I. POLICY:

The Department of Juvenile Justice secure facilities shall hold youth accountable for their behavior through a system of positive behavior interventions and support that provides: (1) a common set of expectations for youth behavior expressed in positive terms, (2) instructional procedures for teaching, modeling, and reinforcing positive behavior and interventions, and (3) supports for youth who engage in problem behavior.

II. DEFINITIONS:

Managing Team: The team manages youth treatment and service provision. This may be the facility multidisciplinary team, behavioral health treatment team, or in YDCs, the sexually harmful behavior intervention treatment team.

Secondary Tier (Tier II): A behavior intervention and support tier targeted towards at-risk-youth (i.e. youth that presents significant behavior of concern which are disruptive and may pose a risk to the safety and security of the facility).

Tertiary Tier (Tier III): A behavior intervention and support tier targeted towards high-risk-youth (i.e. youth who present with severe behaviors of concern that are disruptive and pose a significant risk to the safety and security of the facility).

Universal Tier (Tier I): The behavior intervention tier targeted at all youth who are non-problematic.

Facility Wide PBIS (FW-PBIS): Includes all areas/disciplines of the facility (e.g., education, mental health, case management, security, medical, food service, administration, recreation).
III. PROCEDURES:

A. Regional PBIS Facility Climate Specialist will provide support and oversight/technical assistance to the facility’s PBIS program and ensure the quality and fidelity of PBIS programs including:

1. Conducting facility PBIS site visits;
2. Assessing the PBIS process (e.g. monthly meetings, Tier II & Tier III practices);
3. Assessing resource needs (e.g. provide ideas/assistance for facility PBIS enhancement);
4. Monitoring the facility’s PBIS process (e.g. helping with the development of action plans and modification of the facility’s PBIS Local Operating Procedure (LOP));
5. Participating in regional planning for PBIS;
6. Developing monthly reports for department administrative staff;
7. Acting as a liaison to other departmental staff;
8. Participating in and modeling the PBIS leadership team process;
9. Monitoring the use of best practices and Office of Behavioral Health Services (OBHS) service delivery models;
10. Ensuring that the Director of OBHS and the State PBIS Administrator are timely informed of any serious situations, events or incidents; and
11. Conducting training on PBIS processes as necessary.

B. Each facility will have a PBIS Leadership Team that includes a cross section of staff members, including security staff members that have demonstrated positive leadership and commitment to the DJJ mission. The PBIS Leadership Team responsibilities include:

1. Developing a facility-wide PBIS Program Plan that includes:
   - Mission statement;
   - Purpose;
• Expectations and acronyms;
• Behavioral matrix;
• Lesson plans/resource guides;
• Youth Reinforcement System;
• Staff Reinforcement System; and
• Supporting materials (e.g., data collection checklists, youth handbook, brochure, etc.).

2. Train all staff members on the principles of PBIS and specific procedures for implementing the facility-wide PBIS program;

3. Develop a procedure that will train new staff on PBIS;

4. Monitor PBIS program implementations;

5. Collect and review data to evaluate effectiveness of the facility-wide PBIS program; and

6. Each facility will have an individual folder on the OBHS PBIS shared drive where it will upload its PBIS program plan and supporting documentation including monthly meeting minutes and monthly/quarterly activity calendars.

C. The facility PBIS leadership team will meet monthly to review its PBIS dashboard data and team implementation checklist. If the data and/or information in the checklist indicate a need for changes to the LOP, the necessary change will be made and the updated documents will be saved in the facility folders, in the OBHS PBIS shared drive. The leadership team will ensure that all staff members and youth are trained on changes to the LOP.

D. The facility managing team will track youth behavior on a weekly basis to:

1. Determine appropriate PBIS tier assignment; and

2. Develop and monitor interventions for youth who are high-risk (tertiary tier) or at-risk (Tier II).

E. OBHS staff members will monitor and provide technical assistance to ensure program reliability and that the implemented PBIS program is operating in accordance with the program plan.
F. Each facility will receive regular fidelity audits. The PBIS leadership team, the facility Director, and the Regional PBIS Facility Climate Specialist will review the program plan after each Fidelity Audit or when there is a significant increase in incidents at a particular facility. The facility PBIS Leadership Team will use the review as an opportunity to adjust areas in the program plan that impact behaviors or allow youth to sabotage the program.

IV. LOCAL OPERATING PROCEDURES REQUIRED: YES

- The Program Plan(s) required by the policy will serve as the local operating procedures.