

Robert A. Ficano
County Executive



Juvenile Services Division

JUVENILE JUSTICE SERVICES HANDBOOK

BULLETIN

POLICY RELEASE

Issued: January 4, 2010

Effective: Immediately

Subject:

1. CMO contract language changes for FY10-11 Contract for Commitment and Probation cases
2. Escape Policy - Revised
3. Wraparound Services Policy
4. Accommodating Communication, Mobility or Visual Impairments
5. Person/Family Centered Planning
6. WEB Spot Check - Revised
7. Michigan Interstate Compact - Revised
8. Death Reporting - Revised
9. Authority to Consent – Revised
10. Structured Decision Making – Revised
11. Performance Objectives – Managing For Results – Revised
12. Administrative Complaints – Revised
13. Deletion of Policy Items:
 - 1000.9 – Outcomes and Liquidated Damages
 - 600.4 – Initial Treatment Plan: Community
 - 600.5 – Updated Treatment Plan: Community
 - 600.7 – Initial Treatment Plan: Residential
 - 600.8 – Updated Treatment Plan: Residential
 - Exhibit 600.12-A through Exhibit 600.12-D

Purpose:

1. To revise Policy to reflect CMO contract language changes for contract commencing 10/1/2009. Key revisions include:

- a. CMO compensation is fixed at a per annum rate and distributed in 12 equal monthly payments;

Policy Release No. 10-001

- b. The time period for the completion of the initial plans of care have been shortened to 21 days
2. To provide clarification on communications with the Court.
 3. To formalize to the Wraparound process.
 4. To update Death and Escape Reporting.
 5. To require Preliminary Reports to be recorded on JAIS.
 6. To update Consent and Release of Information policy.
 7. To update the Structured Decision Making policy.
 8. To replace the Performance Objective with Managing for Results (MFR) policy.
 9. To eliminate Policy Item 600.4 Initial Treatment Plan: Community; Policy Item 600.5 Updated Treatment Plan: Community; Policy Item 600.7 Initial Treatment Plan: Residential; Policy Item 600.8 Updated Treatment Plan: Residential Policy; Exhibits 600.12 A through D; and Item 1000.9 – Outcomes and Liquidated Damages.

New Policy Release(s):

Juvenile Justice Services Handbook Table of Contents

Policy Item 401.7	Communication with the Court
Policy Item 401.9	Progress Review and Court Report for Juveniles in Commitment Status
Exhibit 401.9-A	Court Report – Juveniles in Commitment Status with WC-CAFS
Policy Item 401.13	Escape and Writ of Apprehension
Policy Item 404.5	Wraparound Services – A Joint Venture with Detroit-Wayne County Community Health Agency and Wayne County Juvenile Justice
Exhibit 404.5-A	Memorandum of Understanding for Wraparound Services Between D-WCCMHA and CMO (Sample)
Exhibit 404.5-B	Community Mental Health and Juvenile Justice Wraparound Plan of Care
Exhibit 404.5-C	Wraparound Flow Chart
Exhibit 404.5-D	CMO Request Form for CMH Services
Exhibit 404.5-E	Wraparound Consent Form
Exhibit 404.5-F	Wraparound Crisis Plan
Exhibit 404.5-G	Wraparound Family Safety Plan
Exhibit 404.5-H	Notification (to Court) of Wraparound Enrollment
Policy Item 407.3	CMO-WEB Reporting Requirements
Policy Item 407.4	WEB Spot Check
Exhibit 407.4-E	Juvenile Services Division Correct Course of Youth Assistance Program Consent
Exhibit 407.4-G	Spot Check Referral and WEB Reporting

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Exhibit 407.4-H	Spot Check – Juvenile and Guardian Schedule
Policy Item 500.6	Detention Services
Policy Release No. 10-001	
Policy Item 500.12	Care Management Tracks and Utilization Management
Policy Item 600.1	CMO Service Delivery Requirements
Policy Item 600.3	CMO Intake Procedures
Policy Item 600.6	Home Based Services
Policy Item 600.9	Out-of-Home Placement
Policy item 600.11	Reintegration Services
Policy Item 600.12	Security Level Change
Policy Item 600.13	Progressive and Intermediate Sanctions
Policy Item 600.14	Residential Release Plan
Policy Item 600.17	Michigan Interstate Compact and Out-of-Town Inquiries (OTI)
Exhibit 600.17-A	Interstate Compact Placement Request
Exhibit 600.17-B	Interstate Compact Report on Child's Placement Status
Exhibit 600.17-C	Interstate Compact Report of Sending State
Policy Item 700.1	Case Planning, Case Management and Treatment Planning
Policy Item 700.2	Updated Case Planning, Case Management and Treatment Planning
Policy Item 700.7	Escape Reporting
Policy Item 700.8	Death Reporting
Exhibit 700.8-A	Report of Death (18 Years and Older)
Exhibit 700.8-B	Report of a Minor's Death
Exhibit 700.8-C	Request to Terminate Court Jurisdiction
Policy Item 700.11	Terms and Conditions: Probation and Commitment
Exhibit 700.11-A	Terms and Conditions of Probation
Exhibit 700.11-B	Terms and Conditions for Juveniles in Commitment Status
Exhibit 700.11-C	WC-CAFS / JAC Referral
Policy Item 700.13	Authority to Consent
Exhibit 700.13-A	Consent to Emergency and Routine Treatment
Exhibit 700.13-B	Special Education Consent Authorization
Exhibit 700.13-C	Release of Information (Sample)
Policy Item 700.14	Standards of Promptness
Policy Item 700.16	Termination of Wardship and CMO Disenrollment
Policy Item 700.17	On-Home Services
Policy Item 700.20	Involuntary Psychiatric Hospitalization
Exhibit 700.20-A	Detroit-Wayne County Community Mental Health Agency Access Centers
Policy 700.23	Probation with Wayne County department of Children and Family Services (WC-CAFS)
Exhibit 700.23-A	Services Delivery System Options – Probation
Exhibit 700.23-B	WC-CAFS / JAC Referral Form
Exhibit 700.23-C	Terms and Conditions of Probation
Exhibit 700.23-D	Probation Risk Assessment Report
Exhibit 700.23-E	Probation Supervision and Services Plan

Exhibit 700.23-H
 Policy item 700.24
Policy Release No. 10-001

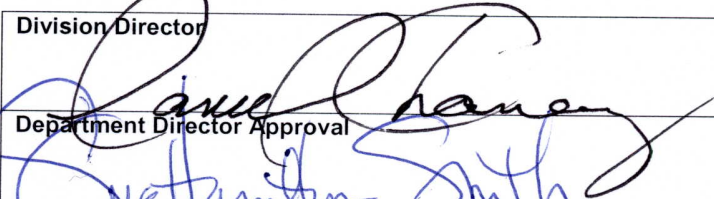
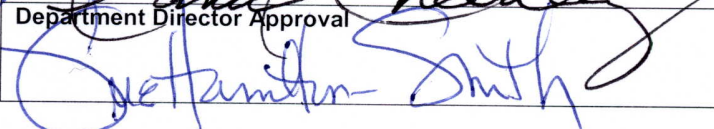
Probation Court Review – Termination Report
 Private Agency Training Schools

Policy Item 800.1	Introduction to Structured Decision Making (SDM)
Policy Item 800.2	Juvenile Classification and Assignment Report
Exhibit 800.2-A	Probation Risk Assessment
Exhibit 800.2-B	Juvenile Classification and Assignment Report
Exhibit 800.2-C	Offense Codes
Exhibit 800.2-D	Scoring Guide
Exhibit 800.2-E	Program Security Levels
Policy Item 1000.1	Managing For Results (MFR)
Exhibit 1000.1-A	Managing For Results Report
Policy Item 1000.2	Quality Assurance
Policy Item 1000.3	Administrative Complaints
Policy Item 1200.1	Care Management Tracks
Policy Item 1200.2	JAC and CMO Agency Payments

Juvenile Justice Services Handbook Maintenance:

Previous versions of the above policies should be removed from the JJSH and discarded and replaced with updated versions referenced above. The new Policy Items 404.5, 404.6, 404.7 and all associated exhibits should be placed directly behind Policy Item 404.4

Policy Items 600.4 Initial Treatment Plan: Community, Policy Item 600.5 Updated Treatment Plan: Community, Policy Item 600.7 Initial Treatment Plan: Residential, Policy Item 600.8 Updated Treatment Plan: Residential Policy, Exhibit 600.12-A through Exhibit 600.12-D; and Item 1000.9 – Outcomes and Liquidated Damages are obsolete and should be removed from the Handbook.

Division Director	Date
	12-14-09
Department Director Approval	Date
	12-15-09

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