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| .  CountySeal  Robert A. Ficano ***Juvenile Services Division***  County Executive JUVENILE JUSTICE SERVICES HANDBOOK | |
| SUBJECT: Terms and Conditions: Probation | PAGE: 1 of 2 |
| ITEM: 700.11 | DATE: 08/04/2014 |

## I. Policy

A. The Court may establish probationary “Terms” that are individualized to each adjudicated juvenile. Terms and conditions generally address the physical, mental, or moral well-being and behavior of the juvenile. The Court may also place terms and conditions on the conduct of the parents. The CMO Case Manager is responsible for monitoring and reporting progress on the juvenile’s adherence to these terms.

B. The Terms and Conditions document must be completed for all adjudicated juveniles on Probation status (1 or 2) that are assigned to the CMO. The Case Manager is responsible for monitoring the juvenile’s adherence to court orders and alignment of services so that they comply with requirements in the Order of Disposition. The Case Manager has a duty to report a juvenile’s pattern of non-compliance to the Court.

## II. Definitions

1. “Level 1 Probation”. means in-home and community-based post-care services only. Juveniles on probation are not eligible for any level of out-of-home placement. Level 1 also includes post-care status for juveniles de-escalated to the community following a residential placement. Orders of Level 1 Probation are executed on a JC-14a.
2. Level 2 Probation means out-of-home placement in either a licensed residential facility or foster family home. Orders of Level 2 Probation are executed on a JC-14b.

## III. Procedure

A. At the first home visit, the CMO Case Manager will review the juvenile’s adjudicated offense and go over in detail the Terms and Conditions (Probation Level 1 or Level 2) document.

Note: At the top of the document the Case Manager must indicate if the Terms are for Level 1 (In-Home), Level 2 (out-of-home or Level 1 (post-care).

1. The “Terms and Conditions Probation with Wayne County Department of Children and Family Services” is presented in Exhibit 700.1-A.

B. The “Terms and Conditions” document will be presented and reviewed with the juvenile and his parents. All parties must sign the document.

C. Any additional terms specified by the Court on the “WC-CFS / County’s Designee Referral Form” will also be reviewed with the juvenile (see Exhibit 700.1-C).

D. Requirements in the Court Order will be reviewed in detail with the juvenile and family. It is essential that they understand the importance of court ordered requirements and the consequences for any violation.

1. In the event that the juvenile’s disposition is the result of a Waiver Proceeding, the Case Manager must explain what this status means to the juvenile. The possibility of adult imprisonment for violation of the disposition order must also be explained to the juvenile.

E. Victim’s Rights will be explained to juvenile and family, if applicable.

F. Restitution responsibilities will be explained to juvenile and family, if applicable. The family and juvenile will be asked to develop a plan to fulfill restitution requirements.

G. If the juvenile’s status changes from Level 1 to Level 2 Probation, or if the youth’s living arrangement changes, a new Terms and Condition must be completed and reviewed with the juvenile.

Note: The Case Manager must check Level 2 Probation at the top of the document in JAIS and create a new form to use.

## IV. Exhibits

Exhibit 700.11-A “Terms and Conditions for Probation with Wayne County Department of Children and Family Services” is presented in Exhibit 700.1-A.

## V. References

Memorandum of Understanding 10-1-13: Attachments #1 and #2