

Counseling and Casework Services

947.1 PURPOSE AND SCOPE

The purpose is to establish and implement written policy and procedures to ensure the availability of appropriate counseling and casework services for all youth in juvenile facilities. This policy applies to all juvenile facility staff.

947.1.1 DEFINITION

Definition related to this policy includes:

Other Supportive Adult - An adult with an established relationship with a youth, whose identity is verified, and has been approved by the unit supervisor or deputy probation officer to have contact with the youth during their detention.

947.2 AUTHORITY AND REFERENCES

- Board of State and Community Corrections Title 15 § 1356;
- Policy 1004; Behavioral Health Services and Transfer to a Treatment Facility.

947.3 POLICY

Appropriate counseling and casework services shall be available for all youth.

947.4 STAFF RESPONSIBILITIES

All juvenile facility staff are responsible for reporting their observations and concerns about a youth's emotional state to the duty officer (DO) and all other unit staff on duty. These concerns and observations shall be documented in the Client Management System (CMS), and duty and/or unit logs as applicable.

947.4.1 BEHAVIORAL HEALTH REFERRALS

Staff shall refer youth who appear in need of behavioral health services by submitting the Behavioral Health Referral form (attachment). When behavioral health staff are present, they shall be notified immediately. At all other times, notification shall be made pursuant to Policy 1004: Behavioral Health Services and Transfer to a Treatment Facility.

947.4.2 BEHAVIORAL HEALTH REQUESTS

Youth may request behavioral health services using the Youth Behavioral Health Services Request form (attachment) which shall be made readily available in all units. Staff shall assist youth in completing the form and in dealing with needs or concerns that may arise.

947.4.3 OTHER REQUESTS

Staff shall assist youth in submitting the Request to Contact form (attachment) with regard to contacting parent(s)/legal guardian(s), other supportive adults, attorneys, clergy, deputy probation officers, and other public officials.

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947.5 DOCUMENTATION

Each juvenile facility shall establish written procedures for the tracking and documentation of all Behavioral Health Referral (attachment), Youth Behavioral Health Services Request (attachment), and Request to Contact (attachment) forms.

947.6 SERVICES PROVIDED

Youth shall be provided access to available resources to meet the youth's needs.

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Attachments:

1. [Behavioral Health Referral \(English/Spanish\)](#)
2. [Request To Contact](#)