



Probation Service Definition

ADMINISTRATIVE OFFICE OF THE COURTS & PROBATION

| | |
|---------------------------------|---|
| SERVICE NAME | Case Managed Tutoring <input type="checkbox"/> Adult <input checked="" type="checkbox"/> Juvenile |
| Category | Non-Treatment |
| Setting | Community-Based |
| Facility License | Licensure is not required for this service |
| Service Description | A short-term service which provides face-to-face instruction and guidance to a youth for the purpose of enhancing educational success in a school like setting. The tutor will work with the youth, parent and probation/problem solving court officer to identify barriers and develop a plan for educational success. This service will be utilized only if case managed tutoring is not already being provided as part of the service definition. |
| Service Expectations | <p>The tutor is responsible for increasing a youth’s knowledge and understanding in the probation/problem solving court officer-referred areas of instruction. This is accomplished through the following:</p> <ul style="list-style-type: none"> • Determine the level at which the youth is struggling academically • Allow the youth to learn at a pace that is comfortable but challenging • Teach the youth basic concepts of the subject • Provide a process for the youth to find the answer • Encourage the youth’s success and to develop their own strategies for successful learning • Advocate for the youth in educational opportunities <p>The tutor will maintain contact with the probation probation/problem solving court officer to discuss progress, if progress is not being made adjustments to the plan will need to be made to increase progress.</p> |
| Service Frequency | The frequency shall be approved by the probation/problem solving court officer and will be no more than 5 hours per week. |
| Length of Stay | Up to 90 days |
| Staffing | Current certified teacher, certified tutor or staff who are affiliated with an agency providing tutoring. Exceptions may be granted for prior teacher certification that is not current. |
| Staff to Client Ratio | Up to 2 youth per session |
| Hours of Operation | Flexible in order to meet the needs of the youth and family. |
| Service Desired Outcomes | <ul style="list-style-type: none"> • The youth has an increased understanding of the subject referral area of instruction • Improve grades and homework completion in the subject referral area of instruction • Maintain or improve attendance at school |
| Unit and Rate | Per hour; see rate sheet |

[\[Click here to view Service Interpretive Guideline\]](#)