

<p style="text-align: center;">Juvenile Intake and Assessment System Standards</p> <p style="text-align: center;">Kansas Department of Corrections- Division of Juvenile Services State of Kansas</p>	<p>CHAPTER:</p> <p>OPERATIONS</p>	<p>STANDARD NO.</p> <p>JIAS-04-103</p>
	<p>SUBJECT:</p> <p>ASSESSMENT INTERVIEWS</p>	<p>PAGE: 1 of 2</p>
<p>REFERENCES: K.S.A. 75-7023</p>	<p>DATE ADOPTED: 11-1-2009</p> <p>DATE REVIEWED: 3-1-2017</p>	

STANDARD: Written policy, procedure and practice shall require the Intake and Assessment Program to conduct all assessment interviews at an appropriate location and upon youth that are capable of participating in the interview.

When determining an appropriate interviewing location, the following shall be addressed:

- Sight and sound separation from adult inmates/offenders
- Safety of the youth and staff performing the intake
- Confidentiality to ensure the interview is not overheard by other persons

When determining the ability of the youth's participation in the interview process, the following shall be considered:

- Age
- Impairment due to the usage of drugs and/or alcohol
- Cognitive challenges
- Current emotional state due to traumatic events

For those youth that are deemed temporarily impaired (i.e. under the influence of drugs and/or alcohol at the time of the intake) a screening instrument (MAYSI-2) shall NOT be completed and the youth shall be given an opportunity to reschedule the intake assessment within seven (7) business days. For temporarily impaired youth, as much information as possible shall be gathered from law enforcement, the youth, parents/guardians or any other parties that have pertinent knowledge of the youth to make the most appropriate release recommendation based upon limited information.

For youth with cognitive challenges that are not temporary in nature, as much information as possible shall be gathered from law enforcement, the youth, parents/guardians or any other parties that have pertinent knowledge of the youth to make the most appropriate release decision based upon limited information. For those youth with cognitive challenges that are not temporary in nature, a screening instrument (MAYSI-2) shall NOT be completed.

Documentation shall be provided in the Juvenile Justice Intake and Assessment Management System (JJIAMS) on all youth stating why the interview was not conducted.

NOTE: The standards and procedures set forth herein are intended to establish operational guidelines for the intake and assessment program operating through the board of county commissioners and their employees/contractors and youth participating in the intake and assessment process. They are not intended to establish state created liberty interests for the intake and assessment program or the board of county commissioners, or their employees/contractors, or youth, or an independent duty owed by the Kansas Department of Corrections- Division of Juvenile Services to intake and assessment programs operating through the board of county commissioners or their employees/contractors, supervised juveniles or third parties. This standard and procedure is not intended to establish or create new constitutional rights or to enlarge or expand upon existing constitutional rights or duties.

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<p>REFERENCES: None</p>	<p>DATE ADOPTED: 11-1-2009</p> <p>DATE REVIEWED: 3-1-2017</p>	

STANDARD (cont.):

The parents/guardians should not be present during the interview process (i.e. during the administration of the MAYSI-2 screening assessments/questionnaires or during the gathering of any information for JJIAMS that may be influenced by their presence), unless there is a lack of cognitive functioning that requires parent/guardian participation or the youth's age would require parent/guardian participation. The parent's/guardians absence is to ensure the youth is comfortable and will give accurate information without the influence of the parents/guardians. It shall be considered acceptable if the parents/guardians refuse to participate in the intake process.

The parents/guardian shall NOT be allowed to be present during the interview process if the parents/guardian is a co-respondent, alleged perpetrator of physical or sexual abuse or there is parental interference with the interview process. If the parent becomes uncooperative or refuses to allow the intake to proceed, law enforcement should be contacted for assistance.

Law enforcement shall not be present during the assessment interview process unless it is for the purpose of the Intake and Assessment Worker's safety or the youth's safety. The lack of law enforcement presence during the interview may allow for a more open and relaxed environment for the youth, ensure that the information obtained through the intake is not used in the legal proceedings, and prohibits any interviewing or interrogating by law enforcement during the intake.

DISCUSSION: If a youth is exhibiting signs of active trauma and the JIAS worker's attempts are not adequate to provide support and relief, the JIAS worker should follow local policy and procedure for obtaining additional mental health guidance and support.

Judicial Districts that do not utilize a centralized intake center to conduct all intakes should collaborate with their local law enforcement and youth service agencies to establish local protocols to ensure access is available to appropriate locations to complete the intake interview.

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