Probation Service Definition

ADMINISTRATIVE OFFICE OF THE COURTS & PROBATION

Service Name	**Shelter Care** ☐ **Adult** ☒ **Juvenile**
Category	Out-of-Home (OHP) placement/Non-treatment
Setting	Residential
Facility License	Residential Child-Caring Agency license as required by the Department of Health and Human Services (DHHS) Division of Public Health
Service Description	Shelter care is a licensed non-treatment facility providing 24-hour supervision for youth in an age-appropriate, individualized and structured group setting. The shelter care service is utilized as a temporary placement to achieve stabilization until a youth can transition to home, community-based or treatment placement. Shelter care may be utilized as an alternative to detention. Youth in this service require consistent behavior management, crisis intervention, supervision and support. Staff provide a safe and nurturing environment through building relationships, teaching strategies and interventions.
Service Expectations	• Shelter care may be utilized as an alternative to detention at the point of intake, probation violation, or as a planned transition from out-of-home placement when determined by the team that such transition is necessary • The agency with the youth, probation/problem solving court officer and other stakeholders identified will develop a written individualized service plan based on services referral information (criminogenic risk, needs and responsivity) relevant collateral documentation/assessments and youth goals • The initial written plan will be developed within 72 hours of placement and must address goals to include: behavioral, treatment/evaluation services, medication compliance, education, transition planning, and criminogenic risk levels • A crisis (safety risk/reduction) plan will be developed and updated as needed throughout the service. The youth parent/guardian/caregiver must be able to demonstrate they have the knowledge and skills to implement the crisis plan. The crisis plan will be shared with the probation/problem solving court officer • The individualized written plan shall include approval by the probation/problem solving court officer and/or court to allow youth community access to participate in education, treatment and planned supervised outings, home visits, etc. • Participation in family engagement team meetings in person or via teleservices to provide necessary information on the youth's behavior and progress while in shelter care as well as assist the family in preparing for the youth's return home or to a necessary placement • Based on the plans, the youth shall be involved in structured programming to include evidence-based behavior management plan, community support planning, family engagement, teaching/educational

	interventions, and strategies that aid in individual skill development
	• Family engagement shall include regular phone contact and visitation with family members. Family engagement shall be flexible to meet the non-traditional hours needed by families. Phone contact and visits shall not be tied to behavior management levels and shall not be removed as a consequence.
	• The provider will ensure that educational needs are being met. School may be in the community or on site. Youth shall attend their home school whenever possible
	• Provide transportation as necessary to and from dental and medical appointments, school, court, therapy, home visits and routine day-to-day activities.
	  • Transportation costs within a 25-mile radius of the service placement (service delivery location) will be the responsibility of the Provider at no additional cost to Probation.
	  • Trips beyond 25 miles requires prior collaborative planning with the probation officer and parent/guardian(s) to guarantee attendance at court, home visits, and other required obligations.
	• The agency will ensure 24-hour crisis intervention is available to aid in the stabilization of crisis situations. The crisis plan will be updated as needed throughout the service
	• The agency will document the progress toward the individualized daily program schedule in their reports. Probation/ problem solving court officer will verify with staff to determine if progress is being made. If progress is not indicated, the staff shall provide rationale as to what changes will be made to initiate a plan to increase progress
	• The provider will aid the probation/problem solving court officer in transition planning to begin upon admission to the shelter
	• If a youth is gone without permission and does not return or cannot be located within 2 hours, the provider/agency will contact the assigned Probation/problem Solving Court Officer or if occurring after hours, the on-call/after hours contact identified for that youth. The agency will continue to make efforts to locate and engage with the youth, parent, and probation until the youth is located and/or discharged. Such efforts should be clearly documented and included in the documentation to probation including the dates/hours the youth's whereabouts were unknown and the efforts made to locate them
	• The agency will collaborate and proactively plan with probation/problem solving court officer for the discharge of youth from service, this plan will begin upon placement in shelter care. During this process a trauma informed approach will be utilized to prepare the youth for the transition to ensure the most appropriate post-discharge placement is available for the youth prior to discharge. Criteria for discharge will be individualized, determined by

	the team, and approved by the court. The court must approve all discharges and placement changes • When the youth's discharge is not planned, the provider will give the probation/problem solving court officer a 72-hour notice in writing. During this time frame, the provider will use a trauma informed approach to prepare the youth for the impending discharge and will work collaboratively with probation to determine the most appropriate post discharge placement for the youth. The plan will include educational needs, clinical needs, living environment etc. A 72-hour written notice is not required when the provider and probation mutually agree that it is in the best interests of the youth to move sooner • Probation/Problem Solving Court Staff may make an immediate change in placement without court approval only if the juvenile is in a harmful or dangerous situation (e.g. natural disaster). Approval of the court shall be sought within twenty-four hours after making the change in placement or as soon thereafter as possible. The office shall provide all interested parties with a copy of any report filed with the court by the office pursuant to this subsection. Reference NE Revised Statute 43-297.01. Probation Officers will work collaboratively with facility staff or foster parent(s) to determine if an immediate change in placement is necessary. The team will work collaboratively to execute a plan for the youth's immediate placement. The youth's educational, environmental, and emotional needs will all be addressed in this plan Program plan required ☐ Yes ☒ No
Service Frequency	24 hours/7 days a week
Length of Service	Up to 30 days
Staffing	• Facility will comply with all staffing requirements of the DHHS-Division of Public Health. • Providers registered to provide shelter care will have 24-hour awake staff • All staff that have direct contact with youth will have an understanding of evidence-based youth development principles, trauma informed care best practice in juvenile justice and criminogenic risk and needs This service requires Criminogenic Continuing Education Hours ☐ Yes ☒ No
Staff to Client Ratio	Staffing ratios will be as required by DHHS-Division of Public Health

Hours of Operation	24 hours/day, 7 days a week
Service Desired Outcomes	• Youth maintains continuity with their education. • The primary outcome is to enable the youth to stabilize in their environment and move to their home or to the next least restrictive placement
Unit and Rate	See rate sheet.