

Community Supervision Standards Kansas Department of Corrections- Division of Juvenile Services State of Kansas	CHAPTER: STAFF	STANDARD NO. CSS-02-106
	SUBJECT: SUPERVISOR TO STAFF RATIO	PAGE: 1 of 1
REFERENCES: None		DATE ADOPTED: 1-1-2013 DATE REVIEWED: 1-4-2017

STANDARD: Written policy, procedure and practice shall provide that each agency define the number of employees that a full time supervisor can effectively supervise.

DISCUSSION: The span of control of a supervisor within the Community Supervision Agency should be large enough to provide economical supervision, but not so large as to prevent effective management. Exceptions should be justified based on the experience of the staff being supervised, location of any satellite offices and other duties/responsibilities of the supervisor. For a supervisory span of ten (10), all personnel supervised should be experienced in their specific functions; a smaller ratio of supervision should be used with a high proportion of inexperienced field staff.

NOTE: The standards and procedures set forth herein are intended to establish operational guidelines for community supervision agencies operating through the board of county commissioners and their employees/contractors and the juvenile offenders under supervision. They are not intended to establish state created liberty interests for community supervision agencies, or the board of county commissioners, or their employees/contractors, or juvenile offenders, or an independent duty owed by the Kansas Department of Corrections- Division of Juvenile Services to community supervision agencies operating through the board of county commissioners or their employees/contractors, supervised juvenile offenders 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.