



ADMINISTRATIVE OFFICE OF THE COURTS & PROBATION

Service Interpretive Guidelines

Group Home A

SERVICE DEFINITION:

Group Home A is a licensed, temporary, non-treatment facility providing 24-hour supervision for youth in an age-appropriate, individualized and structured group setting. The group home A service is provided by trained staff who are awake overnight. Youth in this level of care require consistent behavior management, supervision and support. Staff provide a safe, learning and nurturing environment to help youth facilitate change in their behavior, attitudes and personal interactions.

TARGET POPULATION:

This service would typically assist in addressing youth with high risk and/or need in Family Circumstances/Parenting, Personality/Behavior, and/or Attitudes/Orientation. Youth who are in need of Group Home A services are in need of a structured environment due to the inability of the youth to function at home or a home-like setting.

PROBATION/PROBLEM SOLVING COURT OFFICER (OFFICER) RESPONSIBILITIES:

- Officer will prepare the youth and family to transition into the placement, by providing transportation, and making sure the youth has all necessary belongings to include, but not limited to clothing and medications if applicable.
- A written service plan shall be developed with the youth and probation/problem solving court officer based upon the probation referral and family/youth intake interview. The written service plan will be shared with the probation/problem solving court officer.
- Individualization of the plan will be determined based on service referral information, (criminogenic risk, need and responsivity) relevant collateral documentation/assessments and youth/family goals.
- Officer will facilitate monthly family team meetings with identified team members.
- Officer will assist in developing an individualized transition plan with the youth's family and team members to prepare the youth to return home. This includes family team meetings, building formal and informal supports, home visits, etc.
- Officer will ensure family phone calls, visits and home visits occur on a consistent basis. Home visits should be planned through the family team meeting process and should be based on the goals of the individualized plan, not related to a behavior management plan.
- Officer will ensure family phone calls, visits and home visits are not withheld from the youth as part of a behavior management plan.
- Officer should be able to observe a consistent and highly structured daily schedule to include skill development, and the youth should be engaged in developmentally appropriate activities as would be considered typical in a home environment.

- Officer will engage with the youth in consistent communication through in-person visits, team meetings, and phone calls with the youth, youth's family, and the agency staff. Officer must be responsive to all crisis situations within the group home.
- Officer shall communicate weekly, at a minimum for updates on the treatment plan, goals and the youth and family's engagement in services.
- Clear communication between the probation officer, court, and facility staff is critical to ensure youth are approved to participate in off-site activities. Situations where youth may not be approved include: court order, extensive runaway behavior, risk to the community, etc.
- Officer will verify with group home staff to determine if progress is being made. If progress is not indicated, the staff shall provide a rationale as to what changes will be made to initiate a plan to increase progress.
- Officer will complete engagements outlining admission, treatment and discharge.
- Transition planning begins immediately upon placement. Officer shall do transition work with the family to prepare the youth to return home. This includes family team meetings, therapeutic team meetings, building formal and informal supports, home visits, leave days etc.
- Transition plans will be finalized in the (Individualized Transition Plan) ITP and will include the following:
 - Recommendations for next appropriate community services
 - Follow up appointments scheduled in conjunction with family
 - Community supports and resources for the youth/family
 - Consultation with community agencies on behalf of, or in conjunction with the youth/family
 - Update every time there is a change in the youth/family circumstances
 - Officer will upload all documents to the information management system