



PROGRESS REPORT

Special Provision – Part XXIV Department of Juvenile Justice and Delinquency Prevention

Juvenile Crime Prevention Council Grant Reporting, Certification, and Funding of Research-Based Programs Section 24.2.(c)

Submitted by:
Department of Juvenile Justice
And Delinquency Prevention
George L. Sweat, Secretary

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EXECUTIVE SUMMARY

This report shall serve to outline the progress made by the North Carolina Department of Juvenile Justice and Delinquency Prevention (NCDJJD) in developing an evaluation system for measuring the effectiveness of programs funded by Juvenile Crime Prevention Councils (JCPCs). This system was mandated in Session Law 2001-424, Juvenile Crime Prevention Council Grant Reporting, Certification, and Funding of Research-Based Programs. The Department's established a Steering Group to provide guidance and input for developing standards for measuring the effectiveness of such programs. The Steering Group includes representation from the Governor's Crime Commission, Juvenile Justice Institute, Sentencing and Policy Advisory Commission, Chief Court Counselors, JCPC Representatives, NCDJJD Area Consultants, and Central Office staff.

Section 24.2.(c) of the legislation identified six success factors to be included as part of the standards:

- (1) Reduce the use of alcohol or controlled substances
- (2) Reduce subsequent complaints
- (3) Reduce violations of terms of community supervision
- (4) Reduce convictions for subsequent offenses
- (5) Fulfill restitution to victims
- (6) Increase parental accountability

The Steering Group identified three additional outcomes to measure program effectiveness:

1. Support school success
2. Support improvement of child's life skills
3. Help children connect to supportive community structures

NCDJJD conducted an inventory of data it currently collects relative to the six success factors and identified where there are gaps. This information was reviewed with the Steering Group, and the Department is recommending three primary sources for collecting data on the success factors:

1. Improved Client Tracking Data Collection: The current Client Tracking Form will be modified to add several new fields of information.
2. New Juvenile Information System: This system will provide recidivism data on youth after they have exited programs. Currently, there is only recidivism information while youth are involved in programs. The new system will also have the ability to provide links to the adult criminal system.
3. Annual County Juvenile Crime Prevention Council (JCPC) Plans: Each JCPC is required to submit an annual plan documenting its approaches for identifying factors that place youth at risk for juvenile crime, dispositional options, community-level juvenile justice outcomes, and funding priorities and mechanisms. JCPC plans are

used to document community-wide success; their purpose is not to track individual juveniles or programs. As part of the development of the evaluation system, NCDJJD is planning to create a database for collecting this information since currently these plans are submitted manually.

NCDJJD is also recommending that this preliminary plan for data collection be reviewed with JCPCs for their information and input. The goal is to refine the preliminary plan with JCPCs as part of the process for building the evaluation system. NCDJJD will submit a final report on the progress of the system by June 30, 2002. The Department will begin implementation of some of the data collection mechanisms in July 2002.

INTRODUCTION

This report provides information on the progress made by the North Carolina Department of Juvenile Justice and Delinquency Prevention (NCDJJD) for developing a system, as mandated by Section 24.2.(c) in Session Law 2001-424, to measure the effectiveness of programs that receive Juvenile Crime Prevention Council (JCPC) funds. These funds are used by local JCPCs to serve juveniles who have been adjudicated delinquent, who have been diverted for delinquent offenses, or who are at risk of delinquency. The Department is developing standards for measuring the effectiveness of these programs in consultation with the Governor's Crime Commission, the Sentencing and Policy Advisory Commission, and the Juvenile Justice Institute.

For the purposes of this report, it is important to understand the relationship between the Juvenile Justice Reform Act of 1998 and the new legislative requirement. The Act had two effects that are of direct relevance: 1) the Juvenile Code was revised to place greater emphasis on community protection and graduated sanctions, and 2) Juvenile Crime Prevention Councils were established in each county for comprehensive planning of services to children.

Dispositional Options

The Code called for changes regarding the disposition for delinquent juveniles through the creation of a Disposition Chart. Basically, the Chart indicates levels of dispositions that can be applied to a juvenile based on the seriousness of the offense adjudicated and the juvenile's delinquency history. The Chart and levels establish graduated treatment options with more violent or serious offenses generally receiving stricter sanctions than minor or misdemeanor offenses. [See Appendix A for a copy of the Disposition Chart.]

Juvenile Crime Prevention Councils

The Code established Juvenile Crime Prevention Councils (JCPCs) in each county to develop and implement a comprehensive community plan for delinquency prevention and intervention. The responsibilities and powers of these local JCPCs relate directly to diversion resources and dispositions assigned to juveniles. Local JCPCs are charged with:

- Ensuring that appropriate intermediate dispositional options are available
- Assessing the needs of juveniles in the county
- Assessing the resources to meet the identified needs
- Developing or proposing ways to meet the needs
- Evaluating program performance
- Increasing public awareness of the causes of delinquency and strategies to reduce the problem
- Developing strategies for delinquency prevention through the use of risk assessments
- Providing funds for treatment of juveniles and their families
- Planning for a permanent funding stream for delinquency prevention programs

LEGISLATIVE REQUIREMENT

JUVENILE CRIME PREVENTION COUNCIL GRANT REPORTING, CERTIFICATION, AND FUNDING OF RESEARCH-BASED PROGRAMS

Section 24.2.(c)

The Department of Juvenile Justice and Delinquency Prevention, in consultation with the North Carolina Sentencing Commission, the Governor's Crime Commission, and the Juvenile Justice Institute, shall develop standards for measuring the effectiveness of programs that receive Juvenile Justice Crime Prevention Council grant funds and that serve juveniles who have been adjudicated delinquent or who have been diverted for delinquent offenses. The standards shall include methods for measuring success factors following intervention, including those factors that:

- (1) Reduce the use of alcohol or controlled substances.
- (2) Reduce subsequent complaints.
- (3) Reduce violations of terms of community supervision.
- (4) Reduce convictions for subsequent offenses.
- (5) Fulfill restitution to victims.
- (6) Increase parental accountability.

The Department of Juvenile Justice and Delinquency Prevention shall report to the Chairs of the Appropriations Committees of the Senate and House of Representatives, the Chairs of the Joint Legislative Corrections, Crime Control, and Juvenile Justice Oversight Committee, and the Fiscal Research Division no later than April 1, 2002, on the progress of the establishment of the system mandated by this section. The system shall be implemented no later than June 30, 2003.

PROGRESS

Formation and Meetings of the Juvenile Justice Effectiveness Standards Steering Group

The Department formed the Juvenile Justice Effectiveness Standards Steering Group to provide guidance and input into the development of standards for evaluating JCPC program effectiveness. This Steering Group is comprised of individuals representing the Governor's Crime Commission, Juvenile Justice Institute, Sentencing and Policy Advisory Commission, Chief Court Counselors, JCPC Representatives, NCDJJDP Area Consultants, and Central Office staff. [See Appendix B for a list of the Steering Group Members and their Affiliations.]

The Steering Group has met twice during the period of December 2001 – March 2002. At their meeting in December, members identified and prioritized outcomes that could be used for measuring program effectiveness. Their second meeting in March focused on a discussion of data sources and specific measures that correlate with the success factors required by the legislation and their prioritized outcomes.

Preliminary Plan for Collection of Data on Success Factors/Effectiveness Outcomes

A. Collection of Data: The Department is currently collecting information relevant to the legislative requirement. Listed below are the various data collection instruments. [See Appendices C through I for copies of these instruments.]

- **Current Information Reported by JCPC Programs**

1. **Client Tracking Forms:** Individual demographic and behavior information at admission and termination to JCPC programs provided for 622 total program components. Reports are submitted to the four area offices, which send electronic files to the Department on a monthly basis. Clients are tracked by Client ID.
2. **Annual County JCPC Plans:** This information provides data on community-level success, not for individual juveniles or programs. County plans provide documentation of a planning process that is submitted to the Department on paper by 100 counties annually. Currently, there is no database established for this information. These plans include:
 - a) Community risk factor data and priorities
 - b) Dispositional options and priorities
 - c) Community juvenile justice outcomes
 - d) Funding priorities and Request for Proposals
 - e) Funding plan and recommendations
3. **Program Agreements:** Program agreements are submitted on paper for 556 programs in 100 counties. The data is entered into a database at the Department and includes program identification and budget information only. Program agreements provide information on:
 - a) Budget revenues and expenditures
 - b) Client population
 - c) Risk Factors
 - d) Measurable objectives
 - e) Program operation
4. **Monitoring Reports:** Each JCPC conducts program monitoring using a standard monitoring instrument. The JCPC uses these reports to review local program operation. The Department does not collect these reports. Court counselors complete program reviews and submit to the JCPC to report on program services provided to youth who are referred by the court.

- **Current Information Reported through Juvenile Risk and Needs Assessments:** This information is relevant only for juveniles who are adjudicated by the court. These instruments enable judges and court counselors to help provide the most appropriate disposition and treatment options for a juvenile. Both risk and needs assessments are completed prior to a disposition hearing, either before or after

adjudication. Since July 2001, data for risk assessments has been collected on an electronic database. Data for needs assessments will be collected electronically in the new Juvenile Information System (see below).

1. Risk Assessment: The Risk Assessment is composed of nine items that describe delinquency history or behavior. Each of the items has a strong statistical relationship to juvenile recidivism. The nine risk items are summed and the risk classification assigned based on the juvenile's total risk score. Thus, the risk classification of the juvenile is based on the juvenile's total risk score. High-risk juvenile offenders are more likely to re-offend than low risk juveniles.
2. Needs Assessment: The Needs Assessment is a structured instrument, which asks court counselors to systematically identify the needs of a juvenile in 10 different domains. The needs in the juvenile's family are also assessed. The Needs Assessment is reviewed no less than every 90 days while a juvenile is being supervised. The item scores are summed to a total needs score and a corresponding needs classification is assigned. The instrument is structured to encourage consistent and reliable assessments by different court counselors who may be scoring the same juvenile.

- **Information to be Collected through New Juvenile Information System:**

The Department has issued a request for proposals for software that will enable it to design a web-based information system to collect data on juveniles in the State's juvenile justice system. The information system will automate some of the business processes that staff now accomplish manually and will collect data on juveniles served. The system begins with the juvenile court during FY 2002-03 and will collect some of the data that can be used in the evaluation of JCPC programs.

For example, the project's schedule for FY 2002-03 includes the objectives listed below:

1. Processing risk and needs data
2. Capturing resources used/attempted
3. Capturing intake diversion history
4. Capturing court actions/recommendations
5. Capturing information for the Juvenile Family Data Sheet (social history)

Juvenile-Family Data Sheet: The Juvenile-Family Data Sheet provides an overview of the juvenile's court history including resources used/attempted, intake diversion, and offenses adjudicated/not adjudicated/dismissed; and information on family, school, and brief medical/psychological status. Court counselors must complete the Sheet within the first 10 days for intensive probation and the first 30 days for standard probation.

B. Recommendations for Collection of Data: As a result of planning within the Department and in consultation with the Steering Group, data sources and measures for the success factors and effectiveness outcomes have been identified.

DATA SOURCES AND MEASURES FOR SUCCESS FACTORS AND EFFECTIVENESS OUTCOMES

Success Factor 1: Reduce the Use of Alcohol or Controlled Substances

Data Sources and Measures:

- 1a. Needs Assessment: See Item Y4. “Substance Abuse within Past 12 Months.” This question asks if there is no known use, some use requiring further assessment, or substance abuse requiring assessment and/or treatment.”
- 1b. Client Tracking Form: (1) Item #16 “Referral Reasons” will be modified to include “Referral for Substance Abuse Services.” The program will indicate if the child has been referred for prevention or intervention treatment. The Department will have data on whether or not children referred for services successfully completed the program. (2) Item #23 “Referrals to Other Services During Client Stay in Program” will be modified to add “Substance Abuse Services.”
- 1c. JCPC Annual Plan: As part of their planning process, JCPCs assess the extent to which community drug and alcohol use is a Community Risk Factor in their counties. They also assess the availability of substance abuse treatment (non-residential or residential) as a disposition option.

Success Factor 2: Reduce Subsequent Complaints

Data Sources and Measures:

- 2a. Client Tracking Form: The form indicates new delinquent or undisciplined complaints.
- 2b. New Juvenile Information System: The system will indicate if a complaint was filed.
- 2c. JCPC Annual Plan: JCPCs can track complaint data in their counties to determine trends in frequency and rate.

Success Factor 3: Reduce Violations of Terms of Community Supervision

Data Sources and Measures:

- 3a. Client Tracking Form: The form will be modified to include an item on any violation of the court order.

3b. Juvenile-Family Data Sheet: See “Section II Court History” for information on adjudications for violations.

Success Factor 4: Reduce Convictions for Subsequent Offenses

Note: Adjudications for subsequent delinquency offenses will be measured also.

Data Sources and Measures:

4a. Juvenile-Family Data Sheet: See “Section II Court History” for information on Date of offense and Date of adjudication.

Success Factor 5: Fulfill Restitution to Victims

Data Sources and Measures:

5a. Client Tracking Form: The information for Program Identification and Type indicate successful completion of community service and/or monetary restitution.

5b. New Juvenile Information System: Data will be collected on the amount of restitution, the condition of the restitution, and if a restitution program was involved.

Success Factor 6: Increase Parental Accountability

Parental accountability is defined as the ability of parents to demonstrate responsibility for their children and involvement in services that are provided to their children and to the family.

Data Sources and Measures:

6a. Needs Assessment: See Item F2. “Supervision Skills.” This question assesses level of skills: adequate, marginal, or inadequate.”

6b. Client Tracking Form: (1) Add an Item, “Client Progress During Program with Parental Accountability.” Use five-point scale with 1 = Parental accountability not applicable, 2 = Significant efforts made by parents to promote child’s success, 3 = Some progress made, but problems continued, 4 = Problems unchanged, 5 = Problems intensified.

(2) Add a question to determine if the parents are voluntarily involved in any parenting classes or programs.

6c. New Juvenile Information System: Incorporate a report of whether: 1) The parents were ordered by the court to ensure that their child fulfilled terms of court order and/or that they fulfilled terms if the order pertained directly to them (for example, if the court ordered them to attend classes or a program), 2) The parents were reported

to the court for failure to comply, or 3) The parent were held in contempt for failure to comply with the court order.

- 6d. JCPC Annual Plan: As part of their planning process, JCPCs assess the extent to which family management problems, parent problems, and family conflict/disruption are Family Risk Factors in their counties.

7. Effectiveness Outcome: Support School Success

In addition to discussing data sources and ways to measure the effectiveness of the six Success Factors required by the legislation, the Steering Group felt very strongly about the need for an additional outcome to measure program effectiveness: “Support School Success.” While the legislation does not require standards for measuring the effectiveness of this outcome, the Department agrees that it is very important to address school success. Research has shown that the link between a child’s success in life is directly linked to success in school, both academically and behaviorally. However, it must be noted that the majority of funding that affects children’s success in school is not funding that the Department of Juvenile Justice and Delinquency Prevention controls.

Data Sources and Measures:

- 7a. Needs Assessment: (1) See Item Y2. “School Behavior/Adjustment.” This question asks the court counselor to indicate the severity of problems on a continuum from no problems to minor, moderate, and serious. (2) See Item Y3. “General Academic Functioning.” This question asks the court counselor to indicate whether the child is functioning below, at, or above grade level. The question also provides information on exceptional children’s needs.
- 7b. Client Tracking Form: This form provides information on a five-point scale regarding progress with school behavior. It also provides frequency of out-of-school suspensions during program participation compared with the frequency prior to program admission. See Item #21, “Client Progress During Program: with School” and Item #25, “Problems during program.”
- 7c. JCPC Annual Plan: As part of their planning process, JCPCs assess the extent to which disruptive school environments are a serious School Level Risk Factor in their counties. JCPCs also assess the availability of Educational Day Programs as a disposition option.

REFINEMENT OF PRELIMINARY PLAN

The Department recommended to the Steering Group and they agreed that this Progress Report should serve as the Preliminary Plan for collecting data to measure the effectiveness of JCPC-funded programs. The rationale for this approach is that the Preliminary Plan should be reviewed with JCPCs for their input. As the legislatively-mandated authority in each county, the local JCPC has the primary responsibility for

planning to reduce juvenile crime and delinquency and evaluating the performance of the programs it funds. The Department is developing a process for the most effective means by which JCPCs will be informed about the legislative requirement and the Department's plans for collecting data on the juveniles that they serve. This collaborative process with JCPCs is critical for obtaining needed feedback on the Preliminary Plan.

The Steering Group identified two additional effectiveness outcomes to measure program effectiveness. They are "Support improvement of child's life skills" and "Help children connect to supportive community structures." The Department will develop plans for the collection of data and effectiveness measures related to these outcomes in cooperation with JCPCs as part of its refinement of the Preliminary Plan.

TIMELINE FOR COMPLETION OF PLAN

See below the schedule for the Department to submit the final report on the plan to develop a system to collect and report on the effectiveness of JCPC-funded programs.

April 1 – May 15:

- Department reviews Preliminary Plan with JCPCs for their input.
- Department develops mechanisms to begin preliminary implementation of data collection on success factors and effectiveness outcomes.

June 15:

- Steering Group reviews updated Preliminary Plan.

June 30:

- Department submits Final Report on the progress of the establishment of the system to the Legislature.

ADDENDUM

Recommendations to the General Assembly

As a result of discussions by the Steering Group and among Central Office staff, the NC Department of Juvenile Justice and Delinquency Prevention has two recommendations for consideration by the General Assembly. Implementation of these recommendations would require additional resources.

Recommendation One: The Need to Track Juvenile Delinquency with Adult Crime

The legislative requirement does not address tracking of juveniles who exit the juvenile justice system. Currently, there are no mechanisms or resources to create these mechanisms for follow-up of juveniles. If we want to measure longitudinal effectiveness of programs that serve juveniles, a system for collecting data to track this information is necessary. The ultimate benchmark of success with this population of juveniles is their lack of involvement in adult court. A major question to be answered is, "How can links be made between the juvenile justice system and the adult system?"

If resources were available, an initial step for accomplishing this goal could be for the Department to check adult records by comparing data on juveniles with adult records at the Administrative Office of the Courts, Department of Corrections, and Division of Criminal Investigation within the State Bureau of Investigation.

Recommendation Two: The Need for Stratified Random Sampling of JCPC Programs

With sufficient resources, a research project could be designed to measure the effectiveness of the six Success Factors by using a random sampling of JCPC-funded programs and of the Department's other programs including youth development centers, detention centers, and Eckerd Wilderness Camps. Data would be collected to measure reduction of alcohol/controlled substance use, subsequent complaints, and convictions for subsequent offenses; fulfillment of restitution to victims; and increase in parental accountability.

Appendix A

JUVENILE JUSTICE DISPOSITION CHART AND DISPOSITIONAL ALTERNATIVES

OFFENSE	DELINQUENCY HISTORY		
	LOW 0 - 1 pts.	MEDIUM 2 - 3 pts.	HIGH 4+ pts.
VIOLENT (A-E Felonies)	<p style="text-align: center;"><u>LEVEL 2</u></p> <ol style="list-style-type: none"> 1. Eckerd Wilderness Camp 2. Structured Day Program 3. Community Service (up to 200 hrs) 4. Restitution (+\$500) 5. Regimented Training Program 6. Intensive Supervision Probation 7. House Arrest with/without EM 8. Multi-purpose Group Home 9. Residential Placement in treatment facility or group home 10. Placement in an intensive nonresidential treatment program or intensive substance abuse program 11. Short-term Secure Confinement (up to 14 days) <p style="text-align: center;"><u>LEVEL 3</u></p> <ol style="list-style-type: none"> 1. Commitment 	<p style="text-align: center;"><u>LEVEL 3</u></p> <ol style="list-style-type: none"> 1. Commitment 	<p style="text-align: center;"><u>LEVEL 3</u></p> <ol style="list-style-type: none"> 1. Commitment
SERIOUS (F-I Felonies and A1 Misd.)	<p style="text-align: center;"><u>LEVEL 1</u></p> <ol style="list-style-type: none"> 1. Community-Based Program 2. Victim-Offender Reconciliation Program 3. Community Service (up to 100 hrs) 4. Restitution (up to \$500) 5. Suspension of driver's license 6. Curfew 7. Counseling, incl. intensive SA treatment 8. Vocational or Educational Program 9. Regular Probation 10. Residential Placement with relative or group home 11. Intermittent Confinement (up to 5 days) 12. Fine 13. Eckerd Wilderness Camp 14. Structured Day Program <p style="text-align: center;"><u>LEVEL 2</u></p> <ol style="list-style-type: none"> 1. Eckerd Wilderness Camp 2. Structured Day Program 3. Community Service (up to 200 hrs) 4. Restitution (+\$500) 5. Regimented Training Program 6. Intensive Supervision Probation 7. House Arrest with/without EM 8. Multi-purpose Group Home 9. Residential Placement in treatment facility or group home 10. Placement in an intensive nonresidential treatment program or intensive substance abuse program 11. Short-term Secure Confinement (up to 14 days) 	<p style="text-align: center;"><u>LEVEL 2</u></p> <ol style="list-style-type: none"> 1. Eckerd Wilderness Camp 2. Structured Day Program 3. Community Service (up to 200 hrs.) 4. Restitution (+\$500) 5. Regimented Training Program 6. Intensive Supervision Probation 7. House Arrest with/without EM 8. Multi-purpose Group Home 9. Residential Placement in treatment facility or group home 10. Placement in an intensive nonresidential treatment program or intensive substance abuse program 11. Short-term Secure Confinement (up to 14 days) 	<p style="text-align: center;"><u>LEVEL 2</u></p> <ol style="list-style-type: none"> 1. Eckerd Wilderness Camp 2. Structured Day Program 3. Community Service (up to 200 hrs) 4. Restitution (+\$500) 5. Regimented Training Program 6. Intensive Supervision Probation 7. House Arrest with/without EM 8. Multi-purpose Group Home 9. Residential Placement in treatment facility or group home 10. Placement in an intensive nonresidential treatment program or intensive substance abuse program 11. Short-term Secure Confinement (up to 14 days) <p style="text-align: center;"><u>LEVEL 3</u></p> <ol style="list-style-type: none"> 1. Commitment

JUVENILE JUSTICE DISPOSITION CHART AND DISPOSITIONAL ALTERNATIVES (continued)

OFFENSE	DELINQUENCY HISTORY		
	LOW 0 - 1 pts.	MEDIUM 2 - 3 pts.	HIGH 4+ pts.
MINOR (1, 2 & 3 Misd.)	<p align="center">LEVEL 1</p> <ol style="list-style-type: none"> 1. Community-Based Program 2. Victim-Offender Reconciliation Program 3. Community Service (up to 100 hrs) 4. Restitution (up to \$500) 5. Suspension of driver's license 6. Curfew 7. Counseling, incl. intensive SA treatment 8. Vocational or Educational Program 9. Regular Probation 10. Residential Placement with relative or group home 11. Intermittent Confinement (up to 5 days) 12. Fine 13. Eckerd Wilderness Camp 14. Structured Day Program 	<p align="center">LEVEL 1</p> <ol style="list-style-type: none"> 1. Community-Based Program 2. Victim-Offender Reconciliation Program 3. Community Service (up to 100 hrs) 4. Restitution (up to \$500) 5. Suspension of driver's license 6. Curfew 7. Counseling, incl. intensive SA treatment 8. Vocational or Educational Program 9. Regular Probation 10. Residential Placement with relative or group home 11. Intermittent Confinement (up to 5 days) 12. Fine 13. Eckerd Wilderness Camp 14. Structured Day Program <p align="center">LEVEL 2</p> <ol style="list-style-type: none"> 1. Eckerd Wilderness Camp 2. Structured Day Program 3. Community Service (up to 200 hrs) 4. Restitution (+\$500) 5. Regimented Training Program 6. Intensive Supervision Probation 7. House Arrest with/without EM 8. Multi-purpose Group Home 9. Residential Placement in treatment facility or group home 10. Placement in an intensive nonresidential treatment program or intensive substance abuse program 11. Short-term Secure Confinement (up to 14 days) 	<p align="center">LEVEL 2</p> <ol style="list-style-type: none"> 1. Eckerd Wilderness Camp 2. Structured Day Program 3. Community Service (up to 200 hrs) 4. Restitution (+\$500) 5. Regimented Training Program 6. Intensive Supervision Probation 7. House Arrest with/without EM 8. Multi-purpose Group Home 9. Residential Placement in treatment facility or group home 10. Placement in an intensive nonresidential treatment program or intensive substance abuse program 11. Short-term Secure Confinement (up to 14 days)

Appendix B

Steering Group Members

Dr. Ron Anderson, JCPC Representative, Wake County Public Schools
Gwendolyn Chunn, Juvenile Justice Institute
Debbie Dawes, Sentencing and Policy Advisory Commission
Kathy Dudley, Dept. of Juvenile Justice and Delinquency Prevention (DJJDP):
 Prevention/Intervention Division
Becky Ebron, Sentencing and Policy Advisory Commission
Dr. Abel Ekpunobi, Juvenile Justice Institute
Alex Fonvielle, JCPC Program Representative
Ken Foster, DJJDP: Special Initiatives Division
Linda Golden, DJJDP: Information Services Division
Randy Graham, DJJDP: Chief Court Counselor, Robeson County
Donn Hargrove, DJJDP: Prevention/Intervention Division
Cindy Holmes, DJJDP: Prevention/Intervention Consultant
Dr. Buddy Howell, Citizen/Consultant
Susan Katzenelson, Sentencing and Policy Advisory Commission
Gary Kearney, DJJDP: Information Services Division
James Klopovic, Governor's Crime Commission
Nancy Lowe, DJJDP: Information Services Division
Roshanna Parker, Governor's Crime Commission
Donald Pinchback, DJJDP: Court Counselor Supervisor
Joel Rosch, Terry Sanford Institute for Academic Research
Deborah Webb, DJJDP: Information Services Division
Susan Whitten, DJJDP: Prevention/Intervention Division
Doug Yearwood, Governor's Crime Commission
Michelle Zechmann, Governor's Crime Commission

Appendix C

NORTH CAROLINA Department Of Juvenile Justice And Delinquency Prevention CLIENT TRACKING

ADMISSION DATA:

1. county	2. admission date mm dd yy 1 6	3. program ID 7 12	4. client ID 13 22	5. referral date mm dd yy 23 28
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6. referral source <input type="checkbox"/> 29 1-Juvenile Court 2-DSS 3-School 4-Mental Health 5-Law Enforcement 6-Parent/Guardian 7-Self 8-Clergy 9-Other A-Detention B-Eckard Camp	7. legal status <input type="checkbox"/> 30 1-Youth-at-Risk 2-Intake/Diverted 3-Petition Filed 4-Adjudicated 5-Court Supervision 6-Probation 7-Aftercare 8-Referred from Superior Court
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8. age 31 32	9. race 33	1. White 2. Black 3. Indian	4. Other 5. Unknown	10. sex 34	1. Male 2. Female	11. action taken 35	1. Accepted 2-Approved (waiting list) 3-Disapproved (answer #12) 4-Did Not Participate	12. disapproval reason 36	1-Does Not Meet Admission Criteria 2-Program Full 3-Other
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13. previous referrals to program (code actual no.) 37	14. Living Arrangements at Time of Placement 38 39 01-Both parents 02-Mother & stepfather 03-Father & stepmother 04-Mother only	05-Father Only 06-Other Relative(s) 07-Foster Care 08-Group Home 09-Institution (child caring)	10-Institution (training & sch) 11-Independent Living 12-Secure Detention 13-Other (specify) 99-Unknown
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15. Problems, year prior to placement (code actual number) 40 41 42 43 Court Referral Runaway Suspend/Expel Secure Custody	16. referral reasons (code up to two from the following) 44 45 46 47 01-Delinquency (property crime) 02-Delinquency (person crime) 03-Delinquency (victimless crime) 04-Runaway 05-Truancy 06-Ungovernable 07-Neglected 08-Dependent 09-Abused 10-Push Out 11-Other (specify)
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TERMINATION DATA:

17. termination date mm dd yy 48 53	18. termination reason 54 1-Successful Completion 2-Did not Adjust 3-Runaway 4-Removed, Court Action 5-Removed by Parents 6-Family Relocated 7-Other (specify) 9-Unknown
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19. termination placement 55 1-Home 2-Placed, Relatives 3-Foster Care, DSS 4-Group Home 5-Institution (child caring) 6-Institution (training school) 7-Independent Living 8-Other (specify) 9-Unknown

CLIENT PROGRESS DURING PROGRAM:

20. with juvenile court 56 1-No Problems at Referral or Since 2-No New Problems 3-Minor Violations Only 4-New Status Offense Petition(s) 5-New Delinquency Petition/Warrant	21. with school 57 1-No Problems at Referral or Since 2-Problems Eliminated 3-Problems Reduced 4-Problems Unchanged 5-Problems Intensified	22. with home situation 58 1-No Problems at Referral or Since 2-Problems Eliminated 3-Problems Reduced 4-Problems Unchanged 5-Problems Intensified
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23. referrals to other services during client stay in program (0-not referred; 1-referred; 9-unknown)											
HealthCare public	Private physician	Dental Care	Mental Health	Social Services	Recreation	Vocational Training	Job placement	Volunteer services	Exception, Child-ser	Alter, EducProg	Other (specify)
59	60	61	62	63	64	65	66	67	68	69	70

24. School status 71 1-Enrolled 2-Dropped Out 3-Expelled 4-Graduated	25. problems during program (code actual number) 72 73 74 75 Court Referral Runaway Suspend/expel Secure Custody	26. days of service 76 78
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ROUTING Pink copy - to DJJP Area Office upon admission; Yellow copy - to DJJP Area Office upon termination;
White copy - Retain in program files

Appendix D

COMMUNITY PLANNING DOCUMENT Juvenile Crime Prevention Annual Planning Outline

Organization JPCP Organization and Community Involvement

Phase I Community Assessment Results

- A. Risk Factor Assessment
- B. Risk Factor Prioritization Worksheet
- C. Intermediate/Community Dispositional Options Assessment
- D. Intermediate/Community Dispositional Options Prioritization Worksheet

Phase II Resource Assessment Results

- A. Prevention Resource Assessment
- B. Intermediate/Community Dispositional Options Resource Assessment
- C. Gaps, Issues, Barriers Resource Assessment

Phase III Outcomes and Priorities Results

- A. Juvenile Justice Outcomes
- B. Risk and Protective Factor Outcomes
- C. JPCP Funding Priorities

Phase IV Programs and Recommendations

- A. DJJDP Funding Plan
- B. Program Descriptions
- C. Summary of Recommended Program –Non Funded
- D. Program Description
- E. Additional Recommendations

Appendices

- A. JPCP Membership Roster
- B. Acknowledgements
- C. Community Involvement in JPCP Planning Process

New Program:

Request For Continuation:

DEPARTMENT OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION
INTERVENTION/PREVENTION DIVISION
2002-2003
PROGRAM AGREEMENT

SECTION I

County: _____

Area: _____

Multi-components: Yes No

Name of Program: _____

DJJDP Program Funding #: _____

Funding Period: _____

PROGRAM COMPONENTS

<u>DJJDP COMPONENT ID#</u>	<u>NAME OF COMPONENT</u>	<u>PROGRAM TYPE</u>	<u>TOTAL COST OF EACH COMPONENT</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
TOTAL COST OF COMPONENTS			_____

Sponsoring Agency:

Please check type: Public
Non-Profit Federal ID# _____

Program Manager name & address (*same person on signature page*)

Name: _____ Title: _____

Address: _____ City: _____ NC Zip: _____

Phone: () - _____ Fax: () - _____

Email address: _____

Contact Person (*if different from program manager*)

Name: _____ Title: _____

Address: _____ City: _____ NC Zip: _____

Phone: () - _____ Fax: () - _____

Email address: _____

Program Fiscal Officer (*should not be program manager*)

Name: _____ Title: _____

Address: _____ City: _____ NC Zip: _____

Phone: () - _____ Fax: () - _____

Email address: _____

SECTION II

Multi-Components: Yes No

If YES, please attach Program Component Evaluation Information, Component Summary, and Component Narrative pages for each component. These additional pages are available from the JCPC web site (Additional Component Pages for PA 2002-03 in Word).

PROGRAM COMPONENT EVALUATION INFORMATION

Component Service Statistics

Component Name _____ **ID#** _____

Client Capacity _____ Anticipated Average Length of Stay _____ days

Estimated number of youth to be served during funding period _____

Component Cost _____ Estimated average cost per youth _____

Applies to continuation programs only

Actual number of youth admitted last fiscal year: _____
 _____ # of admissions Juvenile Court referred, _____ % of total admissions.
 _____ # of law enforcement referred, _____ % of total admissions.

Program uses Client Tracking Forms Program Uses Quarterly & Annual Program Review

Evaluation of Measurable Objectives (first six months of current fiscal year)

Applies to continuation programs only

Please list each Measurable Objective in your current program agreement and indicate the degree to which your program has been successful in achieving each. These objectives should include reductions in court referrals, runaway behavior, disruptive behavior in school, and improvement in school attendance and academic achievement. (Use data from program operation through December 31st of current funding year.)

MEASURABLE OBJECTIVES

6 MONTH RESULTS

Recidivism

Describe how program will obtain and analyze data to determine the court involvement of clients one year following termination from the program.

SECTION III

COMPONENT SUMMARY (Attach for each component)

Statement of the Problem(s): *In concise terminology, describe the juvenile justice problem(s) the program intends to address and how these services meet the needs identified in the JCPC Annual Plan.*

Priority Risk Factor(s) Addressed: *State how the program will address the priority risk factor(s) identified by the JCPC.*

Program Goals: *State the effect that the program is designed to have on solving the problem(s) described above.*

Target Population: *Describe the target population and the steps that the program has taken to insure that the target population is served.*

Measurable Objective(s): *State in measurable terms the intended effect of the program on specific undisciplined and/or delinquent behaviors. At a minimum, state anticipated reductions in court referrals, runaway behavior, disruptive behavior at school, anticipated improved school attendance and academic achievement. These objectives must include **participant outcomes** and may include **program outcomes**.*

Information Maintained for Effectiveness Measurement: *List the data elements and records the program will maintain to document its effectiveness.*

SECTION IV

COMPONENT NARRATIVE (Attach for each component)

Briefly describe what the program expects to achieve and why. The narrative should address each of the following items (1) Identify the staff and their responsibilities to the program, (2) describe the physical facilities in which the services will be delivered, (3) discuss any areas of concern that could affect the success of the program, (4) discuss why these resources used in the manner described should be expected to alter inappropriate behavior, (5) describe the referral, screening and admissions procedures, (6) describe the means of working with youth and families, (7) describe the protective factors the program will use to address the identified risk factors, (8) describe the daily program activities, (9) describe the termination procedures, and (10) describe the interaction with juvenile court.

SECTION VI

Program: _____

Fiscal Year _____

Number of months _____

	Cash	In-Kind	Total
I. Personnel Services			
120 Salaries & Wages	_____	_____	_____
180 Fringe Benefits	_____	_____	_____
190 Professional Services	_____	_____	_____
II. Supplies & Materials			
210 Household & Cleaning	_____	_____	_____
220 Food & Provisions	_____	_____	_____
230 Education & Medical	_____	_____	_____
240 Construction & Repair	_____	_____	_____
250 Vehicle Supplies & Materials	_____	_____	_____
260 Office Supplies & Materials	_____	_____	_____
280 Heating & Utility Supplies	_____	_____	_____
290 Other Supplies & Materials	_____	_____	_____
III. Current Obligations & Services			
310 Travel & Transportation	_____	_____	_____
320 Communications	_____	_____	_____
330 Utilities	_____	_____	_____
340 Printing & Binding	_____	_____	_____
350 Repairs & Maintenance	_____	_____	_____
370 Advertising	_____	_____	_____
380 Data Processing	_____	_____	_____
390 Other Services	_____	_____	_____
IV. Fixed Charges & Other Expenses			
410 Rental of Real Property	_____	_____	_____
430 Equipment Rental	_____	_____	_____
440 Services & Maint. Contracts	_____	_____	_____
450 Insurance & Bonding	_____	_____	_____
490 Other Fixed Charges	_____	_____	_____
V. Capital Outlay			
510 Office Furniture & Equipment	_____	_____	_____
530 Educational Equipment	_____	_____	_____
540 Motor Vehicle	_____	_____	_____
550 Other Equipment	_____	_____	_____
580 Buildings, Structures & Improv.	_____	_____	_____
Total			

SECTION VII

PROVISIONS

Indemnification and Hold Harmless

The program manager agrees to at all times during the term of this agreement to indemnify and hold harmless the Department of Juvenile Justice and Delinquency Prevention against liability, loss, damages, costs, or expense which the Department of Juvenile Justice and Delinquency Prevention may be requested to pay by reason of any client's suffering personal injury, death, or property loss, or damage either while participating in or receiving from the program services to be furnished by the program under this agreement, operated, leased, chartered or otherwise contracted for by the program or any employee who is furnishing services called for under this agreement; provided, however, that the provisions of the paragraph shall not apply to liabilities caused by or resulting from the acts of the Department of Juvenile Justice and Delinquency Prevention or any of its officers, employees, agents or representatives.

Grantee Audit Requirement

If your program is receiving, using, or expending \$25,000, or more, in combined state and federal funds, which includes federal pass through funds, through this program agreement or in combination with other state agencies and/or state universities, an audit or statement of receipts and expenditures is required of your basic financial statements as provided by N.C.G.S. 143-6.1. Said audit or statement must be prepared in conformity with general accepted auditing standards, standards for financial audits contained in "Government Auditing Standards" issued by the Comptroller General of the United States, and the requirements of the appropriate Office of Management and Budget (OMB) Circular. Audits of governmental entities must meet requirements of OMB Circular A-128 and, if a local government entity, the NC Single Audit Implementation Act of 1987. Audits of non-governmental entities, both for-profit and not-for-profit, must meet requirements of OMB Circular A-133. The audit report is to be submitted to the Department of Juvenile Justice and Delinquency Prevention, the appropriate county finance office, and to other recipients as appropriate, within six months after the end of your program's fiscal year. If your program is a non-governmental entity, a copy of the audit report should also be sent to the Office of the State Auditor in compliance with N.C.G.S. 143.6.1. A corrective action plan for any audit finding should be submitted with the audit report.

Civil Rights Compliance

For the duration of the Program Agreement, the program agrees to comply with Title VII of the Civil Rights Act of 1964 and all requirements imposed by federal regulations issued pursuant to that Title.

Termination

This agreement may be canceled at any time by either the Department of Juvenile Justice and Delinquency Prevention, county commissioners, or the program manager, with cause, upon at least 30 days notice, in writing, and delivered by registered mail with return receipt requested or in person, or by mutual consent of all parties.

Acknowledgment

As a term of this agreement the recipient agrees to indicate the program was funded in whole or in part by the North Carolina Department of Juvenile Justice and Delinquency Prevention in publicity and program materials.

SECTION VIII

SOURCES OF PROGRAM REVENUE (ALL SOURCES)

_____ 10% 20% 30%
 DJJDP/JCPC Funds Required Local Match (please check one)

_____ County Cash _____ Specify Source(s)

_____ Local Cash _____ Specify Source(s)

_____ Local In-Kind _____ Specify Source

_____ Other _____ Specify Source

_____ Other _____ Specify Source

_____ Other _____ Specify Source

_____ Total _____

Revenue, Budget Narrative and Budget Information Totals must be equal

Total Budget and Total Component Costs (from page 1) must be equal

This document has been reviewed and recommended for funding.

This is to certify that the Department of Juvenile Justice and Delinquency Prevention funds in this Program Agreement will not be used to duplicate or to supplant other programs whose primary intent is to provide community based alternatives for delinquents, undisciplined youth or youth at risk of juvenile delinquency.

This agreement may be terminated in whole or in part by the Department of Juvenile Justice and Delinquency Prevention in the event that state or federal funds which have been allocated to the Department of Juvenile Justice and Delinquency Prevention are eliminated or reduced to such an extent that, in the sole determination of the Department, continuation of the obligations at the levels stated herein may not be maintained.

Conclusion

We, the undersigned agree to comply with all **Provisions** of this agreement, including the Indemnification and Hold Harmless, Grantee Audit Requirement, Civil Rights Compliance, Termination and Acknowledgement found on the Provision page of this agreement and with the policy guidelines for the Community Based Alternatives Program as codified in the North Carolina Administrative Procedures 9 NCAC 5C and 9 NCAC 5D.

_____ Secretary, Department of Juvenile Justice and Delinquency Prevention _____ Date

_____ Chairman, Board of County Commissioners _____ Date

_____ Juvenile Crime Prevention Council, Chair _____ Date

_____ Program Manager _____ Date

Appendix F

DEPARTMENT OF JUVENILE JUSTICE & DELINQUENCY PREVENTION JCPC LOCAL MONITORING REPORT

County _____ Date _____
 Evaluation Period Beginning _____ Evaluation Period Ending _____

Program Name		Program ID#	
Program Type	click for list	Sponsoring Agency	
Mailing Address		Telephone #	
Persons Interviewed			
Monitoring Team			

REVIEW ITEMS	YES	NO	COMMENTS
Approved Program Agreements and Revisions on file and current?	<input type="checkbox"/>	<input type="checkbox"/>	
COMPLIANCE WITH PROGRAM AGREEMENT			
Is target population served as defined in Program Agreement?	<input type="checkbox"/>	<input type="checkbox"/>	
List number served to date			
List current caseload number			
Acceptable achievement of measurable objectives?	<input type="checkbox"/>	<input type="checkbox"/>	
Is information maintained for effective measurement of objectives?	<input type="checkbox"/>	<input type="checkbox"/>	
Are measurement tools being utilized to determine effectiveness of the program?	<input type="checkbox"/>	<input type="checkbox"/>	
Overall programming operations and activities are consistent with the Program goal?	<input type="checkbox"/>	<input type="checkbox"/>	
PROGRAM OPERATION			
Are program staffing patterns currently consistent with the Program Agreement?	<input type="checkbox"/>	<input type="checkbox"/>	
Have there been any staff vacancies this year?	<input type="checkbox"/>	<input type="checkbox"/>	
Are the physical facilities adequate and the same as defined in the Program Agreement?	<input type="checkbox"/>	<input type="checkbox"/>	
Are screening, admission, and termination procedures in place as described in the Program Agreement?	<input type="checkbox"/>	<input type="checkbox"/>	
Are program services consistent with the description within the Program Agreement?	<input type="checkbox"/>	<input type="checkbox"/>	
Is the program maintaining regular interaction with Court Counseling Staff as described in the Program Agreement?	<input type="checkbox"/>	<input type="checkbox"/>	
Is the Court Counseling Staff Program Review and Comment Sheet attached?	<input type="checkbox"/>	<input type="checkbox"/>	
FINANCIAL			
Are expenditures and revenues consistent with the Program Agreement?	<input type="checkbox"/>	<input type="checkbox"/>	
List the Revenue earned Year to Date			
List the Expenditures Year to Date			
REFERRALS			
List # of referrals from Juvenile Court			
List # of referrals from Law Enforcement			
List # of referrals from other sources			

SUMMARY OF COURT COUNSELOR'S REVIEW AND COMMENT SHEET

OTHER PERTINENT INFORMATION

Program Strengths

Program Weaknesses

RECOMMENDATIONS

This program is recommended for consideration for continued funding (check one)

- YES without conditions
- YES with conditions as noted below
- NOT recommended for consideration for continued funding

COMMENTS/CONDITIONS

CONSULTANT MONITORING

A Consultant's Monitoring is recommended/requested for this program.

- YES
- NO

OVERALL SUMMARY AND CONCLUSIONS

Signature: Monitoring Subcommittee Chair

Signature and Date

Appendix G

North Carolina Assessment Of Juvenile Risk Of Future Offending

Juvenile Name (F, M, L)		DOB:
SS#:	County of Residence:	
Juvenile Race: <input type="checkbox"/> White <input type="checkbox"/> Black <input type="checkbox"/> Native American <input type="checkbox"/> Latino <input type="checkbox"/> Asian <input type="checkbox"/> Multi-		
Juvenile Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female		
Date Assessment Completed:		Completed by:

Instructions: Complete each assessment item R1 to R9 using the best available information. Circle the numeric score associated with each item response and enter it on the line to the right of the item. Total the item scores to determine the level of risk and check the appropriate risk level in R10. Identify the most serious current offense in R11. Assessment items R1-R5 are historical in nature and should be answered based on the juvenile's lifetime. Items R6 and R7 should be evaluated over the 12 months prior to the assessment. R7-R9 should be evaluated as of the time of the assessment. Use the Comments section at the end as needed for additional information or clarification.

R1. Age when first delinquent offense alleged in a complaint. Circle appropriate score and enter the actual age.

		Score
a. Age 12 or over or no delinquent complaint	0	
b. Under age 12	2	
Actual age:		

R2. Number of undisciplined or delinquent referrals to Intake (Referrals are instances of complaints coming through the Intake process. A referral may include multiple complaints; for example, breaking or entering and larceny, or multiple larcenies or other offenses that occur at one time.)

a. Current referral only	0	
b. 1 Prior referral	1	
c. 2-3 Prior referrals	2	
d. 4+ Prior referrals	3	

R3. Most serious prior adjudication(s). Enter the actual number of prior adjudications for each class of offense shown in b through e then circle the score for only the most serious offense for which there has been a prior adjudication. The maximum possible score for this item is 4.

a. No Prior Adjudications			0
b. Prior Undisciplined	# of adjudications:		1
c. Prior Class 1-3 misdemeanors	# of adjudications:		2
d. Prior Class F-I felonies or A1 misdemeanors	#of adjudications:		3
e. Prior Class A-E felonies	#of adjudications:		4

R4 Prior Assaults: "Assault" is defined as any assaultive behavior, whether physical or sexual, with or without a weapon as evidenced by a prior delinquent complaint. Record the number of complaints for each assault category shown. Then circle the score for the assault category with the highest numerical score. The maximum possible score for this item is 5.

a. No assaults			0
b. Involvement in an affray	# of complaints:		1
c. Yes, without a weapon	# of complaints:		2

d.	Yes, without a weapon, inflicting serious injury	# of complaints		3
e.	Yes, with a weapon	# of complaints:		4
f.	Yes, with a weapon inflicting serious injury	# of complaints:		5

R5. Runaways (from home or placement): “Runaway” is defined as absconding from home or any placement and not voluntarily returning within 24 hours as evidenced by a complaint, motion for review, or from reliable information. Circle appropriate score.

a.	No		0
b.	Yes		2
Actual number of runaway incidents			

R6. Known use of alcohol or illegal drugs during past 12 months: Do not include tobacco in scoring this item. Circle appropriate score.

a.	No known substance use		0
b.	Some substance use, need for further assessment		1
c.	Substance abuse, assessment and/or treatment needed		3

R7. School behavior problems during the prior 12 months. Circle appropriate score.

a.	No problems (Enrolled, attending regularly)		0
b.	Minor problems (attending with problems handled by teacher/school personnel, or 1-3 unexcused absences/truancy)		1
c.	Moderate problems (4 to 10 unexcused absences /truancy, or 1 or more in-school suspensions or 1 short-term suspension – up to 10 days)		2
d.	Serious problems (more than 1 short-term suspension, or 1 or more long-term suspension, or more than 10 unexcused absences or expelled/dropped out)		3

R8. Peer relationships: Circle appropriate score. Put check in the line following appropriate information.

a.	Peers usually provide good support and influence		0
b.	Youth is rejected by pro-social peers ____, or youth sometimes associates with others who have been involved in delinquent/ criminal activity but is not primary peer group ____.		1
c.	Youth regularly associates with others who are involved in delinquent/criminal activity		3
d.	Youth is a gang member ____ or associates with a gang ____.		5

R9. Parental supervision: (Score the current responsible parental authority). Circle appropriate score.

a.	Parent, guardian or custodian willing and able to supervise		0
b.	Parent, guardian or custodian willing but unable to supervise		2
c.	Parent, guardian or custodian unwilling to supervise		3

R10.

TOTAL RISK SCORE	
-------------------------	--

R10.

Check Risk Level: Low risk (0-7) Medium Risk (8-14) High Risk (15+)

R11. Completed before or after adjudication: (check) before ____ after ____.

Most serious offense alleged /adjudicated in current complaint/petition		
	Statute number	
Class offense: <input type="checkbox"/> A-E Felony <input type="checkbox"/> F-I Felony, A1 Misdemeanor <input type="checkbox"/> Class 1-3 Misdemeanor <input type="checkbox"/> Undisciplined		

Note: Risk level is to be considered along with the current offense.

COMMENTS:

Appendix H

NORTH CAROLINA ASSESSMENT OF JUVENILE NEEDS

Juvenile Name (F, M, L)	DOB:
SS#:	County of Residence:
Juvenile Race: <input type="checkbox"/> White <input type="checkbox"/> Black <input type="checkbox"/> Native American <input type="checkbox"/> Latino <input type="checkbox"/> Asian <input type="checkbox"/> Multi-racial <input type="checkbox"/> Other	
Juvenile Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	
Date Assessment Completed:	Completed by:

Instructions: Complete each needs assessment item using the best available information. Circle the score associated with the most appropriate item choice and enter the number on the line to the left of the item. Items that are of a current nature should be considered as of the time of the assessment unless a time period for consideration is noted. Assessment items that are historical in nature (Y6 and F5) should be answered based on the juvenile or family member's lifetime. Total the points for all items to determine the total need score and then check the appropriate needs level (low, medium or high). Complete the information source checklist. Finally, identify at least three priority needs for constructing a case plan and appropriate service interventions. Give additional information as needed in the Comments section.

YOUTH NEEDS Score

Y1. Peer Relationships

- _____ 0 a. Peers usually provide good support and influence.
- _____ 2 b. Youth is rejected by pro-social peers.
- _____ 3 c. Youth sometimes associates with others who have been involved in delinquent/criminal activity but this is not a primary peer group.
- _____ 4 d. Youth regularly associates with others who are involved in delinquent/criminal activity.
- _____ 5 e. Youth is a gang member _____ or associates with a gang _____.
- Name of gang _____

Y2. School Behavior/Adjustment

- _____ 0 a. No problems. Youth is attending regularly _____, graduated _____, or has GED _____.
- _____ 1 b. Minor problems. Work effort _____, or disciplinary problems _____ that were handled by classroom teacher/school personnel or 1-3 unexcused absences/truancy _____.
- _____ 3 c. Moderate problems. Youth has 4 to 10 unexcused absences _____, or received 1 or more in-school suspensions _____, or 1 short-term suspension (i.e. less than 10 days)_____.
- _____ 4 d. Serious problems. Youth has dropped out of school _____, or been expelled _____, or received more than one short-term suspension _____, or one long-term suspension (10 days or more) _____, or has more than 10 unexcused absences _____.

Y3. General Academic Functioning

- _____ 0 a. Generally functioning above or at grade level _____, or is placed in appropriate Exceptional Children's program _____.
- _____ 3 b. Generally functioning below grade level. Needs an educational evaluation _____, or has identified Exceptional Children's needs that are unserved _____.
- Check Assessed Exceptional Children's needs: Autism _____, Behaviorally Emotionally Disabled _____, Deaf/Blind _____, Gifted/Talented _____, Hearing Impaired _____, Mentally Disabled _____, Multi-handicapped _____, Orthopedically Impaired _____, Other Health Impaired _____, Pregnant Student _____, Specific Learning Disabled _____, Speech/Language Impaired _____, Traumatic Brain Injury _____, Visually Impaired _____

Y4. Substance Abuse Within Past 12 months (Do not consider tobacco in this item.)

- _____ 0 a. No known substance use.
- _____ 1 b. Some substance use, need for further assessment.
- _____ 3 c. Substance abuse, assessment and/or treatment needed.
- Check all that apply: Denial _____ Refusal of treatment _____
- Unmet need for treatment _____ Prior treatment failures _____ Currently in treatment _____
- Describe substance abuse noted above by type: (check all that apply, leave blank if none)
- Cocaine _____ Amphetamines _____ Opiates _____ Inhalants _____
- Alcohol _____ Cannabinoids _____ Other _____

Y5. Juvenile Parent Status

- 0 a. Juvenile is not a parent.
- 1 b. Juvenile is a parent, but does *not* have custody of child.
- 2 c. Juvenile is a parent ____ or an expectant parent ____ but has adequate childcare support.
- 4 d. Juvenile is a parent ____ or an expectant parent ____ but inadequate childcare support. Number of children _____

Y6. History of Victimization by Caregiver or Others

- 0 a. No history or evidence of physical, sexual, or emotional abuse or neglect or other criminal victimization.
- 2 b. Victimization with appropriate support. History or evidence of physical, sexual, or emotional abuse or neglect or other criminal victimization with appropriate response to protect against subsequent victimization.
- 3 c. Victimization without support. One or more incidents of victimization; failure to protect against subsequent victimization.
Check all that apply to the youth: physical abuse ____, sexual abuse ____, emotional abuse ____, neglect ____, criminal victimization ____, other _____

Y7. Sexual Behavior During Past 12 Months

- 0 a. No apparent problem.
- 2 b. Behavior that needs further assessment such as use of pornography ____, obscene phone calls ____, voyeurism ____, uses sexually explicit language or gestures ____ or other _____.
- 3 c. Engages in sexual practices that are potentially dangerous to self or others ____.
- 4 d. Youth's sexual adjustment/behavior results in victimization of others _____. May use sexual expression/behavior to attain power and control over others _____.

Y8. Mental Health

- 0 a. No need for mental health care indicated.
- 1 b. Has mental health needs that are being addressed.
- 3 c. Behavior indicates a need for additional mental health assessment ____ or treatment ____.
Check all behaviors that apply:
Withdrawn ____ Self mutilation ____ Sad ____ Runs away ____
Confused ____ Hallucinations ____ Anxious ____ Fights ____
Sleep problems ____ Eating problems ____ Angry ____ Restless ____
Risk-taking/impulsive ____ Other _____
Diagnosis (from MH professional) _____

Y9. Basic Physical Needs/Independent Living

- 0 a. Youth is living with parents, guardian or custodian. Basic needs for food, shelter and protection are met.
- 1 b. Youth is in temporary residential care or shelter ____ or living independently with basic needs for food, shelter and protection being met _____.
- 2 c. Youth is living with parents, guardian or custodian. Basic needs are not being met. Food needs not met ____, shelter needs not met ____, protection needs not met ____.
- 3 d. Youth is living independently. Basic needs are not being met. Food needs not met ____, shelter needs not met ____, protection needs not met ____.

Y10. Health & Hygiene (exclude Mental Health Conditions)

- 0 a. No apparent problem.
- 1 b. Youth has medical, ____ dental ____, health/ hygiene education ____ needs which do not impair functioning. **Youth uses tobacco products** ____.
- 2 c. Youth has physical handicap ____ or chronic illness ____ that limits functioning and the condition is being treated.
- 3 d. Youth has physical handicap ____ or chronic illness ____ that limits functioning and the condition is not being treated. Youth does not comply with prescribed medication ____ or has an unmet need for prescribed medication _____.

Juvenile Name (F, M, L) _____ DOB: _____

FAMILY NEEDS: Answer the following questions about the juvenile's primary family. The primary family is the juvenile's natural family or the family unit that the juvenile is living with on a permanent basis. If the juvenile is placed away from home, the questions should be answered about the "family" to which the juvenile will be returning. Make any needed clarifying comments in the comment section.

F1. Conflict in the Home Within Past 12 Months

- _____ 0 a. The home environment is relatively supportive; there are no problems that require outside intervention.
- 2 b. Marital or domestic discord resulting in emotional or physical conflict (without serious injury) with spouse, partner, and/or child(ren) _____. Family members avoid contact with each other _____.
- 4 c. Domestic violence resulting in injury or the involvement of law enforcement and/or domestic violence programs _____. Restraining orders/criminal complaints _____ substantiated abuse _____.
- Check if there is a history of domestic discord _____ or domestic violence _____.

F2. Supervision Skills

- _____ 0 a. Adequate skills. Parent makes rules for youth and generally enforces them; parent attempts to keep track of the child's activities and uses discipline when needed; youth respects parent for the most part.
- 2 b. Marginal skills. Parent may make rules, but has difficulty enforcing them _____ or youth often engages in inappropriate activities without parent's knowledge _____ or parent does not react with necessary sanctions when rules are broken _____ or parents say they are having difficulty controlling the juvenile _____.
- 4 c. Inadequate. Parent supports juvenile's delinquency/independence or excuses it _____ or parent refuses responsibility for youth _____ or abandons youth _____.

F3. Disabilities of Parent, Guardian or Custodian

- _____ 0 a. Parent, guardian or custodian has no known disabilities that interfere with parenting.
- 2 b. Parent, guardian or custodian's ability to provide for youth is impaired by serious mental health disorder _____ or a serious health problem _____ or other disability _____.

F4. Substance Abuse Within the Past 3 Years By Household Members (Do not include juvenile.)

- _____ 0 a. No evidence of alcohol or drug abuse.
- 3 b. One or more household members abuse alcohol or drugs.
- Indicate all that apply: Parent is abuser _____ Sibling is abuser _____
Other household member is abuser _____ Unmet need for treatment _____ Denial _____
Refusal of treatment _____ Prior treatment failures _____ Job loss _____
DWI _____ Other conflict with the law _____ Abusive/destructive behavior _____

Describe substance use/abuse noted above by type (check all that apply, leave blank if none)

Cocaine _____ Amphetamines _____ Opiates _____
Alcohol _____ Cannabinoids _____ Other _____

F5. Family Criminality

- _____ 0 a. No family member (including siblings) has been convicted/adjudicated for criminal acts.
- 1 b. Parents, guardian or custodian and/or siblings have record of convictions/adjudications.
Parent, guardian or custodian conviction _____ Sibling conviction/adjudication _____
- 3 c. Parent, guardian or custodian and/or siblings are currently incarcerated, or are on probation or parole (give relationship and status) _____
_____ or are known gang members _____.

Total Needs Score

Check Needs Level: Low (0-12) Medium (13-22) High (23+)

Sources of information: Check all that apply

Juvenile _____	Mother _____	Father _____	Other Caregiver _____
Sibling _____	Other relative _____	School _____	Victim _____
Neighbor _____	Law Enforcement _____	DSS _____	Mental Health _____
Others _____	_____	_____	_____

ASSESSMENT OF NEEDS COMMENTS:

Appendix I

North Carolina Department of Juvenile Justice & Delinquency Prevention Intervention Prevention Division: Juvenile-Family Data

District ____/____ County

SECTION I

JUVENILE INFORMATION						File No. _____	
<i>First Name:</i>		<i>Name Preferred:</i>		<i>Middle:</i>		<i>Last:</i>	
<i>Date of Birth:</i>		<i>Place of Birth:</i>			<i>Gender:</i> <input type="checkbox"/> Male <input type="checkbox"/> Female		
<i>Social security number:</i>		<i>Race:</i> <input type="checkbox"/> White <input type="checkbox"/> Black <input type="checkbox"/> Native American <input type="checkbox"/> Asian <input type="checkbox"/> Latino <input type="checkbox"/> Multi-racial <input type="checkbox"/> Other					
<i>Hair:</i>	<i>Eyes:</i>	<i>Height:</i>	<i>Weight:</i>	<i>Other identifying marks:</i>			
<i>History of:</i> <input type="checkbox"/> running away <input type="checkbox"/> substance abuse <input type="checkbox"/> sexual offending <input type="checkbox"/> sexual abuse <input type="checkbox"/> assault/aggressive <input type="checkbox"/> N/A							
<i>Comments:</i> <Narrative>							
<i>Street address:</i>			<i>Mailing address (if different from street):</i>			<i>City:</i>	
<i>Zip code:</i>		<i>County:</i>		<i>Telephone:</i>			
<i>Residence:</i> <input type="checkbox"/> House <input type="checkbox"/> Apartment <input type="checkbox"/> Mobile Home <input type="checkbox"/> Other <specify>							
<i>Identifying Factors:</i> <Color, style, # of rooms, etc.>							
<i>Directions to residence from court counselor's office:</i>							
<i>Precautions:</i> <Narrative>							

FAMILY INFORMATION

Legal Custodian	Biological mother <input type="checkbox"/>	Biological father <input type="checkbox"/>	Other <input type="checkbox"/> Relationship:	Other <input type="checkbox"/> Relationship:
<i>Name:</i>				
<i>Address:</i>				
<i>Marital status:</i>				
<i>DOB/Age:</i>				
<i>Medical/ Psychological:</i>				
<i>Employer:</i>				
<i>Shift:</i>				
<i>Telephone:</i>				
Other members of household				
<i>Name</i>	<i>Relationship</i>	<i>DOB/Age</i>	<i>School/Occupation/Other</i>	
		/		
		/		
		/		
		/		

Juvenile's Name:

File #:

Comments: <Narrative>

SCHOOL INFORMATION

<i>School/Educational Placement</i>	<i>Grade/Year</i>	<i>Contact Person</i>	<i>Telephone</i>

Comments: <Narrative i.e., grades, discipline record, attendance record, etc.>

MEDICAL/PSYCHOLOGICAL INFORMATION

Insurance Company <Name>	Policy No. <Number>	Medicaid Case No. <input type="checkbox"/> Yes <input type="checkbox"/> No
Name/Address of Physician <Name> <Address> <City, State Zip>	Name/address of Dentist: <Name> <Address> <City, State Zip>	
Telephone:		Telephone:
<input type="checkbox"/> Allergies <input type="checkbox"/> Diabetes <input type="checkbox"/> Epilepsy <input type="checkbox"/> Glasses <input type="checkbox"/> Head Injury <input type="checkbox"/> Heart Disease <input type="checkbox"/> Speech/Hearing Defects		
Current medications <input type="checkbox"/> Yes <input type="checkbox"/> No	STD <input type="checkbox"/> Yes <input type="checkbox"/> No	Release of Info. <input type="checkbox"/> Yes <input type="checkbox"/> No
	Pregnant <input type="checkbox"/> Yes <input type="checkbox"/> No	Date: <Date>
Hospitalizations <input type="checkbox"/> Yes <input type="checkbox"/> No	Surgeries <input type="checkbox"/> Yes <input type="checkbox"/> No	Psych. Eval. <input type="checkbox"/> Yes <input type="checkbox"/> No
		Date and by whom: <Date> <Name>
Comments: <Narrative>		

RESOURCES USED /ATTEMPTED

<i>Name of resource/program</i>	<i>Date Referred</i>	<i>Date Accepted</i>	<i>Date Discharged</i>	<i>Results/Comments</i>

INTAKE DIVERSION HISTORY None

<i>Offense(s) Alleged</i>	<i>GS #</i>	<i>Class</i>	<i>Date of Decision</i>	<i>Diversion Outcome</i>	<i>Date of Completion</i>

Section I Completed by:

Signature of Court Counselor

Date

SECTION II

COURT HISTORY

None

<i>Offense(s) Alleged Including GS#/Class</i>		<i>Date of Offense</i>	<i>Offense(s) Adjudicated/Not Adjudicated Including GS#/Class or Dismissed</i>			<i>Date of Adj./ Action</i>	<i>Disposition Including Level</i>	<i>Date of Disp.</i>
GS#	Class		GS#	Class				

The Juvenile-Family Data Report is to be used in conjunction with the North Carolina Assessment of Juvenile Risk of Future Offending and the North Carolina Assessment of Juvenile Needs. [Attach appropriate documents to JFD Report.]

RECOMMENDATIONS TO THE COURT: <Narrative>

Signature of Court Counselor

Date

Signature of Chief Court Counselor or Designee

Date