

STATE OF SOUTH CAROLINA DEPARTMENT OF JUVENILE JUSTICE
POLICY AND PROCEDURES

Title:	Community Residential Placement Termination Process	Policy No.:	F-6.3	Page(s):	1 of 4
Authority:	Community Alternatives, Division of Community Services				
Juvenile Justice Code:					
PbS Related Standard(s):					
December 31, 2014 Effective Date		SIGNED/ <i>Margaret H. Barber</i> Margaret H. Barber Director			
DATES UPDATED:					

POLICY: The Department of Juvenile Justice (DJJ) will classify and place juveniles in the least restrictive environment. DJJ staff will take the necessary action to protect the juvenile and the public, and reassess the case to determine the best course of action when a juvenile's behavior in a community residential placement poses a risk to himself or others. Juveniles transferred to a community residential placement by the DJJ Multidisciplinary Team through the classification process and juveniles placed at a community residential program through the probation or parole process may be terminated from the community residential placement and reassigned.

PROCEDURAL GUIDELINES:

A. Definitions:

1. DJJ contract facilities- DJJ contracts with Private Providers for community based residential services. The Community Alternatives Section provides oversight for these Providers. Each facility has a Residential Program Manager or Director who supervises the staff of the program and the services received by the juveniles.
2. DJJ Placement Coordinator- Each County has an assigned Placement Coordinator. This Coordinator receives placement referrals and secures placement. This Coordinator is available as a resource for county staff.
3. Transfer Status- When a juvenile is committed, the Department has the option to transfer that juvenile to a Community Residential Program. If the juvenile is on a determinate sentence, the juvenile must remain in placement until he has met the required stay mandated by his determinate commitment. If the juvenile is on an indeterminate sentence, then the juvenile must remain in placement until released by the Parole Board or DJJ Releasing Authority.

- B.** The juvenile's status of transfer, probation, or parole determines the process for terminating the juvenile from the program based on disruptive behavior.

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- C. When a juvenile's behavior is disruptive in a community residential placement and he/she fails to make progress after being afforded every reasonable opportunity to do so, the Community Residential Program Manager may initiate plans to terminate the juvenile's placement in the program. Procedures to terminate and reassign the juvenile vary depending on whether the juvenile is on transfer, probation, or parole status, as follows:

1. Transfer Status

If a juvenile is on transfer status and disrupts, the Community Residential Program Manager will notify the DJJ Director of Classification and provide documentation of the incident and/or events leading up to the disruption. The Director of Classification is authorized to approve the return of a juvenile to the facility or evaluation center from which he/she was released and arrange transportation by the DJJ Police or DJJ Transportation Section.

2. Probation or Parole

If a juvenile on probation or parole disrupts, the Community Residential Program Manager will notify the County Case Manager (CM) in the juvenile's home county and provide documentation of the incident and/or events leading up to the disruption. For DJJ contract facilities, this documentation will be provided in incident report format, detailed, and signed by the Community Residential Program Manager. If the disruption results in a request for placement termination, the juvenile will be removed from the facility within six (6) business days. If the circumstances surrounding the request for removal places juveniles or the facility at risk for further disruption, then the juvenile will be removed as soon as possible.

Placement termination can be considered a violation of a juvenile's conditions of supervision. The County Case Manager will follow the procedures as outlined in Policy F-9.1, Probation Violation and Parole Revocation Procedures when considering removal options. Due to the time constraints regarding placement removal, the County Case Manager will inform the supervisor of the juvenile's placement termination on the same day of receipt of termination notification.

- a. If the County Case Manager and supervisor determine continued placement is appropriate, the County Case Manager will request assistance from the DJJ Placement Coordinator for an alternate placement within the 6-day requirement. The type of program in which the child was placed (i.e., Intensive Group Care, Intermediate Group Care, Therapeutic Foster Care) will be considered. The Placement Coordinator will pursue an alternate placement and inform the County Case Manager when placement is secured and advise if a Staffing Form (Form F-6.0D) is needed. If the juvenile is placed in another alternative placement program, the juvenile can be transported to the placement by the County Case Manager or a

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wrap-around transportation provider. All necessary safety precautions will be implemented. Two transporters may be considered. The parent will not be allowed to transport the juvenile to placement.

- b. When a juvenile is terminated from placement, the juvenile will not be returned to his/her home prior to review and approval by the Family Court, SC Board of Juvenile Parole or DJJ Release Authority as applicable.
- c. If the County Case Manager and supervisor, with the County Director approval, determine a pick-up order/warrant is appropriate, Policy F-9.1, Probation Violation and Parole Revocation Procedures outlining the procedures for making these requests will be followed.
- d. If the juvenile has special needs, the County Case Manager will consult with a DJJ Community Psychologist, Community Social Worker and Community Special Needs Coordinator prior to taking action.

D. Runaways and Escapes from Community Residential Placements

When a juvenile runs away from a community residential placement, DJJ staff will provide law enforcement and/or DJJ Police with documents to ensure that the juvenile is taken into custody at the earliest possible time. Procedures vary if the juvenile is on transfer, probation, or parole status, as follows.

1. Juveniles on Transfer Status

In the event a juvenile in placement on transfer status escapes, the Community Residential Program Manager will immediately notify local law enforcement, DJJ Police, and the DJJ Classification Director. When located, the juvenile will be returned to the DJJ facility designated by the Classification Director and his/her transfer status will be revoked. The DJJ Police may initiate a charge of escape.

2. Juveniles on Probation or Parole

In the event a juvenile in placement on probation or parole runs away, the Community Residential Program Manager will immediately notify local law enforcement and the supervising County Case Manager. The Community Residential Program Manager will provide documentation of the runaway. In DJJ contract facilities, this documentation will be provided in incident report format, detailed, and signed by the Community Residential Program Manager.

The County Case Manager will notify the supervisor of the juvenile's runaway status on the same day of receipt of notification.

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A juvenile running away from placement can be considered a violation of a juvenile's conditions of supervision. The County Case Manager will follow the procedures to determine the need for a pick-up order/warrant as outlined in Policy F-9.1, Juvenile Case Violation and Probation/Parole Revocation when receiving a runaway report from a community residential placement.

RELATED FORMS AND ATTACHMENTS:

Form F-6.0D, Placement Staffing Form

REFERENCED POLICIES:

F-9.1, Probation Violation and Parole Revocation Procedures

SCOPE:

This policy applies to DJJ Community Services, Treatment and Intervention Services, and the Inspector General (DJJ Police).

LOCAL PROCEDURAL GUIDE:

Not required.

TRAINING REQUIREMENT: DJJ Community Alternative Program staff, County Office staff, the Director of Classification, and the DJJ Police are required to review this policy within 30 days of its publication.