



BADGE

Balanced Approach Data
Gathering Environment

Terms & Concepts

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Acronyms/Abbreviations

Acronyms and abbreviations that are found in BADGE and those that are commonly used are defined below.

Adj.: Adjudication

Agy: Agency

Amend Chg.: Amended Charge

AMI: Associated Marine Institutes

AWOL: Absent Without Leave

BADGE: Balanced Approach Data Gathering Environment

BHR: Behavioral Health Record

BMI: Body Mass Index

BSU: Behavioral Services Unit

CAP: Central Admissions and Placement

CEST: Classification and Evaluation Services Team

CHINS: Child in Need of Services

CHINSup: Child in Need of Supervision

CLT: Clothing

CMT: Commitment

CPP: Community Placement Program

CPR: Community Programs Reporting

CPS: Child Protective Services

CRCP: Comprehensive Re-Entry Case Plan

CSU: Court Service Unit

CTE: Career and Technical Education

CTM: Community Treatment Model

CTS: Counseling/Treatment Services

CTST: Classification and Treatment Services Team

CYT: Cannabis Youth Treatment

DAI: Detention Assessment Instrument

DBT: Dialectical Behavior Therapy

DC: Direct Care

DC Number: Direct Care Number

DCE: Virginia Department of Correctional Education

Detn: Detention

DFS: Department of Forensic Science

DIS: Discipline

DIV: Diversion

DJJ: Virginia Department of Juvenile Justice

DMV: Virginia Department of Motor Vehicles

DOB: Date of Birth

DOC: Virginia Department of Corrections

Driver's Lic. #: Driver's License Number

DSM: Diagnostic and Statistical Manual

DSS: Virginia Department of Social Services

EBA: Evidence-Based Associates

ECO: Emergency Custody Order

EDU: Education

EM: Electronic Monitoring

ERD: Early Release Date

Eval: Evaluation

Family C: Family Counseling

FAPT: Family Assessment and Planning Team

FIPS: Federal Information Processing Standards

FP: Facility Programs

FS: Food Service

FSIQ: Full Scale IQ

FTA: Failure to Appear

FY: Fiscal Year

GED®: General Educational Development
Credential

GMS: Gang Management System

Halfway Hs: Halfway House

HEENT: Head, Eyes, Ears, Nose, and Throat
Assessment

HLT: Health Services

Hlth: Health

IBRU: Intensive Behavioral Redirection Unit

ICJ: Interstate Compact for Juveniles

ICN: Intake Case Number

ID: Identification

IEP: Individualized Education Plan

IM: Instant Message

Int.: Interviewed

IOP: Institutional Operating Procedure

IPC: Individual Plan of Care

ISP: Intensive Supervision Program

ISU: Intensive Services Unit

JCC: Juvenile Correctional Center

JCO: Juvenile Correctional Officer

JDC: Juvenile Detention Center

J&DR: Juvenile and Domestic Relations

JI: Juvenile Intake

JO: Judge-ordered

JROTC: Junior Reserve Officers' Training Corps

JTS: Juvenile Tracking System

JVAP: Juvenile Violence Assessment Protocol

LEO: Law Enforcement Officer

LOS: Length of Stay

LRD: Late Release Date

MHSTP: Mental Health Services Transition Plan

MTC: Mail/Telephone Calls

NCIS: Naval Criminal Investigative Service

NMN: No Middle Name

Off Date: Offense Date

OTH: Other

PAR: Parole

Pgm: Program

PM: Penalty Modifier

PO: Probation/Parole Officer

Post-D: Post-Dispositional

PRB or **Prob.:** Probation

PREA: Prison Rape Elimination Act

Pre-D: Pre-Dispositional

PSCP: Probation Supervision Case Plan

QMHP: Qualified Mental Health Professional

RDC: Reception and Diagnostic Center

Res. Officer: Resource Officer

Req'D: Required

RLS: Religious Services

RPM: Regional Program Manager

RSC: Regional Service Coordinator

RSX: Resident – Sexual

SASSI: Substance Abuse Subtle Screening Inventory

SHOCAP: Serious or Habitual Offender Comprehensive Action Program

SIB: Self-Injurious Behavior

SIR: Serious Incident Report

SMC: Special Management Concerns

SOARC: Sex Offender Assessment and Review Committee

SOP: Standard Operating Procedure

Srv or **Sv:** Service

SRS: Supervised Released Service

SSN or **Soc. Sec. #** or **Social Sec. #:** Social Security Number

SSX: Staff – Sexual

STP: Staff- Physical

STV: Staff – Verbal

Supreme Ct. Docket #: Supreme Court Docket Number

SVP: Staff – Verbal & Physical

TYSC: Tidewater Youth Services Commission

VCC: Virginia Criminal Code

VJCCCA: Virginia Juvenile Community Crime Control Act

YASI: Youth Assessment and Screening Instrument

YR: Youth Rights

BADGE Login & Search

Juvenile Number: A unique identification number that is automatically assigned at the time an electronic juvenile record is created in BADGE.

DC Number: A unique identification number that is automatically assigned at the time an electronic juvenile record is created in the Direct Care module

of BADGE. Juveniles are assigned a new DC number for each subsequent admission.

Intake Case Number: A unique identification number that is assigned to an intake case in the CSU intake module upon the creation of the intake.

Caseload Number: A unique identification number assigned upon the creation of a juvenile or an adult record in the caseload module. Each juvenile and adult will only be assigned one caseload number.

Direct Care: The time during which a juvenile, who is committed to DJJ pursuant to §§ 16.1-272, 16.1-278.8 (A) (14), 16.1-278.8 (A) (17), and 16.1-285.1 of the *Code of Virginia*, is under the supervision of staff in a juvenile residential facility operated by DJJ or an alternative residential placement.

Adult Number: A unique identification number that is automatically assigned at the time an electronic adult record is created in BADGE.

Juvenile Information

Alerts Tab

JTS Generated Alerts: Automated alerts created by BADGE based on case-specific information that has been recorded in the system. These alerts cannot be entered, edited, or deleted by the user.

JTS Recorded Alerts: Current or expired alerts that are manually entered by a user. Any user can expire an existing alert, even if the user did not initially create the alert.

Alert Category: Select an alert category in order to filter the listed alert descriptions.

All: All of the alert descriptions will be listed.

Medical Conditions: An alert description for 'Medical Information' will be listed.

Medications: An alert description for 'Taking General Medication' will be listed.

Mental Health: An alert description for 'MHSTP Needed Based upon Diagnosis,' 'MHSTP Needed Based upon Medication,' 'Self-Injurious – Level 1,' and 'Suicide Attempts' will be listed.

Miscellaneous: An alert description for 'Foster Care Pre-Commitment,' 'Juvenile has an Active Detainer regarding Immigration Status,' and 'Other – include details' will be listed.

Offender Alerts: An alert description for 'Arson/Fire Setting History,' 'Has a No Contact court order – see comments for persons involved,' 'History of Violence,' 'Must Register with Virginia State Police Sex Offender Registry,' 'SHOCAP – Serious Habitual Offender Comprehensive Action Program,' and 'Sex Offending History' will be listed.

Alert Description: Select the option that best describes the juvenile's behaviors and/or needs.

Arson/Fire Setting History: The juvenile was convicted of arson or has a history of fire-setting behavior.

Foster Care Pre-Commitment: A juvenile in foster care was committed to DJJ.

Has a No Contact court order – see comments for persons involved: The juvenile was named in a protective order or court order. Name the individual(s) involved in the comments box and any important facts related to the order.

History of Violence: The juvenile has a history of aggression, violent behaviors, and/or violent charges and offenses.

Juvenile has an Active Detainer regarding Immigration Status: The juvenile has an active detainer from the U.S. Immigration and Customs Enforcement.

MHSTP Needed Based upon Diagnosis: The committed juvenile has a mental health diagnosis and is in need of programming, such as intensive in-home counseling or outpatient therapy.

MHSTP Needed Based upon Medication: The committed juvenile is in need of psychotropic medication based on the MHSTP's recommendation(s).

Medical Information: The juvenile's temporary or permanent medical conditions, such as broken bones, pregnancy, paralysis, diabetes, etc.

Must Register with Virginia State Police Sex Offender Registry: The juvenile is required to register with the Virginia State Police Sex Offender Registry.

Other – include details: Any other type of alert that was not mentioned, include all details of the alert. This alert should only be used to record

information that significantly affects supervision of the juvenile.

SHOCAP – Serious Habitual Offender Comprehensive Action Program: The juvenile was eligible and enrolled in the SHOCAP program based on the juvenile's convicted offense(s).

Self-Injurious Behavior – Level 1: A deliberate act by a juvenile in a JCC that is characterized by serious harm to his/her own body, meeting the level of serious juvenile injury. The intent must be determined by a mental health professional. List in the narrative the evaluating mental health professional.

Sex Offending History: The juvenile has a history of sexual misconduct or sex charges and offenses.

Info/Face Sheet Tab

Juvenile Information

Juvenile Number: A unique identification number that is automatically assigned at the time an electronic juvenile record is created in BADGE.

SSN: A number in the format 000-00-0000, unique for each individual, used to track Social Security benefits and for other identification purposes.

Juvenile Name: The last name, first name, and middle name of the juvenile.

Date of Birth: The six-digit number for the juvenile's date of birth: month, day and year (00/00/00).

Age (Years – Months): The juvenile's age in years and months.

Race/Ethnicity: A group of people sharing the same culture, history, language, etc.; an ethnic group.

Resident of: The location in which the juvenile resides.

Geocoding: The process of transforming a juvenile's address to a point on a Google map that can be viewed or printed, or through which driving directions can be obtained.

Genetic Sex: Sex (male or female) assigned at birth.

Type: Select the category that best describes the juvenile's driver's license status or identification card.

None: The juvenile does not possess a government issued identification card, state learner's permit, or a full driver's license from the DMV.

ID Card: The juvenile possesses a government issued identification card that has a photograph and basic identifying information, such as the juvenile's full name, address, date of birth, hair color, eye color, and other information.

Full: The juvenile has a valid driver's license issued by the DMV.

Learner's: The juvenile possesses a temporary issued learner's permit to operate a motor vehicle issued by the DMV.

Unknown: The juvenile's driver's license or identification card status could not be verified at this time.

License Status: Select the status that best describes the juvenile's driver's license status, if any.

Active: The juvenile's driver's license has full driving privileges without any restrictions.

Suspended: The juvenile's driver's license has been suspended and the juvenile has received notification from either the court or DMV.

Revoked: The juvenile's driver's license has been revoked due to an offense and the juvenile has received notification from either the court or DMV.

Restricted: The juvenile's driver's license has been restricted and the juvenile has received notification from either the court or DMV.

Unknown: The juvenile's driver's license status is unknown at this time.

Juvenile Birth Verification: Select the category that best describes the document used for the juvenile's birth verification.

None: Documentation verifying the juvenile's birth information is not available at this time.

Birth Certificate: The officer was presented an original or copy of the most current birth certificate to verify the juvenile's birth status.

School Records: The officer was presented with the juvenile's school records to verify the juvenile's birth status.

Passport: The officer was presented an original or copy of the juvenile's most current passport to verify the juvenile's birth status.

Other: The officer was presented other documentation, such as a driver's license, military ID, or a school ID, to verify the juvenile's birth status.

Living with: Select the category that best describes the juvenile's living arrangements.

Unknown: The juvenile's living arrangements are unknown at this time.

2 Natural/Adoptive Parents: The juvenile currently resides with two natural or two legally adoptive parents.

1 Natural/Adoptive Parent: The juvenile currently resides with one natural or one legally adoptive parent.

1 Natural and 1 Stepparent: The juvenile currently resides with one natural or one legally adoptive parent AND one stepparent.

Other Relatives: The juvenile currently resides with a relative or relatives other than natural or adoptive parents, including relatives connected by blood or marriage.

Guardian: The juvenile currently resides with a non-relative who has legal custody issued by a court.

Institution: The juvenile currently resides in a facility, such as a psychiatric institution, JCC, group home, or residential placement.

Alone: The juvenile does not reside with a caretaker or custodian, or the juvenile is 18 years of age or older and lives independently.

Foster Care (DSS): The juvenile is in the custody of DSS.

Juvenile Alien Information: Enter the juvenile's alien information, if applicable.

Immigration #: This field is used for the A number that is provided to all legal immigrants by the US Citizenship and Immigration Services. This number usually matches the File Number on the ICE Detainer form. If the alien is illegal, the individual will not have an A Number and this field should be left blank.

Citizenship: The country of the juvenile's citizenship if they have an Immigration Number.

Alias Tab

Alias: Other name(s) used to identify the juvenile given by the juvenile, juvenile's family, friends, and/or associates.

Case Workers Tab

Worker Name: The name of the caseworker assigned to the juvenile.

Worker Type: The caseworker's job title, such as PO, BSU Therapist, or Counselor.

Assigned: The date the caseworker was assigned to the juvenile's case.

Phone #: The caseworker's work phone number.

Worker's FIPS: The FIPS of the caseworker.

Worker's Fax: The caseworker's office fax number.

Supervisor's Name: The name of the caseworker's supervisor.

Supervisor's Phone: The caseworker's supervisor's work phone number.

Supervisor's Fax: The caseworker's supervisor's office fax number.

ID Marks Tab

Type: Select the category that best describes the juvenile's identification marks.

Front Photo: The juvenile was photographed from the shoulders to the top of the head against a neutral background and will be updated whenever there is a significant change in the juvenile's appearance. The front photo must be taken with Department-issued equipment and not on any personal electronic devices.

Profile Photo: The juvenile was photographed facing either the left or the right side.

Tattoo: The juvenile's body has permanent ink picture(s) and/or writing(s).

Carving: The juvenile has carving on their skin.

Burn: The juvenile has a burn wound.

Scar: The juvenile has a mark on his/her body where fibrous connective tissues have formed over a previous injury.

Birthmark: The juvenile has a permanent mark on his/her body from birth.

Mole: The juvenile has a discolored, risen mark, which can be permanent, on his/her body.

Gang Hand Signs: The juvenile has images showing gang hand signs.

Gang Graffiti: The juvenile has images showing gang graffiti.

Gang Literature: The juvenile has images showing gang literature.

Gang Color/Clothing: The juvenile has images showing gang colors on his/her clothing.

Piercing: The juvenile has piercing(s) on his or her ears, face, or other body parts.

Gang Jewelry: The juvenile has images showing gang jewelry.

Other Gang Related: The juvenile has images showing any other gang related items.

Other: Other visible identifying characteristics on the juvenile, such as visible birth defects, the use of prosthetic limbs, etc.

Detention Info Tab

Juvenile's Detention Order History

ICN: A number assigned to a juvenile with one or more intake complaints involving a delinquent act, CHINs, or CHINSup.

Issuing CSU: The CSU that issues the juvenile's detention order.

Issued: The date the detention order was issued.

Served: The date the detention order was served to the juvenile.

Detained: The date the detention order was executed and the juvenile detained.

Withdrawn: The date the detention order was withdrawn by the intake officer's discretion.

Detention Home: The name of the detention home.

Detaining Offense Information

JO: If the judge orders the juvenile to be detained, a checkmark will appear in this checkbox.

VCC: The Virginia Criminal Code of the juvenile's offense(s).

PM: If a PM is applied to the detaining offense, a checkmark will be placed in the checkbox.

Offense Date: The date the offense was committed by the juvenile.

Off. Dec.: The decision of the intake officer at the time of the intake.

Adjudication: The findings of a court on whether a juvenile was innocent or not innocent based on the evidence presented at the adjudicatory hearing. If the juvenile was not innocent, he/she was adjudicated delinquent for the offense.

Juvenile's Detention Admission History

ICN: A number assigned to a juvenile with one or more intake complaints involving a delinquent act, CHINs, or CHINSup.

Opened by: The name of the intake worker who opened the particular case.

Detaining FIPS: The FIPS of the detaining CSU.

Admitted: The date the juvenile was admitted into detention.

Released: The date the juvenile was released from detention.

Release Info: When the juvenile was picked up for detention.

Family Tab

Family Screens: Select a screen to view the information related to the juvenile's contacts, siblings, children, or visitors.

Contacts: The juvenile's parent(s)/guardian(s) and other important contact(s) will be listed in this tab, if any.

Siblings: The juvenile's sibling(s) information will be listed in this tab, if any.

Children: The juvenile's child(ren) information will be listed in this tab, if any.

Caseload Management

Status Tab

Status Code: Select the option that best describes the juvenile's case status.

02 – 1 - Pre-Disposition (1 Contact/Month): The juvenile is pending adjudication/disposition.

03 – 1 - Diversion At Intake: The juvenile was placed on diversion status.

04 – 2 - Post-Disposition Case Management: The juvenile has received a disposition and was given conditions to meet, but was not placed on formal supervision status.

05 – 3 - Probation Level 1: The juvenile was placed on a low level of supervision.

07 – 3 – Probation – Level 4: The juvenile was placed on an intensive level of supervision, as described by your CSU.

08 – 3 – Probation – Residential Tmt Pgm (Not Judicially Ordered): The juvenile was placed in a residential treatment center, group home, or psychiatric hospital, but not in direct care.

09 – 5 - Committed to DJJ: The juvenile was placed in direct care, including a JCC, CPP, alternative commitment placements, etc.

10 – 6 – Parole - Level 1: The juvenile was placed on Level 1 Parole supervision per the case plan.

11 – 6 – Parole – Level 2: The juvenile was placed on Level 2 Parole supervision per the case plan.

12 – 6 – Parole - Level 3: The juvenile was placed on Level 3 Parole supervision per the case plan.

13 – 6 – Parole – Level 4: The juvenile was placed on Level 4 Parole supervision per the case plan.

15 – 8 - Inactive Supervision – Courtesy Superv in Another CSU: When another CSU has accepted supervision of a case via courtesy supervision. The sending CSU makes the case Inactive under this status.

16 – 8 - Inactive Supervision by Another State: The sending CSU uses this code when the supervision was accepted by another state through ICJ.

17 – 7 - Absconder/Whereabouts Unknown (1 Contact/Month): The juvenile has absconded from probation or parole supervision, or his/her whereabouts are unknown. Attempt to make contact is made once per month.

21 – 3 - Probation Level 2: The juvenile was placed on a moderate level of supervision.

22 – 3 – Probation Level 3: The juvenile was placed on a high level of supervision.

24 – 4 - Post-D Detention w/Programs (>30 Days) w/Probation: The juvenile was court-ordered into a post-dispositional detention program with probation for over 30 days. One face-to-face contact a month in detention.

25 – 8 - ICJ Pending: DJJ has sent a request for ICJ supervision of a juvenile, but the receiving state has not accepted the case yet *or* the sending state has sent a request for supervision, but DJJ has not accepted the case yet *or* cases that are incoming from other states where supervision has been accepted, but the juvenile hasn't arrived in Virginia.

26 – 6 - Parole - Residential Placement: A juvenile on parole supervision was placed in a non-DJJ residential treatment center.

27 – 8 - Pending CSU Supervision Transfer (Receiving CSU Only): A request for courtesy supervision was made to another jurisdiction/district within the state and awaiting the acceptance of courtesy supervision by the new jurisdiction.

28 – 1 – Pre-Disposition Tracking Only: A CSU was tracking a juvenile's progress and case for various reasons, regardless of pre- or post-dispositional status and the juvenile is NOT on

active supervision. The PO is not required to make any contacts with the juvenile.

29 – 7 - Absconder/Whereabouts Unknown (1 Contact/Week): The juvenile has absconded from probation or parole supervision, or his/her whereabouts are unknown. Attempt to make contact is made once per week.

30 – 7 - Absconder/Whereabouts Unknown (3 Contacts/Week): The juvenile has absconded from probation or parole supervisions, or his/her whereabouts are unknown. Attempt to make contact is made three times per week.

31 – 2 – Post-D Referral and Tracking of Outcomes – Level 1: The juvenile was court-ordered into a low level post-dispositional referral and tracking outcomes program.

32 – 4 – Post-D Residential (Judicially Ordered) w/Case Mgmt: The juvenile was court-ordered into a post-dispositional residential program with caseload management. One face-to-face or video contact a month.

33 – 4 – Post-D Residential (Judicially Ordered) w/Probation: The juvenile was court ordered into a post-dispositional residential program with probation. One face-to-face or video contact a month.

34 – 4 – Post-D Detention Placement (<30 Days) w/o Probation: The juvenile was court-ordered into a post-dispositional detention program without probation for over 30 days. One face-to-face contact a month in detention.

35 – 4 – Post-D Detention Placement (<30 Days) w/Probation: The juvenile was court-ordered into a post-dispositional detention program with probation for over 30 days. One face-to-face contact a month in detention.

36 – 4 – Post-D Detention w/Programs (>30 Days) w/o Probation: The juvenile was court-ordered into a post-dispositional detention program without probation for under 30 days. One face-to-face contact a month in detention.

Closed Code: Select the option that best describes the justification of why the juvenile's case status was closed.

01 – Released from Probation Successful: A juvenile on probation was successfully released.

02 – Released from Probation Unsuccessful: A juvenile on probation was unsuccessfully released, but was not given adult supervision nor sentenced as an adult.

03 – Released from Probation Further Supervision of No Use: A juvenile was released from probation due to services being of no further use to the juvenile.

04 – Probation Supervision Transferred to Another CSU: The court disposition and/or probation supervision was transferred to another jurisdiction.

05 – Discharged from Parole Successful: A juvenile on parole was successfully released.

06 – Discharged from Parole Unsuccessful: A juvenile on parole was unsuccessfully released, but was not transferred to adult supervision nor sentenced as an adult.

07 – Discharged from Parole Further Supervision of No Use: A juvenile was released from parole due to services being of no further use to the juvenile.

08 – Parole Supervision Transferred to Another CSU: A juvenile's parole supervision was transferred to another CSU.

09 – Attained Age 21: The juvenile has turned 21 and per the *Code of Virginia*, supervision must be closed.

10 – Sentenced to an Adult Jail or DOC: The juvenile was sentenced as an adult to either a jail or DOC.

11 – Sentenced to State or Local Adult Supervision: The juvenile was sentenced to adult supervision.

12 – Death: The juvenile is deceased.

13 – Order Rescinded: The court rescinds a prior order effectively closing the case.

14 – Transferred to Circuit Court: The juvenile's case was transferred to circuit court.

15 – Enlistment in Armed Forces: The juvenile has enlisted into the Armed Forces, effectively ending supervision.

16 – Enlistment in Job Crops: The juvenile has entered into Job Crops, effectively ending supervision.

17 – Whereabouts Unknown: The youth's whereabouts are unknown and the case was closed.

18 – Status Closed, None of the Other Reasons Apply: This code is used for circumstances that do not fit any of the other categories listed in this section. A narrative in comments box is required if using this code.

19 – Diversion Contract/Program Completed, Successful: The juvenile successfully completes diversion and the case was closed.

20 – Diversion Contract Program, Unsuccessful: The juvenile unsuccessfully completes diversion, but the case was closed because no further action was taken.

21 – Closed Early – Satisfactory Achievement: The juvenile was released from probation successfully earlier than the anticipated period.

22 – Nolle Prossed/Dismissed: The juvenile's charge was nolle prossed (nolle prosequi) or was dismissed, effectively closing the status.

23 – Completed Post-D Services/Monitoring, Successful: The juvenile successfully completes a period of post-dispositional services or monitoring as ordered by the court.

24 – Completed Post-D Services/Monitoring, Unsuccessful: The juvenile unsuccessfully completes a period of post-dispositional services or monitoring as ordered by the court and the case has closed because no further action was taken.

25 – Completed Rpt or Investigation/No Further CSU Activity Req: The CSU completes a report/investigation as ordered by the court, but the court did not order any further action by the CSU.

26 – Completed Period of Advisement/Deferred Disposition: The court deferred a finding for a period and that period has expired.

27 – Direct Discharge From DJJ: The juvenile was discharged from direct care without parole supervision.

28 – Completion of Supervision For ICJ: The juvenile completes ICJ supervision in Virginia for another state and the sending state requests closure of the case.

29 – Resolved/No Further CSU Activity Req. (Not DIV, PRB, MONT, PAR): This code is used when no other CSU action is required and the status was closed.

30 – Placed in DSS Custody: The juvenile was placed in DSS custody, effectively closing the case and status.

31 – Released to Parole From Direct Care: The juvenile was released from direct care and is on juvenile parole supervision.

32 – Successful Release from Private Residential Placement: The juvenile was successfully released from a non-DJJ residential placement.

33 – Unsuccessful Release from Private Residential Placement: The juvenile was unsuccessfully released from a non-DJJ residential placement.

99 – Case Remains Open to Another Status: The juvenile's status was closed and was immediately reopened under a different status.

Offenses Button

Adjudication: Select the court adjudication related to the specific offense(s).

CH – CONTINUED HOSPITALIZATION - mental commitments only: Non-delinquent adjudication code used by the J&DR courts.

CL – COMPLIED WITH LAW: Removed from active court docket.

CP – FINAL CHILD PROTECTIVE ORDER ISSUED: Non-delinquent adjudication code used by the J&DR courts.

CR – CONTINUANCE OF MOT ORDER GRANTED - mental commitments only: Non-delinquent adjudication code used by the J&DR courts.

D – CHARGE DISMISSED/DENIED: The juvenile has completed all court orders and conditions, such as compliance with probation, court supervision, or

completion of required treatment and the judge has dismissed the charge.

DN – DISMISSED/LACK OF NOTICE: The charges against the juvenile are dismissed because the parties were not properly notified of the hearing through the court summons or contacted through the Commonwealth Attorney's Office.

DS – DEFER/WITHHELD FINDING: There are facts sufficient for a finding of guilt, but the case finding was deferred or withheld for a set period by the judge.

ES – EMERGENCY COMMITMENT ORDER SERVED - mental commitments only: Non-delinquent adjudication code used by the J&DR courts.

EU – EMERGENCY COMMITMENT ORDER NOT EXECUTED - mental commitments only: Non-delinquent adjudication code used by the J&DR courts.

FD – FINAL CHILD PROTECTIVE ORDER "&" LEGAL CHANGE IN CUSTODY: Non-delinquent adjudication code used by the J&DR courts.

FF – FUGITIVE FILE: The involved parties could not be located by the court so the matter was set over until the parties can be located and served.

FG – FOUND GUILTY BY CIRCUIT COURT: The charge was either appealed or certified to the circuit court and the juvenile was found guilty.

FO – ABUSE "&" NEGLECT FOUND "&" FINALIZED (LEGAL CUSTODY NOT REMOVED): Non-delinquent adjudication code used by the J&DR courts.

G – GUILTY (NOT INNOCENT): An adjudication order finding the juvenile to be delinquent of a criminal offense or the juvenile was found to be a Child in Need of Supervision (CHINS).

GA – GUILTY IN ABSENTIA: An adjudication order finding the juvenile to be delinquent when absent from the court proceedings.

GJ – CERTIFIED TO GRAND JURY: The juvenile's case was certified to the circuit court and goes to a Grand Jury.

GR – GRANTED: The judge has approved a request.

I – INVOLUNTARY COMMITMENT - mental commitments only: Non-delinquent adjudication code used by the J&DR courts.

LC – LEGAL CHANGE IN CUSTODY (TO DSS OR OTHER INDIVIDUAL): Non-delinquent adjudication code used by the J&DR courts.

MO – MANDATORY OUTPATIENT TREATMENT - mental commitments only: Non-delinquent adjudication code used by the J&DR courts.

NF – NOT FOUND: The involved parties are not found by the court after a summons was issued to the provided address.

NG – NOT GUILTY: The juvenile was found not guilty.

NP – NOLLE PROSEQUI: A decision of prosecutors to not go forward with charges against defendants – Latin for “unwilling to prosecute.”

OV – ORDER VACATED: The court order was vacated.

PA – PLAN/REVIEW/REPORT ACCEPTED: Foster Care Plan accepted.

PD – PLAN DISAPPROVED: Foster Care Plan Disapproved.

PF – ORDER OF PERMANENT FOSTER CARE ISSUED: Non-delinquent adjudication code used by the J&DR courts.

R – RESOLVED (CUSTODY, VISITATION, AND STATUS OFFENSE): Matter resolved with no further court proceeding.

RA – REFERRED TO ANOTHER AGENCY: The judge referred the juvenile to another agency for services.

RC – RECALL SERVICE: Non-delinquent adjudication code used by the J&DR courts.

RD – RESCISSION DENIED - mental commitments only: Non-delinquent adjudication code used by the J&DR courts.

RG – RESCISSION GRANTED - mental commitments only: Non-delinquent adjudication code used by the J&DR courts.

RL – RELEASED - mental commitments only: Non-delinquent adjudication code used by the J&DR courts.

RV – SENTENCE/PROBATION REVOKED: Non-delinquent adjudication code used by the J&DR courts.

SO – SUPPORT ORDERED: An order of child or spousal support.

T – TEMPORARY DETENTION ORDER SERVED - mental commitments only: Non-delinquent adjudication code used by the J&DR courts.

TA – TRANSFERRED AS AN ADULT (CERTIFIED TO GRAND JURY IN CIR CRT): An order certifying a juvenile to circuit court to be tried as an adult.

TO – TRANSFERRED OUTPATIENT TREATMENT - mental commitments only: Non-delinquent adjudication code used by the J&DR courts.

TP – ORDER OF TERMINATION OF PARENTAL RIGHTS: An order confirming termination of a person's parental rights.

TR – TRANSFERRED (TO ANOTHER JUV COURT, AGENCY): The trial court sends the case for an adjudication and/or disposition to another jurisdiction

TU – TEMP DETENTION ORDER NOT EXECUTED - mental commitments only: Non-delinquent adjudication code used by the J&DR courts.

W – WITHDRAWN: The case was withdrawn from court.

Disposition Code: Select the court disposition(s) related to the specific offense(s).

100 – COURT ORDER CONDITIONS AND LIMITATIONS (16.1-278.8.2): The juvenile was permitted to remain with the parents and was subject to court-ordered conditions and limitations.

101 – COURT ORDER PARENT PARTICIPATION IN PROGRAMS...FOR REHABILITATION (16.1-278.8.3): The juvenile's custodial parent(s) was/were ordered to participate in programs and/or cooperate with the juvenile's rehabilitative treatment services.

102 – DEFER DISPOSITION ON CONDITION OF GOOD BEHAVIOR: The disposition was deferred for a specific period, after which the charge against the juvenile may be dismissed for good behavior.

103 – DEFER DISPOSITION AND PLACE IN BOOT CAMP (16.1-278.8.4a): The disposition was deferred for a specific period, after which the juvenile was placed in boot camp.

104 – DEFER FINDING AND DISPOSITION W/PROBATION SUPERVISION (16.1-278.8.5): Without entering a finding of guilt, the case disposition was deferred and the juvenile was placed on probation.

105 – COURT ORDER NON-RESIDENTIAL PARENT PARTICIPATION IN PROGRAMS (16.1-278.8.6): The juvenile's parent(s), with who the juvenile does not currently reside, was/were ordered to participate in programs and/or cooperate with the juvenile's rehabilitative treatment services.

106 – PROBATION (16.1-278.8.7): The judge orders the juvenile to be placed on probation supervision with a finding of guilt or ordered with evidence sufficient of finding of guilt.

107 – PROBATION AND COURT ORDERED ALCOHOL OR DRUG ABUSE TREATMENT (16.1-278.8.7a): The court orders the juvenile to be placed on probation supervision and in residential, in-patient alcohol and/or drug abuse treatment, upon findings of the conditions of this section.

108 – FINE NOT TO EXCEED \$500 (16.1-278.8.8): A fine, not to be greater than \$500, was imposed by the court as a result of a finding of guilt or ordered with evidence sufficient of finding of guilt.

109 – SUSPEND DRIVER'S LICENSE/IMPOSE CURFEW (16.1-278.8.9): The court suspended or restricted the juvenile's driving privileges and/or imposes a curfew on the hours at which the juvenile may operate a motor vehicle.

110 – RESTITUTION (16.1-278.8.10): The juvenile was found guilty or ordered with evidence sufficient of finding of guilt and was ordered to pay the victim restitution for actual damages and/or losses.

111 – COMMUNITY SERVICE (16.1-278.8.11): The juvenile was ordered to perform community service under conditions set by the court.

112 – TRAFFIC VIOLATION PENALTIES (16.1-278.8.12): Traffic violation cases where the judge orders the juvenile to complete certain conditions, such as participating in a driver's safety class, suspension of license for a certain period of time, or other penalties.

113 – TRANSFER LEGAL CUSTODY (16.1-278.8.12): The legal custody of a juvenile was transferred to another person or agency due to a finding of guilt.

114 – COMMIT TO DJJ (16.1-278.8.14): The juvenile was ordered to be committed to DJJ by the judge.

115 – ADULT SENTENCED FOR JUVENILE OFFENSE (16.1-278.8.15) (16.1-284): A juvenile court sentences an individual over the age of 18, who committed an offense before attaining the age of 18.

116 – POST-DISPOSITIONAL DETENTION (16.1-278.8.16) (16.1-284.1): The juvenile was ordered to participate in a post-dispositional detention program.

117 – SERIOUS OFFENDER COMMITMENT TO DJJ (16.1-278.8.17) (16.1-285.1): A juvenile who is committed to DJJ and given a determinate commitment. See § 16.1-285.1 of the *Code of Virginia*.

118 – LOSS OF DRIVING PRIVS FOR ALCOHOL, FIREARM, OR TRUANCY (16.1-278.8.18) (16.1-278.9): The court suspends a juvenile's ability to obtain a driver's license or suspend existing driving privileges for certain offenses involving alcohol, truancy, and/or firearms.

119 – COURT ORDER GANG ACTIVITY PREVENTION PROGRAM (16.1-278.8.19): The juvenile was required to participate in a gang-activity prevention program.

120 – FIRST OFFENSE DRUG VIOLATION, MANDATORY TREATMENT (16.1-278.8.01): The juvenile was required to undergo substance abuse screening, assessment, and/or treatment, pursuant to § 16.1-278.8.01.

121 – SUSPENDED COMMITMENT TO DJJ: The judge orders the juvenile to be committed to DJJ; however, the judge suspends the commitment with court-ordered conditions.

122 – SUSPENDED COMMITMENT TO

DETENTION: The judge orders the juvenile to be committed to a detention home; however, the judge suspends the commitment with court-ordered conditions.

123 – TRANSFER TO CIRCUIT COURT: The juvenile's case was heard in JD&R, and the judge transfers the case to circuit court.

124 – SENTENCED TO DETENTION: The juvenile was sentenced to a detention home by the judge.

125 – SENTENCED IN CIRCUIT COURT: Used for cases that were originally heard in circuit court.

126 – UPHOLDING RULING OF THE LOWER COURT: The juvenile's case has previously been heard and adjudicated, but was appealed to circuit court. The appealed case was reheard and the court upholds the ruling of the lower court.

Worker Assignment Tab

Worker Status: Select the option that best describes the juvenile's worker.

B – BSU PRIMARY WORKER*: A primary worker from BSU was assigned to a juvenile in direct care.

J – JCC PRIMARY WORKER*: A primary worker from a DJJ facility was assigned to a juvenile in direct care.

P – CSU PRIMARY WORKER*: A primary worker from a CSU was assigned to a juvenile on diversion, probation, parole, or in direct care. CSU primary workers may include probation and parole officers, diversion staff, etc.

S – SECONDARY USER REGARDLESS OF THE FACILITY TYPE: A secondary worker was assigned to a juvenile to assist the primary worker on the case. A secondary worker may include interns, other probation or parole officers, mental health staff, non-DJJ employees, VJCCCA funded staff, etc.

* A primary worker must have successfully completed essential skills training. If the worker has not completed the essential skills training, the worker must be classified as a secondary worker.

Worker Type: Select the option that best describes the position of the juvenile's worker.

01 – Probation Officer: The assigned worker is a probation/intake officer.

02 – Parole Officer: The assigned worker is a parole officer.

03 – Intensive Probation Officer: The assigned worker is an intensive probation officer.

04 – Intensive Parole Officer: The assigned worker is an intensive parole officer.

05 – CSU Supervisor: The assigned worker is a CSU supervisor.

06 – VJCCCA - Funded Staff Supervised By CSU: The assigned worker is funded by VJCCCA and is supervised by the CSU.

07 – Locally Funded Staff Supervised By CSU: The assigned worker is locally funded and is supervised by the CSU. If the locally funded worker is a PO, select the appropriate code above.

08 – Other CSU Employee: The assigned worker is an employee at a CSU, but is NOT a PO, supervisor, intern, or volunteer.

09 – CSU Intern/Volunteer: The assigned worker is an intern or a volunteer at a CSU.

10 – Counselor: The assigned worker is a counselor for a juvenile in direct care. When the juvenile has counselors at both DJJ and a CPP; DJJ will be listed as JCC Primary and CPP will be listed as secondary.

11 – Counselor Supervisor: The assigned worker is a supervisor of the counselors.

12 – Other JCC Staff: The assigned worker is an employee at a direct care facility, but is NOT a counselor or counselor supervisor.

13 – BSU Therapist: The assigned worker is a BSU therapist.

14 – BSU Supervisor: The assigned worker is a BSCU supervisor.

15 – Treatment Program Supervisor: The assigned worker is a treatment program supervisor.

16 – TYSC: The assigned worker is employed by the TYSC.

17 – Re-Entry Specialist: The assigned worker is a re-entry specialist.

18 – CPP Case Manager: The assigned worker is a CPP case manager.

19 – CPP Coordinator: The assigned worker is a CPP coordinator.

20 – CPP Therapist: The assigned worker is a CPP therapist.

21 – Regional Service Coordinator: The assigned worker is employed by AMI or EBA. Regional Service Coordinators should only be assigned as a secondary worker.

Contacts Tab

Contact Type: Select the option that best describes the method in which an individual was contacted.

01 – Face to Face: The contact between the worker and the individual(s) was in person.

02 – Telephone: The contact between the worker and the individual(s) was over the phone.

03 – Video: The contact between the worker and the individual(s) was over a video chat program, such as VIA3 applications, FaceTime, Skype, or another program.

04 – E-Mail/Fax: The contact between the worker and the individual(s) was via an email, direct messaging via a social media platform, correspondence sent, or received through a fax machine or through other electronic medium.

05 – Correspondence: The contact between the worker and the individual(s) was via traditional mail or a court report/documentation.

06 – File Review: A worker reviews the juvenile's paper or electronic case, file, or record.

07 – Administrative: A supervisor or director was reviewing or inputting additional information into the juvenile's paper or electronic case, file, or record.

17 – Progress Review: The contact was made for a progress review.

24 – Consultation With: The contact was made for a consultation.

25 – Visitor Received: The juvenile receives an approved visitor while in a correctional facility.

26 – Evaluation Interview: The contact was made for an evaluation interview.

27 – Correspondence Received: The contact was made to state the communication was received by the correspondence.

28 – Intake: The contact was made for intake.

29 – Other: The contact was made for any reasons that are not listed.

30 – MHSTP Screening: The contact was made for an MHSTP screening.

31 – MHSTP Facility Case Review: The contact was made for an MHSTP facility case review.

32 – MHSTP Community Case Planning Meeting: The contact was made for an MHSTP community case-planning meeting.

33 – Social Media/Texting: The contact between the worker and the individual(s) was made through social media or texting.

Contact Place: Select the option that best describes the location of where the worker was when the contact occurred, correspondence was sent or received, or review took place.

01 – CSU Office: The worker was at the CSU office building.

02 – Client's Home: The worker was at the client's home.

03 – School: The worker was at a school.

04 – Detention Center/Jail: The worker was at a JDC or jail.

05 – JCC: The worker was at a JCC or CPP.

06 – Client's Work Site: The worker was at the client's place of employment or community service site.

07 – Parent's Work Site: The worker was at the juvenile's parent or legal guardian's place of employment.

08 – Court: The worker was in court.

09 – Shelter Care Facility: The worker was at a shelter care facility.

10 – Halfway House: The worker was at a halfway house.

11 – Residential Placement: The worker was at a residential placement, such as a psychiatric hospital, substance abuse center, rehabilitation facility, or other similar site.

12 – Other: This category is used when no other option applies, as listed. A detailed narrative explanation should be provided.

13 – Service Provider's Office: The worker was at another service provider's office, such as a life skills coach, foster care worker's office, or another service agency office.

14 – Office: The worker was in an office at a facility.

15 – Housing Unit: The worker was in a direct care-housing unit.

16 – Isolation: The worker visited the juvenile in isolation.

17 – Visitation: The worker was at the visitation room.

18 – Group Room: The contact occurred in the room where the juvenile's hold group meetings including mutual help group, aggression management and substance abuse.

19 – Classroom: The worker was in a classroom.

20 – CPP: The worker was at a CPP.

21 – Neighborhood/Community: The worker was in the neighborhood or community when contact was made with the client, family, or other involved party.

Scheduled: Select the option that best describes the contact.

A – Attempted Contact: The worker attempted to make contact with the client, family, or other involved party but was unsuccessful.

C – Cancelled by Client: the client for any reason canceled the scheduled contact.

S – Scheduled: The contact was arranged ahead of time and the contact took place as planned.

US – Unscheduled: The worker has an unplanned contact with the client, family, or other involved party.

NS – No Show Contact: The client, family, or other involved party failed to appear for a scheduled appointment.

Contact Purpose(s): Select the options that best describes the purpose of the contact.

01 – Investigation for Report: Contact occurred in order to gather information for a social history, pre-dispositional, and/or other court report.

02 – Probation Supervision: Contact occurred for a probation case. If the juvenile's probation supervision plan is reviewed during the contact, use Code **14 – Supervision Plan Review (CSU)**.

03 – Parole Supervision: Contact occurred for a parole case. If the juvenile's parole plan is reviewed during the contact, use Code **14 – Supervision Plan Review (CSU)**.

04 – Direct Care Supervision: Contact occurred for a committed juvenile in a JCC or CPP.

05 – Diversion Supervision: Contact occurred for a case that is diverted at intake.

06 – Service Provision: Contact occurred in order for services to be provided to the juvenile and/or family, such as individual or family therapy, substance abuse services, anger management, etc.

08 – Supervisory Review (CSU): Contact occurred for a review by a supervisor, such as supervision plan, social history, violation of probation, etc. This code should be used ONLY by a supervisor and should NOT be used for a detention review.

09 – Detention Visits: Contact occurred in order to visit a juvenile at a JDC or jail.

11 – Court Hearing: Contact occurred for a court hearing for a juvenile's case.

12 – Outreach Detention Visit: Contact occurred for a juvenile participating in an outreach detention program, including home or school visits, electronic monitoring, etc.

13 – Other: This category is used when no other option applies, as listed. A detailed narrative explanation should be provided.

14 – Supervision Plan Review (CSU): Contact occurred in order to review a juvenile's probation supervision plan with the juvenile and the juvenile's family.

15 – Serious Incident Notification: Contact occurred due to a serious incident notification received by a worker OR to notify the juvenile's parent/guardian or other involved parties of a serious incident.

16 – Progress Update: Contact occurred in order to gather information, write or update an ICJ progress report or other progress report.

17 – Required Monthly Contact: Contact occurred for the Treatment Team Meeting, as required.

18 – Family Therapy: Family session provided by JCC/BSU or Certified CSU Counselor.

19 – Case Monitoring (Not DIV, PRB, DC, PAR): Contact occurred for a post-dispositional or tracking only case. This option should NOT be used for juveniles on diversion, in direct care, or on probation or parole.

20 – Mental Health Services Transition Plan: Contact occurred in order to develop or update the juvenile's MHSTP, as required for post-dispositional, direct care, or parole cases.

21 – Detention Review – Supervisory Review Only: Contact occurred in order to review a detained juvenile's case by a supervisor ONLY.

22 – Personality Inventory for Youth: Contact occurred in order to evaluate a juvenile using the Personality Inventory for Youth (PIY).

23 – Sex Offender Reg. Initial Registration: Contact occurred in order to register a juvenile with the Sex Offender Registry.

24 – Sex Offender Reg. Change of Address: Contact occurred because a juvenile that is registered to the Sex Offender Registry had a change of address.

25 – Sex Offender Reg. Change of Employment: Contact occurred because a juvenile that is

registered to the Sex Offender Registry had a change in employment.

26 – Sex Offender Reg. New ISP/eMail/IM/Chat: Contact occurred because a juvenile that is registered to the Sex Offender Registry had a new or change in an internet service provider, email address, instant messaging name, or chat name.

27 – Sex Offender Reg. New Photo: Contact occurred because a juvenile that is registered to the Sex Offender Registry had to have a new photograph taken.

28 – Sex Offender Reg. DNA Submitted to DFS: Contact occurred because a juvenile that is registered to the Sex Offender Registry had a new DNA sample submitted to the DFS.

29 – Sex Offender Reg. Change of Name: Contact occurred because a juvenile that is registered to the Sex Offender Registry had a legal name change.

30 – Sex Offender Reg. Change of Vehicle Info: Contact occurred because a juvenile that is registered to the Sex Offender Registry had a change in vehicle information, such as a change in vehicle, registration information, or insurance information.

31 – Sex Offender Reg. Change of Education: Contact occurred because a juvenile that is registered to the Sex Offender Registry had a change in school location.

32 – Sex Off.-Youth Notified Needs to Re-reg: Contact occurred because a juvenile that was previously registered to the Sex Offender Registry is required to re-register.

33 – CPS Complaint: Contact occurred in order to make a formal complaint to CPS.

34 – Family Progress Report (Direct Care)-CSU: Contact occurred between CSU staff and a juvenile's family, while the juvenile is in direct care.

35 – Session w/ Intervention: Contact occurred for a session with an intervention.

42 – REACH Community Meeting: Contact occurred

43 – Case Staffing: Contact occurred with the CEST members in order to make initial treatment

program assigned and caseload management decisions, as required.

44 – Records Review: Contact occurred to review the juvenile's records.

45 – JCC CRCP Review (with resident): Contact occurred in order to review the CRCP, including the goals and action steps with the juvenile.

46 – JCC CRCP Supervisory Review: Contact occurred in order to review, finalize, and approve the CRCP by a supervisor.

47 – Quarterly JCC Progress Report to CSU: Contact occurred in order to provide the juvenile's quarterly JCC progress report to a CSU.

48 – Education/Vocational: Contact occurred for education and/or vocational training.

49 – Graduated Sanctions: A graduated sanction is imposed on a juvenile.

50 – CSU Incentives: An incentive is given to the juvenile by the CSU.

51 – Absconder Supervision: Contact occurred to provide absconder supervision.

52 – Initial Family Meeting: Initial meeting with the juvenile and family following the juvenile's commitment.

53 – CEST Meeting: Meeting to make recommendations concerning the juvenile's treatment, length of stay (LOS), classification and placement.

54 – Treatment Team (CTST): Classification and Treatment team develops and oversees implementation of the juvenile's CRCP (Comprehensive Reentry Case Plan), monitor progress toward completion of CRCP goals, and make recommendations for releases.

55 – 90-Day Re-Entry Meeting: Review juvenile's personal action plan, goals, housing arrangements, educational placement/plans, vocational plan, etc. in anticipation of release.

56 – Community Re-Entry Meeting: Meeting held 30 days after release to conduct initial review and adjust level of supervision as appropriate.

57 – ICRC Meeting: Meeting held to focus on treatment and behavioral program progress, and caseload management. The highest level of committee review and decision making for caseload management decisions at the JCC.

58 – CCRC Meeting: Contact involved a meeting to approve caseload management decisions, conduct case reviews and make recommendations for service interventions, approve juveniles going off campus for designated activities and make recommendations for the release of major offenders or special decision cases. The highest level of review for caseload management issues.

59 – Evaluation Interview: Contact involved history and evaluations completed by various departments (DOE, BSU, etc.) in order to develop juvenile's CRCP.

60 – Community Meetings: Contact involved JCC forum to assess how the juvenile is functioning within the housing unit, educational program, recreation, free time, chores, and other group activities.

Person(s) Contacted: Select the option that best describes the individual(s) that is/are contacted.

01 – Client: The contact only involved the juvenile.

02 – Client's Parent/Guardian: The contact only involved the juvenile's parent(s) or legal guardian(s).

03 – Client and Their Parent/Guardian: Contact involved the juvenile and juvenile's parent(s) or legal guardian(s).

04 – School Personnel: Contact involved the faculty and staff from the juvenile's school.

05 – JCC/CAP Staff: Contact involved direct care staff.

06 – Social/Foster Care Worker: Contact involved the staff from CPS, DSS, or a social worker from another agency.

07 – Other CSU Service Provider: Contact involved a service provider involved with a CSU, such as intensive supervision plan staff, on-staff social worker, etc.

08 – Non-CSU Service Provider: Contact involved a non-CSU, non-DJJ service provider, such as

residential program, outpatient program, VJCCCA staff, or RSC, etc.

09 – Inter-Disciplinary Team, inc. FAPT Team: Contact involved an inter-disciplinary team or FAPT.

10 – Law Enforcement: Contact involved a local, state, or federal law enforcement agency.

11 – Victim or Citizen: Contact involved a victim or citizen associated with the juvenile's case.

12 – Attorneys/Clerk of Court: Contact involved an attorney or a clerk of the court.

13 – Judge: Contact involved a judge.

14 – CSU Supervisor/Director: Contact involved a supervisor or the director from a CSU.

15 – Administrative/File Review: Contact did not involve another individual, but rather involved an administrative change or file review, such as a change in the juvenile's status, to add documentation to the file, close a case, or etc.

16 – Guardian: Contact involved the juvenile's guardian(s).

17 – Mother: Contact involved the juvenile's biological/step mother.

18 – Father: Contact involved the juvenile's biological/step father.

19 – Sibling: Contact involved the juvenile's biological/step sibling(s).

20 – Grandparent: Contact involved the juvenile's biological/step grandparent(s).

21 – Therapist: Contact involved the juvenile's therapist.

22 – Probation/Parole Officer: Contact involved a probation or parole officer.

23 – Social Worker: Contact involved the juvenile's social worker.

24 – Clergy: Contact involved the clergy.

25 – Community Coordinator: Contact involved the housing unit manager of the juvenile facility.

26 – Other: This category is used when no other option applies, as listed.

27 – Other Family Member: Contact involved a family member(s) that is active in the juvenile's life, without legal custody of the juvenile.

28 – Detention Residential Pgm/Jail Staff: Contact involved staff from a JDC, halfway house, residential program, or jail.

33 – Central Office/Community Programs Staff: Contact involved staff from DJJ's central office, such as ICJ, practice improvement staff, RPMs, or other staff.

34 – BSU Personnel: Contact involved staff from the BSU.

35 – Psychiatrist: Contact involved the juvenile's psychiatrist.

36 – Health Services Staff: Contact involved medical infirmity staff from the JDC or JCC, including doctors, nurses, dentists, etc.

37 – Psychologist: Contact involved the juvenile's psychologist.

38 – CPS Worker: Contact involved a CPS worker.

39 – Employer: Contact involved the juvenile's employer.

40 – CPP Case Manager: Contact involved the juvenile's CPP case manager.

41 – CPP Coordinator: Contact involved the juvenile's CPP coordinator.

42 – CPP Therapist: Contact involved the juvenile's CPP therapist.

Contacted By: Select the option that best describes the individual(s) that made the contact.

01 – Primary Probation/Parole Officer: The juvenile's primary PO made the contact.

02 – Other CSU Staff: Other CSU staff members made the contact.

03 – Non-CSU Service Provider: A non-CSU, non-DJJ service provider, such as a staff from a residential program or an outpatient program, made the contact.

04 – CSU Supervisor: A supervisor or director from a CSU made the contact.

06 – Secondary Probation/Parole Officer: The juvenile's secondary PO made the contact.

07 – Primary Counselor: The primary counselor of a juvenile who is in direct care made the contact.

08 – Secondary Counselor: The secondary counselor of a juvenile who is in direct care made the contact.

09 – Counselor Supervisor: The supervisor of a primary counselor of a juvenile who is in direct care made the contact.

10 – BSU Therapist: The juvenile's BSU therapist made the contact.

11 – BSU Supervisor: The supervisor of the BSU's therapist of the juvenile made the contact.

12 – Treatment Program Supervisor: The supervisor of the treatment program of the juvenile made the contact.

13 – Transition Specialist: The transition specialist of the juvenile who is in direct care made the contact.

14 – JCC Administration: The JCC administrative staff, such as superintendent, of the juvenile who is in direct care made the contact.

15 – CPP Case Manager: The juvenile's CPP case manager made the contact.

16 – CPP Coordinator: The juvenile's CPP coordinator made the contact.

17 – CPP Therapist: The juvenile's CPP therapist made the contact.

Reports Provided Tab

Report Type: Select the option that describes the provided report.

01 – Comprehensive Pre-Dispositional Report (Social History): The juvenile's pre-dispositional social history was completed.

02 – Post Dispositional Investigation (Social History): The juvenile's post-dispositional social history was completed.

03 – Social History Update/Addendum: The juvenile's prior social history was updated or an addendum was added to the juvenile's existing social history.

04 – Transfer Report: A report to determine certification to circuit court was completed.

05 – Full Custody Investigation: A full custody investigation was completed in order to determine custody.

06 – Substance Abuse – Screening: A SASSI was completed for a juvenile.

07 – Substance Abuse – Assessment: A substance abuse assessment or a drug court assessment was completed.

09 – Probation PSCP Supervision Plan: A probation or parole plan for supervising offenders on community supervision based on an assessment of the offender's risks, needs, and responsivity was developed.

10 – Psychological Evaluation by CSU Psychologist: A psychological evaluation by a CSU psychologist was completed.

11 – FAPT Application and/or Case Reviews: A FAPT application was completed or a FAPT case was reviewed, as required.

12 – Other Reports: This category is used when no other option applies, as listed, such as a report related to ICJ, home study, multi-disciplinary teams, local CSU reports, truancy packets, mediation agreements, etc.

16 – Progress Report: A progress report to the court was created, updated, or reviewed. The progress report can be for closing a case, a review hearing in court, or a case update.

17 – Initial Custody Classification: An initial custody classification was completed for a committed juvenile.

18 – Custody Re-Classification: A custody re-classification was completed for a committed juvenile.

19 – Discharge Summary: A discharge summary report was completed for a juvenile who was getting ready to be released from direct care.

20 – Major Offender Packet: A Major Offender Packet for a juvenile was completed or updated.

21 – Serious Offender Report: A Serious Offender Report for a juvenile was completed or updated.

22 – Mediation Agreement: A mediation Agreement for a juvenile was completed or updated.

23 – Mental Health Screening/Assessment: Screening provided by JCC/BSU or Certified CSU Counselor.

24 – Family Progress Report: Quarterly report of family progress while juvenile in Direct Care/JCC.

25 – YASI Pre-Screen: A YASI Pre-Screen was completed for the juvenile.

26 – YASI Full Screen: A YASI Full Screen was completed for the juvenile.

27 – Mental Health Services Transition Plan: An MTSTP was completed for the juvenile.

28 – BSU Risk Assessment: A BSU Risk Assessment was completed for a juvenile.

29 – Psychological Evaluation by BSU: A psychological evaluation of a juvenile was completed by a BSU staff member.

30 – YASI Re-Assessment: A YASI Re-Assessment screening was completed, as required.

31 – Individual Plan of Care (IPC): An IPC was completed for a juvenile.

32 – JCC CRCP (Parole): A CRCP for a juvenile committed to a JCC was completed.

33 – CSU CRCP Parole Plan: A CRCP for a juvenile on parole was completed by a CSU.

34 – CSU CRCP Placement Plan/Family Domain (Parole): A CRCP Placement Plan or Family Domain for a juvenile was completed by a CSU.

35 – Gang Observation Report: A report on the observation of the juvenile's gang involvement was completed.

36 – CANS Assessment/Report: A CANS and Strengths assessment was completed. The CANS

assessment/report is used for FAPT or residential placement.

37 – CPP Progress Report: An assessment that takes place during a set timeframe that conveys details of the juvenile's performance in his/her respective CPP. Areas that are covered include treatment progress, behavior, education, parental participation, CSU participation, discharge information, additional information, etc.

38 – CPP Discharge Report: A summary of services provided while in the CPP is created. Areas that are covered in this summary include all topics that are covered in the progress reports. Additional information includes referrals for treatment in the community once discharged from the program.

Services Tab

Provider Type: Select the option that best describes the individual(s) providing the service.

01 – Non-CSU Service Provider: The service was provided by a non-DJJ, non-CSU service provider, such as an RSC, CSB, DSS, a private service provider, contractor, or another outside agency.

02 – Volunteer: The service was provided by an approved volunteer.

03 – Student Intern: The service was provided by an approved student intern.

05 – CSU Personnel: The service was provided by a CSU staff member.

06 – Primary Therapist: The service was provided by the juvenile's primary therapist.

07 – Group Therapist: The service was provided by the juvenile's group therapist.

08 – Group Co-Therapist: The service was provided by the juvenile's group co-therapist.

09 – Psychiatrist: The service was provided by the juvenile's psychiatrist.

10 – Psychologist: The service was provided by the juvenile's psychologist.

11 – On-Call Therapist: The CSU on-call therapist provided the service.

12 – Supervisor: The service was provided by the CSU supervisor.

14 – Other: This category was used when no other option applies, as listed.

15 – Correctional Counselor: The service was provided by the juvenile's correctional counselor.

16 – BSU Therapist: The service was provided by the BSU therapist.

17 – DCE Teacher: The service was provided by the DCE teacher.

18 – Recreational Therapist: The service was provided by the CSU's recreational therapist.

19 – Security Staff: The service was provided by security staff at the JCC or JDC.

20 – CSB: The service was provided by CSB.

21 – DSS: The service was provided by DSS.

22 – VJCCCA Program: The service was provided by VJCCCA funded program personnel.

23 – Treatment Program Supervisor: The service was provided by a treatment program supervisor.

24 – Youth Industries: The service was provided by youth industries.

25 – Comprehensive Services Act: The service was provided by the comprehensive services act.

26 –Private Provider: A private provider provided the service.

27 – Re-Entry Specialist: The service was provided by a re-entry specialist.

28 – DCE: The service was provided by Virginia DCE personnel, but not a DCE teacher.

29 – CPP Case Manager: The service was provided by a CPP Case Manager.

30 – CPP Therapist: The service was provided by a CPP Therapist.

31 – CPP Direct Care Staff: The service was provided by CPP Direct Care Staff.

32- CPP Coordinator: The service was provided by a CPP Coordinator.

Service Type: Select the option that best describes the provided service. The selected option will filter the listed Service Sub Type in the Service Events screen.

01 – CSU Family Counseling: In the Service Sub Type, code 1 – 1 Session will be listed.

02 – CSU Supervise Restitution Program: In the Service Sub Type, code 2 – 1 Contact will be listed.

03 – CSU Supervise Community Service: CS completion as required by the judge and/or CSU Staff. In the "Services Sub Type", code "3 – 1 Contact" will be listed.

04 – CSU Marital Counseling: In the Service Sub Type, code 4 – 1 Session will be listed.

06 – CSU Group Counseling: CSU mental health workers; in the Service Sub Type, code 6 – 1 Contact will be listed.

07 – CSU Drug/Alcohol Screening: In the Services Sub Type, code 819 – Positive Result, and 820 – Negative Result will be listed.

08 – CSU Electronic Monitoring: Sanction; court order; in the Service Sub Type, code 8 – 1 Procedure will be listed.

09 – CSU Outreach Detention: community monitoring, In the Service Sub Type, code 9 – 1 Contact will be listed.

10 – CSU Mediation: Truancy mediation, restorative justice; in the Service Sub Type, code 10 – 1 Mediation will be listed.

11 – CSU Substance Abuse Counseling: In the Service Sub Type, code 11 – 1 Session will be listed.

13 – CSU Other - Must Use Comments: In the Service Sub Type, code 13 – 1 Contact will be listed.

14 – CSU Individual Counseling: Community services board; in-home counselor; CSB mental health workers; in the Service Sub Type, code 14 – 1 Session will be listed.

15 – CSU Gang Intervention Program: In the Service Sub Type, code 15 – 1 Session will be listed.

16 – CSU Parenting Skills: VJCCCA; parenting education course; in the Service Sub Type, code 16 – 1 Session will be listed.

17 – CSU Victim Awareness: apology letters; in the Service Sub Type, code 17 – 1 Session will be listed.

18 – CSU Mentoring: paid mentors; socialization skills; VJCCCA; in the Service Sub Type, code 18 – 1 Session will be listed.

85 – CSU VOP Graduated Sanctions: In the Service Sub Type, code 719 – Sanction will be listed.

86 – CSU Second Chance Grant Program: In the Service Sub Type, code 720 – 1 Contact will be listed.

87 – CSU Graduated Sanctions: In the Service Sub Type, code 721 – 1 Contact will be listed.

88 – CSU Aggression Replacement Training: ART; evidence-based program; varies by CSU; in the Service Sub Type, Code 722 – 1 Contact will be listed.

89 – CSU Sex Offender Treatment: Out-sourced program provided through insurance and/or a certified program; in the Service Sub Type, code 723 – 1 Contact will be listed.

90 – CSU Medication Management: Mental health medication management; in the Service Sub Type, code 724 – 1 Contact will be listed.

91 – CSU Life Skills: Day and evening reporting program; in the Service Sub Type, code 725 – 1 Contact will be listed.

92 – CSU Workforce Readiness Training: In the Service Sub Type, code 726 – 1 Contact will be listed.

94 – CSU Cognitive - Behavioral Program: In the Service Sub Type, code 728 – 1 Contact will be listed.

144 – BSU DBT Mandatory: In the Service Sub Type, code 196 – M1/G01: Introduction to DBT, 197 – M1/G0: Introduction to Mindfulness, 198 –

M1/G09: DBT Module 1 Review, 199 – M2/G07: Willing vs Willful Skill, 200 – M2/G10: DBT Completion Celebration, 911 – M1/G03: States of Mind Skill, 912 – M1/G04: Observe and Describe Skill, 913 – M1/G05: Participate Skill, 914 – M1/G06: Non-judgmental Skill, 915 – M1/G07: One Mindfully Skill, 916 – M1/G08: Mindfulness Effectively Skill, 917 – M1/G10: DBT Module 1 Test, 918 – M2/G01: Introduction to Distress Tolerance, 919 – M2/G02: Distracting Skill, 920 – M2/G03: Self-Soothe Skill, 921 – M2/G04: Improving the Moment Skill, 922 – M2/G05: Pros and Cons Skill, 923 – M2/G06: Accepting Reality Skill, and 924 – M2/G09: DBT Module 2 Test will be listed.

145 – BSU DBT Supplementary: In the Service Sub Type, code 202 – M3/G06: Let Go of Suffering Skill, 203 – M3/G07: DBT Module 3 Review, 925 – M3/G01: Introduction to Emotion Regulation, 926 – M3/G02 – Story of Emotions Skill, 927 – M3/G03: PLEASE Skill, 928 – M3/G04: Increasing Positive Emotions Skill, 929 – M3/G05: Opposite Action Skill, 930 – M4/G01: Introduction to Interpersonal Effectiveness, 931 – M4/G02: Situations for Interpersonal Effectiveness Skill, 932 – M4/G03: Factors Reducing Interpersonal Effectiveness Skill, 933 – M4/G04: Myths and Cheerleading Statement Skill, 934 – M4/G05: DEARMAN Skill, 935 – M4/G06: GIVE Skill, 936 – FAST Skill, 937 – DBT Module 4 Test, 938 – M4/G10: DBT Completion Celebration, 964 – M3/G08: DBT Module 3 Test, and 965 – DBT Module 4 Review will be listed.

147 – BSU Treatment Services: In the Service Sub Type, code 951 – Individual Therapy, 952 – Clinical Consultation (with Resident), 953 – On-Call Rounds/Calls, 954 – Group Therapy, 955 – Psy. Ed. Groups, and 956 – Family Therapy will be listed.

148 – BSU Clinical Meetings: In the Service Sub Type, code 957 – SIB Meetings and 958 – Case Conference will be listed.

149 – BSU Assessments/Evaluations: In the Service Sub Type, code 960 – Mental Health Screening, 961 – Intake Psychological, 962 – Risk Assessment, and 963 – Mental Status Check will be listed.

22 – BSU Psychiatric Evaluation: In the Service Sub Type, code 36 – 15 Minutes, 37 – 30 Minutes, 38 – 45 Minutes, 39 – 60 Minutes, 40 – 75 Minutes, 41 – 90 Minutes, 42 – 105 Minutes, 43 – 120 Minutes, and 437 – 135 Minutes will be listed.

23 – BSU Med Check: In the Service Sub Type, code 44 – 15 Minutes, 45 – 30 Minutes, 46 – 45 Minutes, 47 – 60 Minutes, 48 – 75 Minutes, 49 – 90 Minutes, 50 – 105 Minutes, 51 – 120 Minutes, and 438 – 135 Minutes will be listed.

26 – BSU Sex Offender Individual Therapy: In the Service Sub Type, code 60 – 15 Minutes, 61 – 30 Minutes, 62 – 45 Minutes, 63 – 60 Minutes, 64 – 75 Minutes, 65 – 90 Minutes, 66 – 105 Minutes, 67 – 120 Minutes, and 441 – 135 Minutes will be listed.

27 – BSU Sex Offender Therapy Group: In the Service Sub Type, code 76 – 15 Minutes, 77 – 30 Minutes, 78 – 45 Minutes, 79 – 60 Minutes, 80 – 75 Minutes, 81 – 90 Minutes, 82 – 105 Minutes, 83 – 120 Minutes, and 442 – 135 Minutes will be listed.

28 – BSU Sex Offender Psycho-Education Group: In the Service Sub Type, code 84 – 15 Minutes, 85 – 30 Minutes, 86 – 45 Minutes, 87 – 60 Minutes, 88 – 75 Minutes, 89 – 90 Minutes, 90 – 105 Minutes, 91 – 120 Minutes, and 443 – 135 Minutes will be listed.

32 – BSU Substance Abuse Therapy Group: In the Service Sub Type, code 948 – Girls Program and 949 – Boys ITP Group will be listed.

45 – BSU/JCC Aggression Management Group: In the Service Sub Type, code 830 – Session # 1 Skillstreaming: Giving A Compliment, skill #21, 831 – Session # 2 Anger Control: Introduction, 832 – Session # 3 Moral Reasoning, 833 – Session # 4 Skillstreaming: Following Instr., skill #12, 934 – Session # 5 Anger Control: Triggers, 835 – Session # 6 Moral Reasoning, 836 – Session # 7 Skillstreaming: Deciding problem cause, skill #4, 837 – Session # 8 Anger Control: Cues and Reducers, 838 – Session # 9 Moral Reasoning, 839 – Session # 10 Skillstreaming: Expressing Feelings, skill #16, 840 – Session # 11 Anger Control : Reminders, 841 – Session # 12 Moral Reasoning, 842 – Session # 13 Skillstreaming: Facilitator select next skills, 843 – Session # 14 Anger Control: Thinking Ahead, 844 – Session # 15 Moral Reasoning, 845 – Session # 16 Skillstreaming, 846 – Session # 17 Anger Control: Self Evaluation, 847 – Session # 18 Moral Reasoning, 848 – Session # 19 Skillstreaming, 849 – Session # 20 Anger Control: The Angry Behavior Cycle, 850 – Session # 21 Moral Reasoning, 851 – Session # 22 Skillstreaming, 852 – Session # 23 Anger Control: Rehearsal of Full Sequence, 853 – Session # 24 Moral Reasoning, 854 – Session # 25

Skill streaming, 855 – Session # 26 Anger Control: Rehearsal of Full Sequence, 856 – Session # 27 Moral Reasoning, 857 – Session # 28 Skillstreaming, 858 – Session # 29 Anger Control: Sequence Rehearsal and Review, 859 – Session # 30 Moral Reasoning, 860 – Cycle Presentations, 861 – Resident on Group Recycle, and 862 – Resident Suspended will be listed.

46 – BSU Individual Aggression Management Treatment: In the Service Sub Type, code 221 – 15 Minutes, 222 – 30 Minutes, 223 – 45 Minutes, 224 – 60 Minutes, 225 – 75 Minutes, 226 – 90 Minutes, 227 – 105 Minutes, and 228 – 120 Minutes will be listed.

48 – BSU CYT: In the Service Sub Type, code 896 – Orientation, 897 – 1. MET/CBT Motivation Building, 898 – 2. MET/CBT Goal Setting, 899 – 3. Refusal Skills, 900 – 4. Enhancing Social Support Networks, 901 – 5. Planning for Emergencies and Copies with Relapse, 902 – 6. Problem Solving, 903 – 7. Anger Awareness, 904 – 8. Anger Management, 905 – 9. Effective Communication, 906 – 10. Coping with craves and urges to use drugs, 907 – 11. Depression Management, 908 – 12. Managing thoughts about drugs, 909 – 13. On Suspension Status and 910 – 14. On Recycle Status will be listed.

112 – JCC CTE Advertising Design: In the Service Sub Type, code 793 – 1 Occurrence will be listed.

113 – JCC CTE Barbering: In the Service Sub Type, code 794 – 1 Occurrence will be listed.

114 – JCC CTE Building and Maintenance Repair: In the Service Sub Type, code 795 – 1 Occurrence will be listed.

115 – JCC CTE Cabinet Making: In the Service Sub Type, code 796 – 1 Occurrence will be listed.

116 – JCC CTE Career Pathways: In the Service Sub Type, code 797 – 1 Occurrence will be listed.

117 – JCC CTE Commercial and Residential Cleaning: In the Service Sub Type, code 798 – 1 Occurrence will be listed.

118 – JCC CTE Communication Systems: In the Service Sub Type, code 799 – 1 Occurrence will be listed.

119 – JCC CTE Computer Control and

Automation: In the Service Sub Type, code 800 – 1 Occurrence will be listed.

120 – JCC CTE Computer Information Systems:

In the Service Sub Type, code 801 – 1 Occurrence will be listed.

121 – JCC CTE Computer Systems Technology:

In the Service Sub Type, code 802 – 1 Occurrence will be listed.

122 – JCC CTE Cosmetology: In the Service Sub Type, code 803 – 1 Occurrence will be listed.

123 – JCC CTE Culinary Arts: In the Service Sub Type, code 804 – 1 Occurrence will be listed.

124 – JCC CTE Electricity: In the Service Sub Type, code 805 – 1 Occurrence will be listed.

125 – JCC CTE Graphic Imaging Technology: In the Service Sub Type, code 806 – 1 Occurrence will be listed.

126 – JCC CTE Horticulture: In the Service Sub Type, code 807 – 1 Occurrence will be listed.

127 – JCC CTE Introduction to Technology: In the Service Sub Type, code 808 – 1 Occurrence will be listed.

128 – JCC CTE Inventions and Innovations: In the Service Sub Type, code 809 – 1 Occurrence will be listed.

129 – JCC CTE JROTC: In the Service Sub Type, code 810 – 1 Occurrence will be listed.

130 – JCC CTE Keyboarding: In the Service Sub Type, code 811 – 1 Occurrence will be listed.

131 – JCC CTE Marketing: In the Service Sub Type, code 812 – 1 Occurrence will be listed.

132 – JCC CTE Masonry: In the Service Sub Type, code 813 – 1 Occurrence will be listed.

133 – JCC CTE Small Engine Technology: In the Service Sub Type, code 814 – 1 Occurrence will be listed.

134 – JCC CTE Technology Foundations: In the Service Sub Type, code 815 – 1 Occurrence will be listed.

135 – JCC CTE Technology Transfer: In the Service Sub Type, code 816 – 1 Occurrence will be listed.

136 – JCC CTE Word Processing: In the Service Sub Type, code 817 – 1 Occurrence will be listed.

137 – JCC CTE - Technology Communications:

In the Service Sub Type, code 818 – 1 Occurrence will be listed.

142 – JCC - PREA Resident Education: In the Service Sub Type, code 829 – 1 Session will be listed.

143 – JCC Thinking for a Change: In the Service Sub Type, code 863 – Lesson 1, Introduction, 864 – Lesson 2, Active Listening, 865 – Lesson 3, Asking Questions, 866 – Lesson 4, Giving Feedback, 867 – Lesson 5, Knowing Your Feelings, 868 – Lesson 6, Thinking Controls Our Behavior, 869 – Lesson 7, Pay Attention to Our Thinking, 870 – Lesson 8, Recognize Risk, 871 – Lesson 9, Use New Thinking, 872 – Lesson 10, Thinking Check-In, 873 – Lesson 11, Understanding the Feelings of Others, 874 – Lesson 12, Making a Complaint, 875 – Lesson 13, Apologizing, 876 – Lesson 14, Responding to Anger, 877 – Lesson 15, Negotiating, 878 – Lesson 16, Introduction to Problem Solving, 879 – Lesson 17, Stop and Think, 880 – Lesson 18, State the Problem, 881 – Lesson 19, Set a Goal and Gather Information, 882 – Lesson 20, Practice Problem Solving Skills 1-3, 883 – Lesson 21, Think of Choices and Consequences, 884 – Lesson 22, Make a Plan, 885 – Lesson 23, Do and Evaluate, 886 – Lesson 24, Problem Solving – Application, and 887 – Lesson 25, Next Steps will be listed.

146 – JCC Management of Resident

Identification: In the Service Sub Type, code 939 – Birth Certificate Received from Parents, 940 – Applied for Birth Certificate, 941 – Received Birth Certificate, 942 – Birth Certificate Given to Youth, 943 – Applied for ID Card, 944 – Received ID Card, 945 – ID Card Given to Youth, 946 – Applied for Medicaid, and 947 – Became Medicaid Eligible will be listed.

50 – JCC Psycho-Education Group: In the Service Sub Type, code 253 – 15 Minutes, 254 – 30 Minutes, 255 – 45 Minutes, 256 – 60 Minutes, 257 – 75 Minutes, 258 – 90 Minutes, 259 – 105 Minutes, 260 – 120 Minutes, and 457 – 135 Minutes will be listed.

51 – JCC Crisis Intervention: In the Service Sub Type, code 261 – 15 Minutes, 262 – 30 Minutes, 263 – 45 Minutes, 264 – 60 Minutes, 265 – 75 Minutes, 266 – 90 Minutes, 267 – 105 Minutes, 268 – 120 Minutes, and 458 – 135 Minutes will be listed.

54 – JCC Family Counseling: In the Service Sub Type, code 285 – 15 Minutes, 286 – 30 Minutes, 287 – 45 Minutes, 288 – 60 Minutes, 289 – 75 Minutes, 290 – 90 Minutes, 291 – 105 Minutes, 292 – 120 Minutes, and 459 – 135 Minutes will be listed.

56 – JCC Mediation: In the Service Sub Type, code 301 – 15 Minutes, 302 – 30 Minutes, 303 – 45 Minutes, 304 – 60 Minutes, 305 – 75 Minutes, 306 – 90 Minutes, 307 – 105 Minutes, and 308 – 120 Minutes will be listed.

57 – JCC Individual Counseling: In the Service Sub Type, code 309 – 15 Minutes, 310 – 30 Minutes, 311 – 45 Minutes, 312 – 60 Minutes, 313 – 75 Minutes, 314 – 90 Minutes, 315 – 105 Minutes, 316 – 120 Minutes, and 430 – 135 Minutes will be listed.

59 – JCC Parenting Skills: In the Service Sub Type, code 325 – 15 Minutes, 326 – 30 Minutes, 327 – 45 Minutes, 328 – 60 Minutes, 329 – 75 Minutes, 330 – 90 Minutes, 331 – 105 Minutes, and 332 – 120 Minutes will be listed.

60 – JCC Other - Must Use Comments: In the Service Sub Type, code 333 – 15 Minutes, 334 – 30 Minutes, 335 – 45 Minutes, 336 – 60 Minutes, 337 – 75 Minutes, 338 – 90 Minutes, 339 – 105 Minutes, and 340 – 120 Minutes will be listed.

68 – JCC – Phoenix – Gang Program: In the Service Sub Type, code 420 – What Do You Need?, 421 – Program Activities, 422 – What Do You Think?, 423 – Shame And Low Self-Esteem, 424 – Gang Intervention Resources, 425 – Stinking Thinking and Gang Activity, 426 – Getting Away From The Gang, 427 – Gathering/Close Manual, 428 – You Have Options, 429 – Violence At Home, 430 – Problems At Home, 431 – Vocational Prep. (Personal Prep. Program), and 432 – Video: Kids At Risk will be listed.

74 – JCC Treatment Phase Tracking: In the Service Sub Type, code 498 – What Is Treatment All About, 499 – What Am I Doing Here, 500 – What Is Important to You, 501 – Reflection Activity, 502 – Coat of Arms Activity, 503 – Making Your

Dreams Come True, 504 – 3 – Point Values, 505 – The Problem Back Pack, 506 – What Went Wrong, 507 – Reasons to Change, 508 – Thinking About Right and Wrong, 509 – My Life Story, 510 – Starting to Make Changes, 511 – Coping Skills for Emergencies, 512 – Critical Coping Skills, 513 – Coping Skills for Relapse Prevention, 514 – Coping Skills: Establishing a Safer Environment, 515 – Coping Skills: Uncomfortable Feelings, 516 – Breathing/Relaxation Skills, 517 – Creative Visualization and Relaxation, 518 – Coping Skills Reducing Vulnerability, 519 – Coping Skills, Interpersonal and Lifestyle Skills, 520 – Coping Skills for Relapse Prevention, 521 – Making it Personal: Highest Risk, 522 – Managing Your Stress, 523 – Reducing Your Risk, 524 – Problem Solving, 525 – Problem Solving 1-2-3, 526 – Self-Efficacy and Problem Solving, 527 – Dealing with Crises, 528 – Taking the Initiative, 529 – Joy and Humor, 533 – Your First Few Days, 534 – Dealing with People in New Ways, 535 – Dealing with Discomfort, 536 – Facing Your Responsibilities, 537 – If you 'Lapse', 538 – Making Positive Steps to Take Control of Your Life, 539 – Avoiding the Negative, 540 – Practice in Handling Difficult Situations, 541 – Problems with Authority, 542 – Avoiding Trouble (When You Are With Others), 543 – Handling Tough Situations, 544 – Safety Nets, 545 – Red Flags, 546 – Getting Close to Getting Out, 547 – How Are You Doing, 548 – Problem Solving 1-2-3, 549 – Coping Skills for Relapse Prevention, 550 – Identifying and Addressing Your Highest Risks, 551 – Self-Efficacy and Problem Solving, 552 – Key Elements of Change, 553 – Reducing Your Risk, 554 – Vocational Lessons, Part 1, 555 – Vocational Lessons, Part 2, 556 – Personal Preparation Program, and 717 – Healthy Relationship/Healthy Boundaries will be listed.

76 – JCC Youth Industries Barbering: In the Service Sub Type, code 573 – .5 hours, 574 – 1 hours, 575 – 1.5 hours, 576 – 2 hours, 577 – 2.5 hours, 578 – 3 hours, 579 – 3.5 hours, 580 – 4 hours, 581 – 4.5 hours, 582 – 5 hours, 583 – 5.5 hours, 584 – 6 hours, 585 – 6.5 hours, 586 – 7 hours, 587 – 7.5 hours, and 588 – 8 hours will be listed.

79 – JCC Youth Industries Horticulture: In the Service Sub Type, code 621 – .5 hours, 622 – 1 hours, 623 – 1.5 hours, 624 – 2 hours, 625 – 2.5 hours, 626 – 3 hours, 627 – 3.5 hours, 628 – 4 hours, 629 – 4.5 hours, 630 – 5 hours, 631 – 5.5 hours, 632 – 6 hours, 633 – 6.5 hours, 634 – 7 hours, 635 – 7.5 hours, and 636 – 8 hours will be listed.

80 – JCC Youth Industries Offset Printing: In the Service Sub Type, code 637 – .5 hours, 638 – 1 hour, 639 – 1.5 hours, 640 – 2 hours, 641 – 2.5 hours, 642 – 3 hours, 643 – 3.5 hours, 644 – 4 hours, 645 – 4.5 hours, 646 – 5 hours, 647 – 5.5 hours, 648 – 6 hours, 649 – 6.5 hours, 650 – 7 hours, 651 – 7.5 hours, and 652 – 8 hours will be listed.

84 – JCC Youth Industries Direct Print: In the Service Sub Type, code 701 – .5 hours, 702 – 1 hour, 703 – 1.5 hours, 704 – 2 hours, 705 – 2.5 hours, 706 – 3 hours, 707 – 3.5 hours, and 716 – 8 hours will be listed.

98 – JCC Badges for Baseball: In the Service Sub Type, code 756 – 1 Contact will be listed.

99 – JCC/CSU Faith-Based Mentoring Program: In the Service Sub Type, code 757 – 1 Session will be listed.

100 – 294 Life Coaching: In the Service Sub Type, code 758 – 1 Session will be listed.

101 – 294 Substance Abuse Treatment Services: In the Service Sub Type, code 759 – 1 Session will be listed.

102 – 294 Sex Offender Treatment Services: In the Service Sub Type, code 760 – 1 Session will be listed.

103 – 294 Electronic Monitoring: In the Service Sub Type, code 761 – 1 Session will be listed.

104 – 294 Employment: In the Service Sub Type, code 762 – 1 Session will be listed.

105 – 294 Surveillance: In the Service Sub Type, code 763 – 1 Session will be listed.

106 – 294 Intensive Supervision: In the Service Sub Type, code 764 – 1 Session will be listed.

107 – 294 Intensive in home: In the Service Sub Type, code 765 – 1 Session will be listed.

108 – 294 other (use comment field): In the Service Sub Type, code 766 – 1 Session will be listed.

140 – RS Re-Entry Services Orientation: In the Service Sub Type, code 825 – Individual and 826 – Group will be listed.

141 – RS Re-Entry Other Services: In the Service Sub Type, code 827 – Individual and 828 – Group will be listed.

150 – CPP Aggression Management Group: In the Service Sub Type, code 966 – Session # 1 Skillstreaming: Giving A Compliment, 967 – Session # 2 Anger Control: Introduction, 968 – Session # 3 Moral Reasoning, 969 – Session # 4 Skillstreaming: Following Instr., 970 – Session # 5 Anger Control: Triggers, 971 – Session # 6 Moral Reasoning, 972 – Session # 7 Skillstreaming: Deciding problem cause, 973 – Session # 8 Anger Control: Cues and Reducers, 974 – Session # 9 Moral Reasoning, 975 – Session # 10 Skillstreaming: Expressing Feelings, 976 – Session # 11 Anger Control: Reminders, 977 – Session # 12 Moral Reasoning, 978 – Session # 13 Skillstreaming: Facilitator select next skills, 979 – Session # 14 Anger Control: Thinking Ahead, 980 – Session # 15 Moral Reasoning, 981 – Session # 16 Skillstreaming, 982 – Session # 17 Anger Control: Self Evaluation, 983 – Session # 18 Moral Reasoning, 984 – Session # 19 Skillstreaming, 985 – Session # 20 Anger Control: The Angry Behavior Cycle, 986 – Session # 21 Moral Reasoning, 987 – Session # 22 Skillstreaming, 988 – Session # 23 Anger Control: Rehearsal of Full Sequence, 989 – Session # 24 Moral Reasoning, 990 – Session # 25 Skill streaming, 991 – Session # 26 Anger Control: Rehearsal of Full Sequence, 992 – Session # 27 Moral Reasoning, 993 – Session # 28 Skillstreaming, 994 – Session # 29 Anger Control: Sequence Rehearsal and Review, and 995 – Session # 30 Moral Reasoning will be listed.

151 – CPP Individual Aggression Management Treatment: In the Service Sub Type, code 708 – 15 Minutes, 709 – 30 Minutes, 710 – 45 Minutes, 711 – 60 Minutes, 712 – 75 Minutes, 713 – 90 Minutes, 714 – 105 Minutes, and 715 – 120 Minutes will be listed.

152 – CPP Substance Abuse Track 1: In the Service Sub Type, code 996 – Individual Session and 997 – Group Session will be listed.

153 – CPP Substance Abuse Track 2: In the Service Sub Type, code 998 – Individual Session and 999 – Group Session will be listed.

154 – RSC AMikids Service Needs: Codes will not be listed in the Service Sub Type.

155 – RSC EBA Service Needs: Codes will not be listed in the Service Sub Type.

156 – CPP Individual Therapy: In the Service Sub Type, code A65 – 15 Minutes, A66 – 30 Minutes, A67 – 45 Minutes, A68 – 60 Minutes, A69 – 75 Minutes, and A70 – 90 Minutes will be listed.

157 – CPP Family Therapy: In the Service Sub Type, code A71 – 15 Minutes, A72 – 30 Minutes, A73 – 45 Minutes, A74 – 60 Minutes, A75 – 75 Minutes, A76 – 90 Minutes, and A77 – 120 Minutes will be listed.

158 – CPP ART: In the Service Sub Type, code A78 – Session #1 Skillstreaming, A79 – Session #2 Anger Control: Introduction, A80 – Session #3 Moral Reasoning, A81 – Session #4 Skillstreaming, A82 – Session #5 Anger Control: Triggers, A83 – Session #6 Moral Reasoning, A84 – Session #7 Skillstreaming, A85 – Session #8 Anger Control: Cues and Reducers, A86 – Session #9 Moral Reasoning, A87 – Session #10 Skillstreaming, A88 – Session #11 Anger Control: Reminders, A89 – Session #12 Moral Reasoning, A90 – Session #13 Skillstreaming, A91 – Session #14 Anger Control: Thinking Ahead, A92 – Session #15 Moral Reasoning, A93 – Session #16 Skillstreaming, A94 – Session #17 Anger Control: Self-Evaluation, A95 – Session #18 Moral Reasoning, A96 – Session #19 Skillstreaming, A97 – Session #20 Anger Control: The Angry Behavior Cycle, A98 – Session #21 Moral Reasoning, A99 – Session #22 Skillstreaming, B01 – Session #23 Anger Control: Rehearsal of Full Sequence, B02 – Session #24 Moral Reasoning, B03 – Session #25 Skillstreaming, B04 – Session #26 Anger Control: Rehearsal of Full Sequence, B05 – Session #27 Moral Reasoning, B06 – Session #28 Skillstreaming, B07 – Session #29 Anger Control: Sequence Rehearsal and Review, and B08 – Session #30 Moral Reasoning will be listed.

159 – CPP Substance Abuse: In the Service Sub Type, code B09 – Individual, and B10 – Group will be listed.

160 – CPP Psycho-Education Group: In the Service Sub Type, code B11 – 15 Minutes, B12 – 30 Minutes, B13 – 45 Minutes, B14 – 60 Minutes, B15 – 75 Minutes, and B16 – 90 Minutes will be listed.

161 – CPP Community Service Work: In Service the Sub Type, code B17 – 1 Hour, B18 – 2 Hours, B19 – 3 Hours, B20 – 4 Hours, B21 – 5 Hours, B22 – 6 Hours, B23 – 7 Hours, and B24 – 8 Hours will be listed.

162 – CPP Outing: In the Service Sub Type, code B25 – Off Campus Activity, and B26 – Furlough will be listed.

163 – CPP Other: In the Service Sub Type, code B27 – Individual Session, and B28 – Group Session will be listed.

Closed Reason: Select the option that best describes the reason the service is terminated.

01 – Service Successfully Completed: The juvenile has successfully completed the service.

02 – Terminated From Service Unsuccessfully: The juvenile was terminated from the service or did NOT complete the service successfully.

03 – Service Program No Longer Available: The service is no longer available.

04 – Transferred To Another CSU Caseworker: The juvenile was transferred to another CSU worker.

05 – Transferred To Another CSU: The juvenile's supervision was transferred to another CSU.

06 – Supervision Transferred Out-of-State: The service was closed because the juvenile's supervision was transferred out of Virginia.

07 – Attained the Age of 21: The juvenile turned 21 and is no longer open to juvenile supervision and services.

08 – In Jail Awaiting Trial/Sentenced to Adult Jail or DOC: The juvenile was unable to receive services because he/she was in jail awaiting trial or was sentenced to confinement in an adult facility.

09 – Sentenced to Adult Probation: The juvenile was placed on adult probation supervision.

10 – Death: The juvenile died.

11 – Order Rescinded: The order was rescinded.

12 – Transferred to Circuit Court: The juvenile was transferred to Circuit Court.

13 – Committed to JCC: The juvenile was committed to JCC.

14 – Service Closed, No Other Reasons Apply: The case is no longer active.

16 – Appeal: The case has been appealed.

17 – Suspended Commitment: The juvenile has suspended commitment.

18 – Released from JCC: The juvenile has been released from the JCC.

19 – Released from Parole: The juvenile has been released from parole.

20 – Withdrew/Refused Services: The juvenile withdrew/refused services.

21 – Terminated/New Criminal Charges: The service has been terminated due to obtained new criminal charge(s).

22 – Terminated/Technical Violation: The service has been terminated due to technical violation(s).

23 – Terminated/Non-Compliance: The service has been terminated due to non-compliance.

24 – Released - Other Reasons: The juvenile has been released or any other reason not mentioned before.

25 – Some Classes Taken: The juvenile has taken some classes.

26 – Completed/Certificate Earned: The juvenile has completed the service and earned the certificate.

Service Events Button

Or Other: Select the option that best describes the individual providing the service event if an option is NOT selected in the Service Sub Type drop-down menu.

01 – Intern: The individual was an intern.

02 – VJCCCA PERSONNEL: The individual was personnel that is funded by VJCCCA.

03 – PRIVATE PROVIDER: The individual was from a company or non-state entity that is under contract with DJJ.

04 – OTHER: This category is used when no other listed option applies.

05 – Psychiatrist: The individual was a medical practitioner who specializes in the diagnosis and treatment of mental illnesses.

Employment Tab

CTE/YI Program: Career/Technical Education or Youth Industries Program.

Closed Reason: Select the option that best describes the reason why the juvenile was no longer employed at the selected employment entry.

01 – Joined the Military: The juvenile has joined the military.

02 – Laid-off: The juvenile was laid off.

03 – Left for Other Employment: The juvenile has joined another employment site.

04 – Quit: The juvenile quit.

05 – Reincarcerated: The juvenile has been detained, or re-committed.

06 – Relocated: The juvenile is no longer employed because of residential relocation.

07 – Returned to School: The juvenile has been enrolled and returned to school.

08 – Successfully Completed Parole/No Longer Tracking: The juvenile's employment is no longer being tracked because the juvenile successfully completed parole.

09 – Terminated: The juvenile's employment terminated.

10 – Other: This category is used when no other listed option applies.

Calendar Tab

Event Description: Events are system generated and lists important due date.

Annual Dental Exam: The date the juvenile is due for an annual dental examination.

Annual Physical Exam: The date the juvenile is due for an annual physical examination.

Custody Classification Review – 30 days: The date the juvenile is due for the 30-day custody classification review.

Custody Reclassification Review – 90 days: The date the juvenile is due for the 90-day custody reclassification review.

Mandatory Administrative Major Offender

Review – 30 Months: The date the juvenile is due for the 30-month mandatory administrative major offender case review.

Mandatory Administrative Major Offender

Review – Age 20 ½: The date the juvenile is due for the age 20 ½ mandatory administrative major offender review.

Mandatory Major Offender Case Review – 18

Months: The date the juvenile is due for the 18-month mandatory major offender case review.

PPD (TB) Test: The date the juvenile is due for a subcutaneous injection to determine if they been exposed to tuberculosis (TB).

Serious Offender Review – 12 months: The date the juvenile is due for the 12-month serious offender review.

Serious Offender Review – 24 months: The date the juvenile is due for the 24-month serious offender review.

Service Plan Annual Review Date: The date the juvenile is due for the annual service plan review.

Service Plan Development Date: The date the juvenile's case plan was developed.

Service Plan Monthly Progress: The date the juvenile is due for the treatment team meeting.

Service Plan Quarterly Review: The date the juvenile is due for his/her quarterly service plan review.

Evaluations Tab

Parole Discharge Evaluation and Probation Discharge Evaluation

Juvenile's School Attendance: Select the option that best describes the juvenile's school attendance.

01 – ENROLLED, REGULARY ATTENDING: The juvenile is currently enrolled and is attending school daily.

02 – ENROLLED, SOME UNEXCUSED ABSENCES: The juvenile is currently enrolled and is attending school with some unexcused absences.

03 – ENROLLED, TRUANCY AND ATTENDANCE PROBLEMS: The juvenile is currently enrolled, but has truancy issues.

04 – SUSPENDED/EXPELLED: The juvenile was suspended or expelled from school.

05 – DROPPED OUT: The juvenile has dropped out of school. Only applicable if the juvenile is 18 or older.

06 – NOT REQUIRED TO ATTEND: The juvenile was legally excused from compulsory school attendance.

08 – ENROLLED IN COMMUNITY COLLEGE/COLLEGE: The juvenile is currently attending college.

09 – ENROLLED IN VOCATIONAL PROGRAMMING: The juvenile was enrolled in vocational programming.

10 – GED Completed: The juvenile has received a GED.

11 – High School Diploma Completed: The juvenile has received a high school diploma.

12 – Completed Vocational Program: The juvenile has completed a vocational program successfully and received a certification.

99 – UNKNOWN: The juvenile's school attendance status is unknown.

Juvenile's Employment Performance: Select the option that best describes the juvenile's employment attendance.

01 – EMPLOYED REGULARY: The juvenile is currently employed and attends works regularly.

02 – EMPLOYED, SOME ATTENDANCE/PERFORMANCE PROBLEMS: The juvenile is currently employed and some attendance and/or performance issues exist.

03 – EMPLOYED, BUT FIRED DUE TO ATTENDANCE/PERFORMANCE PROBLEMS: The juvenile was employed, but was fired due to attendance and/or performance issues.

04 – EMPLOYED, BUT FIRED DUE TO REASONS OTHER THAN ATTEND/PERF: The juvenile was employed, but was fired due to other

reasons other than attendance or performance issues.

05 – NOT EMPLOYED DURING THE LAST 60

DAYS: The juvenile has not been employed during the last 60 days.

06 – YOUTH UNDERAGE/UNABLE TO HOLD

JOB: The juvenile is underage and is not able to get a job.

07 – NOT REQUIRED TO WORK: The juvenile is not required to work because he/she is under the age of 18 and/or individual is over the age of 18 but is on disability.

99 – UNKNOWN: The juvenile's employment status is currently unknown.

Juvenile's Substance Abuse (Including Alcohol and Illegal drugs): Select the option that best describes the juvenile's substance use.

01 – NO USE: The juvenile does not use drugs or alcohol.

02 – MINIMAL USE: The juvenile has used 1-2 times within the past 60 days and has occasional positive drug screens.

03 – MODERATE USE: The juvenile has used 2-3 times within the past 60 days and has more frequent positive screens, complaints about use from parents.

04 – HEAVY USE: The juvenile uses heavily and regularly.

05 – DAILY USE: The juvenile uses daily.

99 – UNKNOWN: The juvenile's substance use is unknown.

Parole Supervision Risk Re-Assessment

Substance Abuse (alcohol and other drugs): Select the option that best describes the juvenile's substance use.

No known use (-1): The juvenile's substance use is unknown.

Known use on 1 – 2 occasions/No use related problems (0): The juvenile used on one or two occasions and does not have documented problems related to substance use.

Known use on 3 or more occasions/Problems related to use (+1): The juvenile used on three or more occasions and has documented problems related to substance use.

School/Employment Status: Select the option that best describes the juvenile's school or employment attendance.

Regular school/work attendance (-1): The juvenile is currently enrolled and is attending school daily or the juvenile is currently employed and attends works regularly.

Occasional unexcused absences from school/work (no more than 5 days) (0): The juvenile is currently enrolled in school, but has occasional unexcused absences from school (no more than 5 days) OR the juvenile is currently employed, but has occasional unexcused absences from work (no more than 5 days).

Frequent unexcused absences from school/work (more than 5 days) (+1): The juvenile is currently enrolled but has frequent unexcused absences from school (more than 5 days) OR the juvenile is currently employed, but has frequent unexcused absences (more than 5 days).

Peer Group: Select the option that best describes the juvenile's peer group.

No negative peers (-1): The juvenile has no known delinquent friends or friends that have influenced the youth's involvement in delinquent behavior.

Some delinquent peers (0): The juvenile has some friends involved in delinquent behavior.

Mostly delinquent peers (+1): The juvenile's primary peer group has a strong delinquent orientation.

Family Functioning: Select the option that best describes the juvenile's family dynamic.

Family functioning without significant impairment (-1): Any family conflicts are well maintained and not distressing.

Some problems in family functioning (0): The juvenile and the family are having some conflict that is distressing but it can be handled among the household.

Significant problems in family functioning (+1):

The juvenile and family have conflict that is very distressing and outside interventions have been needed, such as new delinquent charges, hospital attention for injuries, police involvement to separate individuals, etc.

New Arrests: Select the option that best describes the juvenile's new arrests, if any.

No new arrests in the last 90 days (0): The juvenile has not had any new arrests in the past 90 days.

One or more arrests for misdemeanor offenses in the last 90 days (+4): The juvenile was arrested one or more times for misdemeanor offenses in the past 90 days.

One or more arrests for felony offenses in the last 90 days (+8): The juvenile was arrested one or more times for felony offenses in the past 90 days.

Response to Supervision: Select the option that best describes the juvenile's response to supervision.

Positive Response (-1): The juvenile has a positive response to supervision.

Some Difficulties (+2): The juvenile has some difficulties in response to supervision.

Serious Difficulties: (+6): The juvenile has serious difficulties in response to supervision.

Re-Assessment Decision: Select the option that best describes the juvenile's re-assessment decision.

Decrease one supervision level (-5 to 0): The juvenile's supervision level has decreased by one.

Remain on current supervision level (+1 to +6): The juvenile's supervision level remains the same.

Increase one supervision level (+7 to +18): The juvenile's supervision level has increased by one.

CSU Access Tab

Grant Access to: Select the name of the CSU that needs access to the case.

Reason: Select the option that best describes the reason why another CSU needs to be provided access to a case.

02 – COURTESY PROBATION SUPERVISION TO ANOTHER CSU: The receiving CSU accepts a juvenile and needs to be granted BADGE access to the juvenile's caseload.

03 – PAROLE SUPERVISION TO ANOTHER CSU: The juvenile's parole supervision was transferred to another CSU and the receiving CSU needs to be granted BADGE access to the juvenile's caseload.

04 – CASE TRANSFERRED FOR DISPOSITION TO ANOTHER CSU: The juvenile's court disposition was transferred to another jurisdiction and the CSU needs to be granted BADGE access to the juvenile's caseload.

05 – ICJ SUPERVISION TRANSFERRED TO ANOTHER CSU: The juvenile's ICJ supervision was transferred to another CSU.

06 – TRANSFER - SOCIAL HISTORY TO ANOTHER CSU: A CSU is requesting a juvenile's social history from another jurisdiction because the juvenile has moved to or is already living in the requesting CSU's jurisdiction.

07 – DIVERSION CASE TRANSFER TO ANOTHER CSU: The juvenile's diversion case was transferred to another CSU.

99 – OTHER: A CSU is monitoring a transferred case or a pre-dispositional case.

YASI Tab

YASI ID: The juvenile's ID number for the YASI.

Date Administered: The date the juvenile's YASI was administered.

Assessment Type: The type of assessment that was administered.

Completed By: The name of the individual that completed the YASI.

Overall Risk: The overall risk score that is based on the Pre-Screen risk score.

SR: The overall static risk score that is the total of all static items in the full YASI battery to inform supervision issues regarding long term risk – yielding three risk levels of "low", "moderate", and "high" risk.

DR: The overall dynamic needs score that is the total of all dynamic risk items (i.e., needs) to assess problems and needs that can be addressed by supervision and related services – yielding six risk levels of “low” (L), “low moderate” (LM), “moderate” (M), “moderate high” (MH), “high” (H), and “very high” (VH).

Overall Protective: The overall dynamic protective score is the total of all dynamic protective items (e.g., strengths, concrete resources) for assessing juvenile’s risk reduction (or buffering) potential and for monitoring success on supervision – yielding six protective factor levels of “low”, “low moderate”, “moderate”, “moderate high”, “high”, and “very high”.

SP: The static protective factor, (e.g., strengths) of the juvenile that will either be “none”, “low”, “moderate”, or “high”.

DP: The dynamic protective factor, (e.g., strengths) of the juvenile that will either be “none”, “low”, “low moderate”, “moderate”, “moderate high”, “high”, or “very high”.

Mental Health Flag: Mental health results are expressed as “flags for service”: 0 flags – no mental health concerns, 1 flag – one violence incident in the past, and 2 flags – serious mental health concerns.

Violence/Aggression Flag: The static component of the dynamic score is expressed as “flags”: 0 flags – no violent behavior in the past, 1 flag – one violence incident in the past, and 2 flags – two or more violent incidents in the past.

Select YASI: Select the YASI Full or Pre-Screen Assessment to view information that is more detailed.

Full Assessment: Includes YASI ID, Date Administered, Assessment Type, Completed By, Overall Risk, SR, DR, Overall Protective, SP, DP, Mental Health, and Violence/Aggression Flag categories.

Pre-Screen Assessment: Includes YASI ID, Date Administered, Completed By, Overall Risk, Legal History, Social History, Pre-Screen Protective, and Areas Contributing to Risk categories.

Areas Contributing to Risk:

LH: Legal History

SC: School

AD: Alcohol/Drugs

AV: Aggression/Violence

SK: Skills

Y: Yes, Contributes to Risk

FM: Family

CP: Community/Peers

MH: Mental Health

AT: Attitudes

EF: Employment/Free Time

Ver. History Tab

Data: The name of the screen or tab on which the record was viewed or altered.

Operation: The action that was taken by the user, such as ‘Add’, ‘Delete’, ‘Read’, or Updated.

CPR Info Tab

Program ID: Unique system-generated number (###-#####-##) assigned to a VJCCCA program. The first three digits denote the FIPS code of the locality or fiscal agent overseeing the program. The first two digits of the next sequence denote the program type (e.g., 13=Community Service, 19=Shoplifting programs) followed by a four-digit provider sequence number. The final two digits distinguish separate individual programs if multiple of the same type are provided.

Program Name: The descriptive name of the program.

Assigned Date: The date the juvenile was assigned to the program.

Admit Date: The date the juvenile was admitted to the program and began services.

Released Date: The date the juvenile was released from the program.

Program Type: The descriptive program type (e.g., Community Service, Shoplifting Program).

Provider: The government company responsible for direct service provision.

Placing FIPS: The FIPS code of the locality placing the juvenile in the program.

Release Reason: The reason for the juvenile's release from the program.

Service Date: The month and year when the services were provided.

Units Provided: The number and type of service units provided for a given service date.

Service Comments: Any additional comments related to the services provided for a given service date.

CSU Intake

Intake Case Tab

Intake Case: A juvenile with one or more intake complaints involving a delinquent act, a CHINS, or a CHINSup.

Case Type: Select the option that describes the individual(s) that are present and interviewed during intake.

01 – No one Interviewed: No one was interviewed during the intake meeting.

02 – Complainant Interviewed: Only the petitioner was interviewed during the intake meeting.

03 – Subject Interviewed: Only the juvenile was interviewed during the intake meeting.

04 – Subject And Family Interviewed: The juvenile and the juvenile's family member(s) were interviewed during the intake meeting.

05 – Complainant/Subject/Family Int: The petitioner, juvenile, and family member(s) were interviewed during the intake meeting.

06 – Complainant/Subject Interviewed: Only the petitioner and the juvenile were interviewed during the intake meeting.

07 – Family Interviewed: The juvenile's family member(s) were interviewed during the intake meeting.

08 – Complainant/Family Interviewed: The petitioner and the petitioner's family member(s) were interviewed during the intake meeting.

Petitioner Type: Select the option that best describes the petitioner.

AB – ABC Board: The alcoholic beverage control board.

BP – Base Police: Military Base Police/Military School Police (i.e. armed services police or VMI).

CS – Community Srv Board: The Community Services Board.

CT – Court: The court of the jurisdiction.

CW – Commonwealth Attorney: The elected prosecutor of felony crimes.

CZ – Citizen: A member of the public.

DH – Detention Home: A short-term secure facility for confining juvenile offenders who are awaiting an adjudicatory or a dispositional hearing, or who have been ordered detained for up to six months post-dispositional.

FD – Fire Department: A person employed or who volunteers for his/her local fire department.

GH – Group Home: A juvenile residential facility certified by DJJ and at least partially funded through VJCCCA that is a community-based, home-like single dwelling or its acceptable equivalent. Placements can be pre-D or post-D.

MH – Mental Hlth Official: A mental health official.

MT – Merchants: A person who trades in commodities produced by other people.

NC – NCIS: The United States Naval Criminal Investigative Service.

OL – Other Law Enforcement: The ABC board, base police, NCIS, university police, and state police

PD – Police Department: A law enforcement officer employed with a police department.

PO – Probation Officer: A DJJ employee whose role title is a Probation/Parole/Intake Officer.

RL – Relative: A person related to the juvenile or respondent.

SF – Self: Person filing a petition on their own behalf (i.e. juvenile filing for emancipation or parent filing against themselves in order to establish support).

SH – Sheriff: A law enforcement officer employed with the sheriff's office.

SO – School Official: An employee of a local school division.

SP – Spouse: The person to whom the petitioner is married.

SR – School Res. Officer: A law enforcement officer who is assigned to work at a school.

SS – Social Services: The petitioner is an employee of a local department of social services.

ST – State Police: A state police officer.

Charged Offense Information

Offense Date: The date the offense occurred.

VCC: The Virginia Criminal Code assigned to the offense by the VCSC.

Statute: The statute in the *Code of Virginia* outlining and describing the offense.

Heading: The code prefix (e.g., ASL, LAR, NAR, WPN, etc.).

Subheading: A broad search that is related to the key term.

Description: A brief description of the offense.

Penalty Modifier: Select the appropriate penalty modifier, if applicable.

Attempted: An unfinished crime that is compounded of two elements, the intent to commit the crime and the doing of some direct act towards its consummation, but falling short of the execution of the ultimate design.

Conspiracy: An agreement between two or more persons with intent to thereby achieve a certain objective, which is the doing of either an unlawful act or a lawful act by unlawful means.

Offense Decision: Select the decision that is made by the intake officer at the intake meeting.

01 – Resolved: A complaint was received and the issue was resolved at intake.

02 – Petition Filed: A complaint was received, probable cause was established, and the offense decision was to file a petition.

03 – Petition/Detention Order Filed[‡]: A complaint was received, probable cause was established, and the offense decision was to file a petition and issue a detention order.

05 – Referred to Another Agency for SV: A complaint was received, probable cause was established, and the family was referred to another agency for services.

06 – Returned to Probation Supervis[‡]: A complaint was received, probable cause was established, and the juvenile was already on probation for another offense. The juvenile will remain on probation and no new action will be taken.

07 – Req'D To Participate-Diversion[‡]: A complaint was received, probable cause was established, and the complaint was diverted. Diversion is the handling of a juvenile intake compliant in an informal manner rather than through the official court process. The intake officer must develop a plan for the juvenile that may include counseling, informal supervision, restitution, community service, or other programs. The juvenile and his/her parents must agree to the diversion plan. Informal supervision is limited to 90 days for truancy and 120 days for all other offenses. The following complaints may not be diverted: an alleged violent juvenile felony, a complaint after a prior diversion or adjudication on a felony offense, and a second or subsequent truancy complaint. See § 16.1-227 and 16.1-260 of the *Code of Virginia* for additional information.

08 – Complaint Unfounded: A complaint was received and probable cause could not be established.

09 – Returned to Out-Of-State: A complaint was received, the juvenile was under supervision in Virginia from another state, and the juvenile was returned to that state.

10 – Consent Agreement Signed: A complaint was received, probable cause was established, and the involved parties have come to a formal

agreement, which was signed by the involved parties.

11 – Petition/Shelter Care Filed‡: A complaint/affidavit was received and probable cause established. The juvenile requires placement outside the home and secure detention is not appropriate.

12 – Shelter Care Only‡: The juvenile was being sent to a non-secure facility or emergency shelter specifically approved to provide a range of as-needed services on an individual basis. See § 16.1-248.1 of the *Code of Virginia* for additional information.

13 – Detention Order Only‡: Detention order only issued for pre-dispositional cases.

14 – Pending: A complaint was received and probable cause established. This code is for short-term use only. Generally, this is used when the intention is to divert and are awaiting the diversion appointment or when waiting for more information from the police department.

15 – Consent Signed/Petition Filed: A complaint was received, probable cause was established, and a petition was filed, along with a consent agreement. If the judge does not approve of the consent agreement, then the court will use the petition.

16 – Court Summons‡: Law enforcement files a court summons directly with the court (e.g., traffic offenses, low-level alcohol/marijuana offenses). In some CSUs, the summons is then entered as a complaint using this offense decision. In other CSUs, the CSU never sees the summons.

17 – Accepted via ICJ‡: Juvenile was accepted from another state for supervision.

18 – Unsuccessful Diversion/Petition Filed‡: Offense decision on original complaint was to divert. Diversion contract was signed and juvenile violates diversion contract and decision was made (with supervisor approval) to void the diversion and file a petition on the offense.

19 – Adult Criminal‡: This offense decision was to be used by CSUs responsible for processing adult criminal cases (e.g., Fairfax)

20 – Successful Diversion‡: The offense decision on an original complaint was to divert. Juvenile

successfully completes all obligations of the diversion contract and the intake was closed.

21 – Unsuccessful Diversion/No Petition Filed‡: The offense decision on an original complaint was to divert. The diversion contract was signed and juvenile violates diversion contract; however, a petition was not filed.

‡: Offense Decisions that appear in the Juvenile/Delinquent Status screen only.

†: Offense Decisions that appear in the Adult Criminal screen only.

Detention Assessment Button

Detention Assessment Instrument: A standardized screening tool used at intake to guide detention decisions using objective criteria.

1. Most Serious Alleged Offense: Use the most serious offense for the score in this section. ONLY count one offense if the juvenile is being charged with multiple offenses; however, do NOT combine the scores in this section.

Category A: Felonies against persons:

Examples include abduction, aggravated assault, aggravated sexual battery, arson of an occupied dwelling, assault of a law enforcement officer, carjacking, escape from secure juvenile detention by force/violence, extortion, forcible sodomy, larceny > \$5 from a person, malicious wounding, murder, manslaughter, inanimate object sexual penetration, rape, reckless driving/disregard police with bodily injury, and/or robbery.

Category B: Felony weapons or felony

narcotics distribution: Examples include distribution schedule I or II, distribution schedule I, II, III, IV or marijuana on school property, possess schedule I or II with intent to sell, sell schedule I or II or > 1 oz. marijuana to a minor 3 years junior, brandish/point a firearm on school property or within 1000 ft., discharge firearm from motor vehicle, discharge firearm in/at an occupied building, and/or possess a sawed-off shotgun.

Category C: Other felonies: Examples include arson of an unoccupied dwelling, auto theft, burglary/breaking and entering/possess burglary tools, escape from a correctional facility (not detention), failure to appear in court for a felony, fraud/back checks/credit card > \$200, grand larceny/larceny > \$200, larceny of a firearm/receive a stolen firearm, possess schedule I or II drugs, receive stolen goods > \$200, shoplift > \$200,

unauthorized use of an automobile, and/or vandalism > \$1000 damage.

Category D: Class 1 misdemeanors: Examples include assault, simple and/or sexual battery.

Category E: Other Class 1 misdemeanors: Examples include brandish/point a firearm, carry concealed weapon, disorderly conduct, escape from secure juvenile detention without force/violence, fraud/bad checks/credit card < \$200, failure to appear for a misdemeanor, larceny < \$200, and receive stolen goods < \$200.

Category F: Violations of probation/parole: Select this option if the most serious alleged offense is a violation of probation or parole.

Others: Select this option if no other offense category previously listed applies.

2. Additional Charges in this Referral: If the juvenile is being charged with multiple offenses. Select the appropriate box after reviewing the referral complaint form.

3. Prior Adjudications of Guilt (includes continued adjudications with "evidence sufficient to finding of guilt"): Review the juvenile's Offense History to review court adjudications for prior offenses. If there is a blank adjudication, review the running record to determine what happened in court.

4. Petitions Pending Adjudication or Disposition (exclude deferred adjudications): Review the juvenile's Offense History to determine if there are any offenses with pending adjudications/dispositions. If the fields are blank, review the running record to determine court outcomes. DO NOT count any offenses with deferred/withheld finding in this section.

5. Supervision Status: Review the Caseload Management module to check the case status of the juvenile.

6. History of Failure to Appear (within past 12 months): Review the juvenile's Offense History for FTA information. The FTA must have occurred within the past 12 months.

7. History of Escape/Runaways (within past 12 months): Review the juvenile's Offense History, SIRs, or consultant with the juvenile's parent or guardian for more information. The

escape/runaway must have occurred within the past 12 months.

Indicated Decision: The result identified when tabulating the score of the DAI. The indicated decision on the DAI will be one of the following: "Release", "Detention Alternative", or "Secure Detention".

Overrides Tab

Override: A decision to detain or release a child in contravention of the score and outcome indicated by the DAI.

Mandatory Overrides (Juvenile Must Be Detained): Indicates that regardless of the indicated decision on the DAI, the juvenile must be detained. The three categories of mandatory overrides are (i) Use of a Firearm in Current Offense, (ii) Escapee/AWOL/ Absconder per DJJ Procedure 9471, or (iii) Local Court Policy. In addition to mandatory overrides of the Department, the court of each locality may establish mandatory overrides. The CSU director shall be responsible for obtaining and maintaining a copy of the local court policy on mandatory overrides and shall forward a copy of the local court policy on mandatory overrides to the assigned RPM and to all district CSU staff who make or approve detention decisions. Only one mandatory override can be selected.

Discretionary Override – Aggravating factors (override to more restrictive placement than indicated by guidelines): When a discretionary override is used to place the juvenile into a more secure or restrictive setting, the CSU staff has assessed that the indicated decision would have been followed if the extenuating circumstance did not exist. Only one discretionary override can be selected.

Parent Unwilling to Provide Appropriate Supervision: The parent or legal guardian has been notified to pick up his or her child or has been notified that his or her child's case does not meet the requirements for secure detention based upon the score on the DAI, but the parent has refused to allow the child to return home. Alternatively, the parent refused to assist in arranging for temporary placement of the child with another responsible adult, or has refused to pick up his or her child who is being by law enforcement or at the CSU intake office. This category shall not be used unless the incident rises to the level of reporting the matter as child neglect or abandonment (in this case, a report

shall be made to child protective services). This category of override is not intended to be an assessment of parenting skills. This category of override should not be selected when the parent is unable to provide supervision.

Juvenile Has Significant Mental Health Problem/Limited Mental Capacity: The juvenile has been screened by a QMHP as needing inpatient mental health treatment and no beds are immediately available.

Juvenile Has Significant Substance Abuse Problem: a qualified professional has screened the juvenile, as in need of inpatient substance abuse treatment and no beds are immediately available.

Juvenile Has Violated Conditions of a Detention Alternative: The juvenile has violated the conditions of his/her alternative placement and has not responded to the use of graduated sanctions and detention alternatives.

Juvenile Is an Explicit Risk to Flee if Released: The juvenile has explicitly stated that if he/she is released he/she will flee and will not appear in court. An explicit threat is one that is clearly expressed, not implied. The statement of explicit threat should be recorded in the intake narrative.

Other Aggravating: This category of override is used when no other aggravating factor applies, as listed above. A detailed narrative explanation is required.

Detention Alternative Not Available: An alternative to secure detention is not available because of program denial, funding, capacity, or hours of operation.

Parent Unable to Provide Appropriate Supervision: Reasonable efforts have been made to contact/locate each parent or legal guardian but a parent or legal guardian has not been located or is legally or otherwise incapable of providing adequate supervision due to incarceration or serious physical incapacity. This category override is not to be used unless the incident rises to the level of reporting the matter as child neglect or abandonment (in this case, a report shall be made to child protective services). This category of override is not intended as an assessment of parenting skills. This category of override should not be selected when the parent is unwilling to provide supervision.

Discretionary Override – Mitigating factors (override to less restrictive placement than indicated by guidelines): When a discretionary override is used to place the juvenile into a less restrictive setting, the CSU staff has assessed that the indicated decision would have been followed if the extenuating circumstance did not exist. Only one discretionary override can be selected.

Juvenile Marginally Involved in the Offense: The juvenile's involvement in the offense was marginal.

Parent Able/Willing to Provide Appropriate Supervision: The juvenile's parent(s) or legal guardian(s) have been located and are willing and able to provide appropriate supervision or the parent(s) or legal guardian(s) assist in arranging for temporary placement of the child with another responsible adult.

Juvenile Has Significant Mental Health Problem/Limited Mental Capacity: The juvenile has been screened by a QMHP as needing inpatient mental health treatment and is seeking professional treatment.

Juvenile Has Significant Substance Abuse Problem: The juvenile has been screened by a qualified professional as in need of inpatient substance abuse treatment and is seeking professional treatment.

Juvenile Regularly Attends School/Work: The juvenile has been attending school and/or work in a consistent manner.

Offense Less Serious Than Indicated by Charge: The juvenile has been charged with a serious offense, however, the preliminary facts support that the juvenile committed an offense less serious than charged with.

Other Mitigating: This category of override is used when no other mitigating factor applied, as listed. A detailed narrative explanation is required.

Detention Alternative Not Available: Although the indicated decision is detention alternative, an alternative bed is not available at this time.

Actual Decision/Recommendation: A final decision was made after considering the indicated decision and any overrides, if applicable. The actual decision/ recommendation on the DAI will be

one of the following: “Release”, “Detention Alternative”, or “Secure Detention”.

Release: The juvenile will be released to a responsible adult.

Detention Alternative: The juvenile will be placed in a detention alternative program or service.

Secure Detention: The juvenile will be sent to a local, regional, or state, publicly or privately operated secure custody facility that houses individuals who are ordered to be detained pursuant to the *Code of Virginia*. This does not include JCC’s.

Direct Care

DC Admission History Screen

JCC Admission Information

DC Number: A unique identification number that is automatically assigned at the time an electronic juvenile record is created in the Direct Care module of BADGE. Juveniles are assigned a new DC number for each subsequent admission.

Regular Offender: The juvenile was committed to DJJ and given an indeterminate commitment.

Serious Offender: A juvenile who is committed to DJJ and given a determinate commitment. See § 16.1-285.1 of the *Code of Virginia*.

Admission Date: The date the juvenile was admitted into direct care.

Current Status: The name of the facility in which the juvenile currently resides.

LOS Release Dates

Indeterminate: The juvenile was committed to DJJ in which the juvenile’s LOS range (ERD to LRD) was calculated based on statutory requirements and the LOS Guidelines. The commitment may not exceed 36 continuous months except in cases of murder or manslaughter and cannot extend past a juvenile’s 21 birthday.

Determinate/Blended: The commitment of a juvenile 14 years of age or older to DJJ as a serious juvenile offender. The court specifies the length of the commitment, has continuing jurisdiction over the juvenile, and must conduct periodic reviews if the juvenile remains in direct care for longer than 24 months. A juvenile may be committed to DJJ as a serious juvenile offender for up to seven years, not to exceed the juvenile’s 21st

birthday OR the juvenile was convicted in circuit court, which combines a juvenile disposition with an adult sentence. The circuit court may impose an adult sentence with a portion of that sentenced to be served with DJJ and provides that the judge may suspend the adult sentence pending successful completion of the juvenile disposition.

Final: The most current calculation of the juvenile’s LOS release dates.

Commitment Orders Tab

Commitment Date: the hearing date on which the court made the determination that issue a final order committing the juvenile to the DJJ.

Committing FIPS: The FIPS of the committing court.

Commitment Type: This will either be blended sentence, determinate commitment, indeterminate commitment, pre-disposition, subsequent determinate, or subsequent indeterminate.

Court Type: The type of court the juvenile is committed by. This will be either juvenile (J), circuit, or circuit/J appeal.

Committing Offenses Tab

Offense Date: The date the offense was committed by the juvenile.

Offense Description: The description of the juvenile’s committing offense.

PM: If a PM is applied to the committing offense, a checkmark will be placed in the checkbox.

Movement Tab

Facility: The name of the facility in which the juvenile currently resides.

Date In: The date the juvenile was admitted into the facility.

Date Out: The date the juvenile was transferred or released from the facility (if applicable).

Latest Unit: The latest unit the juvenile resided in the facility.

Classification Tab

Classification Type: The custody classification conducted (initial classification or reclassification).

Classification Score: The final score of the specific custody classification assessment.

Classification Level: The assigned custody classification level (Levels 1 through 4) based on the specific classification score. Level 1 refers to lower risk and Level 4 refers to higher risk.

Assessment Date: The date the specific custody classification was completed.

Treatment Needs Tab

Sex Offender Treatment: Treatment that focuses on reducing risk of sexual reoffending and increasing protective factors.

Substance Abuse Treatment: Treatment that focuses on reducing risk of substance misuse and increasing protective factors.

Aggression Management Treatment: Treatment that focuses on reducing risk of aggressive behaviors and increasing protective factors.

Treatment Need: Level of sex offender- specific treatment that is clinically identified, as determined by the SOARC. If the juvenile does not have the specific treatment need, Not Applicable will be listed.

Date Started: The date the treatment began.

Date Completed: The date the treatment was completed.

Admission/Movement Button

Admission Information Tab

Facility Prior to Adm.: The name of the facility the juvenile was previously held at prior to coming to the direct care facility.

Supervisory Court FIPS: The FIPS of the committing court.

Admission Date: The date the juvenile was admitted into the direct care facility.

Admission Time: The time the juvenile was admitted into the direct care facility. Admission time will always be 12:00 pm.

Current Placement: The name of the facility or type of facility in which the juvenile currently resides.

Recorded by: The name of the worker that made the most recent update to a specific tab and the date the information was updated.

Release Juvenile Button

Release Status: Select the option that best describes the reason the juvenile was released from direct care, if applicable.

Appealed: The juvenile appealed the JD&R court's decision, was released from direct care status, and is awaiting a circuit court hearing.

Direct Dschg-21 Birthday: The juvenile was released after their 21st birthday.

Direct Dschg-Adult Prob The juvenile was released to adult probation.

Direct Dschg-Completed The juvenile was released because he has completed his sentence.

Direct Dsch-Deceased: The juvenile is deceased.

Direct Dschg-Doc/Prison: The juvenile was released from DJJ custody and has been sent to an adult correctional center.

Direct Dschg-Fed Sentence: The juvenile is released to a federal sentence.

Parole: The juvenile was released from direct care to juvenile parole supervision.

Rescinded: The court rescinds the commitment.

Suspended Commitment: The judge orders the juvenile to be committed to DJJ; however, the judge suspends the commitment with court-ordered conditions.

Zdd (Expired):

Discharge Date: The date the juvenile was released from the direct care facility.

FIPS Released to: The FIPS of the supervising CSU.

Discharge Time: The time the juvenile was released from the direct care facility.

Movement Information Tab

Transferred to: The placement/placement type to which the juvenile was transferred.

Date Transferred: The date of the juvenile's transfer.

Time Transferred: The time the juvenile was transferred.

Housing Unit Movement Information

Housing Unit: The housing unit to which the juvenile was moved.

Date Moved In: The date the juvenile moved into the housing unit.

Time Moved In: The time the juvenile moved into the housing unit.

Offsite Movement Information Tab

Date Moved Out: The date the juvenile was transferred offsite.

Time: The time the juvenile was transferred offsite.

Offsite Movement Reason: The reason the juvenile was sent offsite.

Court: The juvenile was sent offsite to appear in court.

Educational Program: The juvenile was sent offsite for an educational program.

Funeral/Death Bed:

Furlough: The juvenile was granted a leave of absence.

Off-Campus Trip/Event: The juvenile was sent offsite for a trip/event.

Other: The juvenile was sent offsite for any other reason than listed.

Work Program: The juvenile was sent offsite to a work program.

Date Moved In: The date the juvenile was returned to the facility.

Time: The time the juvenile was returned to the facility.

Approval Start Date: The date that the juvenile is approved to start their offside movement reason.

Approval End Date: The date that the juvenile is approved to end their offside movement reason

Facility (Based on Movement): The name of the juvenile's facility that is based on his/her movement.

Commitment Info & LOS Button

Commitment Order Tab

Details Tab

Commitment Type: Select the option that best describes the juvenile's commitment type.

Blended Sentence: The sentencing option for a juvenile convicted in circuit court, which combines a juvenile disposition with an adult sentence. The circuit court may impose an adult sentence with a portion of that sentence to be served with DJJ and provides that the judge may suspend the adult sentence pending successful completion of the juvenile disposition. See § 16.1-272 of the *Code of Virginia*.

Determinate Commitment: The commitment of a juvenile 14 years of age or older to DJJ as a serious juvenile offender. The court specifies the length of the commitment, has continuing jurisdiction over the juvenile, and must conduct periodic reviews if the juvenile remains in direct care for longer than 24 months. A juvenile may be committed to DJJ as a serious juvenile offender for up to seven years, not to exceed the juvenile's 21st birthday.

Indeterminate Commitment: The commitment of a juvenile to DJJ in which the juvenile's LOS range (ERD to LRD) is calculated based on statutory requirements and the LOS guidelines. The commitment may not exceed 36 continuous months except in cases of murder or manslaughter or extend past a juvenile's 21st birthday.

Pre-Disposition: The juvenile was pending disposition.

Subsequent Determinate: The juvenile receives a determinate commitment for a charge that occurred after the initial commitment.

Subsequent Indeterminate: The juvenile receives an indeterminate commitment for a charge that occurred after the initial commitment.

Court Type: Select the option that best describes the juvenile's committing court.

Circuit Court: The juvenile's case was tried in circuit court and the juvenile was found guilty.

Circuit And J&DR Court: The juvenile's case was previously tried and committed by J&DR, and the commitment was upheld by the circuit court upon appeal.

J&DR Court: The juvenile was tried and committed by J&DR court.

Determinate Information

Length Months: The sentenced length in months.

Days: A countdown that reflects how many days the juvenile served.

Suspended Months: The amount of suspended months.

Credit Days: Credit for time spent in confinement prior to commitment. DJJ recognized credit for determinately committed juveniles.

Administrative Time: The amount of administrative time in months. When a juvenile is found guilty of an institutional offense (e.g., escape, attempted escape or aid and abetting escape), through due process procedures, his/her ERD and LRD can be extended up to twelve months (escape, attempted escape or aid and abetting escape, not to exceed the statutory release date.)

Time To Be Served: The type of time the juvenile must serve.

Concurrent: The juvenile has two or more sentences to be served at the same time.

Consecutive: The juvenile has two or more sentences to be served continuously.

Sentenced only to the day before __ birthday: The juvenile was sentenced only to the day before his/her designated birthday.

Determinate Discharge Date: The juvenile's determinate discharge date.

Committing Offense Tab

Add Non Intake Offenses Button

Offense Date: The date the offense was committed.

Reason offense was not recorded in CSU Intake

Circuit Court Offense Not Initiated at CSU: The circuit court offense was not initiated at the CSU during intake.

VCC/Description: The Virginia Criminal Code selected using the VCC Search button.

LOS Calculations Tab

YASI Information

Date Administered: The date the juvenile's YASI was administered.

Overall Risk Score: The category of overall risk to reoffend, considering all domains that are part of the YASI.

Completed by FIPS: The name of the FIPS that completed the YASI.

Dynamic Protective Score: The juvenile's protective score on exclusively "dynamic" (changeable) items on the YASI, such as good school performance, pro-social peers, etc.

Risk Level: The juvenile's risk level based on the completed YASI. Risk Level A – The juvenile has an Overall Risk Score of None/Low to Moderate. This is the lowest possible level of risk. Risk Level B – The juvenile has (i) an Overall Risk Score of High and (ii) a Dynamic Protective Score of Moderate-High. Risk Level C – The juvenile has (i) an Overall Risk Score of High, (ii) a Dynamic Protective Score of None to Moderate, and (iii) a Dynamic Risk Score of less than Very High. Risk Level D – The juvenile has (i) an Overall Risk Score of High, (ii) a Dynamic Protective Score of none to moderate, and (iii) a Dynamic Risk Score of Very High. This is the highest possible level of risk.

Dynamic Risk Score: The juveniles risk score on exclusively "dynamic" (changeable) items on the YASI, such as negative peer influences, school issues, etc.

LOS / Additional Time

Most Serious Offense Tier: The most serious tier the juvenile's offense(s) falls into. Tier I – The DAI offense category of (i) misdemeanor against persons, (ii) any other misdemeanor, or (iii) violation of parole. This is the least serious of the most serious committing offense designations. Tier II – The DAI offense category of (i) felony weapons or felony narcotics distribution or (ii) other felony, and the felony offense is not punishable for twenty (20) or more years of confinement if the offense was committed by an adult. Tier III – The DAI offense category of felony against persons, and the felony offense is not punishable for twenty (20) or more years of confinement if the offense was committed by an adult. Tier IV – The felony offense

punishable for twenty (20) or more years of confinement if the offense was committed by an adult. This is the most serious of the most serious committing offense designation.

LOS (Months): The projected LOS for the juvenile in months.

Admin Time (Months): When a juvenile is found guilty of an institutional offense (e.g., escape, attempted escape or aid and abetting escape), through due process procedures, his/her ERD and LRD can be extended up to twelve months (escape, attempted escape or aid and abetting escape, not to exceed the statutory release date.)

Lock-up Days: Credit for time spent in confinement prior to commitment. DJJ recognized credit for determinately committed juveniles.

Release Dates

Early Release Date: The estimated minimum amount of time that indeterminately committed juveniles are expected to be in direct care, starting from his/her date of commitment.

Late Release Date: The estimated maximum amount of time that indeterminately committed juveniles are expected to be in direct care, starting from his/her date of commitment.

Statutory: A juvenile may be held in direct care due to negative behavior, poor adjustment, or lack of progress in treatment for any period of time until his/her statutory release date, which is reached after the juvenile committed for 36 continuous months (except murder and manslaughter) or his/her 21st birthday, whichever occurs first.

Misdemeanant: A juvenile committed for a misdemeanor.

Classification/Reclassification Button

Add Classification Button

Classification Tab

Assessment Date: The date the specific custody classification was completed.

Facility: The name of the facility in which the juvenile currently resides.

Worker: The name of the worker.

Classification Scoring – Section B

Severity of Current Offense: The score assigned based off the juvenile's most serious current committing offense's severity level.

500: Person felony or any juvenile sentenced with active adult time.

250: Weapons felony, or circuit court commitment for non-person felony.

150: Person misdemeanor (with or without injury).

100: Other felony.

50: Non-person misdemeanor offense.

25: Parole violation.

Prior Offense History: The score assigned based off the juvenile's most serious prior offense for which the juvenile has been adjudicated guilty.

250: Person Felony

150: Weapons Felony, or circuit court Commitment for Non-Person Offense.

100: Person Misdemeanor (with or without injury).

75: Other Felony.

25: Non-Person Misdemeanor Offense.

0: Traffic Offense, Status Offense, or None.

Prior Placements: The juvenile's score based on his/her prior commitments.

25: More than One Prior Commitment to DJJ.

15: One Prior Commitment to DJJ.

0: No Prior Commitments.

Escape or Runaway History: The score assigned based on the juvenile's escape, attempt to escape, and/or runaway history prior to his/her current commitment.

350: Escape or Attempt to Escape, with Force Against a Person, from any facility or police custody.

250: More than one escape or attempt to escape from a secure facility or police custody.

175: One escape or attempt to escape from a secure facility or police custody.

50: One or more escapes or runaways from non-secure facility or home.

0: None.

Assaultive Behavior: The score assigned based off the juvenile's history of documented assaultive behavior.

350: More than one instance of assaultive behavior with injury.

250: One instance of assaultive behavior with injury.

175: More than one instance of assaultive behavior without injury.

50: One instance of assaultive behavior without injury, or a pattern of aggressive behavior.

0: None or no prior commitments.

Institutional Adjustment: The score assigned based on the juvenile's recent behavioral adjustment.

350: Serious threat to institutional security/safety (pattern of predatory behavior; attempts to strong-arm/harass/bully peers; assaultive with potential for injuries).

250: Moderate threat to institutional security/safety (multiple fights or simple assaults without a clear pattern of predatory behavior; overly resistant to authority with a pattern of verbal abuse towards staff).

175: Minor threat to institutional security/safety (pattern of oppositional/defiant behaviors but no pattern of predatory behavior; occasional mild reactive aggression whether verbal or physical).

50: Frequent compliance problems, not a threat to institutional security/safety.

25: Some compliance problems (slow to comply with authority).

0: Good adjustment.

Custody Total: The total score from Classification Scoring – Section B.

Form Assigned Custody Level: The juvenile's recommended custody level based on the Classification Scoring – Section B.

Placement Considerations – Section C

Stature: The subjective assessment of the juvenile's stature.

Institution Recommended: The name of the Institution that the juvenile is being recommended to.

Staff Facility Recommended: Limit the number of facilities that are listed.

Facility Change Comment: Required comments on important information about the juvenile for the change in facility.

Special Management Concerns Tab

Pending Charges: The juvenile is awaiting adjudication and or disposition for charges currently before a court.

Institutional Predatory Offense: The juvenile was engaging in predatory and/or manipulative behavior that resulted in the form of mental and/or physical abuse of others, such as bullying, indecent exposure, etc.

Known Management Problem: Maladaptive behaviors exhibited by the juvenile that requires repetitive interventions by staff.

Low Functioning: The juvenile experiences cognitive and/or adaptive living skill deficits that impair functioning.

Mental Health Risk/Disability: The juvenile's condition with regard to his/her psychological and emotional well-being.

Education: The juvenile has been assessed as having educational concerns, which affect academic functioning.

Escape Risk: The juvenile has a documented history of planning and/or executing an escape.

SIB Risk: The juvenile has a documented history of suicidal ideation(s), verbal threat(s), and/or behaviors related to self-harm.

Gang Member: A juvenile who has been validated as a member of a criminal street gang by the Gang Management Team or a law enforcement agency.

Physical Impairment: The juvenile has a physical condition that may require special accommodations, such as a missing limb, hearing impairment, etc.

Special Medical Needs: The juvenile has medical needs that may require special accommodations, such as insulin dependence, allergies, etc.

Enemies – Institution: The juvenile has documented enemies currently in direct care. Include the full name of the enemies.

Known Associates – Institution: The juvenile has documented associates currently in direct care and/or known staff members, such as family members, neighbors, etc. Include the full name of the associate(s).

Other: The juvenile has any other special management concerns that were not previously listed.

Custody Level Override Tab **Recommend Override Form Assigned Custody Level**

- 1:** Low risk juvenile
- 2:** Relatively low risk juvenile
- 3:** Relatively high risk juvenile
- 4:** High-risk juvenile

Override Reason

Criminal Investigation Ongoing: The juvenile is under investigation for possible criminal charges.

Pending Court Charges: The juvenile is awaiting adjudication and or disposition for charges currently before the court.

Active Gang Activity: An incident that, upon investigation, identifies participants as criminal street gang members, or associates who act individually or collectively, to further any purpose of the gang.

Predatory/manipulative behavior resulting in the form of mental or physical abuse of others: The juvenile is engaging in victimizing and/or exploitative behavior that is resulting in the form of mental and/or physical abuse of others, such as bullying, exposure, etc.

Crime More Serious than Indicated by Charge: The offense behavior appears more serious than the adjudicated charge for which the juvenile was committed.

Crime Less Serious than Indicated by Charge: The offense behavior appears less serious than the adjudicated charge for which the juvenile was committed.

Other: The juvenile has any other override reasons that are not otherwise listed.

Add Reclassification Button

Reclassification Tab

Assessment Date: The date the specific custody reclassification is completed.

Facility: The name of the facility in which the juvenile currently resides.

Current Custody Level: The juvenile's current custody level.

Worker: The name of the worker.

Reclass Reason: The reason for the juvenile's reclassification.

90 Day Review: The juvenile's required review every 180 days.

Incident: The juvenile engaged in a behavioral incident, which rises to the level of a chargeable institutional offense.

Institutional Transfer: The juvenile is being transferred

Revision/Correctional/Other: A reclassification is being done for revision, correctional, or any other reason that is not previously listed.

Behavior Prior to Current Commitment: The juvenile's behavior scores prior to the current commitment.

Severity Of Current Offense: The most serious current offense for which the juvenile has been adjudicated guilty, including any detainers.

500: Person felony or any juvenile sentenced with active adult time.

250: Weapons felony, or circuit court commitment for non-person felony.

150: Person misdemeanor (with or without injury).

100: Other felony.

50: Non-person misdemeanor offense.

25: Parole violation.

Prior Offense History: The most serious prior offense for which the juvenile has been adjudicated guilty.

250: Person Felony

150: Weapons Felony, or Circuit Court Commitment for Non-Person Offense.

100: Person Misdemeanor (with or without injury).

75: Other Felony.

25: Non-Person Misdemeanor Offense.

0: Traffic Offense, Status Offense, or None.

Prior Commitments: The juvenile's score based on his/her prior commitments.

25: More than One Prior Commitment to DJJ.

15: One Prior Commitment to DJJ.

0: No Prior Commitments.

Escape or Runaway History: The score assigned based on the juvenile's escape, attempt to escape, and/or runaway history prior to his/her current commitment.

350: Escape or attempt to escape, with force against a person, from any facility or police custody.

250: More than one escapes or attempts to escape from a secure facility or police custody.

175: One escape or attempt to escape from a secure facility or police custody.

50: One or more escapes or runaways from non-secure facility or home.

0: None.

Stature: The subjective assessment of the juvenile's stature.

Institutional Adjustment: The juvenile's institutional adjustment scores.

Assaultive/Escape Behavior: The juvenile has a displayed pattern of aggressive behavior – having at least four instances of the following over a six-month period, only offenses for which the juvenile has been found guilty: Fighting, simple assault, verbal threats/physical gesturing, throwing objects, and abusive language/obscene gesturing.

400: One or more instances of assault (major offense) with injury, or escapes/attempts to escape during past 90 days.

300: One or more instances of assault (major offense) with injury during past year.

200: One or more instances of escapes/attempts to escape during past year.

150: One or more instances of assault (major offense) without injury, during the past 90 days.

100: One or more instances of assault (major offense) without injury, during past year, OR displayed a pattern of aggressive behavior over past six months.

0: No instances of escape or assault (major offense), or none within the past year.

-50: No instances of escape or assault (major offense) during past 18 months (not to be used until ward has remained with DJJ for at least 18 months).

Frequency Of Institutional Offenses: The frequency of offenses for which the juvenile has been found guilty.

300: More than two majors, during past 90 days.

150: Two or fewer majors, during past 90 days.

50: More than ten moderates, during past 90 days.

0: Ten or fewer moderates, during past 90 days.

-25: No offenses, during past 90 days.

-50: No institutional offenses for six months or more.

Treatment Program Participation: The quality of the juvenile's participation during the aggression

BADGE Terms & Concepts

management, substance abuse, and sex offender treatment programs.

200: Expelled from program for disruptive behavior, during past 90 days.

100: No participation (refuses to participate, on suspension), during past 90 days.

0: Awaiting services, during past 90 days.

-25: Fair participation, during past 90 days.

-50: Good participation, during past 90 days.

-75: Good participation for six months or more.

-100: Completed all programs.

Educational/Work Program Vocational Training

Participation: The quality of the juvenile's participation in educational programs, institutional work programs, and/or vocational training.

200: Behavior is consistently seriously disruptive, during past 90 days.

100: No participation, during past 90 days.

0: Is not in an educational/vocational program.

-25: Fair participation, during past 90 days.

-50: Good participation, during past 90 days.

-75: Good participation for six months or more or successfully completed program.

Custody Total: The total sum of Behavior Prior to Current Commitment and Institutional Adjustment fields.

Form Recommended Reclassification: The juvenile's recommended custody level.

1: 150 or fewer points

2: 155-245 points

3: 250-495

4: 500 or more points

Special Management Concerns Tab

Served 75% or More of Minimum LOS: The juvenile has served 75% or more of his/her minimum LOS.

Served 75% or More of Maximum LOS: The juvenile has served 75% or more of his/her maximum LOS.

Past Maximum LOS: The juvenile has exceeded the LRD.

Pending Charges: The juvenile is awaiting adjudication and or disposition for charges currently before a court.

Institutional Predatory Offense: The juvenile is engaging in predatory and/or manipulative behavior that is resulting in the form of mental and/or physical abuse of others, such as bullying, exposure, etc.

Known Management Problem: Maladaptive behaviors exhibited by the juvenile that requires repetitive interventions by staff.

Low Functioning: The juvenile experiences cognitive and/or adaptive living skill deficits that impair functioning.

Mental Health Risk/Disability: The juvenile's condition with regard to his/her psychological and emotional well-being.

Drug Trafficker: The juvenile is convicted or found guilty of possession, selling, or transporting illegal drugs.

Education: The juvenile has been assessed as having educational concerns, which affect academic functioning.

Escape Risk: The juvenile has a documented history of planning and/or executing an escape.

SIB Risk: The juvenile has a documented history of suicidal ideation(s), verbal threat(s), and/or behaviors related to self-harm.

Gang Member: A juvenile who has been validated as a member of a criminal street gang by the Gang Management Team or a law enforcement agency.

Physical Impairment: The juvenile has a physical condition that may require special accommodations, such as a missing limb, hearing impairment, etc.

Special Medical Needs: The juvenile has medical needs that may require special accommodations, such as insulin dependent, allergies, etc.

Enemies – Institution: The juvenile has documented enemies currently in direct care. Include the full name of the enemies.

Known Associates – Institution: The juvenile has documented associates currently in direct care and/or known staff members, such as family members, neighbors, etc. Include the full name of the associate(s).

Other: The juvenile has any other special management concerns that were not previously listed.

Placement Consideration Tab

Treatment Needs: Select the option(s) that best describe the juvenile's treatment need(s). Choose between the need being mandatory, recommended, or not applicable.

Aggression Management – Track 1: Level I anger control program – Aggression Replacement Training (ART).

Aggression Management – Track 2: Level II anger control program – SAMHSA Anger Control 12 Sessions program or approved equivalent.

Substance Abuse – CYT5: Level II substance abuse treatment program – CYT 5 series.

Substance Abuse – CYT12: Level I substance abuse treatment program – CYT12 series.

Sex Offender – Prescriptive: Level III sex offender treatment programming consisting of individual therapy. Housing can be anywhere at the facility.

Sex Offender – Self – Contained Unit: Level I or II sex offender treatment programming that constitutes placement in a specialized treatment unit for sexual offender treatment.

Next Review Date: Select the juveniles next review date, every 180 days after the initial classification, except for with an incident reclassification.

Counselor Supervisor: The name of the juvenile's counselor's supervisor/community coordinator.

Institution Recommended: The name of the institution that was recommended for the juvenile.

Staff Facility Recommend: The name of the staff at the facility that was recommended for the juvenile.

Facility Change Comment: Required comments on important information about the juvenile for the change in facility.

Cottage Recommended: The name of the recommended housing unit in the facility.

Custody Level Override Tab

Recommend Override Form Assigned Custody Level: Select the option that best describes the juvenile's recommended override form assigned custody level.

Override Reason: Select the option that best describes the reason for the override.

Criminal Investigation Ongoing: The juvenile is under investigation for possible criminal charges.

Pending Court Charges: The juvenile is awaiting adjudication and or disposition for charges currently before a court.

Active Gang Activity: An incident that, upon investigation, identifies participants as criminal street gang members, or associates who act individually or collectively, to further any purpose of the gang.

Predatory/manipulative behavior resulting in the form of mental or physical abuse of others: The juvenile was engaging in victimizing and/or exploitative behavior that was resulting in the form of mental and/or physical abuse of others, such as bullying, exposure, etc.

Crime More Serious than Indicated by Charge: The offense behavior appears more serious than the adjudicated charge for which the juvenile was committed.

Crime Less Serious than Indicated by Charge: The offense behavior appears less serious than the adjudicated charge for which the juvenile was committed.

Other: The juvenile has any other override reasons that are not otherwise listed.

Population Board Button

Juvenile Information

Juvenile Number: A unique identification number that is automatically assigned at the time an electronic juvenile record is created in BADGE.

Juvenile Name: The last name, first name, and middle name of the juvenile.

Date of Birth: The six-digit number for the juvenile's date of birth: month, day and year (MM/DD/YY).

Age: The Juvenile's age: years – months.

Case Management

Stature: The juvenile's stature as determined by CAP using the U. S. Army table for height/weight.

Minimum Months: The number of minimum months to be served by the juvenile during an indeterminate commitment.

Maximum Months: The number of maximum months that the juvenile can serve under indeterminate commitment.

Early Release Date: For an indeterminately committed juvenile, this is the earliest date the juvenile should be released from his/her direct care placement; for a determinately committed juvenile, this is the date calculated from the sentencing order that the juvenile should be released from his/her direct care placement.

Commitment Date: The date the juvenile was committed to DJJ, found on the commitment order.

Date Arrived: The date the juvenile arrived at the direct care facility.

Alerts

Custody Level: One of four possible custody classification levels.

Self-Injury Alert Level: Reflects the juvenile's history of suicidal ideation and/or SIB: 0 is "No History", and 1 is "History of Ideation, Threats, or Behaviors".

Medical Alert: Select the medical alert that applies to the juvenile.

AL – Allergies or Allergic Reactions: The juvenile has been diagnosed with allergies or gets allergic reactions and might require an EpiPen.

AS – Asthmatic: The juvenile has been diagnosed with asthma and might require an inhaler.

BD – Blood disorder: The juvenile has been diagnosed with a blood disorder such as anemia, bleeding disorder, blood cancers, etc.

DI – Diabetic: The juvenile has been diagnosed a diabetic and might require insulin.

DN – Dental Problems: The juvenile has been diagnosed with dental problems such as tooth decay, gum disease, etc.

ED – Eating Disorder: The juvenile has been diagnosed with an eating disorder, characterized by abnormal or disturbed eating habits, such as anorexia, bulimia, etc.

HD – Heart Disorder: The juvenile has been diagnosed with a heart disorder such as high blood pressure, arrhythmia, etc.

HP – Hepatitis: The juvenile has been diagnosed with hepatitis, a disease characterized by inflammation of the liver.

IC – Infection – Contagious: The juvenile has been diagnosed with an infection that is contagious.

ID – Infectious Disease: The juvenile has been diagnosed with an infectious disease such as the flu, strep throat, etc.

IN – Infection – Non-Contagious: The juvenile has been diagnosed with an infection that is not contagious.

LD – Lung Disorder: The juvenile has been diagnosed with lung disorder, a problem in his/her lungs that prevents them from working properly, such as chronic obstructive pulmonary disease, lung cancer, etc.

OR – Orthopedic Disorder: The juvenile has been diagnosed with an orthopedic disorder (anything that is concerned with muscles, ligaments, and joints) such as arthritis, bursitis, etc.

OT – Other: The juvenile has been diagnosed with any other medical alerts that are not listed.

PG – Pregnant: The juvenile is pregnant.

PT – Psychotropic Medication: Prescribed drugs that affect the mind, perception, behavior, or mood.

Common types include antidepressants, anxiolytics or anti-anxiety agents, antipsychotics, and mood stabilizers.

SD – Seizure Disorder: The juvenile has been diagnosed with a seizure disorder (a disorder in which nerve cell activity in the brain is disturbed) such as epilepsy.

SR – Surgery – Pre and Post: The juvenile is either pre- or post-surgery.

VD – Vision Disorder: The juvenile has been diagnosed with a vision disorder (an impairment of the sense of vision) such as nearsightedness, farsightedness, etc.

Housing Alert: Select the option(s) that best describe the juvenile's housing alert(s).

CD – Co-Defendant: A juvenile has participated with one or more other juveniles, at the facility in delinquent or criminal activity.

EN – Enemy is on the Same Campus: The juvenile has a documented enemy that is located in the same facility.

ER – Escape Risk: The juvenile has a history of escape(s) or attempted escape(s) from secure facilities.

ES – Enemy in the System: The juvenile has an enemy that is in direct care.

GA – Known Gang Affiliation: The juvenile is a known gang member or affiliates with known gang members.

SB – Sibling on the Same Campus: The juvenile has a full-, half-, or stepsibling located in the same facility.

SN – Sexual Offender Non-Predatory: The juvenile is a sex offender who does not appear to be at significant risk for ongoing offending at the facility.

SP – Sexual Offender Predatory: The juvenile is a sex offender who appears at risk for ongoing offending at the facility.

VT – Victim is on the Same Campus: The juvenile's victim is located at the same facility.

Chargeable Offenses Button

Date of Offense: The date the juvenile incurred institutional violation.

Select Chargeable Offense: Select the option that best describes the institutional violation committed by the juvenile.

001-ESCAPE/AWOL (ABSENT WITHOUT LEAVE): Any act of leaving the residential facility without staff permission or leaving staff supervision when off-site without permission. The failure of a juvenile to return to the facility or report to the supervising person as required after work/education release or a furlough.

002-Sexual Abuse: Any nonconsensual sexual contact by a juvenile on another juvenile or staff, including but not limited to (i) contact between the penis and the vagina or the anus; (ii) contact between the mouth and the penis, vagina, or anus; (iii) penetration of the anal or genital opening of another person by a hand, finger, or other object; (iv) non-penetrative intentional touching (either directly or through the clothing) of the genitalia, anus, groin, breast, inner thigh, or buttocks; (v) intentional sexual touching (either directly or through clothing) of the genitalia, anus, groin, breast, inner thigh, or buttocks.

003-SECURITY CONTRABAND: Unauthorized item found in the possession of the juvenile that has the potential to threaten the security of the facility. For the purposes of this procedure these items include, but are not limited to, any weapon or sharpened object (homemade or manufactured); cell phone; illegal or controlled substances; explosives or explosive substances; cash and/or coins equal to or greater than \$10; and escape plans, maps, and/or provisions.

004-ATTEMPTED ESCAPE: Any juvenile who makes a physical effort to leave the facility or the control of staff away from the facility and was apprehended during the act to include but not limited to manipulation or disabling of locking mechanism to gain unapproved exit, tampering with or incapacitating any physical plant security equipment, or any physical attempt to breach the secure perimeter (*This incident does not include making plans or talking about escaping*).

008-Lying in an official Investigation or Falsely Accuse Another: Any juvenile found to have engaged in lying on an official investigation and/or falsely accusing another.

009-Gang-Related Behavior or Activity: Any juvenile found to be participating in, possessing, recruiting, or promoting gang-related behavior or activities to include but not limited to gestures, signaling, intimidation, written knowledge, graffiti, or improper clothing signifying gang involvement.

010-VANDALISM (GREATER THAN \$100): The intentional destruction, alteration, or damage of state or personal property of greater than \$100.

011-Sexual Misconduct: Any sexual conduct or act by a juvenile either individually, with another juvenile, or directed towards staff to include but not limited to non-forced sexual contact, indecent exposure or masturbation, and sexual harassment.

013-AIDING AND ABETTING ESCAPE/AWOL (ABSENT WITHOUT LEAVE): The encouraging, persuading, directing, or promoting of escape/AWOL. The juvenile may aid or abet others before, during, or after the offense has happened.

014-Aiding and Abetting Sexual Abuse: The encouraging, persuading, directing, or promoting of sexual abuse. The juvenile may aid or abet others before, during, or after the offense has happened.

015-AIDING AND ABETTING SECURITY CONTRABAND: The encouraging, persuading, directing, or promoting of security contraband. The juvenile may aid or abet others before, during, or after the offense has happened.

016-AIDING AND ABETTING ATTEMPTED ESCAPE: The encouraging, persuading, directing, or promoting of attempted escape. The juvenile may aid or abet others before, during, or after the offense has happened.

017-AIDING AND ABETTING ASSAULT ON STAFF (ANY ASSAULT ON STAFF): The encouraging, persuading, directing, or promoting of assault on staff. The juvenile may aid or abet others before, during, or after the offense has happened.

020-AID & ABET LYING/FALSELY ACCUSE ANOTHER IN OFFICIAL INVEST: The encouraging, persuading, directing, or promoting of lying/falsely accusing another in official investigation. The juvenile may aid or abet others before, during, or after the offense has happened.

022-AIDING AND ABETTING VANDALISM (GREATER THAN \$100): The encouraging, persuading, directing, or promoting of vandalism

(greater than \$100). The juvenile may aid or abet others before, during, or after the offense has happened.

023-AIDING AND ABETTING SEXUAL MISCONDUCT: The encouraging, persuading, directing, or promoting of sexual misconduct. The juvenile may aid or abet others before, during, or after the offense has happened.

077-Fighting: A provoked physical altercation (provoked by physical or verbal cues) between two or more juveniles that may or may not result in injury.

078-Aiding and Abetting Fighting: The encouraging, persuading, directing, or promoting of fighting. The juvenile may aid or abet others before, during, or after the offense has happened.

079-Aiding and Abetting Assault on Resident: The encouraging, persuading, directing, or promoting of assault on another juvenile. The juvenile may aid or abet others before, during, or after the offense has happened.

080-Aiding and Abetting Gang-Related Behavior or Activity: The encouraging, persuading, directing, or promoting of gang-related behavior or activity. The juvenile may aid or abet others before, during, or after the offense has happened.

081-Verbal Threats: Any serious verbal or written threat against others or facility security which clearly state action.

082-Physical Gestures: Physical actions taken by a juvenile which displays signs of anger, deportment, or violence directed toward staff, others juveniles, or property.

085-Aiding and Abetting Verbal Threats: The encouraging, persuading, directing, or promoting of verbal threats. The juvenile may aid or abet others before, during, or after the offense has happened.

086-Aiding and Abetting Physical Gestures: The encouraging, persuading, directing, or promoting of physical gestures. The juvenile may aid or abet others before, during, or after the offense has happened.

89-Interference With Staff Duties: Any obstruction that could result in loss of control of residents or escalates a dangerous situation already in progress.

90-Tampering With Security Or Facility

Equipment: The incapacitation of security equipment (e.g., breaking the sprinkler head, flooding rooms, clogging toilets, turning off lights, or covering up windows or cameras) or other facility equipment (e.g., computers) that may create a risk to the safety and security of the facility.

91-Wearing Or Hiding A Change Of Clothing:

wearing clothing outside of the housing unit not approved by staff or hiding a change of clothing.

92-Concealment From Staff: Hiding from staff or being in an unauthorized location.

93-Theft: The taking of property not authorized to be in the resident's possession that meets the definition of security contraband.

94-Aiding and Abetting – Interference with Staff

Duties: The encouraging, persuading, directing, or promoting of interference with staff duties. The juvenile may aid or abet others before, during, or after the offense has happened.

95-Aiding and Abetting – Tampering w/

Security/Facility Equip: The encouraging, persuading, directing, or promoting of tampering with security/facility equipment. The juvenile may aid or abet others before, during, or after the offense has happened.

96-Aiding and Abetting – Wearing or Hiding a Change of Clothing:

The encouraging, persuading, directing, or promoting of wearing or hiding a change of clothing. The juvenile may aid or abet others before, during, or after the offense has happened.

97-Aiding and Abetting – Concealment from

Staff: The encouraging, persuading, directing, or promoting of concealment from staff. The juvenile may aid or abet others before, during, or after the offense has happened.

98-Aiding and Abetting – Theft: The encouraging, persuading, directing, or promoting of theft. The juvenile may aid or abet others before, during, or after the offense has happened.

AC5-Attempted Assault on Resident: Any attempt of an unprovoked physical attack on another juvenile.

AS5-ATTEMPTED ASSAULT ON STAFF: Any attempt of an unprovoked physical attack on a staff member.

C05-Assault on Resident: An unprovoked physical attack on another juvenile, which may or may not result in injury.

S05-Assault on Staff: An unprovoked physical attack on a staff member, which may or may not result in injury.

Select Facility: Select the option that best describes the facility the institutional violation was committed by the juvenile in.

DC Forms Button

Form Type: Select the option that best describes the juvenile's form type.

Visitation: A visitor management system used to track approved visitors coming to the JCC or CPP program to visit the juvenile.

Residential Transfer: Identifies safety and security issues when juveniles are traveling between different facilities including local detention homes, JCC's, etc.

Visitation

Visitors Tab

NAME: Select the visitor type of the person identified as a potential visitor for the juvenile.

Parent 1: Name of the juvenile's biological/adoptive parent.

Parent 2: Name of the juvenile's biological/adoptive parent.

Guardian: The name of the juvenile's legal guardian.

Other 1: The name of any other individual that has custody of the juvenile that is not previously listed.

Other 2: The name of any other individual that has custody of the juvenile that is not previously listed.

APPROVED: Select whether the PO/DJJ has approved for the identified person to participate in visitation.

YES: The visitor is granted permission to visit with this juvenile.

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NO: The visitor is not granted permission to visit with this juvenile.

Siblings Tab

SIBLING NAME: The name of the juvenile's full-, half- or step-sibling.

AGE: The age of the juvenile's sibling.

APPROVED: Select whether the PO/DJJ has approved for the identified sibling to participate in visitation.

YES: The juvenile's sibling is granted permission to visit with this juvenile.

NO: The juvenile's sibling is not granted permission to visit with this juvenile.

Children Tab

CHILD NAME: The full name of the juvenile's child.

AGE: The age of the juvenile's child.

APPROVED: Indication on whether the child is approved for visitation.

YES: The juvenile's child is given permission to visit with this juvenile.

NO: The juvenile's child is not given permission to visit with this juvenile.

Other Visitors Tab

Visitor Name: The full name of the juvenile's visitor.

DOB: The six-digit number for the juvenile's visitor's date of birth: month, day and year (MM/DD/YY).

Type: Type of visitor identified as a lawyer, stepparent, grandparent, or other special visitor.

Authorizing Admin: The name of the DJJ staff who inputted the visitor information.

Last Update: The date the information was last updated.

Approved: Indicates whether the PO/DJJ has approved for the identified visitor to participate in visitation.

Add Visitor Button

Visitor Name: The full name of the juvenile's visitor.

DOB: The six-digit number for the juvenile's visitor's date of birth: month, day and year (MM/DD/YY).

Visitor Type: Select the option that best describes the visitor's relationship to the juvenile.

Lawyer: The juvenile's lawyer/attorney representing the juvenile on legal matters.

Step Father: The juvenile's stepfather.

Step Mother: The juvenile's stepmother.

Grandparent: The juvenile's grandparent.

Extended Family: Family members other than parents, guardians, siblings, or grandparents (e.g., aunts, uncles, cousins, etc.)

Natural Supports: Personal associations and relationships typically developed in the community that enhance the quality of life and security of the juvenile and who will provide post-release support, including but not limited to persons serving as mentors and representatives from community organizations.

Approved: Select whether the PO/DJJ has approved for the identified visitor to participate in visitation.

Yes: The juvenile's visitor is given permission to visit with this juvenile.

No: The juvenile's visitor is not given permission to visit with this juvenile.

Visitor Log Tab

Date: The date of the visit with the juvenile.

Visitor Name: The full name of the juvenile's visitor.

Relationship: The relationship of the visitor to the juvenile.

Visit Type: Select the option that best describes the nature of the visit.

In-person: The visit type between the juvenile and the visitor(s) was face to face by appointment.

Video: The visit type between the juvenile and the visitor(s) was over a secure video set up, such as VIA3 applications.

Furlough: The visit occurred with a designated individual while the juvenile was out of the secure facility on furlough.

Telephone: The visit between the juvenile and the visitor(s) was over the telephone.

Visit Purpose: Select the option that best describes the purpose of the visit.

Regular Visitation: Scheduled visitation at individual facilities.

Special Event: Visits planned outside the regularly scheduled facility visitation, such as family engagement events, graduation, sporting events, visits arranged through counselors, administrators, etc., and approved visits at the request of the family/natural support.

Used DJJ Transportation?: The transportation service for the visitor was provided and paid for by DJJ.

Authorized Visitor: Anyone that has been approved for visitation.

Residential Transfer

Page 1 Tab

Chronic or acute medical issues: The juvenile has chronic or acute medical issues that should be known for the transfer.

Medication (include psychotropic): The juvenile is currently taking medication, including psychotropic, such as Xanax (alprazolam), Zoloft (sertraline), etc.

Incidents of physical aggression toward staff or other residents (include any injuries received or caused): The juvenile has had incidents of physical aggression towards staff and/or other juveniles.

Mental Health Issues including suicidal ideations, gestures, attempts and/or self-injurious behavior: The juvenile has had incidents of mental health issues, such as suicidal ideations, gestures, attempts, and SIB.

Complaint with program and/or adult supervision: The juvenile has a complaint with the program and/or adult supervision.

Page 2 Tab

Pending criminal matters: The juvenile is pending criminal matters.

Any visitation issues: The juvenile has had one or more visitation issues.

Counseling/Therapy while at facility: The juvenile has been receiving counseling/therapy while at his/her facility.

Other information that may be important to receiving facility: There is other information about the juvenile that has not been listed before that is important for the receiving facility.

Access History Button

Accessed By: The first and last name of the person who accessed the information.

Date Accessed: The date the information was accessed.

Resident Grievance Button

Incident Information Tab

Incident Date/Time: The date and time the incident occurred.

Report Date: The date the report was created.

Date/Time Received: The date and time the report was received by a Human Rights Advocate.

JCC (being grieved): The name of the facility where the grievance occurred.

Resident's Classification: The description of the juvenile's categorization of his/her own grievance complaint request.

Request: The written communication by a juvenile, submitted on an approved DJJ grievance form marked "Request", relating to a situation or need that involves the juvenile's quality of life, or a special accommodation.

Complaint: The written communication by a juvenile submitted on an approved DJJ grievance form and marked "Complaint", expressing a concern relative to the juvenile's quality of life, which presents no immediate risk of hardship or harm to a juvenile and does not relate to a policy or procedure.

Grievance: The written communication by a juvenile, submitted on an approved DJJ grievance form, reporting a condition or situation, which presents a risk of hardship or harm to a juvenile and relates to DJJ policy and/or procedure.

Emergency Grievance: The written communication by a juvenile, submitted on an approved DJJ grievance form marked “Emergency Grievance”, which must be expedited (processed and completed within 8 hours) per *Code of Virginia* 6VAC35-71-80 because of an immediate risk of hardship (as defined in Departmental Standard 17-00.1) or harm to a juvenile.

Housing Unit (time of incident): The unit number in which the juvenile was housed at the time of the incident.

Coordinator’s Classification: The Human Rights Advocate’s classification of the juvenile’s grievance per policy and procedure.

Request: The written communication by a juvenile, on an approved DJJ grievance form marked “Request”, relating to a situation or need that involves the juvenile’s quality of life.

Complaint: The written communication by a committed juvenile submitted on an approved DJJ grievance form and marked “Complaint”, expressing a concern relative to the juvenile’s quality of life, which presents no immediate risk of hardship or harm to a juvenile and does not relate to a policy or procedure.

Grievance: The written communication by a juvenile, on an approved DJJ grievance form which reports a condition or situation which presents a risk of hardship or harm to a juvenile and relates to DJJ policy and/or procedure.

Emergency Grievance: Any grievance which must be expedited (processed and completed within 8 hours) per *Code of Virginia* 6VAC35-71-80 because of an immediate risk of hardship (as defined in Departmental Standard 17-00.1) or harm to a ward.

Coordinator’s Name: The name of the Human Rights Advocate.

Applicable Regulation: The regulation that applies to the juvenile’s grievance.

Standard: A mandatory action or rule designed to report and conform to a policy.

Policy: Guiding principle used to set direction in the department.

Procedure: The series of steps to be followed as a consistent and repetitive approach to accomplish the department’s policies.

None: No regulations apply.

Grievance Area: The categorization of the Human Rights Advocate classification the juvenile’s grievance falls under.

Clothing: The juvenile has a grievance about his/her clothing, such as undergarments, shoe replacements, etc.

Counseling/Treatment Services: The juvenile has a grievance about the counseling/treatment services at the program, such as the juvenile uncomfortable with the assigned counselor, the juvenile unsatisfied with counseling services, etc.

Discipline: The juvenile has a grievance about a disciplinary hearing, such as the applied procedure, etc.

Education: The juvenile has a grievance about an educational program, policy, or procedure, such as classroom content, schedules, etc.

Facility Programs: The juvenile has a grievance about the programs provided by the facility, such as being removed from the program, etc.

Food Services: The juvenile has a grievance with the provided meals, such as portion size, meal quality, etc.

Health Services: The juvenile has a grievance with the health services provided, such as medication, allergies, etc.

Mail/Telephone Calls: The juvenile has a grievance about the mail and/or telephone services, such as an inoperable telephone, mail delivery time, etc.

Other: The juvenile has a grievance that does not fall into any of the other categories listed, such as maintenance issues, etc.

Recreation: The juvenile has a grievance with recreation, such as scheduling, equipment issues, etc.

Religious Services: The juvenile has a grievance with religious services, such as scheduling, religious items, etc.

Resident – Sexual: The juvenile has a grievance about sexual harassment and/or sexual misconduct from another juvenile, such as voyeurism, physical contact, verbal, physical gesturing, etc.

Staff – Physical: The juvenile has a grievance about physical aggression from a staff member at the facility, such as assault, improper restraint, etc.

Staff – Sexual: The juvenile has a grievance about sexual harassment and/or sexual misconduct from a staff member, such as voyeurism, physical contact, verbal, physical gesturing, etc.

Staff – Verbal: The juvenile has a grievance about verbal aggression from a staff member, such as inappropriate and/or unprofessional comments, threats, etc.

Staff – Verbal & Physical: The juvenile has a grievance about verbal and physical aggression from a staff member, such as threatening comments, improper restraint, etc.

Volunteer Services: The juvenile has a grievance about the volunteer services, such as participation, scheduling, etc.

Youth Rights: The juvenile has a grievance about his/her rights, such as retaliation, discrimination, etc.

Code/Number/Description: The code, number, and/or description of the grievance.

Include all individuals involved: Any witness, juvenile, and/or staff.

Description for Other: This category is used when no other grievance area option applies, as listed. A detailed narrative explanation is required.

Incident Description: What the juvenile indicates directly occurred or not occurring.

Staff Involved: The name of the staff member the juvenile indicated as being involved in the incident, if any.

First Name: The first name of the staff involved in the grievance.

Last Name: The last name of the staff involved in the grievance.

Other Juveniles Involved: The name of the other juvenile(s) the grieving juvenile indicated as being involved in the incident.

Juvenile #: A unique identification number that is automatically assigned at the time an electronic juvenile record is created in BADGE.

First Name: The first name of the other juvenile involved.

Last Name: The last name of the other juvenile involved.

Investigation/ Levels Tab

Level#: The system assigns a number (Level 1-4) by tracking the amount of days it takes for a response to be provided, per DJJ procedure VOL IV-4.1-1.15.

Start Date: The date the grievance was recorded into BADGE.

Date Forwarded: The date the grievance was forwarded to the responsible individual.

Forwarded To: The name of the individual responsible for addressing the grievance.

Respond By Date: The date in which the responsible individual should reply to the grievance.

Date Responded: The date the responsible individual replies to the grievance.

Extension Expire Date: The date the approved extension for the grievance expires.

Investigation: The corresponding notes on the matter of the grievance.

Decision/Resolution: The corresponding notes on the conclusion of the grievance.

Outcome Tab

Disposition: The finding of the grievance.

Substantiated: The grievance has been investigated and a violation of the DJJ's policies and Procedures occurred.

Unfounded: The grievance has been investigated and there was no evidence that a violation of the DJJ's policies and Procedures occurred.

Withdrawn: The juvenile may request to withdraw a grievance; however, verbal, physical, and/or sexual incidents cannot be withdrawn, as they require further investigation.

Unsubstantiated: The grievance has been investigated but lacks sufficient evidence to prove or disprove that a violation of the DJJ's policies and Procedures occurred.

Referred: The Human Rights Advocate referred the grievance to the Investigative Unit for further review.

Unfounded Subdisposition

Ward Misinterpreted Policy/Procedure: The juvenile was unaware of the policy and procedure; therefore, the complaint is unfounded.

Ward Lacks Knowledge About Policy/Procedure: The juvenile lacks the knowledge about the policy and procedure therefore the complaint is unfounded.

Complaint/Request Resolved: The complaint/request has been resolved.

Substantiated Subdisposition

Staff Misapplied Policy/Procedure: The staff involved misapplied the policy/procedure; therefore, the complaint is substantiated.

Policy/Procedure Needs Revision: The policy/procedure needs a revision; therefore, the complaint is substantiated.

Both: The staff involved misapplied the policy/procedure and the policy/procedure needs a revision; therefore, the complaint is substantiated.

Complaint/Request Resolved: The complaint/request has been resolved.

Juvenile's Response to Resolution: The juvenile's response to the resolution.

Satisfied: The juvenile was satisfied with the response to the grievance.

Unsatisfied: The juvenile was not satisfied with the response to the grievance.

Appealed: The juvenile appealed the response provided.

Juvenile Profile Button

Form Type: The selected form type of the juvenile profile that was collected during the intake process.

Date Completed: The date the selected form type was saved in the BADGE.

Add New Form

Worker Facility: The assigned facility of the staff who was doing the data entry.

Form Type

Educational Information: The current Juvenile Profile form for the juvenile's education information.

Educational Information Prior 2016: The previous Juvenile Profile form for the juvenile's education information.

LOS Determinate: The Juvenile Profile form for the juvenile's LOS determination.

Level of Service (LS/CMI): The form for the juvenile's risk assessment data derived from the LS/CMI.

Medical History: The Juvenile Profile form for the juvenile's medical history.

Offense History Data: The Juvenile Profile form for the juvenile's offense history.

Personality Information: The Juvenile Profile form for the juvenile's personality information.

Physical Exam: The Juvenile Profile form for the juvenile's physical examination.

Psychological Information: The Juvenile Profile form for the juvenile's psychological information.

Social History Information: The Juvenile Profile form for the juvenile's social history information.

Youth Level of Service (YLS/CMI): The Juvenile Profile form for the juvenile's risk assessment data derived from the YLS/CMI.

Educational Information

Education Information Tab

Last Grade Completed: Select the last grade that the juvenile completed.

- 0:** Kindergarten
- 1:** First Grade
- 2:** Second Grade
- 3:** Third Grade
- 4:** Fourth Grade
- 5:** Fifth Grade
- 6:** Sixth Grade
- 7:** Seventh Grade
- 8:** Eighth Grade
- 9:** Ninth Grade
- 10:** Tenth Grade
- 11:** Eleventh Grade
- 12:** Twelfth Grade
- 13:** Diploma
- 14:** GED
- 15:** Ungraded/Alternative
- 16:** Unknown

School History

Attendance: Select the juvenile's attendance in school.

0: Student attends school on a regular basis unless the student has an excused absence.

1: Student misses school (3 unexcused days) and/or student was removed from class due to disciplinary actions at least twice weekly.

2: Student misses school (4 unexcused days) and/or student was removed from class due to disciplinary actions at least three times or more times weekly.

3: Student has missed (5 or more unexcused days) and/or student was removed from class daily due to disciplinary actions.

Disruptive Classroom Behavior: Disruptive his/her peers during class time.

0: Student displays appropriate behavior in the classroom.

1: Student was disruptive in class at least twice weekly.

2: Student was disruptive in class at least three times weekly and prevents learning.

3: Student was disruptive in class daily and prevents learning. He/she manages to prevent the teacher from giving the other students attention as needed.

Disruptive Behavior on School Property:

Disruptive behavior outside of the classroom, but still on school property, such as recess, lunch, etc.

0: Student displays appropriate behavior while on school property.

1: Student was disruptive while on school property at least twice weekly.

2: Student was disruptive while on school property three or more times weekly.

3: Student was disruptive while on school property. He/she violates school property to include destruction of property, theft, and vandalism.

Academic Progress: Successful completion of school work and grades that implicate a healthy age development.

0: Student on track for completion of high school diploma.

1: Student behind cohort by one grade level in completion of requirements for high school diploma.

2: Student behind cohort by 2 grade levels in completion of requirements for high school diploma and/or court-ordered to remain on the high-school equivalency track.

3: Student behind cohort by 3 grade levels in completion of requirements for high school diploma and/or is court-ordered to remain on the high school equivalency track.

Peer Interactions: Daily interactions between peers.

0: Student displays appropriate peer interaction.

BADGE Terms & Concepts

1: Student displays the inability to effectively listen, cooperate, and communicate with peers at least twice weekly.

2: Student displays the inability to effectively listen, cooperate, and communicate with peers at least three times weekly.

3: Student does not practice listening, cooperating, and communicating well with peers, he/she argues with peers and instigates problems on a daily basis.

Staff Relationships: Daily relationships between the school staff members, such as teachers, janitors, principals, etc.

0: Student displays professional relationships with staff.

1: Student displays inappropriate relationships with staff at least twice weekly.

2: Student displays inappropriate relationships with staff three or more times weekly.

3: Student does not attempt to display appropriate relationship with staff. He/she argues, instigates, and curses directly at staff on a daily basis.

School Enrollment

Current Status: The juvenile's current academic status.

0: Diploma/GED/Appropriate Attendance

1: Occasional Truancy

2: Excessive Truancy

3: Dropped Out/did not Attend/In detention

4: Suspended

5: Expelled

Educational Needs

Career Education: Education on a future career.

1: Not a Need: Student has one or fewer CTE courses to complete to meet the necessary VDOE requirements.

2: Moderate Priority Need: Student has at least 2 CTE courses to complete to meet the necessary VDOE requirements.

3: High Priority Need: Student will not have the CTE course electives (credits) in the time necessary to complete the requirements for graduation.

Parenting Skills: Education on parenting skills.

1: Not a Need: Student displays skills necessary to properly raise children with little or no assistance from others, or he/she does not have children.

2: Moderate Priority Need: Student needs to attend a parenting skills program at least once weekly in an effort to demonstrate the proper way to raise children and help the entire family.

3: High Priority Need: Student needs to attend a parenting skills program at least three times weekly in an effort to demonstrate the proper way to raise children and help the entire family.

Independent Living Skills: Education on independent living skills.

1: Not a Need: Student displays independent living skills with little or no assistance from others.

2: Moderate Priority Need: Student needs to attend an independent living skills program at least once weekly in an effort to demonstrate the skills necessary for independent living.

3: High Priority Need: Student needs to attend an independent living skills program at least three times weekly in an effort to demonstrate the skills necessary for independent living.

Suggested Educational Plan

1: School

2: High School Equivalency Program

3: Post-Grad Program

Classifications: The juvenile's classifications within the community or DJJ. Select 0 – "No", 1 – "Yes, in Community", 2 – "Yes, at DJJ".

Individualized Education Plan (IEP): A plan or program developed to ensure that a child who has a disability identified under the law and attending an elementary or secondary educational institution receives specialized instruction and related services to IEP.

504 Plan: Children with disabilities may be eligible for special education and related services under Section 504 which is, to be protected under Section 504, a student must be determined to: have physical or mental impairment that substantially limits one or more major life activities; *or* have a record of such an impairment; *or* be regarded as having such an impairment.

English Language Learner (ELL): Language-minority students whose English proficiency affects his/her ability to meaningfully participate and succeed in school.

MAP Assessment Tab

MAP TEST RESULTS: The results of the MAP Growth™, which measures what students know and informs what they are ready to learn next. The student performs on, above, or below his/her grade level.

Date of Testing: The date the MAP testing was completed.

RIT SCORE: An estimation of a student's instructional level, this also measures student progress or growth in school.

PERCENTILE RANK: Indicates how well a student performed in comparison to the students in the specific norm group, for example, in the same grade and subject.

STAR Assessment Tab

STAR ASSESSMENT RESULTS

Date of Testing: The date the STAR assessment was completed.

PERCENTILE RANK: Indicates how well a student performed in comparison to the students in the specific norm group, for example, in the same grade and subject.

GRADE EQUIVALENCY: Reflects the juvenile's performance in terms of the grade level of the norming sample at which the average score is the same as the juvenile's raw score.

Educational Information Prior 2016

Page 1 Tab

Last Grade Completed: The last grade the juvenile completed.

0: Kindergarten

1: First grade

2: Second grade

3: Third grade

4: Fourth grade

5: Fifth grade

6: Sixth grade

7: Seventh grade

8: Eighth grade

9: Ninth grade

10: Tenth grade

11: Eleventh grade

12: Twelfth grade

13: Diploma

14: GED

15: Ungraded/Alternative

16: Unknown

Testing Completed: The type of test that was completed.

1: Community

2: Previous Staffing

3: Current Staffing

4: DJJ-DOE School

5: No Formal Testing

Date of Testing: The date the testing was completed.

Woodcock-Johnson Test Results: Test of cognitive abilities that helps to identify correlates of learning problems.

Age Equivalency: Reflects the juvenile's performance in terms of age level in the norming sample at which the average score is the same as the juvenile's score.

Grade Equivalence: Reflects the juvenile's performance in terms of the grade level of the norming sample at which the average score is the same as the juvenile's raw score.

Standard Score: Describes a juvenile's performance relative to the average performance of the comparison group.

Page 2 Tab

School History

Attendance: The juvenile's attendance in school.

0: Student attends school on a regular basis unless the student has an excused absence.

1: Student misses school (3 unexcused days) and/or student removed from class due to disciplinary actions at least twice weekly.

2: Student misses school (4 unexcused days) and/or student removed from class due to disciplinary actions at least three times or more times weekly.

3: Student has missed (5 or more unexcused days) and/or student removed from class daily due to disciplinary actions.

Disruptive Classroom Behavior: The juvenile disrupts his/her peers during class time.

0: Student displays appropriate behavior in the classroom.

1: Student disruptive in class at least twice weekly.

2: Student disruptive in class at least three times weekly and prevents learning.

3: Student disruptive in class daily and prevents learning. He/she manages to prevent the teacher from giving the other students attention as needed.

Disruptive Behavior on School Property: Disruptive behavior outside of the classroom, but still on school property, such as recess, lunch, etc.

0: Student displays appropriate behavior while on school property.

1: Student disruptive while on school property at least twice weekly.

2: Student disruptive while on school property three or more times weekly.

3: Student disruptive while on school property. He/she violates school property to include destruction of property, theft, and vandalism.

Current Status: The juvenile's current academic status.

0: Diploma/GED/Appropriate Attendance

1: Occasional Truancy

2: Excessive Truancy

3: Dropped Out/did not Attend/In detention

4: Suspended

5: Expelled

6: Released from Compulsory Attendance

Academic Progress: Successful completion of school work and grades that implicate a healthy age development.

0: Student on track for completion of high school diploma.

1: Student behind cohort by one grade level in completion of requirements for high school diploma.

2: Student behind cohort by 2 grade levels in completion of requirements for high school diploma and/or court-ordered to remain on the high-school equivalency track.

3: Student behind cohort by 3 grade levels in completion of requirements for high school diploma and/or court-ordered to remain on the high school equivalency track.

Peer Interactions: Daily interactions between peers.

0: Student displays appropriate peer interaction.

1: Student displays the inability to effectively listen, cooperate, and communicate with peers at least twice weekly.

2: Student displays the inability to effectively listen, cooperate, and communicate with peers at least three times weekly.

3: Student does not practice listening, cooperating, and communicating well with peers, he/she argues with peers and instigates problems on a daily basis.

Staff Relationships: Daily relationships between the school staff members, such as teachers, janitors, principals, etc.

0: Student displays professional relationships with staff.

1: Student displays inappropriate relationships with staff at least twice weekly.

2: Student displays inappropriate relationships with staff three or more times weekly.

3: Student does not attempt to display appropriate relationship with staff. He/she argues, instigates, and curses directly at staff on a daily basis.

Educational Needs

Employability skills/career educ.: Education on a future career.

0: Not a Need: Student has one or fewer CTE courses to complete to meet the necessary VDOE requirements.

1: Moderate Priority Need: Student has at least 2 CTE courses to complete to meet the necessary VDOE requirements.

2: High Priority Need: Student will not have the CTE course electives (credits) in the time necessary to complete the requirements for graduation.

Vocational Training: Education on vocational training.

0: Not a Need: The juvenile does not need vocational training.

1: Moderate Priority Need: The juvenile has a moderate need for vocational training.

2: High Priority Need: The juvenile has a high need for vocational training.

Parenting Skills: Education on parenting skills.

0: Not a Need: Student displays skills necessary to properly raise children with little or no assistance from others, or he/she does not have children.

1: Moderate Priority Need: Student needs to attend a parenting skills program at least once weekly in an effort to demonstrate the proper way to raise children and help the entire family.

2: High Priority Need: Student needs to attend a parenting skills program at least three times weekly in an effort to demonstrate the proper way to raise children and help the entire family.

Independent Living Skills: Education on independent living skills.

0: Not a Need: Student displays independent living skills with little or no assistance from others.

1: Moderate Priority Need: Student needs to attend an independent living skills program at least once weekly in an effort to demonstrate the skills necessary for independent living.

2: High Priority Need: Student needs to attend an independent living skills program at least three times weekly in an effort to demonstrate the skills necessary for independent living.

Transition Services: Education on transition service.

0: Not a Need: The juvenile does not need education on transition service.

1: Moderate Priority Need: The juvenile has a moderate priority need for education on transition service.

2: High Priority Need: The juvenile has a high priority need for education on transition service.

Suggested Educational Placement: Type of education that is being suggested to the juvenile.

1: General Education Classes

2: GED Program

3: Remedial Classes

4: Special Education Classes

5: Post /GED/Post High School Academic Program

6: All Day Work/Vocational Education Program

Special Education Classification

Special Education Status Determined

BADGE Terms & Concepts

0: N/A

1: In Community

2: At Previous Staffing

3: At Current Staffing

4: DJJ-DOE School

Primary Classification Code

0: N/A

3: Multiple Disabilities (MD)

4: Orthopedic Impairment (OI)

5: Visual Impairment (VI)

6: Hearing Impairment (HI)

7: Specific Learning Disability (SLD)

8: Emotional Disability (ED)

9: Speech or Language Impairment (SLI)

10: Other Health Impairment (OHI)

12: Deaf-Blindness (DB)

13: Autism (AUT)

14: Traumatic Brain Injury (TBI)

15: Rehabilitation Act (504)

16: Developmental Delay (DD)

19: Intellectual Disabilities (ID)

Secondary Classification Code

0: N/A

3: Multiple Disabilities (MD)

4: Orthopedic Impairment (OI)

5: Visual Impairment (VI)

6: Hearing Impairment (HI)

7: Specific Learning Disability (SLD)

8: Emotional Disability (ED)

9: Speech or Language Impairment (SLI)

10: Other Health Impairment (OHI)

12: Deaf-Blindness (DB)

13: Autism (AUT)

14: Traumatic Brain Injury (TBI)

15: Rehabilitation Act (504)

16: Developmental Delay (DD)

19: Intellectual Disabilities (ID)

Related Services Code

0: N/A

1: Speech/language

2: Counseling

3: OT/PT

4: Transportation

5: Other Services

Referrals For Further Assessment

Speech

0: No

1: Yes

2: Assessment Deferred

Language

0: No

1: Yes

2: Assessment Deferred

Vocational

0: No

1: Yes

2: Assessment Deferred

LOS Determine

LOS Tab

Most Serious Instant Offense Level: Select the juvenile's most serious instant offense level.

Most Serious Prior Offense Level: Select the juvenile's most serious prior offense level.

LOS increased due to chronicity

0: No

1: By 3 months

2: By 6 months

Forwarded to IRC due to exceptional circumstances

0: No

1: Staffing Team

2: Casework Supervisor

3: CSU

Assigned LOS: The assigned LOS.

Special Category

Determinate Sentence: The commitment of a juvenile 14 years of age or older to DJJ as a serious juvenile offender. The court specifies the length of the commitment, has continuing jurisdiction over the juvenile, and must conduct periodic reviews if the juvenile remains in direct care for longer than 24 months. A juvenile may be committed to DJJ as a serious juvenile offender for up to seven years, not to exceed the juvenile's 21st birthday. Select 0 for "No" or 1 for "Yes".

Blended Sentence: The sentencing option for a juvenile convicted in circuit court, which combines a juvenile disposition with an adult sentence. The circuit court may impose an adult sentence with a portion of that sentence to be served with DJJ and provides that the judge may suspend the adult sentence pending successful completion of the juvenile disposition. See § 16.1-272 of the *Code of Virginia*.

Treatment Needs which may affect LOS

Aggression Management: The juvenile's treatment need for his/her aggression management. It will be either "Mandatory", "Recommended", "Not Applicable", or "No Information".

Sex Offender Treatment: The juvenile's treatment need for his/her sexual offending. It will be either "Mandatory", "Recommended", "Not Applicable", or "No Information".

Substance Abuse Treatment: The juvenile's treatment need for his/her substance abuse. It will be either "Mandatory", "Recommended", "Not Applicable", or "No Information".

CYT12: Juveniles who meet the DSM-V criteria for Substance Use Disorder will be deemed as in need of Track I services

CYT5: Juveniles who have experimented with substances, but do not meet the DSM-V criteria for Substance Use Disorder, will be deemed as in need of Track II services.

Assets and Service Needs Tab

Service Needs which may affect LOS

Aggression Management: The juvenile's treatment need for his/her aggression management. It will either be mandatory (M), recommended (R), or not applicable (X).

Substance Abuse: The juvenile's treatment need for his/her substance abuse. It will either be mandatory (M), recommended (R), or not applicable (X).

Sex Offender: The juvenile's treatment need for his/her sexual offending. It will either be mandatory (M), recommended (R), or not applicable (X).

Additional Service Needs Not Related to LOS

Inappropriate Sexual Behavior: The juvenile needs additional services for inappropriate sexual behavior.

Drug Trafficking: The juvenile needs additional services related to drug trafficking offenses.

Values Clarification: The juvenile needs additional services for values.

Assertiveness Training: The juvenile needs additional services for assertiveness.

Social Skills Training: The juvenile needs additional services for social skills.

Independent Living Skills: The juvenile needs additional services for independent living.

Mental Health: The juvenile needs additional services for mental health.

Medical Care: The juvenile needs additional services for medical care.

Parole Placement: The juvenile needs additional services for parole placement.

Special Education: The juvenile needs additional services for special education.

High Risk Sexual Behavior: The juvenile needs additional services for high-risk sexual behavior.

Problem Solving Skills: The juvenile needs additional services for problem solving skills.

Behavior Management: The juvenile needs additional services for behavioral management.

Gang Prevention: The juvenile needs additional services for gang prevention.

Parenting Skills: The juvenile needs additional services for parenting skills.

Date Form Signed: The date that the LOS Determinate form was signed.

Level of Service (LS/CMI) – Please see the LS/CMI administration manual for instructions and definitions.

Medical History

Page 1 Tab

Medication and Reactions: 0 is “No”, 1 is “Yes”, 3 is “Not Known”, and 6 is “Not Applicable”.

Medication and Reactions: The juvenile has an allergy and has known reactions to certain medications.

Environmental and Reactions: The juvenile has an allergy and has known reactions to things in his/her environment.

Food(s) and Reactions: The juvenile has an allergy and has known reactions to specific food(s).

TB or Positive PPD: The juvenile has active tuberculosis or tested positive during the PPD (purified protein derivative) test.

Asthma: The juvenile suffers from asthma.

Diabetes: The juvenile is diabetic.

Hepatitis: The juvenile has hepatitis, a disease characterized by inflammation of the liver.

Heart Problem: The juvenile has any heart problems such as heart failure, high blood pressure, abnormal heart rhythms, etc.

Sickle Cell Anemia/Trait: The juvenile has sickle cell anemia; where red blood cells contort into a sickle shape and die early, leaving a shortage of healthy red blood cells.

Orthopedic Problem: The juvenile has an orthopedic problem, anything that is concerned with muscles, ligaments, and joints, such as arthritis, bursitis, etc.

Glasses: The juvenile has myopia, hyperopia, astigmatism, or presbyopia that requires them to wear glasses.

Other Assistive Devices Needed for Care: The juvenile has any disability that affects daily function and needs aid, such as wheelchairs, prosthetic devices, etc.

Current Psychiatric Problems: The juvenile currently has psychiatric problems such as anxiety, bipolar, eating disorders, etc.

Physical Disabilities: The juvenile has physical disabilities that affects daily function such as cerebral palsy, broken bones, etc.

Vulnerability Factors: 0 is “No”, 1 is “Yes”, 3 is “Not Known”, and 6 is “Not Applicable”.

Small Physical Stature: The juvenile is shorter than the average height for his/her age.

Developmental/Mental/Physical Disability: The juvenile has developmental, mental, and/or a physical disability.

Presents as Lesbian, Bisexual, Transgender, Gender Identity Issues: The juvenile presents himself or herself as lesbian, bisexual, or transgender and/or has gender identity issues.

History of Sexual Victimization: The juvenile has a history of sexual victimization, such as rape, sexual harassment, stalking, etc.

History of Sexual Activity While in Custody: The juvenile has a history of sexual activity while they were in custody.

Past Medical History: 0 is “No”, 1 is “Yes”, 3 is “Not Known”, and 6 is “Not Applicable”.

Chicken Pox: The juvenile has previously had chicken pox (varicella), a highly contagious viral infection causing an itchy, blister-like rash on the skin.

Head Injuries: The juvenile has previously suffered a head injury, such as a concussion, contusion, etc.

Loss of Consciousness: The juvenile has previously suffered a loss of consciousness.

Fractures: The juvenile previously had broken a bone.

Seizures: The juvenile has previously had a seizure.

Gunshot Wounds: The juvenile has previously been a victim of gun violence and was shot.

Stab Wounds: The juvenile has previously been stabbed.

Medical Hospitalizations: The juvenile has previously been hospitalized for medical issues.

Psychiatric Hospitalizations: The juvenile has previously been hospitalized for psychiatric issues.

Surgery/Operations/Procedures: The juvenile has previously gone through surgery, an operation, and/or invasive procedure.

Females Only (select N/A if male): 0 is “No”, 1 is “Yes”, 3 is “Not Known”, and 6 is “Not Applicable”.

Pregnancy: The juvenile has been pregnant or is currently pregnant.

Menstrual Cycle/Pap Smears: The juvenile has previously started his/her menstrual cycle and has received a pap smear.

Page 2 Tab

STI's: 0 is “No”, 1 is “Yes”, 3 is “Not Known”, and 6 is “Not Applicable”.

Chlamydia: The juvenile has chlamydia, a sexually transmitted infection.

Gonorrhea: The juvenile has gonorrhea, a sexually transmitted infection.

Syphilis: The juvenile has syphilis, a sexually transmitted infection.

Herpes: The juvenile has herpes, a sexually transmitted infection that can cause blisters that are painful.

Venereal Warts: The juvenile has venereal warts, also known as condylomata acuminata, a sexually transmitted infection.

Genital Sores: The juvenile has genital sores, usually caused by a sexually transmitted infection.

HPV: The juvenile has human papillomavirus (HPV), a sexually transmitted infection.

Pediculosis: The juvenile has Pediculosis, a sexually transmitted infection.

Trichomonas: The juvenile has trichomonas's, an infection caused by parasitic trichomonas.

Psychotropics: If the juvenile is taking psychotropic medication, select psychotropic, sleep, or stimulant.

Never previously prescribed: The juvenile has never previously been prescribed any psychotropic.

Prescribed in the past: The juvenile has previously been prescribed any psychotropic in the past.

Current prescription (prior to arrival at RDC): The juvenile is currently prescribed psychotropic medication, and the prescription was made prior to his/her arrival at the JCC.

Newly prescribed at RDC: The juvenile has currently been prescribed psychotropic medication while they were at the JCC.

Family History: 0 is “No”, 1 is “Yes”, 3 is “Not Known”, and 6 is “Not Applicable”.

TB: The juvenile has a family history of tuberculosis.

Heart Problems: The juvenile has a family history of heart problems such as heart failure, high blood pressure, abnormal heart rhythms, etc.

High Blood Pressure: The juvenile has a family history of high blood pressure.

Blood Sugar Problems: The juvenile has a family history of blood sugar problems.

Asthma: The juvenile has a family history of asthma.

Other: The juvenile has a family history of any other medical problems.

Page 3 Tab

High Risk Behavior/ Sexual History: 0 is “No”, 1 is “Yes”, 3 is “Not Known”, and 6 is “Not Applicable”.

Have you had sex: Has the juvenile engaged in sexual intercourse?

Was it Consensual: The juvenile engaged in consensual intercourse.

Did you report it to anyone: The juvenile reported his or her sexual victimization to higher authority.

Who: The name of the person to whom the juvenile reported his/her sexual victimization.

Age at first sexual intercourse (not abuse): The age at which the juvenile first engaged in consensual sexual intercourse.

Have you ever been forced or pressured into doing something sexual that you did not want to do: The juvenile has been forced/pressured into doing a sexual act.

IV drug use: The juvenile gives himself/herself illicit drugs by injecting them directly into the vein.

History of blood transfusion or blood product administration: The juvenile has a history of blood transfusion or blood product administration.

Trading sex for money or drugs: The juvenile has a history of trading sexual activities for money and/or drugs.

How many sexual partners have you had in past year: The amount of sexual partners that the juvenile has had in the past year.

Past 3 years: The amount of sexual partners that the juvenile has had in the past three years.

Lifetime: The amount of sexual partners that the juvenile has had in his/her lifetime.

Were your sexual partner(s): The genetic sex of the juvenile’s sexual partner(s).

0: Male

1: Female

2: Both male and female.

High-risk sexual partner (promiscuous/IV drug use/prostitution): The juvenile’s sexual partner(s) are high risk for being promiscuous, and engaging in IV drug use and prostitution: 0 – “No”, 1- “Yes”.

Condom Use: The juvenile or partner uses a condom during sexual activities.

Sometimes: The juvenile or partner uses a condom sometimes during sexual activities.

Every Time: The juvenile or partner uses a condom every time they engage in sexual activities.

Multiple tattoos: The juvenile has two or more tattoos.

Family

Do you have children: The juvenile legally has a child through either pregnancy or adoption.

0: No

1: Yes

Number of Children: The amount of children that the juvenile has.

Age: The age of the juvenile’s child(ren).

Sex: The genetic sex of the juvenile’s child(ren).

Offense History Data

Commitment Number: The total number of the juvenile’s admissions to DJJ direct care.

Court Service Unit: The CSU in which the juvenile currently resides.

Sentenced by: The type of court that determinately committed the juvenile.

Neither: The juvenile did not receive a determinate sentence.

J & DR: The juvenile was determinately committed by a J&DR court

Circuit: The juvenile was determinately committed by circuit court (not on appeal).

Both: The juvenile was determinately committed by both a J&DR court and circuit court.

Number of Suspended Commitments: The number of the juvenile's suspended commitments to DJJ.

Committed Under 16. 1-285. 1 or 16. 1-269.1: Commitment of serious offenders or trial in circuit court; preliminary hearing; direct indictment; remand.

Sentence: The amount of time, in months, for which the juvenile was sentenced.

Age of first behavioral problems: The juvenile's age when they displayed his/her first behavioral/conduct problems.

Age at first community intervention: The juvenile's age at the time of his/her first community intervention.

Age at first criminal adjudication: The juvenile's age at the time of his/her first delinquent adjudication.

Escape/A.W.O.L. History

From: The location from which the juvenile escaped (0 is "No", 1 is "Yes", 2 is "Multiple", 3 is "Information not provided").

Secure Facilities: The juvenile escaped from a locked facility such as a JCC, detention home, residential placement, etc.

Group/Foster Home: The juvenile AWOL from a group and/or foster home.

Home: The juvenile AWOL from his/her home.

Personality Information

Scales and Subscales

VAL: Validity

COG: Cognitive Impairment Scale

ADH: Impulsivity and Distractibility Scale

DLQ: Delinquency Scale

FAM: Family Dysfunction Scale

RLT: Reality Distortion Scale

SOM: Somatic Concern Scale

DIS: Psychological Discomfort Scale

WDL: Social Withdrawal Scale

SSK: Social Skill Deficits Scale

INC: Inconsistency

COG1: Poor Achievement and Memory

ADH1: Brashness

DLQ1: Antisocial Behavior

FAM1: Parent-Child Conflict

RLT1: Feelings of Alienation

SOM1: Psychosomatic Syndrome

DIS1: Fear and Worry

WDL1: Social Introversion

SSK1: Limited Peer Status

COG2: Inadequate Abilities

ADH2: Distractibility and Over activity

DLQ2: Dyscontrol

FAM2: Parent Maladjustment

RLT2: Hallucinations and Delusions

SOM2: Muscular Tension and Anxiety

DIS2: Depression

WDL2: Isolation

SSK2: Conflict with Peers

DEF: Defensiveness

COG3: Learning Problems

ADH3: Impulsivity

DLQ3: noncompliance

FAM3: Marital Discord

SOM3: Preoccupation with Disease

DIS3: Sleep disturbance

Physical Exam

Page 1 Tab

Vital Signs

Weight: The juveniles weight in pounds.

Height: The juvenile's height in feet and inches.

BMI: The juveniles BMI, a ratio of height to weight.

Hearing Screening: The juvenile took the hearing screening.

Vision Screening: The juvenile took the vision screening.

Allergies: The juvenile has allergies

Skin

Checked: a medical professional checked the skin.

Not Checked: a medical professional did not check the skin.

Birthmarks: The juvenile has a birthmark(s).

Skin Marks (scars, tattoos, carvings): The juvenile has skin marks such as, scars, tattoos, carvings, burns, or marks related to gang activity.

Acne: The juvenile has acne on his/her skin.

Fungal Infection: The juvenile has a fungal infection.

Signs of recent trauma: The juvenile has physical signs of a recent trauma on his/her body such as, bruising, cuts, etc.

Other: The juvenile has any other physical marks/appearances on his/her skin that were not previously listed.

HEENT

Checked: a medical professional checked the juvenile.

Not Checked: a medical professional did not check the juvenile.

Under Investigation: The juveniles HEENT assessment is under investigation by a medical professional.

Head: The juveniles head, temporal artery, temporomandibular joint, scalp, and face were examined.

Normal: The juvenile's head was described as normal without any uneven symmetry, facial structure, etc.

Abnormal: The juvenile's head was described as abnormal, such as Microcephalic, (abnormally small head), macrocephaly (abnormally large head), etc.

Eyes: The juvenile's eyes, eyebrows, eyelids, conjunctiva and sclera, pupils, and eye movements were examined.

Normal: The juvenile's eyes were described as normal without any scaling, ptosis, discoloration, etc.

Abnormal: The juvenile's eyes were described as abnormal, such as pink eye, exophthalmos (protruding eyes), enophthalmos (sunken eyes) etc.

Ears: The juvenile's external ears, ear canals, and tympanic membrane were examined.

Normal: The juvenile's ears were described as normal without any tenderness, drainage, etc.

Abnormal: The juvenile's ears were described as abnormal, such as Microtia (ears smaller than 4cm), Macrotia (ears longer than 10 cm), ruptured eardrum, etc.

Nose: The juvenile's nose and palpate sinuses were examined.

Normal: The juvenile's nose was described as normal without any inflammation, lesions, etc.

Abnormal: The juvenile's nose was described as abnormal, such as lesions, swelling, symmetry, etc.

Throat: The juvenile's throat, tonsils, mouth, teeth, gums, and tongue were examined for any signs of infection, tonsillar enlargement, or sinus drainage.

Normal: The juvenile's throat was described as normal without any infections, enlargements, etc.

Abnormal: The juvenile's throat was described as abnormal, such as bleeding gums, enlarged tongue, canker sores, etc.

Neck: The juvenile's neck was examined for thyroid enlargement or nodules, swollen lymph nodes or glands.

Normal: The juvenile's neck was described as normal without any tenderness, issues in mobility, etc.

Abnormal: The juvenile's neck was described as abnormal, such as arthritis, swollen glands, etc.

Page 2 Tab

Pulmonary

Normal: The juvenile's chest and lungs were described as normal without any wheezes, rhonchi, or rales.

Abnormal: The juvenile's chest and lungs were described as abnormal with irregular breathing, chest pains, etc.

Cardiovascular

Normal: The juvenile's heart was described as regular in rate and rhythm without any murmurs or extra beats.

Abnormal: The juvenile's heart was described as abnormal, such as hemorrhages, anemia, etc.

Chest

Normal: The juvenile's chest was described as symmetric without signs or pectus excavatum or excavatum; and no gynecomastic (in males only).

Abnormal: The juvenile's chest was described as abnormal.

Abdomen

Normal: The juvenile's abdomen was described as having normal bowel sounds, non-tender with no rebound or guarding, no organomegaly, and no masses.

Abnormal: The juvenile's abdomen was described as abnormal, such as distended veins, irregular size, etc.

Musculoskeletal

Normal: The juvenile's musculoskeletal was described as normal without any spinal curvature, and has full range of motion of all joints with tenderness.

Abnormal: The juvenile's musculoskeletal was described as abnormal, such as no muscular

contraction, severe weakness, etc.

Neurological

Normal: The juvenile's nervous system was described as normal with normal reflexes with no issues of weakness or numbness.

Abnormal: The juvenile's nervous system was described as abnormal, such as

Breast Exam for females (if indicated)

Normal: The juvenile's breast was described as normal without any swelling, tenderness, masses, or discharge.

Abnormal: The juvenile's breast was described as abnormal, such as enlarged lymph nodes, dimpling, etc.

Genital Exam

Conducted: A medical professional conducted the genital exam.

Not Conducted: A medical professional did not conduct the genital exam.

Under Investigation: A medical professional is testing the juvenile's genital exam.

LAB

Conducted: A medical professional conducted the juvenile's lab.

Not Conducted: A medical professional did not conduct the juvenile's lab.

Under Investigation: A medical professional is testing the juvenile's lab.

Assessment

Apparently Free from communicable disease: The juvenile is apparently free from communicable disease such as the flu, strep throat, etc.

Handicaps: The juvenile has any form of handicap, such as hearing loss, broken bones, etc.

Plans/Recommendations

Psychotropic Medications: Prescribed drugs that affect the mind, perception, behavior, or mood. Common types include antidepressants, anxiolytics or anti-anxiety agents, antipsychotics, and mood stabilizers.

Other Medications: The juvenile is taking any other prescribed medication.

Referral within DJJ: The juvenile was referred to a doctor within the DJJ.

Optometrist: The juvenile was referred to an optometrist, an eye doctor, within DJJ.

BSU: The juvenile was referred to BSU.

Dental: The juvenile was referred to a dentist within DJJ.

Other: The juvenile was referred to any other doctor or department that was not previously listed within DJJ.

Referral outside of DJJ

Dermatology: The juvenile was referred to a dermatologist, a doctor of skin disorders, outside of DJJ.

Urology: The juvenile was referred to an urologist, a doctor of the urinary system, outside of DJJ.

PT/OT: The juvenile was referred to a physical therapist/occupational therapist outside of DJJ.

Orthopedics: The juvenile was referred to an orthopedic, a doctor of bones and muscles, outside of DJJ.

OB/Gyn: The juvenile was referred to an obstetrician, a doctor who delivers babies, and/or a gynecologist, a doctor for female reproductive organs, outside of DJJ.

Ophthalmology: The juvenile was referred to an ophthalmologist, a doctor of the eye, outside of DJJ.

Neurology: The juvenile was referred to a neurologist, a doctor that deals with anatomy and the nervous system, outside of DJJ.

ENT: The juvenile was referred to an Otolaryngologist, a doctor for the ear, nose, and throat, outside of DJJ.

Hematology: The juvenile was referred to a hematologist, a doctor of blood, outside of DJJ.

Cardiology: The juvenile was referred to a cardiologist, a doctor of the heart, outside of DJJ.

Nephrology: The juvenile was referred to a nephrologist, a doctor of the kidneys, outside of DJJ.

Surgery: The juvenile was referred to a surgeon for evaluation of possible surgical intervention of a medical problem outside of DJJ.

Audiology: The juvenile was referred to an audiologist, a doctor of hearing, outside of DJJ.

Diagnostic tests

X-ray: The juvenile had an x-ray, a photographic or digital image of the internal composition of his/her body, produced by x-rays passed through it and being absorbed to different degrees by different materials.

Lab(s): The juvenile had lab tests done such as, blood tests, urine tests, etc.

EKG: The juvenile had an EKG, the measurement of electrical activity in the heart and the recording of such activity as a visual trace using electrodes placed on the skin of the limbs and chest.

Other: The juvenile had any other type of test that was not previously listed.

Prosthetic device or equipment: The juvenile has or is using a prosthetic device or equipment.

Immunizations: The juvenile has records of his/her immunizations.

0: No Records

1: DJJ Records Only

2: Records from schools, family, and other non-DJJ source.

Psychological Information

Risks and Needs Tab

Special Considerations

Indications of neglect: The juvenile has a documented and/or reported history of child neglect.

Documented homicidal ideation/intent: The juvenile has had one and/or more documented or reported incidents of threatening the life of others.

History of harming animals: The juvenile has had one or more documented and/or reported incidents of harming/torturing animals.

History of fire setting: The juvenile has had one or more documented and/or reported incidents of fire setting.

Pattern of non-suicidal SIB: The juvenile has had multiple documented and/or reported incidents of parasuicidal behavior without clear suicidal intent.

History of suicide attempts: The juvenile has had one or more documented and/or reported incidents of attempted serious self-harm.

Current suicidal ideation/intent: The juvenile currently endorses suicidal thoughts.

Substance Use

Occasional drug use: The juvenile has had documented and/or reported drug use that is less than weekly use of a substance.

Chronic drug use: The juvenile has had documented and/or reported drug use that is regular, at least weekly, use of a substance.

Occasional alcohol use: The juvenile has had documented and/or reported alcohol use that is less than weekly alcohol consumption

Chronic alcohol use: The juvenile has had documented and/or reported alcohol use that is regular, at least weekly, use.

Substance abuse interferes with life: The juvenile's substance misuse interferes with his/her daily life and functioning.

Substance use linked to offense(s): The juvenile's substance misuse is linked to his/her criminal offense(s).

Substance Abuse Tab Substances

Tobacco: The juvenile has smoked tobacco or nicotine products such as, cigarettes, cigars, hookah, smokeless tobacco (e-cigarette), etc.

Alcohol: The juvenile has consumed alcohol.

Marijuana: The juvenile has consumed cannabis.

Inhalants: The juvenile has used inhalants, such as paint thinners, gasoline, glues, etc.

Ecstasy: The juvenile has taken ecstasy, otherwise known as MDMA.

Crack/Cocaine: The juvenile has consumed crack cocaine.

Methamphetamines (crystal meth, etc.): The juvenile has used methamphetamines such as crystal meth, speed, etc.

Prescription Stimulants (Ritalin, Adderall, etc.): The juvenile has consumed non-medical use of prescription stimulants such as, Adderall, Ritalin, Focalin, etc.

Sedatives, Anxiolytics, and Hypnotics: The juvenile has misused non-medical sedatives, anxiolytics, and hypnotics such as, Benzodiazepines, Barbiturates, and sleeping medications, such as Valium, Amytal, etc.

Hallucinogens: The juvenile has taken hallucinogens, otherwise known as psychedelics, such as acid (LSD), ketamine, phencyclidine (PCP), etc.

Opiates: The juvenile has taken substances derived from synthetic or direct opium such as, oxycodone, heroin, morphine, etc.

Synthetic Marijuana (K-2, Spice, etc.): The juvenile has consumed synthetic marijuana such as spice.

Other Prescription Drugs (not elsewhere captured): The juvenile has misused any other non-medical prescription drugs that have not been previously listed.

Other Non-Prescription Drugs or Other Substance (not elsewhere captured): The juvenile has misused any other non-medical, non-prescription drugs or substances that have not been previously listed.

Age of First Use: The age the juvenile first misused the substance.

0: N/A

1: 15-18

2: 12-14

3: <12

Current Exposure: Frequency of use, prior to detention.

0: None

1: Experimentation

2: Use Disorder (Mild, Moderate, Severe)

Psychotropic Meds/Assault History Tab

Psychotropic Medications

Never Prescribed: The juvenile was never prescribed psychotropic medications.

Prescribed in the past: The juvenile previously has been prescribed psychotropic medications.

Current prescription (prior to commitment): The juvenile was currently prescribed psychotropic medication at the time of the commitment.

Newly prescribed at direct care placement: The juvenile was newly prescribed psychotropic medication following admission into direct care.

Psychotropic: Prescribed drugs that affect the mind, perception, behavior, or mood. Common types include antidepressants, anxiolytics or anti-anxiety agents, antipsychotics, and mood stabilizers.

Sleep: Medications prescribed for treatment of sleep disturbances.

Stimulant: Medications prescribed for treatment of ADHD-type symptoms.

History of Assaultiveness: For Sexual and Physical, select 0 – No, 1 – Once, 2 – Multiple Times/Recurring, or 3 – Unknown.

Sexual: The juvenile has documented and/or reported history of sexual aggression.

Physical: The juvenile has documented and/or reported history of initiating physical aggression.

Against Family Member Younger than Juv: The juvenile has documented and/or reported history of sexual and/or physical aggression against a younger family member.

Against Family Member Older than Juv: The juvenile has documented and/or reported history of sexual and/or physical aggression against an older family member.

Against Acquaintance: The juvenile has documented and/or reported history of sexual and/or physical aggression against an acquaintance.

Against Stranger: The juvenile has documented and/or reported history of sexual and/or physical aggression against a stranger.

Against Authority Figure: The juvenile has documented and/or reported history of sexual and/or physical aggression against an authority figure.

Resulting in Physical Injury Req. Med. Attn.: The juvenile has documented and/or reported history of sexual and/or physical aggression that has resulted in physical injury that required medical attention.

Using a Weapon: The juvenile has documented and/or reported history of sexual and/or physical aggression during which a weapon was used.

History of Victimization: For Sexual and Physical, select 0 – No, 1 – once, 2 – Multiple Times/Recurring, or 3 – Unknown.

Sexual: The juvenile has documented and/or reported history of being a victim of sexual abuse.

Physical: The juvenile has documented and/or reported history of being a victim of physical abuse.

Parent/Parental Figure: The juvenile has documented and/or reported history of being a victim of sexual and/or physical abuse from a parent or parental figure.

Other Family Member or Trusted Adult: The juvenile has documented and/or reported history of being a victim of sexual and/or physical abuse from another family member or trusted adult that was not his/her parent.

Acquaintance: The juvenile has documented and/or reported history of being a victim of sexual and/or physical abuse from an acquaintance.

Stranger: The juvenile has documented and/or reported history of being a victim of sexual and/or physical abuse from a stranger.

Functionality Information Tab

Intellectual Functioning

Testing Instrument: The type of testing instrument that used to test the juvenile's intellectual functioning.

FSIQ: Full Scale Intelligence Quotient, a standardize measure of a juvenile's overall cognitive functioning.

Testing Instrument

0: None/Invalid

1: WASI

2: WISC

3: WAIS

4: Other

Significant Symptoms of: The juvenile has significant systems of a mental disorder.

Depressive Disorder: Major Depressive Disorder, Persistent Depressive Disorder (Dysthymia), Substance/Medication-Induced Depressive Disorder, Depressive Disorder Due to Another Medical Condition, Other Specified Depressive Disorder, Unspecified Depressive Disorder, Specifiers for Depressive Disorders.

Anxiety Disorder: Separation Anxiety Disorder, Social Anxiety Disorder (Social Phobia), Generalized Anxiety Disorder, Substance/Medication-Induced Anxiety Disorder, Anxiety Disorder Due to Another Medical Condition, Other Specified Anxiety Disorder, Unspecified Anxiety Disorder.

Bipolar/Cyclothymic Disorder: Bipolar I Disorder, Bipolar II Disorder, Cyclothymic Disorder, Substance/Medication-Induced Bipolar and Related Disorder, Bipolar and Related Disorder Due to Another Medical Condition, Other Specified Bipolar and Related Disorder, Unspecified Bipolar and Related Disorder, Specifiers for Bipolar and Related Disorders.

Adjustment Disorder: Adjustment Disorder, specify whether with: depressed mood, anxiety, mixed anxiety and depressed mood, disturbance of conduct, mixed disturbance of emotions and conduct, or unspecified.

Dissociative Disorder: Dissociative Identity Disorder, Dissociative Amnesia, Depersonalization/Derealization Disorder, Other Specified Dissociative Disorder, Unspecified Dissociative Disorder.

Psychotic Disorder: Schizotypal (Personality) Disorder, Delusional Disorder, Brief Psychotic Disorder, Schizophreniform Disorder, Schizophrenia, Schizoaffective Disorder, Substance/Medication-Induced Psychotic Disorder, Psychotic Disorder Due to Another Medical Condition, Catatonia Associated with Another Mental Disorder (Catatonia Specifier) Catatonic Disorder Due to Another Medical Condition Unspecified Catatonia Other Specified Schizophrenia Spectrum and Other Psychotic Disorder, Unspecified Schizophrenia Spectrum and Other Psychotic Disorder.

Cluster A Personality Disorder: Paranoid Personality Disorder, Schizoid Personality Disorder, and Schizotypal Personality Disorder.

Cluster B Personality Disorder: Antisocial Personality Disorder, Borderline Personality Disorder, Histrionic Personality Disorder, Narcissistic Personality Disorder.

Cluster C Personality Disorder: Avoidant Personality Disorder, Dependent Personality Disorder, Obsessive-Compulsive Personality Disorder.

ADHD: Attention-Deficit/Hyperactivity Disorder, Other Specified Attention-Deficit/Hyperactivity Disorder, Unspecified Attention-Deficit/Hyperactivity Disorder.

Eating Disorder: Rumination Disorder, Avoidant/Restrictive Food Intake Disorder, Anorexia Nervosa, Bulimia Nervosa, Binge-Eating Disorder, Other Specified Feeding or Eating Disorder, Unspecified Feeding or Eating Disorder.

Oppositional Defiant Disorder: Mild, Moderate, or Severe.

Conduct Disorder: Childhood-onset type, Adolescent-onset type, Mild, Moderate, Severe.

Substance Use Disorder, Mild: Mild Alcohol Use Disorder, Mild Cannabis Use Disorder, Mild Phencyclidine Use Disorder, Mild Other Hallucinogen Use Disorder, Mild Inhalant Use Disorder, Mild Opioid Use Disorder, Mild Sedative, Hypnotic or Anxiolytic Use Disorder, Mild Stimulant Use Disorder, Mild Tobacco Use Disorder, Mild Other (or Unknown) Substance Use Disorder.

Substance Use Disorder, Moderate or Severe: Moderate or Severe Alcohol Use Disorder,

Moderate or Severe Cannabis Use Disorder, Moderate or Severe Phencyclidine Use Disorder, Moderate or Severe Other Hallucinogen Use Disorder, Moderate or Severe Inhalant Use Disorder, Moderate or Severe Opioid Use Disorder, Moderate or Severe Sedative, Hypnotic or Anxiolytic Use Disorder, Moderate or Severe Stimulant Use Disorder, Moderate or Severe Tobacco Use Disorder, Moderate or Severe Other (or Unknown) Substance Use Disorder.

Intellectual Disability: Mild, Moderate, Severe, Profound, Global Developmental Delay, Unspecified Intellectual Disability (Intellectual Developmental Disorder).

Paraphilic Disorder: Voyeuristic Disorder, Exhibitionistic Disorder, Frotteuristic Disorder, Sexual Masochism Disorder, Sexual Sadism Disorder, Pedophilic Disorder, Fetishistic Disorder, Transvestic Disorder, Other Specified Paraphilic Disorder, Unspecified Paraphilic Disorder.

Other: Any other symptoms of a disorder that was not listed above.

Trauma Symptom Checklist for Children

Not Administered: The trauma symptom checklist for children has not been administered to the juvenile.

Valid: The trauma symptom checklist for children was valid for the juvenile.

Invalid: The trauma symptom checklist for children was invalid for the juvenile.

Social History Information

Page 1 Tab

Living Situations

Living Situation Immediately Prior to Detention/Incarceration:

Both Biological Parents: The juvenile is living with both of his/her biological parents immediately prior to detention/incarceration.

One Parent + One Step-Parent: The juvenile is living with one biological parent and one stepparent immediately prior to detention/incarceration.

Mother Only: The juvenile is living with only his/her biological mother immediately prior to detention/incarceration.

Father Only: The juvenile is living with only his/her biological father immediately prior to detention/incarceration.

Step-Parent Only: The juvenile is living with only one stepparent immediately prior to detention/incarceration.

Grandparent(s): The juvenile is living with his/her grandparent(s) immediately prior to detention/incarceration.

Adoptive Parent(s): The juvenile is living with both or one of his/her adoptive parents immediately prior to detention/incarceration.

Foster Home: The juvenile is living in a foster home immediately prior to detention/incarceration.

Group Home/Crisis Shelter: The juvenile is living in a group home or crisis shelter immediately prior to detention/incarceration.

Psychiatric Placement: The juvenile is living with in a psychiatric placement immediately prior to detention/incarceration.

Other Family Member: The juvenile is living with any other family member not previously listed immediately prior to detention/incarceration.

AWOL: The juvenile is absent without official leave immediately prior to detention/incarceration.

Other: Select this option when the juvenile is living with anyone other than one of the options previously listed immediately prior to detention/incarceration.

Prior Living Situation:

Both Biological Parents: The juvenile has previously lived with both of his/her biological parents prior to detention/incarceration.

One Parent + One Step-Parent: The juvenile has previously lived with one biological parent and one stepparent prior to detention/incarceration.

Mother Only: The juvenile has previously lived with only his/her biological mother prior to detention/incarceration.

Father Only: The juvenile has previously lived with only his/her biological father prior to detention/incarceration.

Step-Parent Only: The juvenile has previously lived with only a stepparent prior to detention/incarceration.

Grandparent(s): The juvenile has previously lived with his/her grandparent(s) prior to detention/incarceration.

Adoptive Parent(s): The juvenile has previously lived with an adoptive parent(s) prior to detention/incarceration.

Foster Home: The juvenile has previously lived with in a foster home prior to detention/incarceration.

Group Home/Crisis Shelter: The juvenile has previously lived in a group home or crisis shelter prior to detention/incarceration.

Psychiatric Placement: The juvenile has previously lived in psychiatric placement prior to detention/incarceration.

Other Family Member: The juvenile has previously lived with any other family member not previously listed prior to detention/incarceration.

AWOL: The juvenile was absent without official leave prior to detention/incarceration.

Other: Select this option when the juvenile has previously lived with anyone other than one of the options previously listed prior to detention/incarceration.

Mental Health/Substance Abuse (MH/SA) Treatment Services

Inpatient/Residential Treatment (Number of Placements): The number of times the juvenile was placed in an inpatient or treatment facility for a mental health and/or substance abuse.

Psychiatric Placement: The juvenile has been placed in a psychiatric facility for inpatient or residential treatment.

Residential Treatment Facility (not primary substance abuse): The juvenile has been placed in a residential treatment facility for mental health and/or substance abuse.

Substance Abuse Treatment Facility: The juvenile has been placed in a substance abuse treatment facility.

Therapeutic Foster Care: The juvenile has been placed in a therapeutic foster care treatment.

Outpatient MH/SA Services: The number of times the juvenile received outpatient or community based services for a mental health and/or substance abuse.

Home-based Services: The juvenile has participated in home-based therapeutic services.

Counseling: The juvenile has participated in mental health services in a provider's office.

Medication Management: The juvenile has been prescribed psychotropic medication as an outpatient.

Page 2 Tab

Indicate Applicable Parent History: Select 0 – “No”, 1 – “Mother”, 2 – “Father”, 3 – “Other Female Parental Figures”, 4 – “Other Male Parental Figure”, or 5 – “Multiple Parties”.

Domestic Violence (perpetrator): The parental figure(s) of the juvenile has been identified as having perpetrated domestic violence.

Criminal Activity: The parental figure(s) of the juvenile has been convicted of criminal offense(s).

Incarceration: The parental figure(s) of the juvenile has been incarceration.

Substance Abuse: The parental figure(s) of the juvenile has documented and/or reported substance abuse.

Psychiatric Hospital: The parental figure(s) of the juvenile has had a previous psychiatric hospitalization.

Outpatient Mental Health: The parental figure(s) of the juvenile has received outpatient mental health services.

Abandonment/Rejection: The parental figure(s) of the juvenile has a documented and/or reported history of abandonment/rejection of the juvenile.

Death: The parental figure(s) of the juvenile is deceased.

Sibling Criminal Activity

Yes: The juvenile's sibling has documented criminal activity.

No: The juvenile's sibling does not have documented criminal activity.

Socio-Economic Status

Ever received free/reduced school lunch: The juvenile has received free or reduced school lunch at least once.

Ever used food stamps: The juvenile's family has used food stamps at least once.

Past or current foster placement: The juvenile has been or is currently in foster care placement.

Juvenile Parenting Status

Currently single parent: The juvenile currently is a single parent.

Currently pregnant: The juvenile is currently pregnant.

Migratory Worker

Ever been an agricultural migratory worker: The juvenile has been an agricultural migratory worker before.

Parents ever been agricultural migratory workers: The juvenile's parent(s) have been agricultural migratory workers before.

Is English the resident's native language

Yes: English is the juvenile's native language.

No: English is not the juvenile's native language.

SASSI: A standardized measure of risk for substance abuse.

Indicate S/A Category

0: Low Probability

1: Abusive

2: Dependent

3: Invalid

Youth Level of Service (YLS/CMI) -Please see the YLS/CMI administration manual for instructions and definitions.

Detention

Admission Tab

Juvenile Number: A unique identification number that is automatically assigned at the time an electronic juvenile record is created in BADGE.

SSN: A number in the format 000-00-0000, unique for each individual, used to track Social Security benefits and for other identification purposes.

Intake Case #: A unique identification number that is assigned to an intake case in the CSU intake module upon the creation of the intake.

Admission Date: The date the juvenile was admitted into detention.

Release Date: The date the juvenile was released from detention.

Billing FIPS: The Federal Information Processing Standard (FIPS) code which uniquely identifies counties within the state that will be billed for detention bed usage.

Admission Type: The reason the juvenile was admitted into custody of the detention center.

Release Code: The reason the juvenile was released from custody of the detention center.

Date Accepted State: The date a committed juvenile was accepted by DJJ.

Comments: Details of a juvenile's detention admission can be entered into the Comments textbox on the Admission tab in the Detention Module.

Status:

Pre-Dispositional: All residents admitted to detention except if any of the below statuses apply.

Judge Ordered Admission: Juvenile came directly from the court (with a bench warrant or "pink card").

Other Admission: Staff is unable to determine from paperwork how the juvenile came to detention.

System Generated: The system generated admission type will auto-populate when the admission is entered with an ICN in the Detention Home Module.

Temporary Transfer Admission: Juvenile is returned to detention from DJJ for a review hearing (you may use the committing ICN if you have it, and if juvenile is sent to detention from DJJ for new charges, you need that ICN).

Admission Type:

Court Transfer: The juvenile is coming from the Circuit Court and may not have an ICN.

Intake Ordered Admission: Juvenile came from the CSU without an ICN (handwritten petition order).

Judge Ordered Admission: Juvenile came directly from the court (with a bench warrant or "pink card").

Other Admission: Staff is unable to determine from paperwork how the juvenile came to detention.

System Generated: The system generated admission type will auto-populate when the admission is entered with an ICN in the Detention Home Module.

Temporary Transfer Admission: Juvenile is returned to detention from DJJ for a review hearing (you may use the committing ICN if you have it, and if juvenile is sent to detention from DJJ for new charges, you need that ICN).

Release Code:

1- Detention Transfer: The juvenile is being transferred to another juvenile detention center in Virginia.

2- Jail: The juvenile is released from the detention center in order to be admitted to jail.

3- Shelter Home or Crisis Center: The juvenile is released from the detention center in order to be admitted to a shelter home or crisis center.

4- Parent – No Bond: The juvenile is released to the care and custody of their parent or legal guardian.

5- On Bond: The juvenile is released on bond.

8- Due to Jurisdiction Change: The juvenile is released to another facility due to jurisdiction change.

9- Community Youth Home: The juvenile is released from the detention center and is admitted to a Community Youth Home.

10- Transitional Living Program: The juvenile is released to a Transitional/Independent Living program.

11- VA Dept. of Juvenile Justice: The juvenile is released from the detention center population and into VA DJJ direct care population; the juvenile will remain in custody until VA DJJ schedules movement.

13- Less Secure Unit: The juvenile is released to a Less Secure Unit.

14- Outreach Program: The juvenile is released to an Outreach Program (without electronic monitoring).

15- Dept. of Social Services or Foster Home: The juvenile is released to the Department of Social Services or Foster Home.

17- Psychiatric Hospital: The juvenile is released to a Psychiatric Hospital.

18- Juv. & Dom. Relations Court: The juvenile is released to the Juv. & Dom. Relations Court.

19- Probation Officer (CSU): The juvenile is released to probation officer (CSU).

20- Out of State Authority: The juvenile is released to Out of State Authority.

21- Federal Authority: The juvenile is released to Federal Authority.

23- Secure Det. Post Dispos. Sentence Completed: The juvenile completes a period of post-dispositional services or monitoring as ordered by the court.

24- Death: The juvenile is deceased.

25- Police: The juvenile is released to a Law Enforcement Officer.

26- Circuit Court: The juvenile's case was transferred to circuit court.

27- AWOL According to Program Policies: The juvenile was absent without official leave according to program policies.

28- Relative – No Bond: The juvenile is released to a relative and is not on bond.

29- Residential Placement by FAPT: The juvenile is released from a detention facility in order to be placed in a residential placement as approved by a FAPT multidisciplinary team.

30- Other Adult – No Bond: The juvenile is released to an approved adult that is not a parent or relative and is not on bond.

34- Electronic Monitoring From Sec. Det.: The Juvenile is released from the juvenile detention center under electronic monitoring supervision.

41- Self – 18 Years Old or Emancipated: The juvenile is 18 years old or emancipated and can released to Self.

52- Placement: The juvenile is released from the detention center to a specified placement/placement type.

53- Removed from Post-D (General): The juvenile has been released from the Post D (program) population but remains in the custody of the detention facility in a non-program status until reviewed by the Judge.

55- Department of Corrections: Youthful Offender:

56- Due to ICN Change: The juvenile is released from detention center due to ICN change; juvenile readmitted at another detention center.

99- Other: This code is used when no other option applies.

57- Escape: Any act of leaving the facility without staff permission or leaving staff supervision when off-site without permission.

VCC (VCC Heading Options):

ABO: Abortion

ABU: Abusive and Insulting Language

ACC: Accomplice

ADO: Adoption

AGR: Agriculture, Horticulture, & Food

AIR: Aircraft/Aviation

ALC: Alcohol

ANM: Animals

ARR: Arrests

ARS: Arson, Explosives, Bombs

ASL: Assault

ASP: Parole, Probation, Supervision Violation

AUT: Authorities

BAR: Barratry

BND: Bail Bondsman and Enforcement

BNK: Banking, Trusts, and Finance

BOT: Boating

BRI: Bribery

BUR: Burglary

BUS: Traffic – Buses and Trucks

CAR: Cars, Auto Dealers

CBC: Parole, Probation, Supervision Violation – Community-based probation violation (CCCA)

CBI: Commissions, Boards, and Institutions – Criminal Justice Services

CCR: Expunged Records

CDI: Parole, Probation, Supervision Violation: CDI Violation – Felony; CDI Violation-Misdemeanor

CDT: Traffic- Schools, Commercial Driver Training

CEM: Professions and occupations – Cemetery burials

CER: Certificates, Birth

CHK: Banking, Trusts, and Finances – check cashier

CIV: Civil Remedies and procedure

CNS: Conspiracy

COI: Conflict of Interest – Land Use

COM: Computer Crime- Computer Electronic Mail

CON: Contempt of Court – Juvenile and Domestic

COR: Corporations

CUS: Custody – For Use by LIDS only (juvenile domestic)

CYC: Traffic – motorcycle, bicycles (infraction)

DES: Desertion and Nonsupport

DIS: Disorderly Conduct

DIV: Divorces

DMV: Traffic – DMV documents

DNA: DNA Analysis, Data Bank

DNG: Dangerous Conduct

DOG: Animals – Dog (Dangerous)

DVP: Traffic – Driving Improvement Program

DWI: Traffic – Driving while under intoxicated

EDU: Education

EMB: Emblems

EMG: Military Emergency (Emergency)

EMP: Unemployment Compensation

ENT: Entice

EQU: Traffic – Equipment Violations

ESC: Escapes

EXT: Extortion

FAM: Family Offense

FED: Federal Offense

FIR: Fire Protection / Safety

FRD: Fraud

FTA: Failure to Appear

GAM: Gambling

GFW: Game, fish, wildlife

GOV: Government

HEA: Health

HIT: Traffic – Insurance

HSN: Housing

HWY: Highways

ICJ: Interstate Compact

IMP: Supervision Violation – Probation, Immediate Sanction Program

INS: Insurance

INT: Intelligence, Criminal/Terrorism

JNK: Junk – Salvage, Non-repairable Rebuilt Vehicles

JUS: Obstruction of Justice

JUV: Juvenile Domestic Court – Other

KID: Kidnapping

LAB: Labor

LAR: Larceny

LIB: Libraries

LIC: Traffic – Operator's License

LIG: Traffic – Lighting Equipment

LOB: Lobbying

LOT: Lottery

MAL: Malfeasance

MAR: Marriage Law

MHD: Manufactured Home Dealer

MIL: Military Emergency (For Use by LIDS Only)

MIN: Mines and mining

MIS: Miscellaneous Crime

MOB: Gangs	RAC: Racketeer / Corrupt Organization
MON: Money Laundering	RAP: Sexual Assault
MOV: Traffic – Texting Infraction	REA: Real Estate
MUR: Murder	REC: Traffic – Reckless Driving
NAR: Narcotics	REG: Traffic – Registration, plates, etc.
NOT: Notaries	RET: Retail Franchising Act
OBS: Obscenity	ROB: Robbery
ORD: Ordinance, City or County	RUA: Riot and unlawful assembly
PAR: Parole Violation	RVS: Recreational vehicle franchises
PAS: Traffic – Carriers	SAN: Sanitation law
PEA: Peace	SCA: Solicitation of contributions
PED: Traffic Pedestrians	SCH: School Attendance
PER: Perjury	SCP: Conservator of the Peace, Special
PHA: Paraphernalia, controlled	SEC: Securities Act
PIC: Picketing	SES: Securities Services
POR: Pornography registry, child	SES: Sex Offenses
PPA: Public Procurement Action violation	SIG: Traffic – signs and signals
PRB: Parole, probation, supervisions violation	SIZ: Traffic – size and weight violations
PRI: Prisoners	SJO: Release and review hearing
PRK: Traffic – Parking	SLC: Soil Conservation – Drainage projects / Soil Conservation
PRO: Professions and occupations	SMK: Traffic – Smoking
PRP: Parole, probation, supervision violation – Circuit/General District Court	SOL: Solicitation
PRT: Protective Orders	SOR: Sex offender crimes against minors registry
PSC: Public Service Companies	SSV: Parole, Probation, Supervision Violation – Good behavior
PSY: Psychiatric Inpatient Treatment	STA: Status offenses
PTN: Limited Partnership	STK: Stalking
PUB: Traffic – Public Official	SUR: Surrogates
PWD: Disabilities, person with	

TAX: Tax laws

TEL: Telephone

TER: Terrorism

TOW: Towing and Recovery

TRC: Trade and Commerce

TRE: Treason

TRK: Tracking Device

TRL: Trailer dealers

TRN: Fare, Fail to Pay, ETC.

TRS: Trespass

TST: Drug and alcohol testing

VAN: Vandalism, Damage property

VEN: Transfer of venue

VIO: Violent Activities

VOT: Election / Voting Offenses

WAR: Warrants, Inspection

WAY: Traffic – Right of Way

WGT: Weights and measures

WHS: Warehouses

WIL: Wills and Estates

WIR: Wire Communications

WPN: Weapons

WSS: Welfare (Social Services)

WTR: Water, Ports, and Harbors

Status Tab

Status: The status option that best describes the juvenile's case status.

Status Start Date: The calendar date indicating the start of a Status/Change of status.

Post D Sentence Code: The code that assigns a Post-Dispositional Status to a juvenile in the Detention Module.

Next Court Date: The date of the juvenile's next scheduled court appearance.

Post Dispositional Days: The number of days a juvenile must serve for a given post-dispositional sentence.

Serve Weekend: Indicates that a juvenile is serving Weekend Detention.

Suspended Commitment: The judge orders the juvenile to be committed to DJJ; however, the judge suspends the commitment with court-ordered conditions.

Status Code:

Pre-Dispositional: The juvenile is pending adjudication/disposition.

Post-Dispositional (No Program): The juvenile is court-ordered to serve days in detention not post-dispositional program.

Post-Dispositional (Program): The juvenile was court-ordered into a post-dispositional detention program.

Restoration of Mental Competency: The juvenile was found to be incompetent and is receiving restoration services while in detention.

Transferred to Circuit Court: The juvenile was transferred to Circuit Court.

Committed State: The juvenile was ordered to be committed to DJJ by the judge.

Committed State - Pending Charges: The juvenile is committed to DJJ and is awaiting adjudication and or disposition for charges currently before another court.

Appealed: The juvenile has appealed his/her disposition.

Awaiting Placement: The juvenile is awaiting placement pending final disposition decisions.

Removed from post-d pending court: Resident has been administratively removed from the post-d program (usually due to non-compliance) pending court hearing when juvenile's status will need to be

updated to reflect “committed state” or “awaiting placement.”

PostD Sentence Code:

32-Sentenced < 30 Days 16.1-284. 1A: Placement in Secure Local Facility. If a juvenile 14 years of age or older is found to have committed an offense which if committed by an adult would be punishable by confinement in a state or local correctional facility as defined in Â§ 53.1-1, and the court determines (i) that the juvenile has not previously been and is not currently adjudicated delinquent of a violent juvenile felony or found guilty of a violent juvenile felony, (ii) that the juvenile has not been released from the custody of the Department within the previous 18 months, (iii) that the interests of the juvenile and the community require that the juvenile be placed under legal restraint or discipline, and (iv) that other placements authorized by this title will not serve the best interests of the juvenile, then the court may order the juvenile confined in a detention home or other secure facility for juveniles for a period not to exceed six months from the date the order is entered, for a single offense or multiple offenses. However, if the single offense or multiple offenses, which if committed by an adult would be punishable as a felony or a Class 1 misdemeanor, caused the death of any person, then the court may order the juvenile confined in a detention home or other secure facility for juveniles for a period not to exceed 12 months from the date the order is entered. The period of confinement ordered may exceed 30 calendar days if the juvenile has had an assessment completed by the secure facility to which he is ordered concerning the appropriateness of the placement.

33-Sentenced for 10 Days or Less 16.1-292A: Violation of court order by any person. Any person violating an order of the juvenile court entered pursuant to §§ 16.1-278.2 through 16.1-278.19 or § 16.1-284, including a parent subject to an order issued pursuant to subdivision 3 of § 16.1-278.8, may be proceeded against (i) by an order requiring the person to show cause why the order of the court entered pursuant to §§ 16.1-278.2 through 16.1-278.19 has not been complied with, (ii) for contempt of court pursuant to § 16.1-69.24 or as otherwise provided in this section, or (iii) by both. Except as otherwise expressly provided herein, nothing in this chapter shall deprive the court of its power to punish summarily for contempt for such acts as set forth in § 18.2-456, or to punish for contempt after notice and an opportunity for a hearing on the contempt except that confinement in the case of a juvenile shall be in a secure facility for

juveniles rather than in jail and shall not exceed a period of ten days for each offense. However, if the person violating the order was a juvenile at the time of the original act and is eighteen years of age or older when the court enters a disposition for violation of the order, the judge may order confinement in jail.

35-Sentenced 10 Days or Less for Juv Age 14+ 16.1-292E: Violation of court order by any person. In the event a child in need of supervision is found to have willfully and materially violated an order of the court pursuant to § 16.1-278.5, the court may enter any of the following orders of disposition: 1. Suspend the child's motor vehicle driver's license; 2. Order any such child fourteen years of age or older to be (i) placed in a foster home, group home or other nonsecure residential facility, or, (ii) if the court finds that such placement is not likely to meet the child's needs, that all other treatment options in the community have been exhausted, and that secure placement is necessary in order to meet the child's service needs, detained in a secure facility for a period of time not to exceed ten consecutive days for violation of any order of the court arising out of the same petition. The court shall state in its order for detention the basis for all findings required by this section. When any child is detained in a secure facility pursuant to this section, the court shall direct the agency evaluating the child pursuant to § 16.1-278.5 to reconvene the interdisciplinary team participating in such evaluation as promptly as possible to review its evaluation, develop further treatment plans as may be appropriate and submit its report to the court for its determination as to further treatment efforts either during or following the period the child is in secure detention. A juvenile may only be detained pursuant to this section in a detention home or other secure facility in compliance with standards established by the State Board. Any order issued pursuant to this subsection is a final order and is appealable to the circuit court as provided by law.

MAYSI-2 Tab

Date MAYSI-2 Administered: The date the MAYSI-2 was last administered.

Juvenile Refused MAYSI-2: Indicates whether or not the juvenile refused the MAYSI-2

Category: The MAYSI-2 is composed of seven categories of risk factors; each category, with the exception of the Traumatic Experience Category, is made up of a set of “yes” or “non” screening questions that refer to a juvenile’s experiences

within the last few months. There are seven categories for males and six categories for females; females are not scored on the Thought Disturbance category.

Score: The generated scores based on responses to each category.

Range: The MAYSI-2 range falls in order of severity, from Normal, Caution, and Warning.

Category:

Alcohol/Drug Use: Frequency of use of alcohol/drugs, risk of substance abuse or withdrawal reaction when access of drugs is limited.

Angry/Irritable: Experiences frustration, lasting anger, moodiness, risk of angry reaction, fighting, and aggressive behavior.

Depressed/Anxious: Experiences depressed and anxious feelings, risk of depression or anxiety disorders.

Somatic Complaints: Experiences bodily aches/pains associated with stress, risk of psychological distress not otherwise evident.

Suicide Ideation: Thoughts and intentions to harm oneself, risk of suicide gestures or attempts.

Thought Disturbance (Males Only): Unusual beliefs and perceptions, risk of thought disorder.

Traumatic Experience: Lifetime exposure to traumatic events, not intended to measure a symptom-merely experiences that may increase risk of psychological stress.

MAYSI-2: Massachusetts Youth Screening Instrument, version two. The MAYSI-2 is a paper-and-pencil self-report inventory of 52 questions designed to assist juvenile justice facilities in identifying youths 12 to 17 years old who may have special mental health needs.

Movement Tab

Facility: The name of the facility in which the juvenile currently resides.

Date Arrived: The date the juvenile arrived to the facility.

Date Released: The date the juvenile was released from the facility.

Housing Unit: The housing unit to which the juvenile resides.

Weekend Detention Tab

Date/Time In: The date and time of the juvenile's arrival at the facility.

Date/Time Out: The date and time of the juvenile's release from the facility.


Releasing Staff: The person releasing the juvenile.

Person Released To: The person to whom the juvenile is released.

YASI Tab

Full Assessment (Read-Only): Displays Date Administered, Assessment Type, Completed By, Overall Risk, SR, DR, Overall Protective, SP, DP, Mental Health Flag, and Violence/Aggression Flag categories.

Pre-YASI (Read-Only): Displays YASI ID, Date Administered, Completed By, Overall Risk, Legal History, Social History, Pre-Screen Protective, and Areas Contributing to Risk categories.

 Refer to the [YASI](#) section for all YASI tab terms and concepts.

Document Revisions

Revision Date	Revised Item	Revision Details
July 11, 2018	BSU CYT Service – Revised Sub-Type Descriptions	The numbering of the service sub-type descriptions for service code 48 – BSU CYT were updated so that session numbers align with the CYT curriculum.
September 21, 2018	Detention Module Terms	A Detention Module section was added with terms and concepts associated with the most recent Detention Module update in BADGE.
September 21, 2018	YASI Tab	A YASI Tab section was added with terms and concepts associated with the most updated YASI tab in BADGE.
September 21, 2018	Caseload Management - Juvenile Resident Service Meetings	Juvenile resident service meeting terms have been updated under Contacts in the Caseload Management section.
September 21, 2018	Caseload Management- JCC-Resident Meetings	The entry for the JCC-Resident Meetings service code and its accompanying service sub-types were removed due to the service being expired and new codes added to the Contact Purpose filed on the Contacts tab in the Caseload Management Module.
October 23, 2018	Direct Care – DC Forms - Visitation	Two new fields, “Visit Purpose” and “Used DJJ Transportation” were added. Two new “Visitor Types” were added (Extended Family and Natural Support) and another (Special Visitor) was expired.
November 6, 2018	Caseload Management – Contacts Tab	A new Contact Purpose, 35-Session w/ Intervention, was added.
January 22, 2019	Caseload Management- Services Tab	New values were added to the Provider Type, Service Type, and Service Sub-Type fields on the Services tab in the Caseload Management Module to capture services being provided by the CPPs.
February 5, 2019	Caseload Management – Services Tab	Service sub-type B25 – Recreational Outing for service 162 – CPP Outing was renamed B25 – Off Campus Activity.
July 1, 2019	CSU Intake – Offense Decision	04 – Unofficial Counseling - Family C is expired

July 1, 2019	Caseload – Status Code	Code options have changed titles. Several codes have been expired: “06 – Judicially Ordered Unsupervised Probation”, “18 – Inactive Supervision According to Supervision Plan”, “19 – Diversion Program Beyond 90 Days”, and “20 – Probation – Contacts Less Than 1 Per Month”. Several codes have been added: “31 – 2- Post-D Referral and Tracking of Outcomes – Level 1”, “32 – 4 – Post-D Residential (Judicially Ordered) w/Case Mgmt”, “33 – 4 – Post-D Residential (Judicially Ordered) w/Probation”, “34 – 4 – Post-D Detention Placement (<30 Days) w/o Probation”, “35 – 4 – Post-D Detention Placement (<30 Days) w/Probation”, “36 – 4 – Post-D Detention w/Programs (>30 Days) w/o Probation”.
July 1, 2019	Direct Care – Release Status	Status options have changed titles. Several options have been added: “Direct Dschg-21 Birthday”, Direct Dschg-Adult Prob”, “Direct Dschg-Completed”, “Direct Dschg-Fed Sentence”, and “Zdd (Expired)”.
July 1, 2019	Direct Care – Offsite Movement Reason	Several movement reason options have been expired: “AWOL”, “AWOL Detained”, “Adult Prison”, “Bon Air Central Infirmary”, “Medical Treatment”, “Mental Hospital”, and “Temporary Placement”. Several Movement reason options have been added: “Educational Program”, Funeral/Death Bed”, “Furlough”, “Off-Campus Trip/Event”, “Other”, “Trans to Alt Direct Care Plcmt”, and “Work Program”.
07/2024	Caseload Management - Contacts Tab	Minor Change, updated term: “35 – Session w/ Intervention”
07/2024	Table of Contents and Navigation Pane	Reformatted TOC to remove duplication in navigation pane.