

<p>Milwaukee County Department of Health and Human Services Division of Youth and Family Services</p> <p>POLICY & PROCEDURE</p>	<p>Original Date Issued: 06/26/2017</p> <hr/> <p>Last Revision Date: 04/01/2018</p>	<p>Current Review Date: 03/12/2018</p> <p>Current Review By: DB/TJ</p>	<p>Section: AFTERCARE</p>	<p>Policy No: 053</p>	<p>Pages: Page 1 of 4</p>
<p><input checked="" type="checkbox"/> Division of Youth and Family Services (DYFS)</p> <p><input type="checkbox"/> Detention Center</p> <p><input type="checkbox"/> DYFS Services Network</p> <p><input type="checkbox"/> Purchase of Service Agencies</p>	<p>Current Effective Date: 04/01/2018</p>	<p>Subject:</p> <p>YASI Policy Addendum: Scoring Aftercare Youth</p>			

I. Policy

It is the policy of Division of Youth and Family Services (DYFS) that all youth receiving Aftercare services will have programming and services effectively implemented in the manner that best serves the youth and families. This policy serves as an addendum to the Youth Assessment & Screening Instrument (YASI) Policy 019.

II. Procedure

Human Service Worker (HSW) – Youth Advocate (YA) Guidelines for scoring the YASI Re-Assessment while the youth is in the Youth Correctional Institution:

A. Legal History Section: In accordance with YASI Policy 019, update the YASI legal domain with any new adjudicated offenses/convictions at the time they occur while the youth is incarcerated.

B. Family Domain:

Prior to Incarceration

The family domain must be scored based on the procedure identified in YASI Policy 019.

90 Days Prior to Release

The family domain must be scored based on the last 3 months prior to release from the institution.

- If there has been family counseling during the youth's incarceration and the youth has been able to have visits then score on the progress over the last 3 months.
- If the youth has had visits and/or phone contact during incarceration, the family dynamics can be considered in scoring.
- In completing the family home assessment, assess the family dynamics for current issues, supervision adequacy, service needs, parental attitude, etc.

30 Days Prior to Discharge:

The family domain must be scored based on the last 3 months prior to release from the institution.

- If there is no change in placement, then the assessment of the family would be based on the criteria outlined above.
- If there will be a change in placement after the youth is discharged from the facility, then this domain should be re-assessed. *(For example, if a youth was living with their mother and now they will be living with a grandmother or some other family member, reassess based on the new family dynamic).*

Post Release

The family domain must be scored based on the procedure identified in YASI Policy 019.

C. School Domain:

Prior to Incarceration

The school domain must be scored based on the procedure identified in YASI Policy 019.

90 Days Prior to Release

The school domain must be scored based on academic progress of the youth in the academic setting of the institution over the course of the last 3 months.

Post Release

The school domain must be scored based on the procedure identified in YASI Policy 019.

D. Peers and Community:

Prior to Incarceration

The peers and community domain must be scored based on the procedure identified in YASI Policy 019.

90 Days Prior to Release

The peers and community domain must be scored based on the youth's interactional behavior with others in their environment over the course of the last 3 months.

- ✓ Pay close attention to the *internals*, meaning look to see if the youth is applying any of the skills gained from programming. Use concepts of consequential thinking, problem solving, decision-making and their ability to demonstrate these skills. (*For example, are they staying away from youth who are causing problems instead of becoming aggressive towards staff and peers? Are they able to "walk away" from conflict versus engaging in it?*).

Post Release

The peers and community domain must be scored based on the procedure identified in YASI Policy 019.

E. Drugs and Alcohol:

Prior to Incarceration

The drugs and alcohol domain must be scored based on the procedure identified in YASI Policy 019.

90 Days Prior to Release

The drugs and alcohol domain must be scored based on documented information that misuse has taken place over the course of the last 3 months.

Post Release

The drugs and alcohol domain must be scored based on the procedure identified in YASI Policy 019.

F. Mental Health:

This score should be based on the mental health needs of the youth while in the facility. If there are no changes, then this score would remain the same during the term of placement at the Institution.

However, if the youth begins to show symptoms of mental illness and receives psychiatric/psychological services during their placement at the Institution, then these changes would be included as a part of the re-assessment.

G. Aggression and Attitude:

Prior to Incarceration

The aggression and attitude domain must be scored based on the procedure identified in YASI Policy 019.

90 Days Prior to Release

The aggression and attitude domain must be scored based on the youth's ways of thinking and behavior over the course of the last 3 months.

- ✓ To assess these areas, gather as much information that you can.
- ✓ Information should be gathered during visits, from Office of Juvenile Offender reviews, include phone calls with social worker and contacts with staff, as well as documentation from the Department of Corrections.
- ✓ The focus when assessing the information gathered must be on how the youth has been applying the skills they have learned in their programming in their daily activities while in the Institution.

Post Release

The aggression and attitude domain must be scored based on the procedure identified in YASI Policy 019.

H. Skills:

Prior to Incarceration

The skills domain must be scored based on the procedure identified in YASI Policy 019.

90 Days Prior to Release

The skills domain must be scored based on the youth's ways of thinking and behavior over the course of the last 3 months.

- ✓ Pay close attention to the *internals*, meaning look to see if the youth effectively executed any of the skills gained from programming.
- ✓ Use concepts of consequential thinking, problem solving, decision-making and their ability to demonstrate these skills. (*For example, are they taking a moment to think before they react? Did they demonstrate a proactive approach to problem-solving and conflict resolution?*)

Post Release

The skills domain must be scored based on the procedure identified in YASI Policy 019.

I. Employment and Free Time:

Prior to Incarceration

The employment and free time domain must be scored based on the procedure identified in YASI Policy 019.

90 Days Prior to Release

The employment and free time domain must be scored based on the youth's use of their time over the course of the last 3 months.

- ✓ Consider "Hard" and/or tangible employment skills.
- ✓ Consider "Soft" skills and/or time-management, productivity.
- ✓ Consider youth's choices for activities during free time.

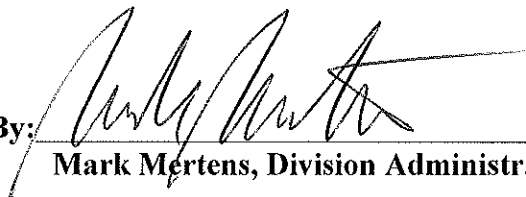
Post Release

The employment and free time domain must be scored based on the procedure identified in YASI Policy 019.

III. Documentation Requirements

- HSW-YA's must document completion of the YASI in Synthesis Case Notes. In addition, in the event that the YASI was not completed within the established time frames, HSW-YA's must document this in Synthesis and provide an explanation.
- The HSW-YA must focus on both the actual changes in the assessment in addition to case-noting the change in the domain notes.

Reviewed & Approved By:



Mark Mertens, Division Administrator