. Step 6 is completed quarterly.
Step 7:	
Step 7:	Re-Classification or Re-Stabilization
Participants	REQUIRED Participants: Classification Board including JPPO (or designee), Clinical Staff, Education Staff, Chaplain and Residential Supervisor
Decisions/Actions:	<ol style="list-style-type: none"> 1. Determine Unit programming and therapeutic focus (At Risk, Moderate, and Intensive) 2. Re-assess Treatment Coordinator, Primary Therapist and Youth Counselor 3. Refer for Psychiatric Evaluation if appropriate
Who Decides/Acts:	Classification Board
Criteria:	N/A
Notes:	Occurs as needed

Attachment 29:

**LIPT Community Care Plan Background Information (to be completed before meeting)
(FOR AGENCY USE ONLY)**

County		Date	
Presenting Staff		Agency	

New Staffing Review Returning to Community

Contact Information

Youth:		Legal Custodian:	
Address:		Relationship	
City, State, Zip		Address:	
Home phone:		City, State, Zip	
Mobile phone:		Phone:	
Date of birth/age:		Mobile Phone:	
Race and gender:		Fax:	
First Language:		First Language:	

Resources

___ RSDI/SSI =	\$	___ Child Support =	\$	___ Adoption Assistance =	\$
___ IV-E=	\$	Other Resources:			
<input type="checkbox"/> Medicaid	<input type="checkbox"/> Foster Care	<input type="checkbox"/> Amerigroup	<input type="checkbox"/> Peach State	<input type="checkbox"/> Wellcare	#
<input type="checkbox"/> Private Insurance	Company		#		

Reason for LIPT Presentation

--

Education

School		Grade	
IEP ___ Yes ___ No	If yes, area of eligibility:		
School performance:			
School or Educational concerns that the family would like to address:			

Form Revised 5/7/2013

Agency involvement

Youth's Name _____

DFCS involvement	
DJJ involvement	
Other agency involvement	

Physical and Mental Health Needs

Medications (current only)	Dosage

Psychiatric/Psychological/Psychosexual/Forensic Evaluations (attach copies)

Date	Provider	Diagnoses	IQ		Recommendations
			Full Verbal Performance		
			Full Verbal Performance		
			Full Verbal Performance		

Placement History (attach additional pages as needed)

Name	Begin Date	End Date	Reason for Discharge

Form Revised 5/7/2013

Community Care Plan Background Information Instructions

Who should fill out the Community Care Plan Background Information form? The case manager from the lead agency is responsible for completing the background information prior to the LIPT meeting. The case manager must also be prepared to clearly and succinctly present a five-minute summary of the background information to the LIPT. **Note:** If you have information to add to the plan itself that will help the committee, go ahead and complete it prior to the meeting as well.

When should the Community Care Plan Background Information Form be completed? The background information should be completed before the LIPT meeting and sent to the chair at least two days in advance.

Where should the Community Care Plan Background Information be kept? The LIPT chair should keep a file copy, and the case manager from the lead agency should keep a copy for ongoing implementation and monitoring.

Attachment 30:



LIPT Protocol

Background:

Local Interagency Planning Teams (LIPT) were established through Georgia legislature (O.C.G.A. 49-5-220) to improve and facilitate the coordination of services to children with severe emotional disturbance (SEDs) and addictive disease. The General Assembly declares its' intent and desire to:

- Ensure a comprehensive mental health program consisting of early identification, prevention, and early intervention for every child in Georgia;
- Preserve the sanctity of the family unit;
- Prevent the unnecessary removal of children and adolescents with a severe emotional disturbance from their homes;
- Prevent the unnecessary placement of these children out of state;
- Bring those children home who through the use of public funds are inappropriately placed out of state; and
- Develop a coordinated system of care so that children and adolescents with a severe emotional disturbance and their families will receive appropriate educational, nonresidential and residential mental health services, and support services, as prescribed in an individualized plan.

The overall goals of the LIPT as established for the State of Georgia are:

- To assure that children with severe emotional disorders and addictive diseases and their families have access to a system of care in their geographic areas;
- To assure the provision of an array of community therapeutic and placement services;
- To decrease fragmentation and duplication of services and maximize the utilization of all available resources in providing needed services; and
- To facilitate effective referral and screening systems that will assure that children have access to the services they need to lead productive lives.

LIPT is a part of the State Plan for the Coordinated System of Care for the severely emotionally disturbed children or adolescents. Core Values of the System of Care:

1. The system of care should be child centered and family focused, with the needs of the child and family dictating the types and mix of services provided.
2. The system of care should be community based, with the focus of services as well as management and decision making responsibility resting at the community level.
3. The system of care should be culturally competent, with agencies, programs and services that are responsible to the cultural, racial and ethnic differences of the population they serve.

Guiding Principles of the System of Care:

1. Children with emotional disturbances should have access to a comprehensive array of services that address the child's physical, emotional, social and educational needs.
2. Children with emotional disturbances should receive individualized services in accordance with the unique needs and potentials of each child and guided by an individualized service plan.
3. Children with emotional disturbances should receive services within the least restrictive, most normative environment that is clinically appropriate.
4. The families and surrogate families of children with emotional disturbances should be full participants in all aspects of the planning and delivery of services.
5. Children with emotional disturbances should receive services that are integrated with linkages between child-serving agencies and programs and mechanisms for planning, developing and coordinating services.
6. Children with emotional disturbances should be provided with case management or similar mechanism to insure that multiple services are delivered in a coordinated and therapeutic manner and that they can move through the system of services in accordance with their changing needs.
7. Early identification and intervention for children with emotional disturbances should be promoted by the system of care in order to enhance the likelihood of positive outcomes.
8. Children with emotional disturbances should be ensured smooth transitions to the adult service system as they reach maturity.
9. The rights of children with emotional disturbances should be protected and effective advocacy efforts for children and youth with emotional disturbances should be promoted.
10. Children with emotional disturbances should receive services without regard to race, religion, national origin, sex, physical disability or other characteristics, and services should be sensitive and responsive to cultural differences and special needs.

Source: Stroul, B. & Friedman, R. (1986). *A System of Care for Children and Youth with Severe Emotional Disturbances*. Washington, DC: Georgetown University Child Development Center, National Technical Assistance Center for Children's Mental Health.

Purpose:

In conjunction with the work accomplished during the Models for Change: Systems Reform in Juvenile Justice Initiative, System Integration to Improve Outcomes for Dually-Involved Youth, the collaboration of child-serving agencies in Newton County, Georgia formalized their partnership as SYNC (Serving Youth in Newton County) and institutionalized their work for multi-system youth through a Memorandum of Understanding stating their intent. As a part of efforts to impact outcomes for dually-involved youth, SYNC expanded the use of Local Interagency Planning Team meetings (LIPT) within their jurisdiction to allow coordinated interventions for youth whose lives are touched by multiple systems. SYNC strives to be a multi-system partnership with one vision for youth.

SYNC has identified an array of desired outcomes they hope to affect in their work on behalf of dually-involved youth and, specifically, through targeted interventions using LIPT. Desired outcomes for SYNC, as specified in the Memorandum of Understanding are:

- Reduce Juvenile Justice Involvement
 - ◆ Lower recidivism
 - ◆ Prevent deeper delinquency involvement through diversion
- Reduce Child Welfare Involvement
 - ◆ Improve family function – fewer DFCS referrals
 - ◆ Decrease out-of-home placements
 - ◆ Increase placement stability – decrease number placement changes
 - ◆ Fewer days in foster care
- Improve School Outcomes
 - ◆ Fewer absences
 - ◆ Fewer discipline referrals & suspensions
 - ◆ Improve progress toward graduation & GED
- Reduce Detention
 - ◆ Fewer youth detained
 - ◆ Fewer days in detention
- Increase Youth Competency & Enhance Connection to Community
 - ◆ Participation in sports & recreation activities
 - ◆ Participation in mentoring programs
 - ◆ Support education goals with school engagement & tutoring
 - ◆ Promote volunteerism through community service

LIPT will continue to be utilized for its original, state-mandated purpose with emotionally disturbed or addicted youth. However, SYNC has chosen a specific target population of dually-involved youth for whom LIPT will become a focused intervention. This target population is defined as:

Youth with a Newton County Juvenile Court referral for any status offense or for child molestation, sexual battery or sodomy charges

AND

Who have (or had) an open DFCS case within 5 years of Court referral, including cases that were unsubstantiated

OR

Youth with a Newton County Juvenile Court referral for any status offense or for child molestation, sexual battery or sodomy charges

AND

Who have an open DFCS case at the time of Pre-Disposition/Adjudication

Representatives on the SYNC Local Interagency Planning Team may include:

- Family members or foster parents
- Georgia DJJ Newton County
- Newton County Juvenile Court
- Newton County DFCS
- Department of Behavioral Health & Developmental Disabilities (DBHDD)
- Newton County BOE
- Mental Health providers
- Newton County Health Department
- Vocational rehabilitation
- Psychiatric Residential Treatment Facilities (PRTFs)
- Other agency representatives, as needed

Procedure:

- LIPT will be held in the DJJ Conference Room at **8134 Geiger Street, Covington**
 - ◆ It is noted that SYNC desires a more neutral location for LIPT
 - ◆ LIPT will be held at DJJ until a more suitable facility can be located

- LIPT will be held on the **third Tuesday of each month beginning at 8:30 am**
 - ◆ Additional days may be added depending on the volume of dually-involved youth to be scheduled

- Youth will be scheduled at 30-minute intervals, with no more than five families to be staffed on one day
 - ◆ In the event there are requests for staffing more than five families on one day, an additional day will be scheduled

- The LIPT schedule will be maintained on a clipboard at the Juvenile Court front desk

- For non-dually involved youth, the requesting agency may contact the Court to schedule the family for LIPT
 - ◆ The requesting agency and name of the representative will be noted on the LIPT schedule along with the name of the youth for whom the request was made
 - ◆ The requesting agency representative will discuss LIPT with the family:
 - Requesting agency representative will explain the *Universal Release of Information Form* to families and obtain signatures
 - Requesting agency representative will complete the *LIPT Background Information Form* with family input, when possible
 - Requesting agency representative will utilize the *SYNC LIPT Brochure* with families, explaining the information & ensuring an understanding of the family role & expectations for LIPT
 - Requesting agency representative will communicate the time and place for the LIPT meeting to the family in writing on the LIPT brochure
 - Requesting agency representative will work with families to address any barriers to LIPT attendance, including job responsibilities, child care and transportation

- LIPT will be scheduled for all dually-involved youth within the defined target population who are placed on Court diversion
 - ◆ Court Intake staff will schedule diversion youth for LIPT
 - ◆ Court Intake staff will discuss LIPT with the family:
 - Court Intake staff will explain the *Universal Release of Information Form* to families and obtain signatures
 - Court Intake staff will complete the *LIPT Background Information Form* with family input, when possible
 - Court Intake staff will utilize the *SYNC LIPT Brochure* with families, explaining the information & ensuring an understanding of the family role & expectations for LIPT
 - Court Intake staff will communicate the time and place for the LIPT meeting to the family in writing on the LIPT brochure
 - Court Intake staff will work with families to address any barriers to LIPT attendance, including job responsibilities, child care and transportation

- Newton County Juvenile Court Judges will order LIPT post adjudication and pre disposition for all dually-involved youth within the defined target population. Youth who are on probation and fall within the target population for a new charge will also attend LIPT
 - ◆ DJJ staff will schedule adjudicated youth for LIPT
 - ◆ DJJ staff will discuss LIPT with the family:
 - DJJ staff will explain the *Universal Release of Information Form* to families and obtain signatures
 - DJJ staff will complete the *LIPT Background Information Form* with family input, when possible
 - DJJ staff will utilize the *SYNC LIPT Brochure* with families, explaining the information & ensuring an understanding of the family role & expectations for LIPT
 - DJJ staff will communicate the time and place for the LIPT meeting to the family in writing on the LIPT brochure
 - DJJ staff will work with families to address any barriers to LIPT attendance, including job responsibilities, child care and transportation

- Requesting agency representatives, Court Intake and DJJ staff will send completed *LIPT Background Information Forms* to the LIPT Chairperson by Wednesday at 5:00 PM to ensure that the youth will be placed on the LIPT agenda for the following week

- ◆ Family concerns about school, including IEP eligibility and service delivery, must be brought to the attention of LIPT Chair by this deadline to ensure appropriate school representation at the meeting
- The LIPT schedule will be scanned and emailed by identified Juvenile Court staff to the LIPT Chairperson by Thursday at 12:00 PM
- The LIPT Chair will follow up on any appointment inconsistencies between the information received from the Court and the *Background Information Forms* received with scheduling requests
- The LIPT Chair will send out the final list of youth to be staffed to all LIPT representatives by 5:00 pm on Thursday for the following week
- In preparation for LIPT meetings, representatives from each child serving agency will:
 - ◆ Review current and historical agency information, services provided and case documentation
 - ◆ Review available screening and assessment results, including:

Court	DFCS	DJJ	Mental/ Behavioral Health	BOE
<ul style="list-style-type: none"> • MAYSI-2 • SASSI-A2 • Competency Evaluation • Study & Report • Court history 	<ul style="list-style-type: none"> • Risk Assessments • CCFA • Case notes 	<ul style="list-style-type: none"> • CRN • JSOAP II • DJJ history • Case notes 	<ul style="list-style-type: none"> • Psychological • Psychosexual • Psychosocial • Treatment history 	<ul style="list-style-type: none"> • IEP • 504(b) plan • Grades • Attendance • Discipline report • Information addressing family concerns

- ◆ Bring all relevant information as specified to the LIPT meeting, and be prepared to report and make recommendations
- Dually involved youth will be staffed minimally every 90-days, or more often as requested by any involved party

- ◆ LIPT reviews will continue at 90-day intervals until the youth completes diversion, until the youth is disposed, or until the 9-month mark, whichever is longer
- For each youth staffed at LIPT, all forms, assessment & screening results, *Community Care Plans* & meeting notes will be kept with the LIPT Chairperson in a HIPAA compliant manner
 - ◆ Records will be kept for three years from the date that the case is determined “inactive”

LIPT Meeting Agenda:

- LIPT Chair will run the meeting according to this agenda
 - ◆ LIPT Chair will use this agenda to keep discussion focused on defined items and centered on family strengths, risks, needs, and identified outcomes
 - ◆ LIPT Chair will use this agenda to adhere to 30-minute time limit

- Verify youth to be staffed on identified date and that family is in attendance
 - ◆ LIPT will not discuss a youth unless the guardian is present in person or via telephone
 - ◆ Youth will be included at LIPT where possible and appropriate
 - ◆ If a family is unable to attend, the appointment will be rescheduled

- Identify the LIPT team member or members present at the meeting who will:
 - ◆ Take notes
 - ◆ Record information on the *SYNC LIPT Staffing Form*
 - The completed *SYNC LIPT Staffing Form* will be delivered to the Research Analyst at Juvenile Court
 - ◆ Complete the *Community Care Plan*
 - ◆ The above responsibilities will be shared among team members

- Welcome participants and reiterate purpose and goals of LIPT
 - ◆ [scripted welcome statements to be developed]
 - ◆ [scripted LIPT purpose & goals to be developed]

- Make introductions

- Excuse any agency representatives that family or guardian does not want included in the meeting

- Sign confidentiality agreement

- Follow up on action items from previous meeting, if applicable
 - ◆ At review meetings the team will consider accomplishments, progress made, necessary adjustments and the reprioritization and assignment of new tasks in accordance with current functioning and concerns

- Conduct a targeted discussion with families and team members to generate appropriate resources and supports resulting in the creation of a *Community Care Plan*
 - ◆ The discussion will be framed by the stated desired outcomes for dually-involved youth
 - ◆ Decisions will be made by group consensus and recommendations will be detailed in the *Community Care Plan*
 - ◆ In the event that a consensus cannot be reached, all options will be outlined in writing within the *Community Care Plan*
 - ◆ Copies of the *Community Care Plan* will be distributed to families and all LIPT representatives
 - ◆ Juvenile Court Intake staff will be responsible for delivering the *Community Care Plan* and other meeting notes and documents to the Juvenile Court Judge

- Responsibilities and time lines will be assigned for each action item listed within the *Community Care Plan*
 - ◆ Potential barriers to the completion of action items will be discussed and resolved

- If appropriate, set the date for the follow up meeting
 - ◆ Ensure family understanding of the next meeting date
 - ◆ Ensure family understanding of goals & action items to be advanced prior to the next meeting using the *Community Care Plan*
 - ◆ Ensure that family receives a copy of the *Community Care Plan* and any other documentation produced during the meeting
 - ◆ Confirm the LIPT member who will be responsible for follow-up with the family; a reminder will be issued to the family during the week prior to next scheduled LIPT meeting

- Request that a family member complete the *SYNC LIPT Family Feedback Form*

Attachment 31:

LIPT Community Care Plan

Plan created

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> Education | <input type="checkbox"/> Transportation | <input type="checkbox"/> Medical | <input type="checkbox"/> Faith-Based Support |
| <input type="checkbox"/> Housing | <input type="checkbox"/> Treatment | <input type="checkbox"/> Peer Support | <input type="checkbox"/> Mentoring |
| <input type="checkbox"/> Supervision | <input type="checkbox"/> Extracurricular Activities | <input type="checkbox"/> Parent Support | <input type="checkbox"/> Natural Support |
| <input type="checkbox"/> Substance Use | <input type="checkbox"/> Psychosexual | <input type="checkbox"/> Vocational | <input type="checkbox"/> Other |

Dually involved youth? no yes Competency Planning? no yes CHINS? no yes

Intervention Goals and Strategies

Service / Support Description	By whom?	By when?	Progress / Updates

What we do

The Local Interagency Planning Team (LIPT) members create personalized plans together with children and families who have behavioral health or substance abuse needs. Our main goal is to have happy and healthy families that live safely together at home. To do this, we will help you connect with the supports and resources you may need.



Your meeting with the Local Interagency Planning Team is scheduled for:

The meeting will be held at

Call for questions: 770.784.3030

Please bring the following items to the meeting



Newton County

**Local
Interagency
Planning Team**

LIPT



This brochure was created with the technical assistance of the MacArthur Foundation and Robert F. Kennedy Children's Action Corps Models for Change: Systems Reform in Juvenile Justice Initiative and the Office of Juvenile Justice and Delinquency Prevention. We express our gratitude on behalf of our children & families.

We need you!

Your input is critical to this process! The team will not hold an initial meeting without you present as the child's guardian. If you are unable to come at the time and date scheduled for the meeting, please call the Juvenile Court right away to see if there is another date available. Please note that it may or may not be possible to reschedule based on the date of your next court hearing so please make sure you speak with court staff about any problems you are having.



Why participate in the LIPT?

You will be in control of the process that guides your family into a safer and more stable home life.

You will help decide the best treatment for your family in one plan with one goal.

Managing supports and meetings saves time and reduces stress.



How do I prepare for the meeting?

Be prepared to discuss your family strengths. Your family is unique and we want to build on the strengths that you have so that we can help you find the supports that you need at this time.

If there is someone you would like to bring as a support (family members, therapist, neighbors, school staff, etc.), please feel free to do so.

Bring important documents such as Psychological evaluations, assessments, etc.

Think about and be ready to tell us your goals for this process. What do you want to accomplish from this meeting? It may be helpful for you to write down what you want the team to know so that you remember what you want to say.

What should I expect at the meeting?

Everyone, including you, will be able to share their ideas on child and family strengths and past history. Topics may include:

- ◆ Current functioning in the home
- ◆ School and community involvement
- ◆ Educational strengths and needs
- ◆ DJJ, DFCS or court involvement
- ◆ Health and safety risks
- ◆ Desired goals for the family
- ◆ Anything else you think may be important for us to know.

We will count on you to let us know if there are things in which you will need assistance or things that do not sound helpful at this time.

If you have been court ordered to participate in this meeting, recommendations may be shared with the Juvenile Court. Everyone will be required to sign a confidentiality agreement so that your information and privacy is protected.

LIPT representatives may include Georgia Department of Juvenile Justice (DJJ) Newton County, Health Department, Juvenile Court, Board of Education, Vocational Rehabilitation, Department of Family and Children's Services (DFCS), Department of Behavioral Health and Developmental Disabilities (DBHDD), PRTFs (Psychiatric Residential Treatment Facilities), your attorney or plan manager, local mental health agencies and others.

Attachment 33:



LIPT Family & Youth Satisfaction Survey






	Strongly Agree	Agree	Undecided/ Not Sure	Disagree	Strongly Disagree
	5	4	3	2	1
I was given information about what to expect in the LIPT meeting before the meeting began	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I understand the purpose of the LIPT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I understand why LIPT could be good for my child & family	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I was able to share my thoughts and goals in the meeting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I helped choose the supports for my child & family	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The LIPT team came up with a good plan for my child and our family	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The team spoke with me in a way that I understood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The LIPT team treated me with respect	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I understand what I need to do next	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I understand my specific actions that are necessary to make the plan a success	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What could the LIPT team do at other meetings to make this a better experience for you or for another family?

We thank you so much for coming today!!

LIPT Family Feedback Form

Was today's meeting your . . .? (please circle):		
1 st meeting	90-day review	Discharge

	Strongly Agree 	Agree 	Undecided/ Not Sure 	Disagree 	Strongly Disagree 
I was given information about what to expect in the LIPT meeting before the meeting began	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I understand why LIPT could be good for my child & my family	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I was able to share my thoughts & goals in the meeting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I helped choose the supports for my child & family	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The team came up with a good plan for my child & family	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The team spoke with me in a way I understood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The team treated me with respect	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I understand what will happen next	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I understand what I need to do to make the plan a success	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What could the team do at meetings to make this a better experience for you or another family?

We thank you so much for coming today!!

