

	<b>JUSTICE CABINET DEPARTMENT OF JUVENILE JUSTICE POLICY AND PROCEDURES</b>	<b>REFERENCES: 505 KAR 1:140 3-JDF-5H-07</b>
<b>CHAPTER: Detention Services</b>	<b>AUTHORITY: KRS 15A.065</b>	
<b>SUBJECT: Leaves</b>		
<b>POLICY NUMBER: DJJ 726</b>		
<b>TOTAL PAGES: 2</b>		
<b>EFFECTIVE DATE: October 5, 2018</b>		
<b>APPROVAL: Carey D. Cockerell , COMMISSIONER</b>		

**I. POLICY**

Juveniles shall be granted leave from the regional juvenile detention center for necessary medical, dental care, or mental health care which cannot be provided at the facility. Juveniles may be granted leave to visit seriously ill family members, attend funerals, or to participate in educational, work release or community service projects per order of the court.

**II. APPLICABILITY**

This policy shall apply to all regional juvenile detention centers.

**III. DEFINITION**

Refer to Chapter 700.

**IV. PROCEDURES**

- A. Each regional juvenile detention center shall have standard operating procedures which govern staff escorted and unescorted leaves. Program procedures shall address written rules of conduct and a system of supervision.
- B. Escorted leaves for the purpose of obtaining necessary medical, dental, or mental health care shall be authorized by the Superintendent and shall not require an order of the court. All other escorted leaves shall require a written court order.
- C. Transport during an escorted leave shall be conducted in accordance with departmental policy. Any exception shall be authorized by the Superintendent.
- D. Unescorted leave for any purpose shall occur only upon written order of the court.
- E. The Superintendent shall contact the court to obtain any clarification in regards to an order, or to share concerns about the implementation of an order, prior to authorizing court-ordered leave. Documentation of such contact shall be maintained in the juvenile's record.

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F. If the juvenile is probated or committed, the Superintendent shall notify Juvenile Service Worker of any emergency or unescorted leave.

**V. MONITORING MECHANISM**

The Superintendent shall be responsible for monitoring this activity.