



Probation Service Definition

ADMINISTRATIVE OFFICE OF PROBATION

SERVICE NAME	Transitional Living – Level 2
Category	Non-treatment
Setting	Residential
Facility License	As required by local municipal codes and state regulations
Service Description	Supportive, temporary housing, which includes services to promote self-sufficiency and transition to independent living.
Service Expectations	<ul style="list-style-type: none"> • Orientation for new residents upon admission. Orientation shall include explanation of policies and procedures, house rules, grievance process, etc. Orientation shall also address any immediate needs and begin to prepare the individual to transition into long-term safe, stable housing to promote abstinence within the community. • An individualized, comprehensive transition plan must be developed within seven (7) days of admission and will include the individual, probation officer and other stakeholders. <ul style="list-style-type: none"> ○ Items to be addressed in the transition plan include: successful reintegration into productive daily activities such as work, school and/or family living, including the establishment of individual social supports to enhance recovery and stability, to include those identified in Probation’s Success/Risk Reduction Plan • The provider, individual and officer shall review and update the transition plan at a minimum of every 14 days. • On-site Case Management to provide services which promote self-sufficiency through employment support, promoting abstinence, establishing community supports to address basic needs (food, clothing, hygiene) through referrals and warm handoffs and maintaining ongoing accountability; case management will be documented in the regularly updated transition plans. • The provider will utilize the online web portal for required reporting including documenting transition plans and overall case management. • Providers will verify and document daily residency and whereabouts to be provided upon request by the State of Nebraska Probation Staff.

	<ul style="list-style-type: none"> • Individuals receiving financial support are subject to random searches and seizure of the Probationer's person, premise or vehicle upon request of a Probation Officer or a law enforcement officer. • Services must be trauma informed, culturally sensitive, age and developmentally appropriate and incorporate evidence-based practices. • Providers must ensure a safe & secure building free from danger or the risk of harm with continuing effort made to eliminate potential hazards. • Individuals must have secure personal property storage available on site. • The provider will require individuals to be accountable to probation requirements and engage in ongoing communication with supervising officers in regards to case plans; specifically the provider will report instances when an individual on probation is suspected to be under the influence of alcohol or any other mood-altering substances, when an individual on probation does not stay at facility overnight, and/or suspected unlawful behavior. • Policies, house rules, program requirements, etc. cannot conflict with a written court order or other Probation requirements. • Medication policies shall align with any/all State and Federal licensing requirements. • Deposit and/or fee requirements are prohibited while an individual receives financial assistance through any Transitional Living voucher. • There shall be no policies requiring an individual commit to living at the house/facility beyond the 84 day financial assistance period. • Adhere to all applicable state laws and regulations that govern Transitional Living facilities.
Service Frequency	24 hours/day, 7 days/week
Length of Stay	Individualized based on needs of individual; Probation will provide financial assistance for up 12 Weeks (84 days)
Staffing	<ul style="list-style-type: none"> • Paid Director to direct staff as needed to meet all responsibilities. • One (1) awake staff during waking hours (days) and sleeping hours (overnight) with on-call availability for emergencies to meet the needs of the individuals served 24 hours per day, seven (7) days per week. • Paid staff, volunteers, and House Managers cannot be under community supervision or convicted of a criminal infraction within the last six months. • All staffing changes, including changes to house managers, primary contacts and responsible parties, will be updated in the online web portal within 48 hours of staff change.
Hours of Operation	24 hours per day, seven (7) days per week.
Service Desired Outcomes	<ul style="list-style-type: none"> • The individual has demonstrated participation and engagement in services.

	<ul style="list-style-type: none"> • The individual has developed support systems to help maintain stability in the community. • Individual has substantially met transition plan goals and objectives. • Individual has improved daily functioning and has reduced criminogenic risk. • Individual has identified long-term, safe and stable housing. • Provider has coordinated with other professionals as needed.
Unit and Rate	Per day; see rate sheet