

 <p>JUSTICE AND PUBLIC SAFETY CABINET DEPARTMENT OF JUVENILE JUSTICE POLICY AND PROCEDURES</p>	REFERENCES:
CHAPTER: Day Treatment Services	AUTHORITY: KRS 15A.0652
SUBJECT: Level System	
POLICY NUMBER: DJJ 1007	
TOTAL PAGES: 3	
EFFECTIVE DATE: 4/05/2019	
APPROVAL: Carey D. Cockerell , COMMISSIONER	

I. POLICY

Department of Juvenile Justice (DJJ) operated day treatment programs shall use a level system to provide a structured system for measuring progression toward treatment goals and shall be documented in the student’s Individual Client Record (ICR).

II. APPLICABILITY

This policy shall apply to DJJ operated day treatment programs.

III. DEFINITIONS

Refer to Chapter 1000.

IV. PROCEDURES

A. Level System

Movement through each Level shall be driven by the completion of level requirements, the student’s behavioral compliance, and completion of individual treatment plan (ITP) tasks containing selected evidence-based practices to address criminogenic needs associated with the risk to reoffend, if applicable, and the prosocial application of those tasks in the daily milieu. Reasonable accommodations shall be made to assist a child with a disability to progressing through the different level systems except when such accommodations would cause an undue hardship.

1. Awareness Level

- a. Students shall be assigned to the awareness level upon admission.
- b. This Level shall emphasize the student’s awareness of the program’s expectations, services offered, the student’s rights, and the facility level system.

POLICY NUMBER DJJ 1007	EFFECTIVE DATE 4/05/2019	PAGE NUMBER 2 of 3
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- c. The student shall increase awareness of their identified need areas and how those will guide their Individual Treatment Plan (ITP).
- d. The transition plan shall be discussed.
- e. To advance to Development Level the student shall successfully accomplish the following:
 - i. Adherence to the facility Orientation Treatment Plan;
 - ii. Development of their ITP;
 - iii. Become familiar with their ITP goals and tasks; and
 - iv. Attend required counseling services.
- 2. Development Level
 - a. This level of treatment shall emphasize the development of skills necessary to address the student's identified treatment needs and successful return to their community school.
 - b. To advance to the Demonstration Level the student shall:
 - i. Begin work on the goals identified on the ITP;
 - ii. Focus on learning social skills, coping skills, and problem solving skills;
 - iii. Begin to identify high-risk thoughts and begin demonstrating new pro-social behaviors;
 - iv. Complete the assigned level treatment tasks identified on their ITP;
 - v. Successfully complete required counseling services; and
 - vi. Begin developing their Relapse Prevention Plan as applicable.
- 3. Demonstration Level
 - a. This level of treatment shall emphasize the student's demonstration of skills necessary for transition to their community school.
 - b. The Transition Planning conference shall be conducted and the Transition Plan shall be completed.
 - c. To successfully accomplish this level the student shall:
 - i. Demonstrate observable improvement in thinking by applying skills and behaviors learned during treatment;
 - ii. Complete the assigned level treatment tasks identified on their ITP;
 - iii. Successfully complete required counseling services; and
 - iv. Finalize their Relapse Prevention Plan.
- B. Students referred from one DJJ operated day treatment program to another shall be placed on the level earned at the previous day treatment program.

V. MONITORING MECHANISM

- A. The Regional Division Director or designee shall develop monitoring protocols to be used by the Superintendent that review the expectations set forth in this policy.

POLICY NUMBER DJJ 1007	EFFECTIVE DATE 4/05/2019	PAGE NUMBER 3 of 3
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B. The Quality Assurance (QA) Branch and Education Branch shall perform annual facility monitoring visits to ensure compliance with this policy.