

Garland R. Hunt, Esq. / Commissioner



**DEPARTMENT OF JUVENILE JUSTICE**

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December 7, 2010

**TRANSMITTAL #10-19**

**TO:** DJJ Staff

**FROM:** Garland R. Hunt, Esq.  
Commissioner

**RE:** DJJ 8.17, Vendor Access to Secure Facilities  
DJJ 8.32, Safe Crisis Management Elite Team  
DJJ 8.33, Use and Control of Chemical Agents  
DJJ 12.21, Suicide Prevention  
DJJ 18.24, Behavior Management Units

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DJJ 8.17, Vendor Access to Secure Facilities, effective 12/15/10, states that the Department of Juvenile Justice shall ensure the safety of youth, employees, and visitors to secure facilities. This is a new policy. This policy does not require local operating procedures. As of the effective date of this policy, vendors (as defined by this policy), will not be required to undergo a background investigation.

DJJ 8.32, Response Teams, effective 1/15/11, states that Department of Juvenile Justice secure facilities may operate a Response Team to assist other staff and enhance facility safety and security. This is a new policy. This policy requires local operating procedures for secure facilities that are authorized to use a Response Team. For facilities who have not transitioned to Safe Crisis Management as of the effective date of the policy, the Response Team will be authorized to use Physical Control Measures until they are authorized to transition to Safe Crisis Management.

DJJ 8.33, Use and Control of Chemical Agents, effective 1/15/11, states that staff shall use the least restrictive alternative when ensuring the safety of youth in their care. The Commissioner shall issue authorization in writing for those facilities approved to use a chemical agent. This is a new policy. This policy requires local operating procedures for secure facilities that are authorized to use a chemical agent.

DJJ 12.21, Suicide Prevention, effective 1/1/11, states that the Department of Juvenile Justice shall operate a suicide prevention program that focuses on early detection of at-risk youth and proactive multidisciplinary supportive measures to address the mental health treatment and supervision needs of at-risk youth. This policy replaces the existing DJJ 12.21, Suicide Prevention. This policy requires local operating procedures for secure facilities. The following changes have been made to the policy:

- Youth who make frequent, low-lethality self-harm threats (as determined by a LMHP), will be considered for a Special Management Plan to address that behavior. Close or Special

observation may not be required as part of the Special Management Plan, at the discretion of the Special Management Team. (See Section G.3.)

- Youth on close or special observation will be evaluated daily by behavioral health staff. (See Section I.3.)
- The coverage plan must be approved by the Regional Behavioral Health Services Administrator, Regional Health Services Administrator, Designated Mental Health Authority, Designated Health Authority, and facility Director. (See Section I.4.)
- The Psychologist and Psychiatrist will also review all of the close observation alerts, special observation alerts and special management alerts initiated since their last visit to the facility and determine if further clinical intervention is warranted. (See Section I.6.)
- Self harm behaviors currently addressed in a Special Management Plan will not require subsequent Special Incident Reports for self harm behaviors within that SIR code unless the youth has an injury that requires assessment/evaluation by health care staff. (See Section P.1.)
- If the self harm behavior requires assessment/evaluation of the youth by health care staff, then a Special Incident Report will be required. The Special Management Plan should be revised to address that self harm behavior. Mental health staff will be informed of each subsequent self harm behavior. The medical referral will be documented as a Report of Youth Injuries. (See Section P.1.b.)
- The local operating procedures must include the process by which the psychologists and psychiatrists will be made aware of youth placed on precautions (level 2 or 3) or a special management plan since the provider's last visit to the facility. (See Section T.)

DJJ 18.24, Behavior Management Units, effective 1/15/11, states that youth who threaten the secure and orderly management of the facility may be removed from the general population and placed in a Behavior Management Unit. This is a new policy. This policy requires local operating procedures for secure facilities authorized to operate a behavior management unit.

### **INSTRUCTIONS:**

DJJ Policy Manual

Remove the following policies from the policy manual

- DJJ 3.2, Third Party Involvement
- DJJ 3.23, Classified Employee Grievances
- DJJ 3.24, Unclassified Employee Grievances
- DJJ 12.21, Suicide Prevention

Place the following policies in the policy manual

- DJJ 3.2, Third Party Involvement
- DJJ 3.23, Classified Employee Grievances
- DJJ 3.24, Unclassified Employee Grievances
- DJJ 8.17, Vendor Access to Secure Facilities
- DJJ 8.32, Safe Crisis Management Elite Team
- DJJ 8.33, Use and Control of Chemical Agents
- DJJ 12.21, Suicide Prevention
- DJJ 18.24, Behavior Management Units

Make the proper notations