

GEORGIA DEPARTMENT OF JUVENILE JUSTICE	Transmittal # 12-09	Policy # 20.30
Applicability: { } All DJJ Staff { } Administration {x} Community Services { } Secure Facilities	Related Standards & References: O.C.G.A. §49-4A-8 DJJ 20.20, 20.36	
Chapter 20: COMMUNITY CASE MANAGEMENT	Effective Date: 4/1/12 Scheduled Review Date: 4/1/14	
Subject: COMPREHENSIVE RISK AND NEEDS ASSESSMENT	APPROVED:	
Attachments: None.	 <hr/> L. Gale Buckner, Commissioner	

I. POLICY:

All youth who are under community supervision for probation services or are committed to the Department of Juvenile Justice shall receive a Comprehensive Risk and Needs Assessment. The youth's identified risk and needs shall determine placement. Youth shall be served in the least restrictive placement appropriate to his/her identified risk and needs.

II. DEFINITIONS:

Comprehensive Risk & Needs Assessment (CRN): The assessment instrument used to classify youth and to determine risk and placement. The CRN is used to ensure that youth are served in the least restrictive placement appropriate to the identified risks and needs. The CRN is periodically used to reassess the youth to determine changes in risk and needs.

Comprehensive Risk & Needs Reassessment (CRN Reassessment): The periodic reassessment of risk and needs.

Juvenile Sex Offender Recidivism Risk Assessment Tool - II (JSORRAT-II): A 12-item empirically developed risk assessment tool for sexually abusive youth.

Sexually Abusive Youth: Youth who commit sexually harmful behaviors, as defined by this policy.

Sexually Harmful Behaviors: Rape, sodomy, aggravated sodomy, child molestation, aggravated child molestation, enticing a child for indecent purposes, bestiality, necrophilia, sexual battery, aggravated sexual battery, and statutory rape.

III. PROCEDURES:

A. The Comprehensive Risk and Needs Assessment (CRN) determines each youth's level of risk. The identified risk and needs determine the most appropriate placement and supervision level. The community case manager will complete the CRN Reassessment every 6 months, prior to completing the Service Plan review/revision.

B. The community case manager must enter the youth's complete, updated legal history

Chapter	Subject	Policy #	Page
COMMUNITY CASE MANAGEMENT	COMPREHENSIVE RISK AND NEEDS ASSESSMENT	20.30	2 of 4

into the Juvenile Tracking System (JTS) prior to completion of the CRN.

C. Committed Youth:

1. Prior to the screening committee meeting, the Assessment and Classification Specialist (ACS) will interview the youth face-to-face and complete the CRN and Community Mental Health Screening (for youth not in the RYDC). For sexually abusive youth, the ACS will also complete the Juvenile Sex Offender Recidivism Risk Assessment Tool - II (JSORRAT-II) prior to the screening committee meeting. (See DJJ 20.36, Supervision of Sexually Abusive Youth in the Community) The ACS will document these assessments and screening will in the Juvenile Tracking System (JTS) prior to the screening committee meeting.
2. The community case manager will complete the Home Study Report within 5 business days of disposition and enter the social summary in the JTS prior to screening.
3. The CRN will be one of the factors used during the screening process to determine risk, treatment needs and the supervision level needed. (For sexually abusive youth, the CRN and JSORRAT-II are jointly used to determine the supervision level.)

D. Probated Youth:

1. The community case manager will interview the youth face-to-face and complete the CRN and Social Summary in JTS within 30 days of disposition. For sexually abusive youth, the community case manager will also complete the Juvenile Sex Offender Recidivism Risk Assessment Tool-II (JSORRAT-II) within 30 days of disposition.
2. The CRN will determine the risk, treatment needs and the supervision level needed. (For sexually abusive youth, the CRN and JSORRAT-II are jointly used to determine the supervision level.)
3. Probated youth who are not receiving supervision will not receive a CRN or CRN Reassessment.
4. For probated youth sentenced to a Short Term Program, the community case manager will complete the CRN within 30 days of release from the Short Term Program.

E. If the community case manager discovers more accurate information about the youth that existed at the time the CRN Assessment or Re-assessment was entered, the most recent CRN Assessment or Re-assessment will be edited to reflect the accurate information.

Chapter	Subject	Policy #	Page
COMMUNITY CASE MANAGEMENT	COMPREHENSIVE RISK AND NEEDS ASSESSMENT	20.30	3 of 4

1. If the community case manager or ACS edits the CRN Assessment or Re-assessment, he/she must recalculate the score.
 2. If the community case manager or ACS edits the CRN Assessment, he/she will update the Social Summary.
 3. If the edit creates a change in the youth's risk score, the community case manager will develop a new Service Plan.
- F. The community case manager will complete the CRN Reassessment every 6 months, prior to completing the Service Plan review/revision. The CRN Reassessment results determine the youth's supervision level.
1. If the CRN Reassessment result is "WARNING," the youth will receive an intensive supervision level.
 2. If the CRN Reassessment result is "CAUTION," the youth will be supervised at the intensive or medium level. If the previous supervision level was low, then the youth will be moved to a medium supervision level. If the previous supervision level was intensive or medium, then the youth will be supervised at an intensive supervision level.
 3. If the CRN Reassessment result is "Minimal Change," the youth will be supervised at the same supervision level.
 4. If the CRN Reassessment result is "Moderate Change," the youth will be supervised at a medium or low supervision level. If the previous supervision level was medium or low, then the youth will be supervised at a low level. If the previous supervision level was intensive, then the youth will be supervised at a medium level.
 5. If the CRN Reassessment result is "Major Improvement," the youth will be decreased one supervision level (i.e., from intensive to medium or medium to low).
- G. Youth who commit one or more subsequent offenses during the supervision period will receive a CRN Assessment and Social Summary within 30 days of the disposition (including continued probation and continued commitment).
1. For probated youth, the community case manager will interview the youth face-to-face and complete the CRN and Social Summary in JTS within 30 days of disposition.
 2. For committed youth, the Assessment and Classification Specialist (ACS) will interview the youth face-to-face and complete the CRN and Community Mental Health Screening (for youth not in the RYDC) prior to the screening committee

Chapter	Subject	Policy #	Page
COMMUNITY CASE MANAGEMENT	COMPREHENSIVE RISK AND NEEDS ASSESSMENT	20.30	4 of 4

meeting). For sexually abusive youth, the ACS will also complete the Juvenile Sex Offender Recidivism Risk Assessment Tool - II (JSORRAT-II) prior to the screening committee meeting.

- H. Youth who are administratively revoked will receive a CRN Reassessment prior to the youth's screening. The youth will be screened in accordance with DJJ 20.20, Screening of Committed Youth. The community case manager must complete the CRN Reassessment prior to the review/revision of the Service Plan.
- I. With the exception of committed youth who are scheduled for a screening, youth in an adult correctional facility (jail or prison) will not have a CRN Reassessment. The community case manager must complete the CRN Reassessment within 30 days of the youth's release from the adult correctional facility.
- J. The District Director must approve, in writing, CRN over-rides on a case-by-case basis, with clear written justification. In the District Director's absence, the Regional Administrator must approve the over-ride.
- K. The Juvenile Program Manager must approve all CRN Reassessment over-rides.
- L. The community case manager will discuss the CRN Reassessment results with the youth. The results will form the basis of the Service Plan review/revision.

IV. LOCAL OPERATING PROCEDURES REQUIRED: NO