

Juvenile Justice Reform Extension Evaluation Report – Appendices

Appendix A: Glossary of Terms and Acronyms

Adjourned in Contemplation of Dismissal (ACD): a court disposition such that juvenile delinquent charges are dismissed if certain conditions are met, such as having no new arrests in a given time period

Adjudication: after fact finding that the juvenile has committed the crime alleged in the petition. The juvenile is “adjudicated” a juvenile delinquent.

Adjusted: the successful closing of a juvenile’s case with Probation if he or she successfully completes diversion (up to a 4 month time frame of meeting the conditions outlined); case will never be referred to Family Court.

After-Hours Hotline: a phone line established as part of the Juvenile Justice Reform in Monroe County. The line is staffed by a FSD PO. When a Police Officer in Monroe County is considering detaining a juvenile outside of regular court operating hours, the Police Officer must call this hotline prior to bringing the youth to secure detention. The FSD PO conducts an RAI, which guides the decision to detain or release.

Alternative to Detention (ATD): Alternative to Detention is a temporary supervisory program or status during which a juvenile is expected to follow certain conditions outlined by probation/judge (such as curfew, attendance at school, house arrest, treatment, etc.) designed to supervise the juvenile’s activities within their home and community without detaining him or her. A juvenile is typically on ATD until further decisions are made by a judge, usually about 4-6 weeks. During that time, there are regular & consistent phone curfew checks, home visit curfew checks, school monitoring, and other checks on the juvenile’s status. A status report on how the youth is doing is submitted to the judge for review which will guide next steps. A juvenile can be on ATD any time he or she is still in the community (i.e. not detained). Therefore, a juvenile can be on ATD supervision while on probation or diversion (though usually only for a short while), while a case is processing through the court after being petitioned (i.e. waiting until a court date). ATD officer keeps tabs on juveniles during the gaps, until PDI done, assigned to a regular PO, etc.

Conditional Discharge (CD): a court disposition in which a juvenile delinquent is discharged from court with no further action as long as he or she completes certain conditions (such as paying restitution costs, completing community service, completing chemical dependency treatment, etc.)

Detained: a juvenile may be held in a secure facility (detained) following an arrest that occurs after normal Family Court operating hours, if the arresting Police Officer gets approval to detain the juvenile until the next business day. (A juvenile may also be detained on an order from a Family Court Judge; however, for clarity in this report, we refer to this as “remanded.”)

Detention: the temporary care and maintenance of youth away from their own homes.

Diversion: a program in which a juvenile who is charged with a crime is supervised for up to 4 months by a FSD PO. The juvenile must meet the conditions outlined in a diversion plan. The juvenile and legal guardian may agree to diversion services when they meet with an FSD PO for an appearance ticket (referred to in this report as “agreed to diversion”), or the juvenile may be ordered by a Family Court Judge to follow a diversion agreement (referred to in this report as “court-ordered diversion”).

Diversion Review Committee (DRC): a group within the Family Services Division of Monroe County Probation that reviews all juvenile cases that a FSD Probation Officer wants to refer for petition. The DRC should be consulted prior to the case being referred to presentment agency (Juvenile Prosecutor’s Office). The purpose is to insure that all efforts have been made by Probation to divert the juvenile from Family Court. This group usually consists of the Enhanced Delinquency Senior Probation Officer (chair), the Deputy Chief Probation Officer, two Family Services Probation Supervisors, the Probation Officer assigned to the juvenile, and the Juvenile Justice Mental Health Coordinator.

Electronic Monitoring (EM): monitoring tools that can be ordered by a Family Court Judge to electronically monitor curfews and whereabouts compliance by using an ankle bracelet worn by the juvenile

Expedited Appearance Ticket: a ticket issued by an arresting Police Officer instructing the juvenile and a legal guardian to appear at Monroe County Probation on the following business day to meet with a Family Services Division Probation Officer. The appearance ticket paperwork must be faxed immediately to Probation at the designated fax number.

Family Services Division Probation Officer (FSD PO): a Probation Officer who works within the Family Services Division of Monroe County Probation. He or she may supervise juveniles on formal court-ordered probation, ATD, diversion, or other supervision; interview a juvenile at an initial meeting for an appearance ticket; or conduct Pre-Disposition Investigations (PDI’s) ordered by a judge.

Juvenile: in this report, juveniles are those youth arrested for a misdemeanor or felony that is under the age of 16 at the time of the alleged incident

Juvenile Delinquent (JD): in New York State, means a person over seven and less than sixteen who, having committed an act that would constitute a crime if committed by an adult.

Override: the explicit permission granted to an arresting Police Officer by Probation to detain a juvenile who scores below 13 (a low or medium score) on the RAI (Risk Assessment Instrument)

Petition: the formal process by which a juvenile’s case is brought to the Family Court as a juvenile delinquent case. JD petitions are filed by the Juvenile’s Prosecutor’s Office following the referral from Probation.

PINS (Persons In Need of Supervision): a status offense as defined by Article 7 of the Family Court Act) for truancy or ungovernable behavior. PINS cases are initially handled outside of court and can be referred to Probation Diversion caseloads or to Family Court for petitioning, which could result in similar adjudications as Juvenile Delinquency cases, such as juvenile probation or placement.

Placement: the court-ordered long-term detention of a juvenile delinquent at a facility (usually 1 year for misdemeanor adjudications and 18 months for felony adjudications)

Presentment: the Juvenile Prosecutor's Office staff who review a potential juvenile delinquent case to be sure the case is legally sufficient to be pursued in Family Court and who then file the case as a petition

Probation (a.k.a. formal probation or juvenile probation): the court-ordered supervision of a juvenile by a Family Services Division Probation Officer for a pre-determined length of time

Qualifying Calls: for this report, qualifying calls are those that were made to the After-Hours Hotline by an arresting Police Officer wishing to detain a juvenile; calls made to the After-Hours hotline that were not related to an arrest and potential detention of a juvenile were excluded from analysis

Regular Appearance Ticket: a ticket issued by an arresting Police Officer notifying the juvenile and a legal guardian that they will be contacted by Monroe County Probation to meet with a Family Services Division Probation Officer, usually 7-10 business days from the issuance of the appearance ticket

Released: the judge-ordered allowance for a juvenile who had been detained or remanded to be placed back in the care and supervision of a family member

Remanded: held in a juvenile detention facility, usually until the next assigned court date

Risk Assessment Instrument (RAI): a scoring tool used to determine whether detention is warranted. It assesses the juvenile's risk level based on prior contacts with Probation and the severity of the current charges to determine if the juvenile needs to be detained

Override: the request is made by both an arresting Police Officer and the FSD PO on the After-Hours Hotline to give an expedited appearance ticket to a juvenile who automatically scores for detention (score of 13 or more on the RAI).

Appendix B: Detailed Juvenile Probation Process Flowcharts

The flowcharts on the following three pages provide an overview of how a juvenile, once arrested, moves through the juvenile justice system in Monroe County. As you can see, this process is very dependent on the circumstances of the case and can vary widely across juveniles.

Instructions

Each chart shows a different stage of the juvenile justice process.

1. The first chart shows what happens immediately after a juvenile's arrest. Begin at the circle at the top, and you will end up on one of two circles at the bottom, depending on the case.
2. Then, follow the appropriate circle to the second chart. This shows what is referred to in the report as the initial meeting between the juvenile and a FSD PO or Family Court judge. The blue boxes correspond to the decision made at this initial meeting.
3. Go to the corresponding blue box on the next flowchart. This final chart shows what happens after an initial decision is made on the case. Final outcomes are shown in grey, in which a juvenile's case is ultimately closed.

Exceptions and Disclaimers

While these flowcharts provide a thorough description of how after-hours and DRC cases progress, there are always exceptions to the rule. A given juvenile can follow a different path than any shown on these charts.

Also, for ease of viewing, some details are left out of the visual charts. It is worth noting, though, the following information:

- A warrant may be issued at really any stage of a juvenile's involvement with Family Court or with Probation. This is typically only done if a juvenile does not appear for a meeting, has gone missing from home, or has violated conditions but cannot be found.
- Respite was also available on the night of the after-hours call for juveniles who did not score for detention and who had nowhere to stay that night.
- When the DRC approves a request to petition a case or when a judge orders a case to be petitioned, Probation refers the case to presentment. Then, the Juvenile Prosecutor's Office reviews the case for legal sufficiency. If the case is found to be legally sufficient, it is petitioned by the Juvenile Prosecutor's Office. If it is not found to be sufficient for a JD case, the case is not pursued.
- The charges against a juvenile may be dismissed at stages other than shown on the flowcharts. In the charts, we only show a formal dismissal of JD charges as a Family Court decision. Charges against a juvenile may also be dismissed or deemed un-pursuable at other times, such as:
 - Often, if a juvenile is arrested for a crime against someone in their home, the victim may decide not to pursue the charges against the juvenile soon after the arrest. The victim and the juvenile will usually agree to work through the issue in some other way, often through another Probation-related program or referral.
 - If the Juvenile Prosecutor's Office determines that a case is not legally sufficient for a JD case, the charges are no longer pursued.
- In order to be placed on diversion, a juvenile and legal guardian must agree to the service or be ordered to go through diversion by a Family Court Judge. In either case, the victim of the crime must also be willing to have the juvenile go through diversion rather than petitioning the case.

Chart 1: Process that Occurs at the Time of Juvenile After-Hours Arrest

*The darker blue color in the flowchart correspond to the changes made to the juvenile arrest process as a result of to Juvenile Justice Reform

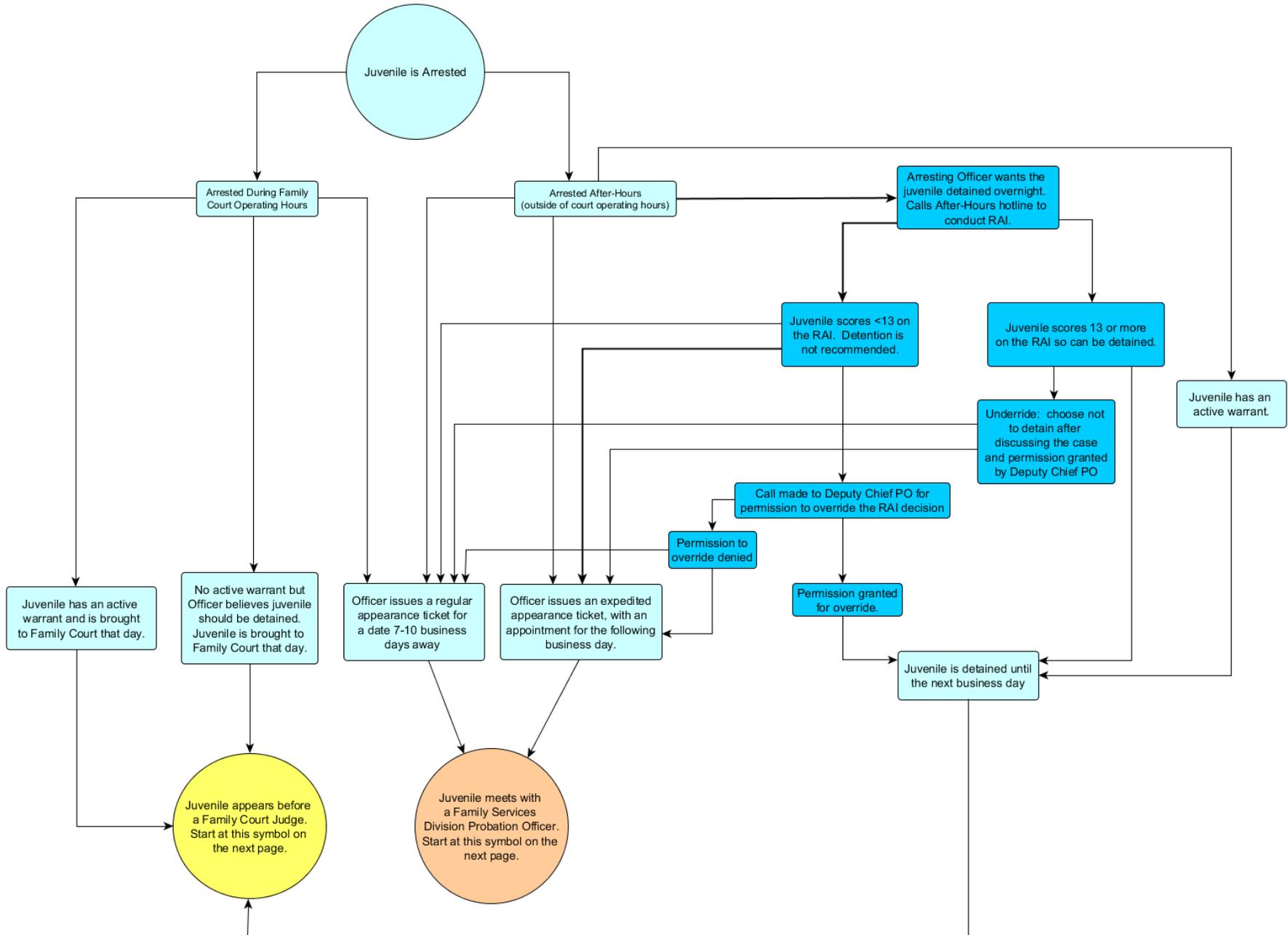
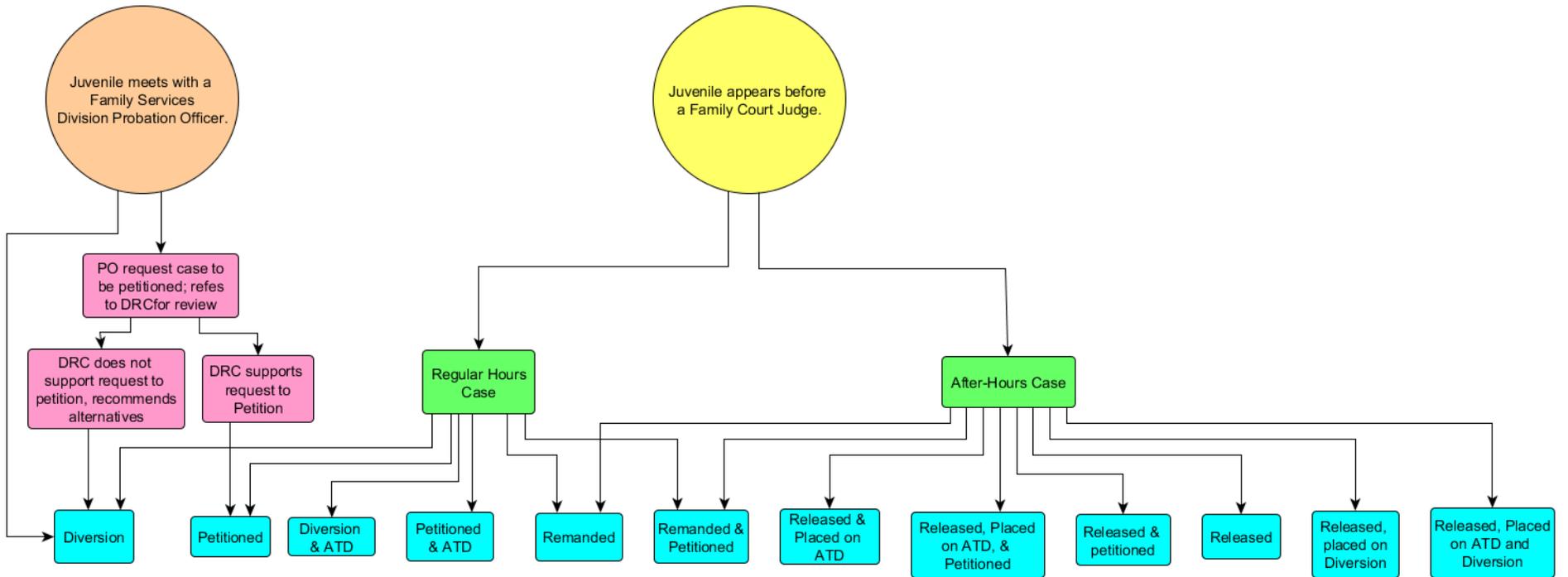


Chart 2: Processes Leading to Results of the Juvenile's First Meeting after Arrest

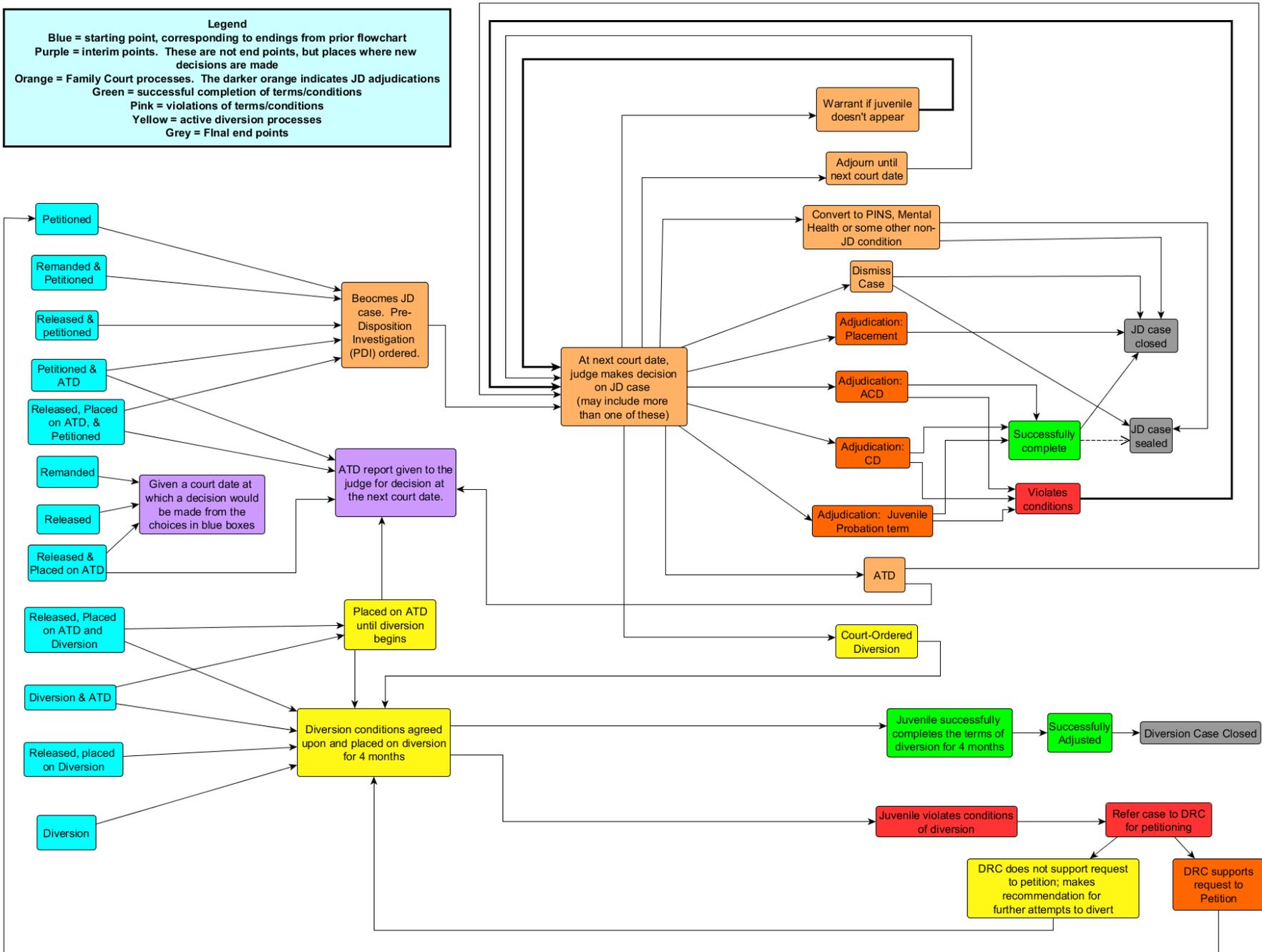
*The boxes colored in pink show the Diversion Review Committee (DRC) process that was added to Monroe County's juvenile probation process as part of the Juvenile Justice Reform



Go to the corresponding blue box on the flowchart on the following page.

Chart 3: Processes that Occur Between the First Meeting after Arrest and Final Case Outcomes

Legend
 Blue = starting point, corresponding to endings from prior flowchart
 Purple = interim points. These are not end points, but places where new decisions are made
 Orange = Family Court processes. The darker orange indicates JD adjudications
 Green = successful completion of terms/conditions
 Pink = violations of terms/conditions
 Yellow = active diversion processes
 Grey = Final end points



10. I feel welcome at DRC meetings.

Extremely Agree	Agree	Neutral	Disagree	Extremely Disagree
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11. The length of time spent on each case at the DRC meeting is appropriate.

Extremely Agree	Agree	Neutral	Disagree	Extremely Disagree
-----------------	-------	---------	----------	--------------------

12. My opinions are valued at DRC meetings.

Extremely Agree	Agree	Neutral	Disagree	Extremely Disagree
-----------------	-------	---------	----------	--------------------

13. The process is meaningful.

Extremely Agree	Agree	Neutral	Disagree	Extremely Disagree
-----------------	-------	---------	----------	--------------------

14. DRC meetings help me to better serve my clients.

Extremely Agree	Agree	Neutral	Disagree	Extremely Disagree
-----------------	-------	---------	----------	--------------------

15. What is missing from the DRC?

16. What is going well with the DRC?

17. Please share any changes that you would like to see happen to improve the juvenile petition process.

18. Please provide any additional comments about the process.

Thank You!

Please place the survey in the basket located in the first cubicle on the left in Room 4157. The basket will be on the ground with a sign above it that reads: "DRC SURVEYS HERE."

Please contact Janelle Duda, either in person on Tuesdays in room 4157 or via email at jmdgci@rit.edu if you are interested in speaking with her more in depth about your experiences with the DRC.

Appendix D:

FSD Probation Officer Juvenile Reforms Survey (2014)

We are interested in gauging how you feel about the Diversion Review Committee process that was implemented in 2012. We ask that you answer a few questions below in order to help us evaluate this program.

Taking this survey is voluntary. All responses will remain confidential, so please do not put any identifying information on the survey. Individual responses will only be viewed by researchers at RIT's Center for Public Safety Initiatives, and results will only be reported in aggregate. Your responses will help to improve these processes. Answering honestly will prove the most useful in making the appropriate changes. Thank you for your time.

1. What best describes your job? (Circle): Diversion Officer Supervision Officer

2. Have you served **on** the DRC? Yes No

3. Were you in your current position before March 2012? Yes No
 - a. If no, were you working in juvenile probation before March 2012? Yes No

4. About **how many times** have you presented to the DRC? _____

5. How **frequently** do you present to or work with the DRC? (Approximately)
 - Once a week or more
 - Twice a month
 - Once every month or two
 - Less than once every two months

6. Please rate your overall satisfaction with the DRC process.

Completely Satisfied	Satisfied	Neutral	Dissatisfied	Completely Dissatisfied
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7. Circle below the words you think describe the DRC or its effect.

- | | | | | |
|--------------|------------|-------------|-------------------|--------------|
| Annoying | Helpful | Frustrating | Prepared | Intimidating |
| Effective | Reasonable | Supportive | Counterproductive | |
| Bureaucratic | Useful | Exhausting | Useless | Respectful |

8. What impact does the DRC have on families?

Extremely Positive	Positive	Neutral	Negative	Extremely Negative
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9. What impact does the DRC have on the respondent?

Extremely Positive	Positive	Neutral	Negative	Extremely Negative
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10. What impact does the DRC have on the crime victim(s)?

Extremely Positive	Positive	Neutral	Negative	Extremely Negative
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11. What impact does the DRC have on your job satisfaction?

Extremely Positive	Positive	Neutral	Negative	Extremely Negative
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12. Please describe the impact, if any, you think the DRC process has on those involved in your cases? _____

Please circle how well you agree with the following statements:

13. The appropriate people are present at the DRC meetings.

Extremely Agree	Agree	Neutral	Disagree	Extremely Disagree
-----------------	-------	---------	----------	--------------------

14. The DRC form requests all of the critical information needed.

Extremely Agree	Agree	Neutral	Disagree	Extremely Disagree
-----------------	-------	---------	----------	--------------------

15. Referring a case to the DRC is simple.

Extremely Agree	Agree	Neutral	Disagree	Extremely Disagree
-----------------	-------	---------	----------	--------------------

16. I feel welcome at DRC meetings.

Extremely Agree	Agree	Neutral	Disagree	Extremely Disagree
-----------------	-------	---------	----------	--------------------

17. The DRC and referral process are responsive to my needs and the needs of my cases.

Extremely Agree	Agree	Neutral	Disagree	Extremely Disagree
-----------------	-------	---------	----------	--------------------

18. The length of time spent on each case at the DRC meeting is appropriate.

Extremely Agree	Agree	Neutral	Disagree	Extremely Disagree
-----------------	-------	---------	----------	--------------------

19. My opinions are valued at DRC meetings.

Extremely Agree	Agree	Neutral	Disagree	Extremely Disagree
-----------------	-------	---------	----------	--------------------

20. The process is meaningful.

Extremely Agree	Agree	Neutral	Disagree	Extremely Disagree
-----------------	-------	---------	----------	--------------------

21. DRC meetings help me to better serve my clients.

Extremely Agree	Agree	Neutral	Disagree	Extremely Disagree
-----------------	-------	---------	----------	--------------------

22. How could the DRC help you do your job better or help your clients more?

23. What is missing from the DRC?

24. What is going well with the DRC?

25. Please share any changes that you would like to see happen to improve the juvenile petition process.

Thank You!

Please place the survey in the basket located in the first cubicle on the left in Room 4157. The basket will be on the ground with a sign above it that reads: "DRC SURVEYS HERE."

PLEASE RETURN BY JULY 1, 2014!

Please contact Jamie Dougherty, either by phone at (585) 475-5591 or via email at jmdgcj1@rit.edu if you are interested in speaking more in depth about your experiences with the DRC, after-hours hotline, or expedited appearance ticket process.

Appendix E: The Risk Assessment Instrument (RAI) used by Monroe County



**MONROE COUNTY
JUVENILE DETENTION RISK ASSESSMENT INSTRUMENT (RAI)**

SCREENING AND JUVENILE INFORMATION

First Name: _____ Last Name: _____ Case Number: _____
 Date of Birth: ____/____/____ Home Zip Code: _____ PIN #: _____
 Arrest Date: ____/____/____ Arrest Time: ____:____ a.m. p.m.
 Referral Date: ____/____/____ Referral Time: ____:____ a.m. p.m.
 Charge: _____ Arresting Department: _____

CASE INFORMATION AND SCORING (only 1 score per section)

Most Serious Current Offense Category (Choose only the most serious)	
Designated Felony (see other side for list)	13
Felony.....	7
Misdemeanor.....	2
Technical Violation of Probation.....	0
Risk of Failure to Appear (Choose only the most serious)	
The youth has an active warrant	13
The youth has a prior JD warrant.....	8
The youth has a prior PINS warrant issued after 1/1/07.....	5
None of the above.....	0
Risk of Re-Offense (Choose only the most serious)	
The youth has prior designated felony adjudication.....	10
The youth is currently under court ordered Probation Supervision.....	8
The youth has a prior JD adjudication.....	7
The youth has a JD petition pending.....	8
The youth is active with JD diversion.....	6
None of the above.....	0
TOTAL SCORE	_____

DETENTION DECISION

DETENTION DECISION	Score 2	Authorized Release
	Score 7	Release w/ Expedited Appearance Ticket Review [next business day]
	Score 8 -12	Release w/ Restrictions/ATD
	Score 13+	Detain

Released to: _____ Relationship: _____
 Address: _____ Phone # _____ Cell # _____

RAI COMPLETED BY: _____ **DATE:** _____
TITLE: _____ **DEPT/AGENCY** _____

SPECIAL DETENTION CASES:

Detention Override (state reasons): _____
 Release Override (state reasons): _____

Override Approved by: _____ **Date:** _____

FOR STATISTICAL PURPOSES ONLY

Race: White Black/African American Asian/Pacific Islander Native American Other
Ethnicity: Spanish/Latin/Hispanic Non Spanish/Latin/Hispanic **Gender:** Male Female

Family Court Designated Felonies*

*Effective as of January, 2009

Applies to 7-12 year olds			
Family Court Act §301.2 (8) (vi)			
Any act, other than a misdemeanor, committed by a person at least seven but less than sixteen years of age, but only where there have been two prior findings by the court that such person committed a prior felony.			
Applies to 13 year olds			
Family Court Act §301.2 (8) (i)			
Murder 1°	PL 125.27	Arson 1°	PL 150.20
Murder 2°	PL 125.25	Sexually Motivated Felony	PL 130.91
Kidnapping 1°	PL 135.25		
Family Court Act §301.2 (8) (ii)			
Assault 1°	PL 120.10	Arson 2°	PL 150.15
Manslaughter 1°	PL 125.20	Robbery 1°	PL 160.15
Rape 1°	PL 130.35	Sexually Motivated Felony	PL 130.91
Criminal Sexual Abuse 1°	PL 130.50	Kidnapping 2° (involving use or threat	PL 135.20
Aggravated Sexual Abuse 1°	PL 130.70	of use of deadly physical force)	
Family Court Act §301.2 (8) (iii)			
Attempted Murder 1°	PL 110.00; 125.27	Attempted Kidnapping 1°	PL 110.00; 135.25
Attempted Murder 2°	PL 110.00; 125.25	Sexually Motivated Felony	PL 130.91
Family Court Act §301.2 (8) (vi)			
Any act, other than a misdemeanor, committed by a person at least seven but less than sixteen years of age, but only where there have been two prior findings by the court that such person committed a prior felony.			
Applies to 14 and 15 year olds			
Family Court Act §301.2 (8) (i)			
Murder 1°	PL 125.27	Arson 1°	PL 150.20
Murder 2°	PL 125.25	Sexually Motivated Felony	PL 130.91
Kidnapping 1°	PL 135.25		
Family Court Act §301.2 (8) (ii)			
Assault 1°	PL 120.10	Arson 2°	PL 150.15
Manslaughter 1°	PL 125.20	Robbery 1°	PL 160.15
Rape 1°	PL 130.35	Sexually Motivated Felony	PL 130.91
Criminal Sexual Abuse 1°	PL 130.50	Kidnapping 2° (involving use or threat	PL 135.20
Aggravated Sexual Abuse 1°	PL 130.70	of use of deadly physical force)	
Family Court Act §301.2 (8) (iii)			
Attempted Murder 1°	PL 110.00; 125.27	Attempted Kidnapping 1°	PL 110.00; 135.25
Attempted Murder 2°	PL 110.00; 125.25	Sexually Motivated Felony	PL 130.91
Family Court Act §301.2 (8) (iv)			
Burglary 1°	PL 140.30	CPW 2°	PL 265.03 ***
Burglary 2°	PL 140.25 (1)	Sexually Motivated Felony	PL 130.91
Robbery 2°	PL 160.10 (2)		
*** Where such machine gun or such firearm is possessed on school grounds, as defined in PL §220.00 (14)			
Family Court Act §301.2 (8) (v)			
(only where there has been a prior finding that such a person has previously committed an act that would be Robbery 2°, Assault 2°, or any designated felony act specified in paragraph (i), (ii), (iii) regardless of age at time of commission of the prior act(s))			
Assault 2°	PL 120.05	Robbery 2°	PL 160.10
Family Court Act §301.2 (8) (vi)			
Any act, other than a misdemeanor, committed by a person at least seven but less than sixteen years of age, but only where there have been two prior findings by the court that such person committed a prior felony.			

Appendix F: DRAI

NYS Juvenile Detention Risk Assessment Instrument (DRAI)

Section I. Demographics

DRAI ID: _____

First Name: _____ MI: _____

Date of Birth: ___/___/___ (mm/dd/yy)

SSN: _____

Ethnicity (check one that applies):

- Hispanic
 Non-Hispanic
 Unknown

Last Name: _____

Sex: F M Unknown

Race (check all that apply):

- White Black or African American
 Asian Native Hawaiian or Other Pacific Islanders
 American Indian or Alaskan Native
 Other, specify: _____
 Unknown

IF AVAILABLE:

Parent/Guardian Name: Last name: _____ First name: _____

Contact Phone Number: () _____ - _____

Youth's Current Residence: _____

Street Apt. # City Zip

Section II. Current Circumstances

Date and time of alleged offense:

___/___/___ (mm/dd/yy) : _____ A.M. P.M.

Arrest Date: ___/___/___ (mm/dd/yy)

Date and time of DRAI completion:

___/___/___ (mm/dd/yy) : _____ A.M. P.M.

Name of worker completing DRAI: _____

Arresting Police Department: _____

County where arrest occurred: _____

Arrest Charges (list all charges):

<u>Penal Code</u>	<u>Charge</u>
_____	_____
_____	_____
_____	_____

System point/Reason for DRAI completion:

- Detention (after hours)
Active warrant: Yes No
 Pre-petition Hearing
 Referral to petition/Arraignment

hearing

Section III. Risk Factors

OCA look-up completed? NO reason: system down other: _____

YES, Match found? NO YES, OCA ID: _____

- Youth had a JD petition filed in Family Court prior to current arrest..... 1
- Youth had a PINS petition filed in Family Court prior to current arrest 1
- Youth had a JD or PINS warrant issued by Family Court prior to current arrest 1
- Youth's current arrest charges include any of the following: burglary, grand larceny, autostripping, or motor vehicle theft (see instructions for a complete list of included penal law codes and sections)..... 1

Total Score..... _____

Detention Recommendation Based on Risk Score:

- Release without restrictions (i.e., release to parent/guardian) (0 points)
 Release with restrictions (i.e., alternative to detention program) (1 point)
 Detain (2-4 points)

Section IV. To be Completed For Detention/After Hours Screens Only

Outcome:

- DRAI recommendation followed
- Underride DRAI recommendation (youth placed in lower level of supervision than recommended by DRAI)
- Override DRAI recommendation (youth placed in higher level of supervision than recommended by DRAI)

- Final decision:**
- Release without restrictions (i.e., release to parent/guardian)
 - Release with restrictions (i.e., alternative to detention program)
 - Non-Secure Detention Secure Detention

Youth placed in respite program for temporary out-of-home arrangement: YES NO

If youth was placed in Alternative to Detention (ATD) program, specify program:

Reason for underride or override (check all reasons that apply):

- No available adult/release resource
- Youth's victim in home
- Nature of current offense
- Youth's safety
- Open warrant
- Community safety
- Available appropriate program
- No available appropriate program
- Strong community support (i.e., youth goes to school regularly, has a job, attends a house of worship, etc.)
- Other, specify: _____

Person authorizing underride / override: _____

Title of person authorizing underride / override: _____

Instructions to Complete Detention Risk Assessment Instrument (DRAI)

Section I. Demographic

Item(s)	Instruction
DRAI ID	System-generated unique ID #.
First name, MI, last name	Youth's first name, middle initial and last name.
Date of birth	Youth's date of birth in mm/dd/yy format.
SSN	Youth's social security number.
Sex	Youth's sex.
Ethnicity	Youth's ethnicity, check one ethnicity category that applies
Race	Youth's race, check all race categories that apply
Parent/guardian name	Youth's parent or guardian's last and first name, if known.
Contact phone number	Youth's parent or guardian's contact phone number, if known
Youth current residence	Youth's current residence / address, specify street, city, and zip code, if known.

Section II. Current Circumstance

Item(s)	Instruction
Date/time of alleged offense	Date (in mm/dd/yy format) and time (indicate A.M. or P.M.) of alleged offense.
Arrest date	Arrest date in mm/dd/yy format. Arrest date is the date youth is taken into police custody and is a) taken directly to Family Court or detention, or b) issued an appearance ticket.
Arresting county	Indicate the county where the youth was arrested.
Arrest charges	List all arrest charges, including penal codes and descriptions.
Date/time of DRAI completion	Date (in mm/dd/yy format) and time (indicate A.M. or P.M.) of DRAI completion.
Worker completing DRAI	Full name of worker who completes the DRAI.
System point/Reason for DRAI	Indicate at which process point the DRAI is completed. If DRAI was completed at detention center (after hours), indicate whether the youth had an active warrant.

Section III. Risk Factors

Item(s)	Instruction																				
OCA look-up completed?	Indicate whether a look up of the youth is completed through the data system.																				
Match found?	Indicate whether a match of the youth is found in the data system.																				
OCA ID	Unique identifier (respondent ID) from the OCA system to identify youth.																				
Prior JD Petition	Count any D or E dockets filed in Family Court before the current arrest date.																				
Prior PINS Petition	Count any S dockets filed in Family Court before the current arrest date.																				
Prior Warrants	Count any Family Court ordered warrant issued before the arrest date for the current offense. Include warrants issued on both JD and PINS dockets.																				
Current Charges	Count current arrest offenses for burglary, grand larceny, auto stripping, and/or unauthorized use of a motor vehicle. Include the following law sections: <table border="1" style="width: 100%; margin-top: 5px;"> <thead> <tr> <th>Law Section</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>140.20</td> <td>Burglary – 3rd degree</td> </tr> <tr> <td>140.25</td> <td>Burglary – 2nd degree</td> </tr> <tr> <td>140.30</td> <td>Burglary – 1st degree</td> </tr> <tr> <td>155.30</td> <td>Grand Larceny – 4th degree</td> </tr> <tr> <td>155.35</td> <td>Grand Larceny – 3rd degree</td> </tr> <tr> <td>155.40</td> <td>Grand Larceny – 2nd degree</td> </tr> <tr> <td>155.42</td> <td>Grand Larceny – 1st degree</td> </tr> <tr> <td>155.43</td> <td>Grand Larceny of Automated Teller</td> </tr> <tr> <td>165.09</td> <td>Autostripping – 3rd degree</td> </tr> </tbody> </table>	Law Section	Description	140.20	Burglary – 3 rd degree	140.25	Burglary – 2 nd degree	140.30	Burglary – 1 st degree	155.30	Grand Larceny – 4 th degree	155.35	Grand Larceny – 3 rd degree	155.40	Grand Larceny – 2 nd degree	155.42	Grand Larceny – 1 st degree	155.43	Grand Larceny of Automated Teller	165.09	Autostripping – 3 rd degree
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	165.11	Autostripping – 1 st degree
	165.05	Unauthorized Use of Vehicle Without Consent
	165.06	Unauthorized Use of Vehicle – 2 nd degree
	165.08	Unauthorized Use of Vehicle – 1 st degree
Detention recommendation	Indicate the detention recommendation according to the DRAI total score.	

Section IV. To be Completed For Detention/After Hours Screens Only

Item(s)	Instruction
Outcome	Indicate whether the detention recommendation from the DRAI was followed, overridden, or overridden.
Final decision	Select the final detention decision.
Respite program	Indicate whether the youth was placed in respite program for temporary out-of-home placement.
Specify ATD program	If youth was placed in the ATD program, specify the program name.
Reason for override or override	Select the reason(s) for override or override the detention recommendation derived from the DRAI total score.
Person authorizing override / override	Indicate the person who authorized override or override of the detention recommendation derived from the DRAI total score.
Title of person authorizing override / override	Indicate the title of the person who authorized override or override of the detention recommendation derived from the DRAI total score.