



Nebraska Judicial Branch

Administrative Office of the Courts and Probation

August 2021

Juvenile Services Guide

The Juvenile Services Division is responsible for the statewide administration of juvenile intake, investigations, supervision, and services for youth and families. This directly impacts community safety, habilitation, and behavior change. Families are empowered to be a part of the decision-making process which greatly aids in a youth's success. An individualized adolescent development approach, supported by research, has shown to reduce criminogenic risk. For youth involved with the justice system, this is a priority. Youth receive a validated risk/needs assessment, which assists in the creation of a success/case plan. This allows targeted supervision and treatment, in order to build skills and reduce recidivism.

The goal of the Juvenile Justice Reform Initiative in Nebraska is to prevent juveniles from returning to the juvenile or adult criminal justice system by:

- Engaging juveniles and their families in the juvenile court process;
- Eliminating barriers to accessing effective treatment and services; and
- Partnering with educational and community stakeholders

Under this initiative, the Juvenile Services Division strives to provide a balanced approach to justice. While juvenile probation officers still have a primary responsibility to hold youth accountable, enforce court orders, and ensure public safety, the punitive aspect is diminished. With strong judicial support, Nebraska juvenile probation is devoted to the successful futures of youth and their families.

Thank you for your interest in working with youth served by the Administrative Office of the Courts and Probation. We look forward to collaborating with families, providers, and communities to provide quality services for youth.

Questions regarding the Provider registration, application, and ongoing requirements can be directed to the Licensure Staff Assistants at (402) 471-4488.

Questions regarding specific vouchers and financial assistance can be directed to the Quality Compliance Reviewers at (402) 471-4158.

Any additional questions or issues can be directed to the Utilization Management and Provider Network Specialist at (402) 471-4177.

Issues that need elevation beyond those already noted can be addressed with the Director of Rehabilitative Services at (402) 471-4163.



Nebraska Judicial Branch

Administrative Office of the Courts and Probation

I. Special Considerations when working with Justice-Involved Youth

This next section highlights the considerations that Registered Service Providers (RSPs) will need when working with justice involved youth and their families. RSPs and Probation Officers collaborate to empower youth and families to make positive changes, reduce recidivism, and support their communities.

1. Evidence-Based Practices

Nebraska Probation is founded on the principles of Evidence-Based Practice (EBP), which assists in accomplishing Probation's mission of ensuring community safety. EBPs utilize current research and the best available data to guide decisions and produce the outcomes that support our stakeholders, youth, victims and communities. These specific interventions, models, and techniques are proven to lead to desired outcomes. Motivational Interviewing and cognitive groups are examples of tools commonly used.

Just as Nebraska Probation relies on EBPs, Registered Service Providers embrace evidence-based practices in the services they provide such as Cognitive Behavioral Therapy (CBT), Multisystemic Therapy (MST), and Motivational Interviewing, etc. This unified, evidence based approach enables the most effective interventions to reduce recidivism and enhance community safety.

2. Parallel Practice and Meaningful Collaboration

Probation Officers and Registered Service Providers establish collaborative relationships to build and increase the services/supports needed for youth and their families. This is imperative for the youth to be successful in meeting the goals on their success/treatment plan.

In addition, RSPs and Probation Officers have many parallel practices, when supporting the assessment and supervision/treatment process. These practices are shown to enhance positive behavioral changes in youth.

- a. **Assessment** is the foundation for RSPs and Probation Officers. Validated risk assessment tools are used to identify areas of focus and strength, in order to complete success plans for case management/treatment. RSPs have assessment tools (screens, formal/informal assessments) that are utilized, as does Probation (Youth Level of Service/Case Management Inventory (YLS/CMI). Collaborating and sharing assessment results is imperative in developing a plan for the youth to be successful.
- b. **Motivational Interviewing** is key when RSPs and Probation Officers engage youth while obtaining information, building rapport, and developing a success/treatment plan.



Nebraska Judicial Branch

Administrative Office of the Courts and Probation

- c. **Targeted Interventions**-Probation Officers have been trained to identify the “driver” or the precipitating behavior. RSPs also target interventions based on their assessment tools. Identifying and utilizing the targeted interventions, allows them the ability to target the skill training and improve the possibility for positive change.
- d. **Skill Train**-RSPs and Probation Officers have treatment/success plans for the youth. Facilitating cognitive restructuring and skill development can enhance critical thinking, develop and strengthen skills to reduce criminogenic risk.
- e. **Incentives**-RSPs and Probation Officers use individualized incentives/rewards to motivate youth and reinforce positive behavior.

3. Adolescent Development

Juvenile justice research continues to focus on the distinct differences between adolescents and adults, especially in relation to adolescent brain development. RSPs and Probation Officers need to be aware of the differences when working with adolescents. Research indicates how adolescents differ from adults in three specific ways:

- a. Adolescents are less able to regulate their own behavior in emotionally charged contexts
- b. Adolescents are more sensitive to external influences, such as the presence of peers and the immediacy of rewards
- c. Adolescents are less able to make informed decisions that require consideration of the long-term consequences ¹

4. Trauma-Informed

Research indicates there are high rates of trauma exposure and active trauma symptoms for youth involved in the justice system. These events can have significant impacts on mental and physical health, behaviors, and responsiveness of youth. RSPs need to be cognizant of the effects of current and past trauma, while remembering that youth can be resilient. ¹

5. Family Engagement

A concerted effort is made to involve the youth’s family/social support system in all aspects of the assessment, treatment, case management, and discharge when indicated and supported. ²

¹ Probation System Review Guidebook 3rd EDITION John A. Tuell and Kari L. Harp. Retrieved May 26, 2021 from <https://rfknrcjj.org/wp-content/uploads/2019/02/Probation-System-Review-Guidebook-3rd-Edition.pdf>

² Office of Juvenile Justice and Delinquency Prevention OJJDP. Literature Review of the Product of the Models Programs Guide. Family Engagement. Retried May 26, 20201 from <https://ojjdp.ojp.gov/sites/g/files/xyckuh176/files/media/document/family-engagement-in-juvenile-justice.pdf>



Nebraska Judicial Branch

Administrative Office of the Courts and Probation

6. Cultural and Linguistic Competency

Justice-involved youth and families, who have historically experienced sustained discrimination or reduced social opportunities (due to race, ethnicity, gender, sexual orientation, sexual identity, physical or mental disability, religion, or socioeconomic status) must receive the same opportunities as any other individual. RSPs will review their internal policies, protocols, processes, etc. for potential implicit biases, inequalities, discrimination and/or systematic racism and make changes to remedy any findings.

II. Registered Service Provider Requirements

1. Expectations

Registered Service Providers, upon completion of their applications, agree to comply with the rules of the AOCB. Should an RSP fail to meet any of the outlined expectations and agreements contained herein, they may not be paid for services and they could be removed as an RSP. If an RSP is removed, they will be unable to provide services to any individual within Nebraska State Probation or Nebraska Problem-Solving Courts.

It is your responsibility as an RSP to familiarize yourself with all existing information, directives, rules, mandates and guidelines including:

- a. Standardized Model for the Delivery of Substance Use Services (Applies to Substance Use and Co-Occurring Services only)
- b. Standards of Practice
- c. Juvenile Service Definitions
- d. Rates
- e. Registered Service Provider Portal Tool Box
- f. Password Policy

Please note:

- Regardless of payment source, the Administrative Office of the Courts and Probation's encourage the use of the information management system to submit timely progress reports
- Individuals in administrative or management positions, who do not provide direct services to youth and their families but provide direct agency oversight or agency financial oversight, are not required to complete the online registration in order to access the Administrative Office Of the Courts and Probation's information management system for their agency. These individuals should contact Rehabilitative Services by email at nsc.probationvouchers@nebraska.gov, or by phone at (402) 471-4488 to discuss registration and other notification options



Nebraska Judicial Branch

Administrative Office of the Courts and Probation

- If you are provisionally licensed, your supervisor shall be an RSP for Juvenile Services. If you intend to provide substance use services, your supervisor must also be a Registered Provider for the Standardized Model for the Delivery of Substance Use Services and in both instances must review and co-sign all clinical work.

2. Initial Education Requirements

RSPs must complete required education and training within six (6) months from the initial application approval date. The required training varies depending on the service category for which the provider is registered:

- a. Substance Use Services
- b. Juvenile Behavioral Health
- c. Supportive Services

If a Provider is approved to provide services in more than one category, the Provider must meet the education requirements in each of the categories.

All RSPs must complete six (6) approved Criminogenic Continuing Education Units (CEUs) within six (6) months from the initial application approval date. The following outlines specific categories in which CEUs must focus depending on the category or categories that the RSP has been approved. (Please note that a., b., and c. refer to requirements when a Provider is approved for one category only. Please see d. if a Provider has been approved for more than one category.)

- a. Substance Use Services Providers must complete six (6) CEUs related to Substance Use and youth and successfully pass the Comprehensive Adolescent Severity Inventory (CASI) training for Substance Use Services.
- b. Juvenile Behavioral Health and must complete six (6) CEUs related to Juvenile Mental Health.
- c. Supportive Services Providers must complete six (6) CEUs related to youth supportive services.
- d. Providers approved for Substance Use Services along with any other category, must complete six (6) CEUs related to substance use and youth. The initial six (6) CEUs will not require a Registered Service Provider to obtain CEUs in each category for which s/he is approved (i.e., the Provider only needs to obtain 6 CEUs total, regardless of the number of categories for which they are applying).



Nebraska Judicial Branch

Administrative Office of the Courts and Probation

3. Continuing Education Requirements

Registered Service Providers must complete twelve (12) approved Criminogenic Continuing Education Units (CEUs) every two years from the completion date of the initial six (6) CEUs. At least six (6) of the twelve (12) CEUs must be face-to-face or in class training.

The following outlines specific categories in which the CEUs must focus depending on the category or categories for which the RSP has been approved. (Please note that a., b., and c. refer to requirements when a Provider is approved for one category only. Please see d. if a Provider has been approved for more than one category.)

- a. Substance Use Services Providers must complete twelve (12) CEUs related to Substance Use and youth.
- b. Juvenile Behavioral Health must complete twelve (12) CEUs related to Juvenile Mental Health.
- c. Supportive Services Providers must complete twelve (12) CEUs related to supportive services.
- d. Providers approved for Substance Use Services along with any other category must complete at least six (6) of the required twelve (12) CEUs in the categories of substance use and youth. The remaining CEUs must relate to the category or categories for which the Registered Service Provider is approved.

Please submit all CEU related documentation including certificate of attendance and descriptions of the training to Rehabilitative Services by email at nsc.probationvouchers@nebraska.gov. Questions can be directed to Rehabilitative Services Staff at (402) 471-4488.

4. Sanctions and Removal Process

Any of the following may be grounds for the imposition of sanctions or removal as a registered provider:

- a. Unprofessional or unethical conduct that violates the code of ethics for behavioral health treatment providers or conduct determined to violate professional behavior as compared to other providers conducting similar services;
- b. Charged with or conviction of a criminal charge, either misdemeanor or felony, which is deemed by the Nebraska Supreme Court to evidence moral turpitude, dishonesty, fraud, deceit, or misrepresentation. Dispositions of criminal charges other than by acquittal or dismissal (e.g., pretrial diversion) may also constitute grounds for removal;



Nebraska Judicial Branch

Administrative Office of the Courts and Probation

- c. Requirement to maintain registration on the Sex Offender Registry or presence on the Nebraska Adult and Child Abuse and Neglect Central Registry. Registered providers will be immediately removed without the opportunity to appeal;
- d. Failure to maintain licensure in good standing within the behavioral health scope of practice. A licensing investigation may be grounds for temporary removal until such investigation and disposition has concluded; and
- e. Failure to comply with the Standardized Model, Service Definitions, Standards of Practice, Service Interpretive Guidelines, rates or any other information, directives, rules, mandates and guidelines or incompetence as a provider, or any other expectations found within the Juvenile Services Guide

Complaints against a registered provider shall be investigated by the Administrative Office of the Courts under the oversight of the Deputy Probation Administrator to determine if the complaint warrants formal action.

If the Deputy Probation Administrator elects to schedule a formal hearing, the Registered Service Provider shall receive official notice that they have been removed as an RSP. They will have 15 days to request a formal hearing. The hearing shall be scheduled within 30 days if possible, of that request. If the RSP elects to forgo the hearing or does not respond by the date listed on the formal communication, the individual shall no longer be an RSP.

- a. If requested, any individual whose attendance is sought at the formal hearing shall be permitted to appear telephonically and/or through video conferencing.
- b. Notice of the time and place of the hearing shall be given through certified mail to the provider under investigation of a complaint, at least 15 days prior thereto.
- c. A hearing panel of three individuals shall be responsible for the conduct of the formal hearing. Panel membership shall include the following:
 - One member of the Probation Services Advisory Committee;
 - The Probation Administrator, who shall preside over the hearing; and
 - One provider who serves as an RSP, to be appointed by the Probation Administrator
- d. The hearing panel shall receive such information and/or documentation as it sees fit, including if deemed appropriate by the panel, the taking of testimony. At the conclusion of the hearing, the panel may take any such action as it determines appropriate. This includes the immediate removal of the provider under investigation, the dismissal of the complaint, or the imposition of any of the other sanctions. The rules of evidence do not apply to these hearings.



Nebraska Judicial Branch

Administrative Office of the Courts and Probation

If sufficient cause exists, the Deputy Probation Administrator, in consultation with the panel, may impose one or more of the following sanctions:

- a. Issue a written reprimand
- b. Specify corrective action with which the provider must comply in order to remain on the statewide register of providers, including the completion of educational courses;
- c. Suspend the provider from serving as a registered service provider in the Nebraska courts for a specified period of time, or until corrective action is completed; and/or
- d. Remove and permanently prohibit the provider from serving as a Registered Service Provider in Nebraska courts.

No provider who has been suspended/removed from the Registered Substance Use Service Provider List shall be utilized for services by the Nebraska Probation and Judicial System. Nor shall such provider be entitled to any compensation from the Administrative Office of the Courts and Probation Administration, during their suspension/removal.

III. Financial Assistance

The Administrative Office of the Courts and Probation Financial Assistance is to assist in reducing the financial barriers to youth and their families receiving court ordered and/or recommended services that improve outcomes. Only youth and their families who have met appropriate screening criteria are able to access funds through Financial Assistance. A balance of evidenced-based practices, timely reporting, and fiscal responsibility must be considered when issuing and utilizing financial assistance vouchers. Financial Assistance is not intended to replace other means of payment for youth and their families; instead, Financial Assistance serves as a resource available to officers for identified youth and their families when no other service payment options exist. Whenever possible, youth and their families are expected to contribute to the financial obligations associated with evaluations, treatment, and other applicable services.

Understanding the needs of justice-involved youth and their families is critical for making appropriate decisions regarding Financial Assistance; this includes a working knowledge of behavioral health, clinical assessment, treatment/service progress, case management and fiscal responsibility. All services must be provided by a Registered Service Provider approved by the Administrative Office of the Courts and Probation in one of three areas, depending on the service(s) being provided:

- a. Substance Use Services
- b. Juvenile Behavioral Health
- c. Supportive Services



Nebraska Judicial Branch

Administrative Office of the Courts and Probation

IV. Quality Assurance

It is expected that all justice-involved juveniles and adults will receive services consistent with the Standardized Model for the Delivery of Substance Use Services and Standards of Practice, as well as the corresponding Service Definition and Service Interpretive Guideline. It is the responsibility of the service provider to be familiar with these expectations and ensure that all requirements are met.

Probation's quality assurance process involves regular on-site and off-site monitoring and reviewing of Registered Service Providers' programs and services to ensure fidelity to Probation's service definitions, standards of practice, and financial assistance guidelines.

The Administrative Office of the Courts and Probation aims to continually improve the quality of services provided to justice-involved individuals. We value the services of our providers and the collaborative partnerships we have established.



Nebraska Judicial Branch

Administrative Office of the Courts and Probation

Resources:

Stakeholder Training Manual-Probation 101:

https://supremecourt.nebraska.gov/sites/default/files/Probation/juvenile/11_RevStakeholder_Training_Manual.pdf

Standardized Model for the Delivery of Substance Use Services (Applies to Substance Use and Co-Occurring Services only):

<https://supremecourt.nebraska.gov/probation/community-based-programs-field-services-division/rehabilitative-services/rehabilitative-services-resources>

Standards of Practice:

<https://supremecourt.nebraska.gov/probation/community-based-programs-field-services-division/rehabilitative-services/juvenile-service-definitions>

Juvenile Service Definitions:

<https://supremecourt.nebraska.gov/probation/community-based-programs-field-services-division/rehabilitative-services/juvenile-service-definitions>

Rates:<https://supremecourt.nebraska.gov/probation/community-based-programs-field-services-division/rehabilitative-services/juvenile-service-definitions>

Registered Service Provider Portal Tool Box:

<https://my.ne.gov>