

	JUSTICE CABINET DEPARTMENT OF JUVENILE JUSTICE POLICY AND PROCEDURES	REFERENCES: 505 KAR 1:140
CHAPTER: Detention Services		AUTHORITY: KRS 15A.065
SUBJECT: Supervision of Juveniles in Alternative to Secure Detention Programs		
POLICY NUMBER: DJJ 704.1		
TOTAL PAGES: 2		
EFFECTIVE DATE: October 5, 2018		
APPROVAL: Carey D. Cockerell , COMMISSIONER		

I. POLICY

Juveniles who are placed from a secure Regional Juvenile Detention Center into the Alternative to Secure Detention Program shall remain under supervision of the Detention Alternative Coordinator (DAC) until the court discharges custody, the juvenile completes a sentence, or the juvenile is returned to secure detention.

II. APPLICABILITY

This policy shall apply to all Detention Alternative Coordinators.

III. DEFINITION

Refer to Chapter 700.

IV. PROCEDURES

A. Standard Operating Procedures shall be developed, approved by the Director of the Division of Placement Services, and implemented to detail supervision and documentation procedures. These Standard Operating Procedures shall include:

1. Weekly monitoring of juveniles placed in an out of home alternative to secure detention as well as a juvenile placed on home detention. Contracted community based tracker services may be used in meeting these contact requirements.
2. Documentation of all monitoring contacts in the juvenile’s Alternative to Secure Detention (ATD) tracking program.
3. Preparation of a final report shall be submitted at the time the juvenile exits the program detailing the juvenile’s placements and progress in the program. This report shall be placed in the juvenile’s ATD tracking file or entered into the running record section of the electronic case file.

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B. The DAC shall prepare a monthly report. The report shall be provided to the Director of the Division of Placement Services or designee by the 5th day of the following month.

V. MONITORING MECHANISM

Monitoring shall be the responsibility of the Alternative Services Branch Manager or designee and the Quality Assurance Branch.