

Definitions and Instructions for completing the Youth Intervention Court Program Report

For the purposes of this report, the reporting period begins on the first day of the month and ends on the last day of the month for which you are reporting. For example, the July report due no later than August 20th would count participants from July 1 – July 31.

Definitions:

Active participant-refers to a participant who is under court order to attend intervention court and is receiving services under the intervention court. A participant who has absconded by failing to report to your court for six (6) months or more, or has not received services for six (6) months or more is not to be considered an “active” participant. Operational Management Section 2 of the Intervention Court Rules.

Example: Participant absconds on May 1, 2019. Until this participant is apprehended on the warrant, this participant is an active participant and should be included on the programmatic report as an active participant until November 1, 2019, at which point he should be reclassified in DCCM as suspended. Once the participant is apprehended, he may remain in the program (reclassify as active) or may be terminated.

In the above example, the participant who reenters the program after losing active status should not be listed as a new participant on your programmatic report.

If a participant does not meet the active participant definition and has not yet been terminated/discharged from your court, place them on “suspension” status in DCCM.

General Program Information Section

1. Number of active participants enrolled in the program on the first day of the month:

This number will include only those active participants that have been accepted and ordered into intervention court, and have not graduated, been suspended, or left the program. You may have active participants added or removed on the first day of the month. Report the number after those additions or subtractions have been entered. The active participant number can be calculated from DCCM by subtracting the suspended participants from all open cases for the first day of the month.

2. Number of active participants enrolled in the program on the last day of the month:

This number will include only those that have been accepted and ordered into intervention court, and have not graduated or left the program; do not include those who graduated, were suspended or left the program during the month. Again, you may have active participants added or removed on the last day of the month. Report the number after those additions or subtractions have been entered. The active participant number can be calculated from DCCM by subtracting the suspended participants from all open cases for the last day of the month.

3. Number of new participants that entered the program during the month:

This is the number of participants that entered into your program during the reporting month and that were not reported in the previous month.

4. Of the new participants, how many are in youth court for the 1st time:

This number refers only to new participants who have had no previous involvement in any youth court.

5. Of the new participants, how many have previous referrals to youth court:

This number refers only to new participants who have had previous involvement in any youth court.

6. Number of persons screened for admission but rejected for not meeting eligibility criteria:

This is the number of people that were referred to the intervention court but were not accepted for any reasons including but not limited to failing to pass the legal screen or not being appropriate as a result of a clinical screen.

7. Number of participants who successfully completed the program during the month:

This number reflects the number of participants who successfully met all requirements placed on them by the intervention court program, and have been released from supervision. This should typically match the number of graduates.

8. Number of active participants who were terminated before successful completion:

This number will include the total number of active participants who were terminated from the program during the reporting month due to: noncompliance, absconding(if still active), voluntary withdrawal, medical discharge, or death.

9. Number of suspended participants who were terminated before successful completion:

This number is limited to suspended participants who were terminated from the program during the reporting month due to: non-compliance, voluntary withdrawal, medical discharge or death.

10. Number of suspended participants who were reclassified as active during the month:

This number is limited to suspended participants who are returning to active supervision and status in your program during the month. This could include participants who underwent lengthy inpatient rehabilitation or those who absconded for a lengthy period of time and are given another chance at the program.

11. Number of active participants who were reclassified as suspended during the month:

This number refers to the number of active participants who, during the reporting month, no longer meet the “active” definition as defined in the Intervention Court Rules and have not yet been terminated/discharged from your program.

12. Number of active participants that committed at least one violation during the month:

This is the number of total violations committed by all active participants during the reporting month. This includes any and all actions that violate the rules of the intervention court that are

set forth in the program's policy and participant manuals. Includes, but not limited to: failed drug screens, missed appointments, curfew violations, being late for court, failure to abide by rules of a treatment facility, getting charged with a new crime, etc.

13. Number of violations that resulted in the active participant being charged with a new crime:

This number should reflect violations resulting in the active participant being charged (not necessarily convicted) of a new offense. For juvenile participants, this may be charges brought in youth court or any adult court where the participant is charged as an adult.

14. Number of participants convicted, during the month, for a new crime:

This number should reflect participants who are "convicted" of a delinquent act in youth court or any crime where the participant is convicted as an adult.

Application Reporting for the Month

15-22. Race/Ethnicity/Gender Information:

These numbers should reflect the information for all applicants screened for your intervention court for the reporting month. This information can be located in the screening results found in the pending cases in DCCM.

23. Number of applicants who are indigent:

This number should reflect those applicants who are indigent at the time the application is made. If the applicant is represented by the public defender, then your Court has already made a determination the participant is indigent.

24. List the offenses charged, including statute and subsection, for all applicants for the month:

List all delinquent acts which brought the screened applicant into youth court. This includes any and all acts which may be dismissed as part of a plea bargain to allow the participant to enter intervention court. Please include the statute(s) and corresponding subsection(s). The charge codes used for MYCIDS should match those of DCCM.

25. If any applicant was rejected for admission to your intervention court, write the reason for non-acceptance:

If any applicants were rejected during the month, write the reason for non-acceptance. Make sure you are entering the identical reason for rejection in DCCM.

Accountability Section

26. Total number of community service hours performed by participants during the month:

Record the total number of community service hours performed during the month irrespective of whether these are hours required of all participants or only a result of sanctions.

27. Total number of participants who performed community service hours during the month:

Record the total number of participants who performed the community service hours.

28. Total number of days served in detention by sanctioned participants during the month:

This number reflects the total of all days served in detention by all participants as the result of being sanctioned by the court for violation of program rules during the reporting month. When calculating, use the dates of when the detention time was served. When entering a sanction in DCCM, make sure to enter the date entered and exited.

29. Total number of sanctioned participants who served time in detention during the month:

Record the total number of participants who served time in detention as a result of sanctions during the month. When calculating, use the dates of when the detention time was served. Some participants may be counted in both months if a sanction overlaps.

30. Total number of days that electronic monitoring devices were used during the month.

This is the total number of days during the month that any participant who was fitted with any electronic monitoring device or cellphone device where the device's purpose is to help the intervention court program provide more intense supervision of the participant. Include irrespective of whether the use is a result of a sanction.

31. Total number of participants who were supervised by electronic monitoring during the month:

Record the total number of participants who were supervised by any type of electronic monitoring device during the month. Include irrespective of whether the use is a result of a sanction.

Drug Testing

32. Total number of urine, hair, or saliva samples collected and tested during the month:

This number represents the total number of urine samples, hair samples, and/or saliva samples that were collected and tested from all participants during the reporting month.

33. Total number of “drugs of abuse” that were tested on the above samples:

This refers to the total number of “drugs of abuse” that were tested on samples collected during the month. Do not include tests for creatinine or PH. Example: If a drug court has 100 participants testing 2 times per week using a 10-panel drug test, the total would be 8,000 drugs of abuse tested for. $100 \text{ (participants)} \times 2 \text{ (times per week)} \times 4 \text{ (weeks in month)} \times 10 \text{ (10-panel test)} = 8,000$.

34. Total number of positive test results(Exclude FTAs and diluted results):

This number is the total number of positive results on all screened drugs of abuse. Do not include FTA (failure to appear), low creatinine, diluted samples, or prescribed medications as positive test results. If the drug use is not confirmed or admitted, then do not report the result as

positive. Report the total number of positive results, not the total number of positive samples. For example, if one urine sample is positive for three different substances, report “3” as the number of positive test results.

35. Total number of active participants who tested positive during the month:

Record the total number of active participants who tested positive, not the number of samples that were positive. Example: Participant A tests positive and admits use for cocaine on three different samples in the month of May. Report “1” for Participant A for the month of May.

36. Total number of confirmation tests ordered during the month:

Record the total number of confirmation tests performed by an independent lab for participants in your court. If a positive screen is challenged by a participant, these confirmation tests must be performed on the sample that screened positive for the drug in question.

Treatment Section

37. New participants referred for In-Patient treatment program lasting at least 28 days:

This refers to participants that have not previously received treatment within the intervention court. List the number that were referred to a facility where patients live temporarily while receiving treatment for their addictions. In order to report, must last at least 28 days.

38. New participants referred to an intensive Out-Patient treatment program lasting at least 28 days:

This refers to participants that have not previously received treatment within the intervention court. List the number that were referred to a facility that provides treatment services for their addictions while maintaining the freedom to go home at the end of the day. In order to report, the program must last at least 28 days.

39. New participants referred for group or individual counseling only:

This refers to participants that have not previously received counseling within the intervention court. Record the number that were referred to drug and/or alcohol counseling sessions provided by a licensed counselor.

40. Number of participants that returned back to one of the above treatment programs:

This refers to any participant that was referred, requested, or ordered by the court to return to one of the above programs due to continued alcohol and/or drug relapse.

41. Total contact hours with A&D counselors for all active participants during the month:

This number is a total for all participants who participated in group or individual counseling with a licensed alcohol and drug counselor. This category does not include AA/NA meetings or Peer Support Specialist led meetings.

Education and Health Section

42. Number of participants currently enrolled in a traditional school setting:

Traditional schools include typical public schools in a local school district, private schools and charter schools.

43. Number of participants currently enrolled in an alternative school setting:

Alternative schools include alternative school programs or behavior modification programs as described in MS Code §37-13-92.

44. Number of participants receiving disciplinary action from school officials during the month:

Number of participants receiving disciplinary action from school officials during the reporting month including but not limited to any type of suspension, detention, corporal punishment, community service, and any type of positive behavioral intervention strategy.

45. Number of participants not currently enrolled in school:

The total number of participants not enrolled in either a traditional school or an alternative school.

46. Number of participants enrolled in a high school equivalency program:

The total number of participants who are enrolled in a high school equivalency program, including a GED program.

47. Number of participants receiving their High School Equivalency certificate during the month.

This number refers to the total number of participants who received their High School Equivalency certificate during the month. Include the obtainment of a GED.

48. Number of participants that are known to actively smoke or use other tobacco products:

This refers to the total number of participants that are active users of tobacco, including but not limited to vaping, traditional cigarettes, or smokeless tobacco. This information may be self-reported by the participant or obtained from other sources, such as school officials.

49. Number of female participants that are pregnant or already have children:

This refers to the total number of female participants who are currently pregnant or are the birth mothers of their own children.

50. Of active participants, how many have participated in gang-related activities in the past?

This refers to the total number of participants in your intervention court who have ever in their lives participated in any type of gang-related activities. This information may be self-reported or obtained from other sources such as law enforcement.

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