

# 7 Appendices

The appendices include references, forms, and other resources as additional information on DJJ operations and the data presented in this report. For further clarifications about data, refer to page 16.

**Appendix A: CSUs and FIPS**

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## Appendix A: CSUs and FIPS (Ordered by CSU)\*

CSU	Name	FIPS	CSU	Name	FIPS	CSU	Name	FIPS
1	Chesapeake	550	13	Richmond	760	25	Augusta Co.	015
2	Virginia Beach	810	14	Henrico Co.	087	25	Bath Co.	017
2A	Accomack Co.	001	15	Caroline Co.	033	25	Botetourt Co.	023
2A	Northampton Co.	131	15	Essex Co.	057	25	Craig Co.	045
3	Portsmouth	740	15	Hanover Co.	085	25	Highland Co.	091
4	Norfolk	710	15	King George Co.	099	25	Rockbridge Co.	163
5	Isle of Wight Co.	093	15	Lancaster Co.	103	25	Buena Vista	530
5	Southampton Co.	175	15	Northumberland Co.	133	25	Covington	580
5	Franklin	620	15	Richmond Co.	159	25	Lexington	678
5	Suffolk	800	15	Spotsylvania Co.	177	25	Staunton	790
6	Brunswick Co.	025	15	Stafford Co.	179	25	Waynesboro	820
6	Greensville Co.	081	15	Westmoreland Co.	193	26	Clarke Co.	043
6	Prince George Co.	149	15	Fredericksburg	630	26	Frederick Co.	069
6	Surry Co.	181	16	Albemarle Co.	003	26	Page Co.	139
6	Sussex Co.	183	16	Culpeper Co.	047	26	Rockingham Co.	165
6	Emporia	595	16	Fluvanna Co.	065	26	Shenandoah Co.	171
6	Hopewell	670	16	Goochland Co.	075	26	Warren Co.	187
7	Newport News	700	16	Greene Co.	079	26	Harrisonburg	660
8	Hampton	650	16	Louisa Co.	109	26	Winchester	840
9	Charles City Co.	036	16	Madison Co.	113	27	Bland Co.	021
9	Gloucester Co.	073	16	Orange Co.	137	27	Carroll Co.	035
9	James City Co.	095	16	Charlottesville	540	27	Floyd Co.	063
9	King and Queen Co.	097	17	Arlington Co.	013	27	Giles Co.	071
9	King William Co.	101	17	Falls Church	610	27	Grayson Co.	077
9	Mathews Co.	115	18	Alexandria	510	27	Montgomery Co.	121
9	Middlesex Co.	119	19	Fairfax Co.	059	27	Pulaski Co.	155
9	New Kent Co.	127	19	Fairfax	600	27	Wythe Co.	197
9	York Co.	199	20L	Loudoun Co.	107	27	Galax	640
9	Poquoson	735	20W	Fauquier Co.	061	27	Radford	750
9	Williamsburg	830	20W	Rappahannock Co.	157	28	Smyth Co.	173
10	Appomattox Co.	011	21	Henry Co.	089	28	Washington Co.	191
10	Buckingham Co.	029	21	Patrick Co.	141	28	Bristol	520
10	Charlotte Co.	037	21	Martinsville	690	29	Buchanan Co.	027
10	Cumberland Co.	049	22	Franklin Co.	067	29	Dickenson Co.	051
10	Halifax Co.	083	22	Pittsylvania Co.	143	29	Russell Co.	167
10	Lunenburg Co.	111	22	Danville	590	29	Tazewell Co.	185
10	Mecklenburg Co.	117	23	Roanoke Co.	161	30	Lee Co.	105
10	Prince Edward Co.	147	23	Salem	775	30	Scott Co.	169
11	Amelia Co.	007	23A	Roanoke	770	30	Wise Co.	195
11	Dinwiddie Co.	053	24	Amherst Co.	009	30	Norton	720
11	Nottoway Co.	135	24	Bedford Co.	019	31	Prince William Co.	153
11	Powhatan Co.	145	24	Campbell Co.	031	31	Manassas	683
11	Petersburg	730	24	Nelson Co.	125	31	Manassas Park	685
12	Chesterfield Co.	041	24	Lynchburg	680			
12	Colonial Heights	570	25	Alleghany Co.	005			

\* The table above reflects the CSUs and FIPS in FY 2021. Effective in FY 2022, CSUs 23 and 23A are combined (CSU 23), and CSUs 20L and 20W are combined (CSU 20).



## Appendix A, continued: CSUs and FIPS (Ordered by FIPS)\*

FIPS	Name	CSU	FIPS	Name	CSU	FIPS	Name	CSU
001	Accomack Co.	2A	093	Isle of Wight Co.	5	191	Washington Co.	28
003	Albemarle Co.	16	095	James City Co.	9	193	Westmoreland Co.	15
005	Alleghany Co.	25	097	King and Queen Co.	9	195	Wise Co.	30
007	Amelia Co.	11	099	King George Co.	15	197	Wythe Co.	27
009	Amherst Co.	24	101	King William Co.	9	199	York Co.	9
011	Appomattox Co.	10	103	Lancaster Co.	15	510	Alexandria	18
013	Arlington Co.	17	105	Lee Co.	30	520	Bristol	28
015	Augusta Co.	25	107	Loudoun Co.	20L	530	Buena Vista	25
017	Bath Co.	25	109	Louisa Co.	16	540	Charlottesville	16
019	Bedford Co.	24	111	Lunenburg Co.	10	550	Chesapeake	1
021	Bland Co.	27	113	Madison Co.	16	570	Colonial Heights	12
023	Botetourt Co.	25	115	Mathews Co.	9	580	Covington	25
025	Brunswick Co.	6	117	Mecklenburg Co.	10	590	Danville	22
027	Buchanan Co.	29	119	Middlesex Co.	9	595	Emporia	6
029	Buckingham Co.	10	121	Montgomery Co.	27	600	Fairfax	19
031	Campbell Co.	24	125	Nelson Co.	24	610	Falls Church	17
033	Caroline Co.	15	127	New Kent Co.	9	620	Franklin	5
035	Carroll Co.	27	131	Northampton Co.	2A	630	Fredericksburg	15
036	Charles City Co.	9	133	Northumberland Co.	15	640	Galax	27
037	Charlotte Co.	10	135	Nottoway Co.	11	650	Hampton	8
041	Chesterfield Co.	12	137	Orange Co.	16	660	Harrisonburg	26
043	Clarke Co.	26	139	Page Co.	26	670	Hopewell	6
045	Craig Co.	25	141	Patrick Co.	21	678	Lexington	25
047	Culpeper Co.	16	143	Pittsylvania Co.	22	680	Lynchburg	24
049	Cumberland Co.	10	145	Powhatan Co.	11	683	Manassas	31
051	Dickenson Co.	29	147	Prince Edward Co.	10	685	Manassas Park	31
053	Dinwiddie Co.	11	149	Prince George Co.	6	690	Martinsville	21
057	Essex Co.	15	153	Prince William Co.	31	700	Newport News	7
059	Fairfax Co.	19	155	Pulaski Co.	27	710	Norfolk	4
061	Fauquier Co.	20W	157	Rappahannock Co.	20W	720	Norton	30
063	Floyd Co.	27	159	Richmond Co.	15	730	Petersburg	11
065	Fluvanna Co.	16	161	Roanoke Co.	23	735	Poquoson	9
067	Franklin Co.	22	163	Rockbridge Co.	25	740	Portsmouth	3
069	Frederick Co.	26	165	Rockingham Co.	26	750	Radford	27
071	Giles Co.	27	167	Russell Co.	29	760	Richmond	13
073	Gloucester Co.	9	169	Scott Co.	30	770	Roanoke	23A
075	Goochland Co.	16	171	Shenandoah Co.	26	775	Salem	23
077	Grayson Co.	27	173	Smyth Co.	28	790	Staunton	25
079	Greene Co.	16	175	Southampton Co.	5	800	Suffolk	5
081	Greensville Co.	6	177	Spotsylvania Co.	15	810	Virginia Beach	2
083	Halifax Co.	10	179	Stafford Co.	15	820	Waynesboro	25
085	Hanover Co.	15	181	Surry Co.	6	830	Williamsburg	9
087	Henrico Co.	14	183	Sussex Co.	6	840	Winchester	26
089	Henry Co.	21	185	Tazewell Co.	29			
091	Highland Co.	25	187	Warren Co.	26			

\* The table above reflects the CSUs and FIPS in FY 2021. Effective in FY 2022, CSUs 23 and 23A are combined (CSU 23), and CSUs 20L and 20W are combined (CSU 20).



# Appendix B: YASI



## Youth Assessment and Screening Instrument



### 1 Legal History

- |                                                 |                                              |
|-------------------------------------------------|----------------------------------------------|
| 1. Previous intake contacts for offenses        | 8. Placements                                |
| 2. Age at first intake contact                  | 9. Juvenile detention                        |
| 3. Intake contacts for offenses                 | 10. DJJ Custody                              |
| 4. Felony-level offenses                        | 11. Escapes                                  |
| 5. Weapon offenses                              | 12. Failure-to-appear in court               |
| 6. Offenses against another person              | 13. Violations of probation/parole/diversion |
| 7. Felony-level offenses against another person |                                              |

### 2 Family

- |                                                   |                                                         |
|---------------------------------------------------|---------------------------------------------------------|
| 1. Runaways/lock-outs                             | 11. Family support network                              |
| 2. History of child neglect                       | 12. Family member(s) the youth feels close to           |
| 3. Compliance with parental rules                 | 13. Family provides opportunities for participation     |
| 4. Circumstances of family members living at home | 14. Family provides opportunities for learning, success |
| 5. Historic problems of family members at home    | 15. Parental love, caring and support                   |
| 6. Youth's current living arrangements            | 16. Family conflict                                     |
| 7. Parental supervision                           |                                                         |
| 8. Appropriate consequences                       |                                                         |
| 9. Appropriate rewards                            |                                                         |
| 10. Parental attitude                             |                                                         |

### 3 School

- |                                      |                                             |
|--------------------------------------|---------------------------------------------|
| 1. Current enrollment status         | 8. Youth believes in the value of education |
| 2. Attendance                        | 9. Encouraging school environment           |
| 3. Conduct in past year              | 10. Expulsions and suspensions              |
| 4. Academic performance in past year | 11. Age at first expulsion                  |
| 5. Current conduct                   | 12. Involvement in school activities        |
| 6. Current academic performance      | 13. Teachers/staff/coaches youth likes      |
| 7. Special education student         |                                             |

### 4 Community and Peers

- |                                                     |                                                        |
|-----------------------------------------------------|--------------------------------------------------------|
| 1. Associates the youth spends time with            | 5. Free time spent with delinquent peers               |
| 2. Attachment to positively influencing peer(s)     | 6. Strength of delinquent peer influence               |
| 3. Admiration/emulation of tougher delinquent peers | 7. Number of positive adult relationships in community |
| 4. Months associating with delinquent friends/gang  | 8. Pro-social community ties                           |



## Appendix B, continued: YASI

### 5 Alcohol and Drug

1. Alcohol and drug use
2. Receptive to substance use treatment
3. Previous substance use treatment

### 6 Mental Health

- |                                                                                                                                                                        |                                                                                                      |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> <li>1. Mental health problems</li> <li>2. Homicidal ideation</li> <li>3. Suicidal ideation</li> <li>4. Sexual aggression</li> </ol> | <ol style="list-style-type: none"> <li>5. Physical/sexual abuse</li> <li>6. Victimization</li> </ol> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|

### 7 Aggression

- |                                                                                                                                                                       |                                                                                                                                                                                                                      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> <li>1. Violence</li> <li>2. Hostile interpretation - actions/intentions of others</li> <li>3. Tolerance for frustration</li> </ol> | <ol style="list-style-type: none"> <li>4. Belief in use of physical aggression to resolve a disagreement or conflict</li> <li>5. Belief in use of verbal aggression to resolve a disagreement or conflict</li> </ol> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

### 8 Attitudes

- |                                                                                                                                                                                                                         |                                                                                                                                                                                                           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> <li>1. Responsibility for delinquent/criminal behavior</li> <li>2. Understanding impact of behavior on others</li> <li>3. Willingness to make amends</li> <li>4. Optimism</li> </ol> | <ol style="list-style-type: none"> <li>5. Attitude during delinquent/criminal acts</li> <li>6. Law-abiding attitudes</li> <li>7. Respect for authority figures</li> <li>8. Readiness to change</li> </ol> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

### 9 Skills

- |                                                                                                                                                                                                                                   |                                                                                                                                                                         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> <li>1. Consequential thinking skills</li> <li>2. Social perspective-taking skills</li> <li>3. Problem-solving skills</li> <li>4. Impulse-control skills to avoid getting in trouble</li> </ol> | <ol style="list-style-type: none"> <li>5. Loss of control over delinquent/criminal behavior</li> <li>6. Interpersonal skills</li> <li>7. Goal-setting skills</li> </ol> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

### 10 Employment and Free Time

- |                                                                                                                                                                                                            |                                                                                                                                                                                                                                                           |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> <li>1. History of employment</li> <li>2. Number of times employed</li> <li>3. Longest period of employment</li> <li>4. Positive relationships with employers</li> </ol> | <ol style="list-style-type: none"> <li>5. Structured recreational activities</li> <li>6. Unstructured recreational activities</li> <li>7. Challenging/exciting hobbies/activities</li> <li>8. Decline in interest in positive leisure pursuits</li> </ol> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|



# Appendix C: DAI

VIRGINIA DEPARTMENT OF JUVENILE JUSTICE  
DETENTION ASSESSMENT INSTRUMENT

Juvenile Name: \_\_\_\_\_ DOB: \_\_\_\_/\_\_\_\_/\_\_\_\_ Juvenile #: \_\_\_\_\_ ICN# \_\_\_\_\_  
 Intake Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Time: \_\_\_\_:\_\_\_\_  AM  PM Worker Name: \_\_\_\_\_ CSU #: \_\_\_\_\_  
 Completed as Part of Detention Decision:  Completed as Follow-Up (On-Call Intake):

	Score
<b>1. Most Serious Alleged Offense (see reverse for examples of offenses in each category)</b>	
Category A: Felonies against persons. ....	15
Category B: Felony weapons or felony narcotics distribution. ....	12
Category C: Other felonies. ....	7
Category D: Class 1 misdemeanors against persons. ....	5
Category E: Other Class 1 misdemeanors. ....	3
Category F: Violations of probation/parole. ....	2
<b>2. Additional Charges in this Referral</b>	
Two or more additional current felony offenses. ....	3
One additional current felony offense. ....	2
One or more additional misdemeanor OR violation of probation/parole offenses. ....	1
One or more status offenses OR No additional current offenses. ....	0
<b>3. Prior Adjudications of Guilt (includes continued adjudications with "evidence sufficient to finding of guilt")</b>	
Two or more prior adjudications of guilt for felony offenses. ....	6
One prior adjudication of guilt for a felony offense. ....	4
Two or more prior adjudications of guilt for misdemeanor offenses. ....	3
Two or more prior adjudications of guilt for probation/parole violations. ....	2
One prior adjudication of guilt for any misdemeanor or status offense. ....	1
No prior adjudications of guilt. ....	0
<b>4. Petitions Pending Adjudication or Disposition (exclude deferred adjudications)</b>	
One or more pending petitions/dispositions for a felony offense. ....	8
Two or more pending petitions/dispositions for other offenses. ....	5
One pending petition/disposition for an other offense. ....	2
No pending petitions/dispositions. ....	0
<b>5. Supervision Status</b>	
Parole. ....	4
Probation based on a Felony or Class 1 misdemeanor. ....	3
Probation based on other offenses OR CHINSup OR Deferred disposition with conditions. ....	2
Informal Supervision OR Intake Diversion. ....	1
None. ....	0
<b>6. History of Failure to Appear (within past 12 months)</b>	
Two or more petitions/warrants/dispositions for FTA in past 12 months. ....	3
One petition/warrant/detention order for FTA in past 12 months. ....	1
No petition/warrant/detention order for FTA in past 12 months. ....	0
<b>7. History of Escape/ Runaways (within past 12 months)</b>	
One or more escapes from secure confinement or custody. ....	4
One or more instances of absconding from non-secure, court-ordered placements. ....	3
One or more runaways from home. ....	1
No escapes or runaways w/in past 12 months. ....	0
<b>8. TOTAL SCORE</b> .....	_____

Indicated Decision: \_\_\_\_\_ 0 - 9 Release \_\_\_\_\_ 10 - 14 Detention Alternative \_\_\_\_\_ 15+ Secure Detention

Mandatory Overrides:  1. Use of firearm in current offense  
 (must be detained)  2. Escapee/AWOL/Absconder per DJJ Procedure 9471  
 3. Local court policy (indicate applicable policy) \_\_\_\_\_

Discretionary Override:  1. Aggravating factors (override to more restrictive placement than indicated by guidelines)  
 2. Mitigating factors (override to less restrictive placement than indicated by guidelines)  
 3. Approved local graduated sanction for probation/parole violation

Actual Decision / Recommendation: \_\_\_\_\_ Release \_\_\_\_\_ Alternative \_\_\_\_\_ Secure Detention



## Appendix D: SDM

The SDM was developed through a data-driven consensus-building process that leveraged the expertise of judges, attorneys, agency leaders, CSU staff, and a wide range of other stakeholders. The SDM is designed to assist judges, attorneys, POs, and other court officers at the time of disposition to encourage a greater degree of consistency, reliability, and equity during the decision-making process. The disposition level is determined by using the MSO in conjunction with the youth's YASI risk level.

### Disposition Matrix\*

YASI Risk Level	MSO				
	Class 1 Misdemeanor Non-Person	Class 1 Misdemeanor Person	Felony Non-Person	Felony Person	Violent Juvenile Felony
Low	Level 1 or 2	Level 1 or 2	Level 1 or 2	Level 2 or 3	Level 3 or 4
Moderate	Level 1 or 2	Level 1, 2, or 3	Level 2 or 3	Level 3, 4, or 5	Level 3, 4, or 5
High	Level 2 or 3	Level 2 or 3	Level 3 or 4	Level 3, 4, or 5	Level 3, 4, or 5

\* A case is eligible for the SDM if it (i) includes at least one petitioned complaint that is a Class 1 misdemeanor or higher, (ii) has not been transferred to circuit court, and (iii) does not involve a sex offense (includes obscenity offenses that are punishable as Class 1 misdemeanors or above). The following complaints are not eligible for the SDM process: CHINS, CHINSup, violations of a court order, contempt of court, show cause petitions, failures to appear, violations of probation or parole, violations of protective orders, and complaints filed through a court summons.

### Disposition Levels

Disposition Levels		Descriptions
Level 1	Referral(s) and Reporting of Outcomes to the Court, as Required	The PO makes basic referrals and monitors the youth's compliance with services but does not provide case management or community supervision (probation or parole).
Level 2	Post-D Case Management	The PO makes contact (face-to-face, telephonic, or electronic) with the youth and, if applicable and appropriate, parent/legal guardian at least once a month; however, no specific rules are put in place and no supervision plan is developed. This includes crisis intervention when the parent needs support. The PO may make referrals as needed, but will rely on community-based services to address the needs of the youth. This is not formal probation or parole supervision.
Level 3	Court-Ordered Probation Supervision	The PO provides at least monthly contact with the youth and, if applicable and appropriate, parent/legal guardian. The PO monitors compliance with specified rules and conditions. The PO also completes a full YASI and social history and develops a supervision plan. The frequency of contacts is based on the YASI risk level and supervision level.
Level 4	Court-Ordered Out-of-Home Placement with Case Management or Probation	The PO provides case management or probation supervision for youth placed outside of the home for any reason. This includes residential placements (e.g., post-D detention without programs, post-D detention with programs, locally or state-funded group homes). Case managers or POs shall, when applicable, seek funding for residential placements from existing resources (e.g., VJCCCA, CSA). The court also may order case management services to be provided by another agency.
Level 5	Commitment to DJJ	The PO collaborates with direct care staff and provides parole supervision for youth who are placed in the custody of DJJ.



## Appendix E: LOS Guidelines for Indeterminately Committed Juveniles, Effective October 15, 2015

Using guidelines issued by the Board of Juvenile Justice, effective October 15, 2015, DJJ assigns the LOS for indeterminately committed youth based on the committing MSO and the risk to reoffend as indicated on the most recently administered YASI at the time of admission to direct care. LOS categories are defined by an anticipated minimum and maximum number of months that the youth will remain with DJJ. The actual LOS is determined through case-specific reviews depending on the youth's behavior, facility adjustment, and progress in treatment.

### Committing MSO

- » Tier I - misdemeanor against persons, any other misdemeanor, or violation of parole
- » Tier II - weapons felony, narcotics distribution felony, or other felony that is not punishable for 20 or more years of confinement if the offense were committed by an adult
- » Tier III - felony against persons that is not punishable for 20 or more years of confinement if the offense were committed by an adult
- » Tier IV - felony offense punishable for 20 or more years of confinement if the offense were committed by an adult

### Risk Level Categories

- » A - Overall Risk Score of none/low or moderate
- » B - Overall Risk Score of high and Dynamic Protective Score of moderate-high to very high
- » C - Overall Risk Score of high, Dynamic Protective Score of none to moderate, and Dynamic Risk Score of less than very high
- » D - Overall Risk Score of high, Dynamic Protective Score of none to moderate, and Dynamic Risk Score of very high

### LOS Ranges

Committing MSO**		Risk Level			
		A	B	C	D
<b>Tier I</b>	<ul style="list-style-type: none"> <li>• Misdemeanor Offenses</li> <li>• Violations of Parole</li> </ul>	2-4 months*	3-6 months*	5-8 months*	6-9 months*
<b>Tier II</b>	<ul style="list-style-type: none"> <li>• Non-person Felony Offenses</li> </ul>	3-6 months*	5-8 months*	6-9 months*	7-10 months*
<b>Tier III</b>	<ul style="list-style-type: none"> <li>• Person Felony Offenses</li> </ul>	5-8 months*	6-9 months*	7-10 months*	9-12 months*
<b>Tier IV</b>	<ul style="list-style-type: none"> <li>• Class 1 and 2 Felony Offenses</li> </ul>	6-9 months*	7-10 months*	9-12 months*	9-15 months*
<b>Tier V</b>	<ul style="list-style-type: none"> <li>• Treatment Override</li> </ul>	Juveniles who have been assessed as needing inpatient sex offender treatment are managed as an exception to the grid.*			

\* Statutory Release: Juveniles may be held in direct care due to negative behavior, poor adjustment, or lack of progress in treatment for any period of time until their statutory release date.

\* Treatment Override: These cases will not be assigned a projected LOS. The juveniles who receive a treatment override will be eligible for consideration for release upon completion of the designated treatment program.

\*\* Violations of Probation: Violations of probation shall be categorized by the underlying MSO.





## Appendix F: Equity Assessment Tool

The Equity Assessment Tool is used as part of the procedure development process for all operational units. The tool is used to systematically assess the anticipated and unanticipated effects of a procedure on equity. The implementation of such a tool provides an opportunity to prevent and eliminate practices that contribute to racial discrimination and negative consequences for racial and ethnic groups. The Equity Assessment Tool is adapted from Race Forward's Racial Equity Impact Assessment, 2009 ([www.raceforward.org](http://www.raceforward.org)).

### A. DEFINING THE PURPOSE

1. What is the purpose of this policy/procedure? What are the desired results?
2. How will disparities be reduced by this policy/procedure?
3. How will this policy/procedure mitigate biases related to race & ethnicity? How are institutional barriers related to racial and ethnic equity addressed in this policy/procedure?

### B. IDENTIFYING & DOCUMENTING INEQUITIES

1. Which racial/ethnic group(s) may be most affected by this policy/procedure? What evidence of disparities exists?
2. How might undocumented youth and families specifically be affected?
3. Are there specific regions, court service units, or localities that will be most affected by this policy/procedure? What evidence of disparities within these areas exist?

### C. STAKEHOLDER ENGAGEMENT

1. Explain how stakeholders from different racial/ethnic groups - especially those most affected - have been engaged in the development of this policy/procedure. Who, if anyone, was missing?
2. What strategies should be in place to ensure the engagement of representatives of affected racial/ethnic groups?

### D. ADVANCING EQUITABLE IMPACT

1. What adverse impacts or unintended consequences related to race/ethnic disparity could result from this policy/procedure?
2. How does this policy/procedure seek to mitigate root causes of existing inequities as to avoid net widening/deeper involvement in the juvenile justice system?
3. How does this policy/procedure address the impact of trauma on youth in the juvenile justice system?
4. How does this policy/procedure support healthy development of youth in the juvenile justice system?
5. What additions and/or modifications could be made to ensure positive impact on race/ethnic equity?

### E. ACCOUNTABILITY

1. What resources (i.e., funding, staff) are in place to ensure successful implementation?
2. What strategies are in place to ensure ongoing data collection & analysis? Are any additional measures needed to ensure racial and ethnic equity?
3. How will the impact on race/ethnic equity be documented and evaluated? How often?



## Appendix G: “Other” Categories

The following were combined into “Other” groups:

### “Delinquent – Other” Offense Category

- » Accomplice
- » Aircraft/Aviation
- » Animals
- » Arrests
- » Auto Dealers
- » Bail
- » Boating
- » Bribery
- » Conservation
- » Dangerous Conduct
- » Family Offense
- » Fare, Fail to Pay, etc.
- » Fire Protection/Safety
- » Gambling
- » Game, Fish, Wildlife
- » Interstate Compact
- » Judicial Reviews
- » J&DR District Court – Other
- » Labor
- » Military & Emergency
- » Miscellaneous Crime
- » Ordinance, City or County
- » Peace, Conservator of the
- » Pornography Registry, Child
- » Prisoners
- » Prisoners – Juvenile Facility
- » Racketeer/Corrupt Organization
- » Riot and Unlawful Assembly
- » School – Student’s Behavior
- » School Attendance
- » Solicitation
- » Tax Laws
- » Terrorism
- » Traffic – Perjury
- » Treason
- » Violent Activities
- » Waters, Ports, & Harbors

### “Status/Other – Other” Offense Category

- » Curfew Violation
- » Motion to Show Cause
- » Petition Filed for Judicial Authorization of an Abortion
- » Purchase/Attempted Purchase of Tobacco by Minor
- » Runaway – Out of State

### “Other” Juvenile Intake Decisions

- » Accepted via ICJ
- » Adult Criminal
- » Consent Agreement Signed
- » Pending
- » Returned to Out-of-State
- » Shelter Care Only

### “Other” Detention Dispositional Statuses

- » Appealed
- » Awaiting Placement
- » Committed to State
- » Committed to State – Pending Charges
- » Removed from Post-D Pending Court
- » Restoration of Mental Competency
- » Transferred to Circuit Court



## Appendix H: Probation and Parole Statuses

A continuous probation case is defined as a primary status followed by any combination of primary or linking statuses with no more than five days between statuses. A continuous parole case is defined as a primary status followed by any combination of primary or linking statuses with no more than 30 days between statuses. The supervision levels require a different number of contacts per month, with Level 4 requiring the most contacts. ADP for probation and parole is calculated using only the primary statuses. LOS for probation and parole is calculated using the entire continuous placement. Previous reports stated only primary statuses were used to calculate LOS.

### Primary Probation Statuses

- » Post-D Residential (Judicially Ordered) with Probation
- » Probation – Level 1
- » Probation – Level 2
- » Probation – Level 3
- » Probation – Level 4
- » Probation – Residential Treatment Program (Not Judicially Ordered)

### Linking Probation Statuses

- » Absconder/Whereabouts Unknown (1 Contact/Month, 1 Contact/Week, or 3 Contacts/Week)
- » Inactive Supervision According to Supervision Plan
- » Inactive Supervision by Another State
- » Inactive Supervision – Courtesy Supervision in Another CSU
- » ICJ Pending
- » Judicially Ordered Unsupervised Probation
- » Pending CSU Supervision Transfer (Receiving CSU Only)
- » Post-D Detention Placement (<30 Days) with Probation
- » Post-D Detention with Programs (>30 Days) with Probation

### Primary Parole Statuses

- » Parole – Level 1
- » Parole – Level 2
- » Parole – Level 3
- » Parole – Level 4
- » Parole – Residential Placement
- » Post-Commitment Halfway House

### Linking Parole Statuses

- » Absconder/Whereabouts Unknown (1 Contact/Month, 1 Contact/Week, or 3 Contacts/Week)
- » Inactive Supervision According to Supervision Plan
- » Inactive Supervision by Another State
- » Inactive Supervision – Courtesy Supervision in Another CSU
- » ICJ Pending
- » Pending CSU Supervision Transfer (Receiving CSU Only)



