



**JUSTICE CABINET  
DEPARTMENT OF  
JUVENILE JUSTICE  
POLICY AND PROCEDURES**

**REFERENCES:  
505 KAR 1:140  
3-JDF-5A-12, 5B-01 thru 07**

**CHAPTER: Detention Services**

**AUTHORITY: KRS  
15A.065**

**SUBJECT: Social Services**

**POLICY NUMBER: DJJ 720.5**

**TOTAL PAGES: 2**

**EFFECTIVE DATE: October 5, 2018**

**APPROVAL: Carey D. Cockerell, COMMISSIONER**

**I. POLICY**

Each DJJ Juvenile Detention Center shall provide a social services program that makes available a range of resources to meet the needs of juveniles. The social service program shall be based on assessed risk and need, special programs provided to meet the needs of juveniles with specific types of problems, and facility staff identifying the collective service needs of the juvenile population at least annually.

**II. APPLICABILITY**

This policy shall apply to all regional juvenile detention centers.

**III. DEFINITION**

Refer to Chapter 700.

**IV. PROCEDURES**

- A. The Social Service Program shall be administered and supervised by a qualified and trained person.
- B. The goal of the social services program shall be to identify and build upon each individual juvenile's unique positive attributes and strengths in addition to identifying needs, risks and problems.
- C. The objectives of the Social Service Program shall be provision of social services during the juvenile's placement in detention.
- D. Each juvenile shall be assigned a Youth Counselor at intake. The Youth Counselor shall work under the supervision of the Superintendent or qualified designee in coordinating the social service component of the program. The Youth Counselor:
  1. Shall provide or coordinate the provision of group, individual, and family counseling as appropriate which includes a minimum of three (3) contacts per week with the juvenile;
  2. Shall provide and arrange for mental health counseling and crisis intervention services in accordance with identified needs;

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3. Shall prepare summary reports for courts;
  4. Shall prepare resident release summaries if required;
  5. May make referrals to other social service and treatment programs;
  6. May coordinate or assist in the coordination of volunteer services and projects; and,
  7. Shall assist in the development and provision of recreational and special event programs/activities.
- E. The Youth Counselor shall assess the juvenile's ability to appropriately demonstrate acceptable behavior and verbally communicate and convey feelings as well as the juvenile's basic developmental needs. The Youth Counselor shall share relevant information with facility staff relating to the strengths and needs of the juveniles.
- F. Youth Counselors shall be available to counsel with juveniles as requested by a juvenile or other detention staff.
- G. The Youth Counselor may work with the juvenile and family to ensure that appropriate community services are acquired to meet the specific needs of each juvenile. Referrals for such services shall be understood to be voluntary, and shall be agreed to by both the juvenile and parents, shall be in writing, and shall be capable of completion within a specific period of time.
- H. The Youth Counselor shall document all social service activities, counseling services and referrals in the juvenile's record.

**V. MONITORING MECHANISM**

This activity shall be monitored by the Superintendent. The Quality Assurance Branch shall conduct annual program audits.