 ***Data Planning: Initial Suggestions (Probation System Review Initiatives/Projects)***

The following tables reflect the three-tiered planning approach including the eight general data categories, as well as the initial listings of suggested data questions and data elements. Adapted from the *Data Planning in Dual Status Youth Initiatives: Initial Suggestions* article authored by Gene Siegel and available at: <http://www.rfknrcjj.org/resources/> . Please note that category 5 is omitted from this work grid as it’s’ relevance for the Probation System work is limited. The initial listing in this work grid should be viewed as *aspirational – something to strive for –* as well as a reference tool to help sites identify and prioritize the data elements they may choose to track during and beyond the probation system review.

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| **Data category 1: Probation system youth prevalence** | | | |
| *Data Questions*: How many probation youth are there in the juvenile justice population? | *Basic/Essential data elements:* Juvenile justice unique case numbers/identifiers. | *Additional/Supplemental data*: History of prior contacts with juvenile justice. | *Notes:*  (e.g., which data system(s) house the information, other data sources) |
|  |  |  | Among the data elements in each category, which of those do you consider 1) Essential information,  2) relevant information but not essential right now and perhaps not readily available, and 3) Will be important to know eventually but not at this point in the analysis. |
| How many diversion, informal supervision, and informal adjustment youth are there in the juvenile justice system? | Juvenile justice unique case numbers/identifiers. |  |  |
| How many youth are currently on an active probation status? What is the average caseload size for juvenile probation officers? By risk level, how many youth are on an active probation status? |  |  |  |
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| **Data category 2: Case Characteristics and history** | | | |
| *Data Questions*: What does the probation system/diversion/informal population look like (demographic)? | *Basic/Essential data elements:* DOB, race/ethnicity, gender. | *Additional/Supplemental data*:  Status offense referral history.  Juvenile justice system history including diversion, probation, and other juvenile justice statuses/levels of involvement. | *Notes:* |
| What is the type and seriousness of offense? | Status/misdemeanor/felony; personal, property, etc. |  |  |
| Where are probation system youth coming from? | Type of residence (dynamic variable, can change over time). |  |  |
| At what ages are youth becoming involved? | Youth residence address/zip at point of referral. |  |  |
| Who are the referral sources for the target population? | Law enforcement, school, family, etc. |  |  |
| What is the history of abuse/neglect allegations and findings for these youth? | Delinquency arrest/referral history including referral sources and most serious charges. |  |  |
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| **Data category 3: Case Processing** | | | |
| *Data Questions:*  How can your jurisdiction best track progress for each youth in the probation population? | *Basic/Essential data elements:*  Judicial history including names of jurists handling each hearing or number of different judges handling hearings.  Legal status changes. | *Additional/Supplemental data*:  All hearings by type, date, findings, and hearing results – this may include informal proceedings as applicable. | *Notes:* |
| How long do key case processing stages take for the probation population? | Arrest to Referral; legal sufficiency to petition, petition to adjudication, etc. |  |  |
| What are the court histories of the probation system population? |  |  |  |
| How many judges and attorneys have been involved in these cases? |  | Attorney history including name(s) of attorney(s) at each hearing (including prosecutors, defense attorneys, dependency attorneys, et. al.). |  |
| If youth was detained, amount of time spent in detention? |  |  |  |
| What percentage of cases are experiencing adjudication and disposition during the same hearing? |  |  |  |
| How many pre-dispositional reports are being compiled? |  |  |  |
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| **Data category 4: Case Management, Planning and Supervision** | | | |
| *Data Questions:* How many probation officers and/or court workers have been assigned to handle these cases? | *Basic/Essential data elements:* Assigned probation officer/court officer/social worker history. | *Additional/Supplemental data*:  Changes in probation supervision (i.e., levels, types of supervision, etc.). | *Notes:* |
| How many case plans have been developed? What percentage of probation cases are experiencing timely re-assessments? | Results of Screening/Assessment instruments; court ordered provisions. |  |  |
| What are the current probation levels of the probation population? | Most recent supervision level. |  |  |
| What are the contact requirements (direct and collateral) for the probation system population? | Case management system; file notes |  |  |
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| |  | | --- | | **Data category 5: Case management, planning and supervision** |   **(Often only applies when examining dual status probation youth)** | | | |
| *Data Questions:* How many social workers and probation officers have been assigned to handle these cases? | *Basic/Essential data elements:* Joint assessments and/or plans conducted.  Assigned probation officer history.  Most recent probation supervision status. | *Additional/Supplemental data*: | *Notes:* |
| What are the current probation statuses of the target population? |  |  |  |
| How many joint case assessments and joint case plans have been conducted, who attends, and when? |  |  |  |
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| **Data category 6: Placement and Services** | | | |
| *Data Questions:* What types of services did the probation population receive before, during and after system entry and when are these services being provided? | *Basic/Essential data elements:*  Listing of all services/treatment provided including some indication of whether services were completed or not. | *Additional/Supplemental data*:  Primary caregiver(s).  Reason for specific service provision.  Reason for placement changes. | *Notes:* |
| What are the placement histories of the probation system population? | Living situation/placement statuses including all placement names and categories/types of placements. |  |  |
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| **Data category 7: System Outcomes and Performance Indicators** | | | |
| *Data Questions:* Has local data collection and data reports for management purposes improved? | *Basic/Essential data elements:*  Data system houses necessary data elements.  Routine reports for relevant and requested information is available at managerial meetings. | *Additional/Supplemental data*:  Enhanced automated case tracking and data capabilities including data analysis.  Service expenditure data that shows use of resources.  Evidence of workload impact including greater efficiency (e.g. probation officers in the field, out of court, timely case reports). | *Notes:* |
| Are risk screens and assessments results captured for the individual youth and in the aggregate? | Results/Summaries of risk scores and treatment domains requiring service interventions (including specific type of treatment and/or service intervention). |  |  |
| Have policies and protocols for consistent use of and connection to targeted evidence-based services improved? | Appropriate designation of evidence-based services in the database/data collection form. |  |  |
| Have court processes improved/become more timely? | Dates of hearings, names of judges conducting hearings, codes for hearing outcomes (e.g., held/completed, continued, etc.). |  |  |
| Is there evidence of more efficient use of limited resources? |  |  |  |
| Have there been reductions placements and incarceration? | Conservative cost estimates for different types of placements and incarceration. |  |  |
| Is there improved local capacity to analyze and track outcomes and trends? | Routine data reports for relevant and requested information. |  |  |
| Is there evidence of reduced racial and ethnic disparities? | Appropriate codes to track race/ethnicity data. |  |  |
| **Data category 8: Youth & family outcomes (including outcomes by age, gender, and race/ethnicity as applicable)** | | | |
| *Data Questions:*  What types of delinquency case outcomes/results are these youth experiencing during project involvement, at case closure, and after program exit? | *Basic/Essential data elements:*  Case closure results.  Subsequent new delinquent referrals after probation system closure.  Subsequent arrests, referrals, petitions, and adjudications (during and after program exit, including 6 and 12 month recidivism checks).  Subsequent dispositions or sentences.  Detention episodes in excess of 24 hours and lengths of stay in detention.  Changes in residential status. | *Additional/Supplemental data*:  Available school performance data including enrollment, attendance, grades, absences, suspensions/expulsions, graduation, etc.  Indicators of pro-social engagement (this may have to be self-report data or may be drawn from applicable program status and program exit assessment tools).  Subsequent mental health status assessment data.  Indicators of improved family functioning and connection to supportive adults during program involvement, at program exit, and post-program.  Completion of court ordered compliance provisions.  Employment data. | *Notes:* |
| Has probation system recidivism declined? | Recidivism definition(s) |  |  |
| Are probation system youth experiencing reduced detention episodes and, when detained, shorter lengths of stay? |  |  |  |
| Is there evidence of improved educational performance among the probation system population? |  |  |  |
| Is there evidence of improved involvement in pro-social activities? |  |  |  |
| Is there evidence of improved behavioral health functioning? |  |  |  |
| Is there evidence of increased stability in home or placement? |  |  |  |
| Is there evidence of improved family functioning? |  |  |  |
| Are probation system youth being “connected” to supportive and caring adults? |  |  |  |
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