

# JUVENILE JUSTICE

## Assessment and Treatment Services

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### Juvenile Justice Social Worker Responsibilities Prior to Commitment

Juvenile Justice Social Workers shall attend Case Review Team (CRT) meetings at the Superior Court for Juvenile Matters (SCJM) to review evaluations, to be active participants and to provide recommendations as required. Juvenile Justice Social Workers shall promptly gather information and make preliminary contacts for referred juveniles.

When a juvenile is committed to DCF as a delinquent, Juvenile Justice management shall assign a Juvenile Justice Social Worker who shall be responsible for case management throughout the duration of commitment.

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### Assumption of Custody upon Delinquency Commitment

Upon commitment as a delinquent child, the Juvenile Justice Social Worker shall assume custody of the juvenile at the courthouse and transport him or her to a congregate care facility or to the Connecticut Juvenile Training School (CJTS) as ordered by the court (with the agreement of DCF).

The Juvenile Justice Social Worker shall obtain a copy of the mittimus (JD-JM-16EL, "Commitment Order") and ensure the accuracy of the order. Errors or legal issues shall be immediately brought to the attention of an Assistant Attorney General or DCF Office of Legal Affairs staff.

The Juvenile Justice Social Worker shall review the DCF-0066, "Expectations of Placement", with the juvenile and have him or her sign the document acknowledging his understanding of the terms of the agreement. A copy shall be provided to the juvenile and to the parent or other caregiver (including the assigned DCF social worker if the juvenile is dually committed).

**Legal reference:** Conn. Gen. Stat. [§17a-13](#) and [§46b-140\(j\)](#).

**Related ACA Standards:** Placement, Transfers, Termination and Removal.

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### Assessment and Case Planning

Upon commitment to DCF, the assigned Juvenile Justice Social Worker shall complete a comprehensive assessment of the juvenile and his or her family within 30 days.

As part of the assessment process, the Juvenile Justice Social Worker will conduct a trauma screening to:

- identify the youth's trauma history, if any;
  - identify the youth's current child traumatic stress symptoms and how these may be negatively impacting functioning; and
  - apply these findings to the development of the case plan.
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### Assessment and Case Planning (continued)

A case plan outlining the juvenile's individualized needs and services shall be developed within 45 days in conjunction with the juvenile, family members, other treatment team members and providers. The juvenile shall sign the case plan to document his or her participation.

The case plan shall be maintained throughout the delinquency commitment. The Juvenile Justice Social Worker shall conduct ongoing assessment and modify the case plan based on the juvenile's and family's progress in achieving identified case goals.

Most youth in the juvenile justice system have experienced or witnessed some form of trauma. This trauma can include physical or emotional abuse, community violence, sexual abuse, separation from parents, medical neglect, etc. Consequently, the Juvenile Justice Social Worker shall ensure that the juvenile has access to trauma informed services. These services shall be evidence-based or evidence informed as well as culturally sensitive, gender specific, and developmentally appropriate.

The case plan shall be reviewed with the juvenile and the family, and modified if necessary, every six months, at any time the juvenile's congregate care placement changes, 60 days before discharge to the community and 30 days after placement in the community.

The juvenile or his or her attorney or legal guardian may request a case plan hearing at any time. The juvenile shall be notified of his or her right to request a case plan hearing at his or her Administrative Case Review.

**Cross reference:** DCF Policy [22-7-1](#), [22-2](#) "Case Plan Hearings."

**Legal reference:** Conn. Gen. Stat. [§17a-15](#).

**Related ACA Standards:** Community Placement Programs; Placement, Transfer, Termination and Removal Process; Supervision.

### Passes

Juveniles are eligible for passes as follows:

- during the first 60 days and after the risk evaluation is completed at the initial placement, the juvenile may leave the facility for no more than one day;
- after the initial 60 days, the juvenile is eligible for passes with the permission of the Juvenile Justice Social Worker (and Ongoing Social Worker if dually committed) and in accordance with the reasonable rules of the placement; and
- upon placement at a subsequent facility, with a Commissioner's waiver if the 60-day evaluation was completed at the first placement and there is no new information warranting a second risk evaluation.

**Legal reference:** Conn. Gen. Stat. [§17a-7](#); R.C.S.A. [§§17a-7a-1 to 17a-7a-9](#).

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### Case Management and Services

DCF shall provide case management services, supervision and a continuum of treatment services to juveniles and to their families in accordance with the Balanced and Restorative Justice model.

Services shall be individualized to foster accountability and competency development and shall be family centered, trauma informed, gender specific and delivered in the least restrictive setting in collaboration with community partners.

The case plan shall be actively managed in partnership with the juvenile, the family or guardian and Regional Office staff.

Juveniles shall be afforded secondary school educational and vocational opportunities in order to develop the skills necessary to become successful members of the community.

**Related ACA Standards:** Placement, Transfer, Termination and Removal Process; Supervision.

**Citation:** Zehr, H., *The Little Book of Restorative Justice* (2002.)

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### Community Reintegration and Permanency Plan

All juveniles shall be involved in reintegration planning and transition activities, with a program of aftercare services, to prepare for a successful return to the community. The emphasis on reintegration and permanency planning shall be ongoing throughout the commitment and shall be reflected in the case plan. Supervision and services shall be implemented based on the juvenile's risk and needs to ensure a structured transition to the community and linkage to aftercare programming.

The juvenile and the parent or other caregiver shall receive written information about how to contact the community service providers. The juvenile, the Juvenile Justice Social Worker, community services providers and the juvenile's family shall share responsibility for implementing and utilizing community services in the task of community reintegration.

**Legal reference:** Conn. Gen. Stat. §[17a-1](#).

**ACA Standard:** Community Placement Programs; Placement, Transfer, Termination and Removal; Supervision.

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### Post-Secondary Vocational Training

Within available appropriations, DCF may provide financial assistance for formal post-secondary vocational training to juveniles committed as delinquent up until age 20.

**"Post-secondary vocational training"** means any vocational, technical or job readiness training program that takes place at a state technical school, vocational program or accredited in-state college or university and is part of a non-college credit training curriculum.

To be eligible for post-secondary vocational training, the juvenile shall:

- be adjudicated delinquent and committed to DCF or under a signed Juvenile Transitional Services Agreement at the time of enrolling in the approved program;
- have obtained a high school diploma or received a Graduate Equivalency Diploma (GED);
- exhibit adequate social skills and demonstrate appropriate behaviors as assessed by the Juvenile Justice staff and the treatment team;
- maintain compliance with the Conditions of Parole and the Transitional Services Agreement; and
- have an approved post-secondary training plan.

Juveniles in DCF care shall be provided with opportunities such as subsidized employment to gain training and skill development by working in part time jobs.

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### Subsidized Employment

Juveniles in DCF care shall be provided with opportunities such as subsidized employment to gain training and skill development by working in part time jobs.

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### Visitation and Telephone Contact Standards

In order to achieve identified case goals and provide proper supervision and accountability, Juvenile Justice Social Workers shall strengthen collaboration with juveniles and their families through purposeful visitation and ongoing assessment of safety, strengths and needs.

Juvenile Justice Social Workers shall maintain regular contact with the juveniles assigned to their caseloads throughout the delinquency commitment at minimum of once per month. During each visit to the home, the Juvenile Justice Social Worker shall ensure that he or she sees both the juvenile and the parent or other caregiver and speaks with the juvenile alone.

**Note:** Juvenile Justice Social Workers shall not enter a residence unless a parent or other caregiver is present.

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### Visitation and Telephone Contact Standards (continued)

The Juvenile Justice Social Worker shall review the [DCF-0065](#), "Conditions of Parole," at each visit and discuss the objectives established in the juvenile's case plan.

The following minimum visitation and contact standards for juveniles and their parent or other caregiver apply to all cases and shall be increased as the juvenile's circumstances warrant. Visitation will occur at a minimum of once per month.

#### Juveniles at home:

- **within 24 hours of discharge** from CJTS or a congregate care facility, face-to-face contact with the juvenile and parent or other caregiver;
- **discharge through end of commitment**, face-to-face contact with the parent or other caregiver once every other week and telephone contact with the parent or other caregiver during the alternating weeks;
- **0-30 days from discharge**, face-to-face contact with the juvenile once per week;
- **31 days from discharge through end of commitment**, face-to-face contact with the juvenile once every other week and telephone contact with the juvenile during the alternating weeks.

#### Juvenile in placement in Connecticut or within 50 miles of the state line):

- **0-30 days from placement date**, face-to-face contact with the juvenile once per week;
- **31 days from placement date through 30 days prior to discharge from placement**, face-to-face contact with the juvenile once per month and telephone contact during all other weeks;
- **30 days prior to discharge from placement**, face-to-face contact with the juvenile once per week;
- **within seven days of the juvenile's placement date**, face-to-face contact in the home with the parent or other caregiver;
- **date of placement through 90 days prior to discharge from placement**, face-to-face contact with the parent or other caregiver in the home once per month;
- **90 days prior to discharge through discharge**, face-to-face contact with the parent or other caregiver once every other week;
- **within one week prior to an initial home pass being granted** to the juvenile, face-to-face contact in the home with the parent or other caregiver;
- **within two business days of the juvenile's return to placement after every home pass**, telephone contact with the parent or other caregiver.

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### Juvenile in placement greater than 50 miles from the Connecticut state line:

- **throughout the placement**, face-to-face contact with the juvenile once every other month by the Juvenile Justice Social Worker, other assigned DCF staff or a contracted agency;
- **throughout the placement**, face-to-face contact with the juvenile quarterly by the Juvenile Justice Social Worker;
- **within seven days of the juvenile's placement date**, face-to-face contact in the home with the parent or other caregiver;
- **date of placement through 90 days prior to discharge** from placement, face-to-face contact with the parent or other caregiver in the home once per month;
- **90 days prior to discharge through discharge**, face-to-face contact with the parent or other caregiver once every other week;
- **within one week prior to an initial home pass** being granted to the juvenile, face-to-face contact in the home with the parent or other caregiver;
- **within two business days of the juvenile's return to placement after every home pass**, telephone contact with the parent or other caregiver.

### Juveniles on AWOL/runaway status:

- the Juvenile Justice Social Worker shall make a minimum of weekly efforts to locate the juvenile and document these attempts in CONDOIT.

### Juveniles who are in detention:

- **within five working days of being detained**, face-to-face contact;
- **six working days through discharge**, face-to-face contact at least once every other week;
- **within seven days of being detained**, face-to-face contact in the home with the parent or other caregiver; and
- **date of detention through discharge**, face-to-face contact with the parent or other caregiver in the home once per month.

### Juveniles who are incarcerated (DOC):

- See DCF Policy [42-20-52](#), "Working With Incarcerated Youth."

### Juveniles who are hospitalized:

- face-to-face contact within two working days of being hospitalized; and
  - face-to-face contact once every other week thereafter.
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**Visitation  
and  
Telephone  
Contact  
Standards  
(continued)**

The Juvenile Justice Social Worker shall also maintain regular contact with clinicians and other providers based on the specific circumstances and as determined in supervision.

Visitation and other contacts may be increased at the direction of the Juvenile Justice Social Work Supervisor or Program Manager based on the juvenile's or family's needs.

Observations or concerns made by DCF staff other than the assigned Juvenile Justice Social Worker shall be communicated to the Juvenile Justice Social Worker within one business day of the visit or contact.

The Juvenile Justice staff shall document all visits and contacts, including information about visits and contacts conducted by other DCF staff or a provider, in CONDOIT.

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**Graduated  
Responses**

Juvenile Justice staff shall make every effort to ensure the safe return to custody or good standing of a juvenile who is in violation of his or her Conditions of Parole or Expectations of Placement.

DCF Juvenile Justice shall utilize a system of graduated responses designed to promote the successful completion of parole and the assurance of community safety. Through the assessment of progress and the employment of structured incentives and sanctions, Juvenile Justice Social Workers shall reinforce achievements while maintaining the juvenile's accountability.

**Related ACA Standards:** Placement, Transfers, Termination and Removal Process.

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**Return to  
Custody**

When it has been determined that a juvenile on parole has escaped from a congregate care setting or has run away from a community placement or has otherwise violated the Conditions of Parole or Expectation of Placement, the Juvenile Justice Social Worker shall take necessary steps to return the juvenile to good parole standing or to actual custody.

If a return to custody is determined to be in the juvenile's best interest, the Juvenile Justice Social Worker shall request that the law enforcement agency of jurisdiction take custody and arrange the return of the juvenile to Juvenile Justice.

**Legal reference:** Conn. Gen. Stat. [§17a-8](#).

**Related ACA Standards:** Supervision.

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### Parole Revocation Process

A juvenile who has been returned to the custody of DCF from the community shall be afforded a Parole Revocation hearing conducted by the DCF Administrative Hearings Unit.

The hearing is a due process procedure to determine whether DCF's decision is supported by a fair preponderance of the evidence and whether it is in the best interests of the juvenile to be placed at CJTS or in another congregate care facility.

**Note:** A juvenile may be held in custody on relocation status for a maximum of 30 days while it is determined whether he or she may be returned to the community. Regional Administrator's approval is required prior to initiating the relocation process.

**Legal reference:** Conn. Gen. Stat. [§17a-7](#).

**Cross reference:** DCF Policy [22-9-2](#) through [22-9-8](#), "Parole Revocation Hearings."

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### Permanency Planning

The Juvenile Justice Social Worker shall begin permanency planning for every juvenile with the first case plan and continue throughout the length of the commitment. A yearly permanency plan shall be filed with the Superior Court for Juvenile Matters.

**Legal reference:** Conn. Gen. Stat. [46b-141](#)

**Cross reference:** DCF Policy: [36-1 through 36-5](#), "Case Planning" and [36-11-1 and 36-11-2](#), "Administrative Case Reviews."

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### Extension of the Commitment

If the Juvenile Justice Division determines that a juvenile's commitment should be extended beyond the scheduled end date ordered by the court, the Juvenile Justice Social Worker shall file a Motion to Extend the Commitment at least 30 calendar days and no more than 60 calendar days in advance of the commitment termination date.

**Legal reference:** Conn. Gen. Stat. [§17a-10](#) and [46b-141](#)

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### Termination of the Commitment

The Juvenile Justice Social Worker shall begin discharge planning for the juvenile beginning with the first case plan and continue through the length of the commitment.

A juvenile may be discharged:

- on the end date of the commitment as ordered on the mittimus or at an extension hearing;
- on the juvenile's twentieth birthday regardless of the end date of the commitment;
- via Commissioner's Discharge; or
- by court order.

The Juvenile Justice Social Worker shall develop a transition plan for all juveniles being discharged from commitment.

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### Transitional Services

The DCF Juvenile Justice Division may provide voluntary transitional services to parents and juveniles who may need assistance for a short period of time following completion of the delinquency commitment.

**Legal reference:** Conn. Gen. Stat. [§17a-6](#) and [§17a-90](#)

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### Juvenile Justice Case Transfers

If the Juvenile Justice Division determines that a juvenile under the age of 18 cannot safely return home at the conclusion of his or her delinquency commitment, the Juvenile Justice case may be transferred to Ongoing Services pursuant to DCF Policy 31-8-11.1, "Juvenile Justice Case Transfers."

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