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## Referral Process for Juvenile Sex Offender Evaluations and Treatment

All referrals for juvenile sex offender evaluations and treatment will be made through the Clinical Associates office. Referral sources (probation/court services officers, attorneys) should email Keelee Hockett at [hockett@clinical-assoc.com](mailto:hockett@clinical-assoc.com), and Melissa Gregg at [melissa.gregg@clinical-assoc.com](mailto:melissa.gregg@clinical-assoc.com).

The process moves much faster if the supervising officer initiates the referral by emailing Keelee, and Melissa. Clients and their families should not contact CA directly to set up services as it slows down the process. The supervising officer should initiate the referral to Keelee and Melissa and CA will schedule the evaluation directly with the supervising officer.

Clinical Associates requires a psychosexual evaluation be conducted on all youth prior to entrance into treatment. In most cases, CA will conduct the evaluation, however, there may be times when an evaluation has been completed by another provider. The referral source will need to furnish a copy of that evaluation and CA will determine whether or not a new evaluation is needed prior to placement in treatment.

The referral source should provide CA with the following information at time of referral:

- Youth Name and DOB
- Medicaid number
- Current address/placement of the youth
- Probation/court services officer name and contact info
- Sex offender case information
  - Current status of the case (pre-adjudication, post-adjudication/pre-disposition, post-disposition).
  - What the youth was charged with, what he/she was adjudicated of, what the sentence is
  - Next court date and reason for court (e.g. status hearing, disposition, etc.)
- All available court records (e.g. police reports, affidavit, victim statements, other psychological records, etc.)
- Pre-adjudication evaluations are conducted according to the ATSA adolescent guidelines which states:
  - *The legal professionals involved in the case are seeking information to inform moving forward with a plea agreement or shaping a plea agreement;*
  - *The judge is seeking additional information prior to agreeing to a proposed plea bargain; or*
  - *The court is withholding or delaying action on the charge while providing the adolescent an opportunity for treatment and possible dismissal of the charge.*
- Pre-adjudication evaluations should be limited to those circumstances unless a DCF investigation has substantiated allegations of sexual abuse.

Once the referral has been made, Keelee and Melissa will coordinate services with available providers and the evaluation will be scheduled as soon as possible. CA will conduct all evaluations (to include the completed report) within 30 days of referral. That report will contain recommendations regarding treatment needs. Following the psychosexual evaluation, the referral source will determine whether or not to refer the youth for treatment. All referrals for treatment will be made through Keelee, and consistent with the process above. We will coordinate treatment services with the referral source.