

Milwaukee County Department of Health and Human Services Delinquency and Court Services Division POLICY & PROCEDURE	Date Issued: 08/16/2013	Reviewed: 7/30/13 By: BTW Last Revision:	Section: ADMINISTRATION	Policy No: 001	Pages: 1 of 4
<input checked="" type="checkbox"/> Delinquency and Court Services Division <input checked="" type="checkbox"/> Children’s Court Services Network <input checked="" type="checkbox"/> Purchase of Service Agencies	Effective Date: 08/1/2013	Subject: Milwaukee County Accountability Program (MCAP)			

I. POLICY

It is the policy of Delinquency and Court Services Division (DCSD) to promote and provide effective services that address risk and criminogenic needs among youth involved in the juvenile justice system. DCSD implemented the Milwaukee County Accountability Program (MCAP) as a dispositional placement alternative to Department of Corrections (DOC)/Division of Juvenile Corrections (DJC) placement for the circuit courts. The target group is youth (males) currently on court-ordered supervision who are at risk for DOC placement due to violating the conditions of court-ordered supervision or because of a new offense. Youth not currently under supervision who are at risk for DOC placement for a pending offense may also be considered.

II. PROCEDURE

A. Overview

Youth in MCAP will be placed on a one-year order at minimum, which includes placement in the secure detention center on a pod dedicated for this program for up to 180 days followed by a period of aftercare in the community under probation supervision with community-based services. Home passes may be granted in the last month to youth who are following through with the program. Participants will go in front of the judge every 60 days for the first 6 months to discuss their progress in the program.

Youth will also be assigned a monitor from a community-based agency responsible for providing the Targeted Monitoring Program who will work with youth and families throughout the program. The youth and his parent/guardian are asked to sign the MCAP agreement consenting to the program requirements.

A Human Service Worker Supervisor is assigned to oversee the operation of this program. Meetings take place two times a month to discuss youth’s progress in the program.

B. Program Components:

The key components of the MCAP program are as follows:

1. **Education** – Wauwatosa Public Schools provide classes in reading, English, math, social studies, science, physical education/health and art. Credit recovery is available to certain participants through completing virtual courses on the computer. These courses, if not completed, may be continued upon release at the Targeted Monitoring Program and/or their assigned school. Credits earned are transferable to the child’s local school district. While the

youth is in secure detention Wauwatosa Public Schools will provide weekly progress reports to the probation officer.

2. **Targeted Monitoring** – Participants are assigned to a monitor from a community-based agency responsible for providing the Targeted Monitoring Program. The monitor provides weekly reports to the probation officer.
3. **Juvenile Cognitive Intervention Programming (JCIP)** – The Targeted Monitoring Program runs groups each weekday for one hour in the secure detention facility. JCIP is continued through the Targeted Monitoring Program in the community upon the youth's release. These groups are designed to help youth change their thought process in order to make better choices.
4. **Restorative Justice** – Restorative Justice groups will be provided to help youth build a sense of community within the program, examine their behavior, and learn new skills.
5. **Family Counseling** – All MCAP participants are expected to attend weekly counseling sessions using providers in the Children's Court Services Network. These sessions include parents/guardians when possible.
6. **AODA Education and Counseling** - Alcohol and drug abuse counseling is provided monthly by a community-based agency to help participants understand the effects of substance abuse.
7. **Electronic Monitoring** – Global Positioning Systems (GPS) monitoring is required during home passes (month four) and upon initial release to the community.
8. **72-Hour Hold** – Youth on aftercare status are subject to holds in secure detention for investigation of any alleged violations of the rules of their supervision.

C. Referral Criteria and Enrollment Process

1. Juveniles appropriate for MCAP are those that are on probation for an adjudicated offense which is committable to the Department of Corrections or pending disposition on a committable offense (MCAP is an alternative to DOC commitment). For consideration for MCAP program, the Human Services Worker (HSW) will staff case, including information from YASI that indicates a high risk score and provide other documentation that supports that the juvenile is at risk of DOC commitment. Certain moderate risk youth may be considered for MCAP if they present with extenuating circumstances. HSWs should submit the Full Assessment YASI wheel with all MCAP referrals.
2. If the staffing decision is for MCAP, the HSW will proceed to recommend MCAP on the court report or file a revision/extension for MCAP and also to remove from the order any programming the juvenile already is involved in (for example, Wraparound or Targeted Monitoring). HSW will discuss the expectations of the MCAP program with the juvenile and the family.
3. If the Court orders MCAP the case will be reassigned to a MCAP HSW staff. After the Court hearing, HSW will sign needed paperwork with the juvenile.

D. Program Operations and Fidelity

1. When the juvenile is placed in MCAP, certain programming elements will automatically be put in place (i.e, education through Wauwatosa Public Schools, Juvenile Cognitive Intervention Program, Restorative Justice program and AODA education programming). Other counseling or services will need to be set up by the MCAP HSW through the Children's Court Services Network, which is expected to include individual and family counseling and AODA assessment/counseling (if YASI supports the need for this or if UAs done in detention indicate this needs to be considered). If needed, MCAP HSW staff shall also obtain a court order for medication evaluation and forward court order for medication evaluation MCAP HSW Supervisor.
2. MCAP HSW staff will meet with juvenile in detention at least once a week to discuss issues and go over progress.
3. MCAP HSW staff will maintain regular contact with detention staff and other professionals involved and will review on a timely basis weekly reports to be provided by detention staff, Targeted Monitoring Program weekly reports, school reports and therapist reports. MCAP HSWs will respond to problems/issues regarding the juvenile in an appropriate and timely manner, seeking supervisory assistance if needed.
4. MCAP HSW staff will have at minimum monthly contact with parent/guardian.
5. MCAP HSW staff will arrange monthly team meetings with juvenile, family and other professionals to review progress, address problems/issues and develop plans for continued services and services needed upon discharge.
6. MCAP HSW staff will attend court review hearings and provide compliance review report for these hearings.
7. In the 4th month of MCAP, MCAP HSW staff will arrange temporary release for passes home to begin the process of transition back into the community. GPS monitoring is required during home passes. Detention will arrange electronic monitoring and PO will arrange details of transportation and supervision while on pass. It is expected that MCAP HSW will have had at least one home visit with the family and will have clearly outlined pass expectations with the family. If juvenile fails to return from pass, MCAP HSW will immediately submit a warrant request.
8. If there are problems with juvenile's compliance in the program, PO to staff the case on a timely basis for probable revision to DOC or lift of stay to DOC and file necessary petition/motion and attend court proceedings as needed.

E. Return to Community Placement After MCAP Secure Detention Discharge

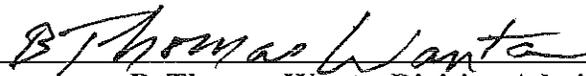
1. If the juvenile has been successful in complying with MCAP, in the 4th month, MCAP HSW will begin discharge planning, identifying the discharge placement. It is expected that juvenile will return to a family placement, but if there is an issue with this, MCAP HSW will staff the case to determine what other course of action should be pursued.
2. GPS monitoring is required upon initial release to the community (30 day minimum).

3. MCAP HSW staff will assist the parent/placement in arranging school placement.
4. MCAP HSW staff will arrange or assist the parent/placement to arrange the continuation of appropriate services that are still needed or arrange new services that might be needed (including returning the case to Court on a revision if a court ordered service is needed).
5. MCAP HSW staff will arrange a minimum of two appointments a month with the juvenile for the first three months after discharge and maintain regular contact with family (at minimum once a month) and professionals involved in the case.
6. MCAP HSW staff will respond on a timely basis to problems/issues reported by juvenile, family, school, other professionals, law enforcement, etc. Worker will utilize the 72-hour hold as needed to attempt to bring the juvenile's behavior into compliance (with MCAP HSW Supervisor approval). If juvenile is AWOL, worker will immediately submitting a warrant request.
7. MCAP HSW staff will attend court review hearings and provide compliance review report for these hearings.
8. If there are problems with juveniles compliance in the community phase of the program, MCAP HSW will staff the case to determine what course of action should be pursued (i.e. 72-hour hold, sanctions, revision to DOC/ lift of stay to DOC or other Change of Placement) and file necessary petition/motion and attend court proceedings as needed.

F. Confidentiality/Client Files/Consents/Release of Information

1. All information about the client is strictly confidential and shall not be discussed with any person outside of the client's parent/legal guardian, agency affiliated consultants, supervisory personnel or delinquency and court staff. The right to confidentiality applies not only to written and electronic records, but also to videos, pictures, or use of names of clients or legal or custodial guardians in agency publications. A Consent Form that permits the Agency to serve a youth must be in each client's file. The "CONSENT FOR SERVICE" form must be signed and dated by the parent/legal guardian **prior to** the provision of services. The agency is expected to create their own Consent for Service form.
2. Information about a youth may be released to other individuals or organizations only upon presentation of an authorized "AUTHORIZATION FOR RELEASE OF INFORMATION" form, appropriately signed by the youth's parent/legal guardian. The agency is expected to create their own form.

Reviewed & Approved By: _____



B. Thomas Wanta, Division Administrator