## STANDARD ASSESSMENT - PART I RISK ASSESSMENT DEFINITIONS/GUIDELINES

| Minor's Age <15.5  | PriorsNo. of prior Apps  | SOURCE DOCUMENTS   |   |
|--|--|--|---|
| 15.5 – 17.5<br>—>17.5  | No. of prior Petitions   | 1. Police Report   | 8. Record of Interviews with minor/parents  |
| Citizenship StatusYesNoUnk   | Source of Documents: • Birth Certificate • Naturalization Papers | 2. Application for Petition     3. Intake Assessment     4. Booking Interview     5. Investigation Report     6. SSA CMS/CAR Reports | <ol> <li>Gang Tracking System (G.R.E.A.T.)</li> <li>CJI</li> <li>Family Data Sheet</li> <li>Police Record/CMS Check by Address</li> <li>CMS/J &amp; A Criminal Records</li> </ol> |
| Response Definitions YES = Documented evidence of problem(s) meeting Risk Factor definitions. NO = No documented evidence of problem meeting Risk Factor definitions. UNK = Min. sources have not been checked to select a "Yes" or "No" response. |  | 7. School Reports  |   |

- The source documents listed at the end of each Risk Indicator Definition represent the minimum number that must be reviewed prior to recording a "No" response. Parent or minor statements denying a problem in any area are insufficient to select a "No".
- Any one of these sources, including statements taken from the minor or parents, may be utilized to record a "Yes" response.

  Barring an affirmative response, until all minimum sources have been consulted, the Risk Indicator should reflect an "Unknown" response.
- Corroborating source documents should be noted and retained in the case file.

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|---|---|--|
| RISK FACTORS/PROBLEM INDICATORS   | PROBLEM INDICATORS DEFINITIONS/RECORDING GUIDELINES   |  |
| I. FAMILY   |   |  |
| A. Lack of Supervision & Control  | Documents will be reviewed to determine if the parents' behavior indicates one or more of the following conditions exist:  Lack of knowledge of youth's friends and activities  Lack of age-appropriate limit-setting, i.e., no curfew, consistent rules  Deny responsibility/refuse to take blame for child's behavior  Lack of rules enforcement (minor doesn't follow rules, disobeys curfew, sneaks out)                              |  |
|   | Other areas to review in the written documents include:   |  |
|   | The circumstances of the offense: Was the minor out late at night? Was the minor with older or more sophisticated companions? Was the minor far from home?  |  |
|   | These issues suggest that the parents are having difficulty providing adequate supervision or control of their child, this measure is not an indication of a lack of parental interest or caring.   |  |
|   | For program assignment decision-making, if the written documents do not provide definitive evidence regarding these issues, then a telephone or face to face interview should be conducted with the parents/guardians to gather this information to make an informed decision regarding this factor.  |  |
|   | Required Source Documents: 1,2,3,8,10   |  |
| B. Child Abuse/Neglect – Domestic Violence<br>i.e., 300 Petition Filed<br>273.5 or 415 PC Arrests | Documents will be reviewed to determine if:  Minor's family has prior or pending WIC 300 filling, i.e., child abuse, neglect, abandonment, or placement in Orangewood or other residential facility.  Minor's family has substantiated CAR reports within last 3 years (No 300 Petition filed).  Minor's family has any formal arrests for 273.5 PC or 415 PC.  Minor and/or family report incidents of child abuse or domestic violence. |  |
|   | The details, including dates and findings, should be recorded.  |  |
|   | Required Source Documents: 3,5,6,8,13   |  |
| C. Criminal Family Influence  | Documents/automated records will be reviewed to determine if an immediate family member or a relative with whom the minor interacts is/has: * a prior record * in jail or prison * on probation or parole * a pending matter in Juvenile or Adult Court   |  |
|   | The Key is the minor's relationship to the person.  |  |
|   | The screener will need to follow-up and determine the makeup of the household to determine who is living in the home with the minor who may not have been initially identified as family members. Record checks of these individuals should also be completed.  |  |
|   | Required Source Documents: 3,5,8,9,11,13  |  |

## RISK ASSESSMENT DEFINITIONS/GUIDELINES P. 2

| RISK FACTORS/PROBLEM INDICATORS  | PROBLEM INDICATORS DEFINITIONS/RECORDING GUIDELINES   |  |
|----------------------------------|---|--|
| II. SCHOOL                       |   |  |
| A. Attendance Problems Truancies | Documents will be reviewed to determine if the minor's school attendance shows:  * multiple occurrences of truancy or skipping classes resulting in formal school action within the last six months.  * s/he is not currently attending school or is not enrolled.  |  |
|                                  | If this information is not available, a follow-up phone interview with the parents and subsequent request for the school records will be made.  Required Source Documents: 3,7,8  |  |
| B. Academic Achievement          | Documents will be reviewed to determine if the minor has received 2 or more "F's" within the last six months, or on the most recent report card.  |  |
|                                  | If this information is not available, a follow-up phone interview with the parents and subsequent request for the school records will be made.  |  |
|                                  | Required Source Documents: 3,7,8  |  |
| C. Behavior Suspension/Expulsion | Documents will be reviewed to determine if the minor has been suspended or expelled for problem behavior and/or current offense within the last six months, or if reflected on the most recent report card. The reason for each suspension/expulsion should be noted along with the date(s).  |  |
|                                  | If this information is not available, a follow-up phone interview with the parents and subsequent request for the school records will be made.  |  |
|                                  | Required Source Documents: 3,7,8  |  |
| III. SUBSTANCE ABUSE             |   |  |
|                                  | Documents will be reviewed to determine if there are indications of substance use by the minor under the following criteria:  |  |
|                                  | <ul> <li>1 substance multiple times (beyond experimentation) OR</li> <li>2 or more substances used 1 time or more</li> </ul>  |  |
|                                  | If this information is not provided by the available documents, an interview with the minor and parent/guardian should be conducted using a brief structured format to probe the use by the minor (e.g., type of drug, age of first use, frequency, and duration of use and amount should be noted.). The interviewer should probe other behavioral indices that may suggest use (e.g., changes in behavior, moodiness, sleepiness, reddened eyes, etc.). |  |
|                                  | Required Source Documents: 1,2,3,4,8,10,13  |  |
| IV. DELINQUENCY FACTORS          |   |  |
| A. Gang Involvement              | Documents will be reviewed to determine if the minor has admitted and/or is known to be  * a gang and/or tagging crew member  * associated with a gang ("hangs with", "backs up")   |  |
|                                  | If this information is not provided by the available documents, an interview with the minor and parent/guardian should be conducted to probe potential gang involvement by the minor. The interviewer should probe other behavioral indices that may suggest gang involvement (e.g., choice of friends, tattoos, clothing choices, etc.) to gauge the parents' awareness of the minor's potential involvement.  |  |
|                                  | Required Source Documents: 1,2,3,4,8,9,13   |  |
| B. Stealing Pattern              | Documents will be reviewed to determine if the minor has been involved in mild to moderate <u>repeated</u> stealing which appears likely to continue.   |  |
| Frequency, Type                  | If this information is not provided by the available documents, an interview with the minor's parents should probe for a potential pattern of stealing behavior by the minor.   |  |
|                                  | Required Source Documents: 1,2,3,7,8,10,13  |  |
| C. Runaway Pattern               | Documents will be reviewed to determine if the minor has history of one or both of the following:   |  |
| Frequency<br>Reasons             | * Repeated episodes of runaway for a brief duration (i.e. 3 or more times overnight or for several days)  * Runaway 1 time or more for extended period (1 week or more i.e. indicates minor appears likely to runaway again).   |  |
|                                  | If this information is not provided by the available documents, an interview with the minor's parents should probe for a potential pattern of runaway behavior. NOTE: If minor is a chronic runaway, check to verify CAR reports.   |  |
|                                  | Required Source Documents: 1,2,3,6,8,10   |  |