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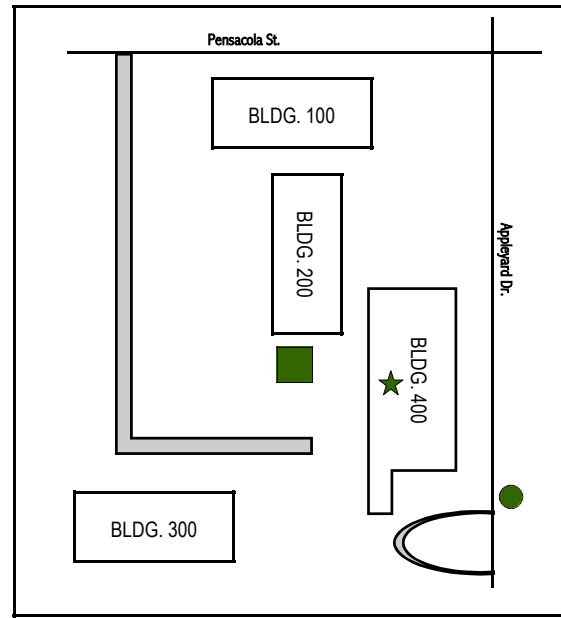
Leon County Court Administrator

Office of the Public Defender

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Tallahassee Police Department

United Way of the Big Bend



- Appleyard Entrance For Law Enforcement Only.
- Parking Area For Building 400
- ★ Juvenile Assessment Center (JAC)

A Component of
DISC Village, Inc.

PARENT AND
GUARDIAN
INFORMATION
FOR THE

JUVENILE
ASSESSMENT
CENTER
(JAC)



Tallahassee/Leon County
Human Services Center
3333 W. Pensacola Street
Building 400
Tallahassee, Florida 32304

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AN OVERVIEW

Welcome to the Juvenile Assessment Center (JAC). The mission of the Juvenile Assessment Center is to enhance public safety and improve service delivery through coordination and cooperation between governmental bodies and agencies responsible for prevention, early intervention and diversion services for youth and their families. This brochure will explain the process that youth will go through as they enter the Juvenile Justice System through the JAC. The JAC staff will be more than happy to assist you with any part of the process that you do not understand.

JAC PROCEDURES

The following procedures should take place after the youth is taken into custody and delivered to the JAC by a Law Enforcement Officer or turns him/herself into the JAC.

- The youth will be searched and screened by the JAC staff and asked to remove all personal belongings. The personal belongings of the youth will be placed in a sealed envelope until placement of the youth is determined.
- The Law Enforcement Officer will complete all necessary paperwork and then turn the youth over to a JAC Correctional Officer to be fingerprinted and photographed.
- The JAC Correctional Officer will then turn the youth over to an Intake Counselor for detention screening/assessment.
- All youth will receive a comprehensive biopsychosocial assessment to assist in determining the youth's placement/needs.
- Detention criteria is mandated by the State of Florida so JAC staff will follow the criteria for detention based on Florida Statutes; which takes into account many factors such as the presenting charges, prior delinquency history, and a final risk assessment score.

- A determination about the youth's placement will be made which could be:
 - * Direct release (parent/guardian/shelter)
 - * Home detention (house arrest; could include electronic monitoring)
 - * Secure detention
- The Intake Counselor will also complete a State Attorney Recommendation which will recommend either non-judicial or judicial handling of the case(s).
- A multi-disciplinary case review staffing will be held on each youth referred to the JAC in order to assign a case manager and determine what interventions, or sanctions, if any, would be beneficial for the youth and family to initiate. A letter outlining these recommendations will be sent to the parent/guardian following the staffing, if appropriate. The assigned Juvenile Justice Probation Officer will assist the family through the legal process and help set up any recommendations ordered by the court at a later date.

PARENT/GUARDIAN RESPONSIBILITIES

If the youth is direct released to a parent/guardian/shelter:

- The youth and parent/guardian/shelter will sign a Notice to Appear in Juvenile Court for the arraignment date.
- The youth's personal belongings will be released to the parent/guardian/shelter.
- The youth and parent/guardian will be expected to maintain contact with the assigned Juvenile Justice Probation Officer for follow up interviews, if necessary.
- The youth and parent/guardian will be expected to attend all assigned court dates.

If the youth is released to home detention:

- The youth and parent/guardian must attend a detention hearing before the judge the following morning to determine continued detention status.
- The youth and parent/guardian must comply with home detention rules and maintain contact with the assigned Juvenile Justice Probation Officer.
- The youth's personal belongings will be released to the parent/guardian.
- The youth and parent/guardian will be expected to maintain contact with the assigned Juvenile Justice Probation Officer for follow up interviews, if necessary.
- The youth and parent/guardian will be expected to attend all assigned court dates.

If the youth is placed in secure detention:

- The youth will be transported from the JAC to the detention facility after the screening is complete.
- The youth's personal belongings will be released to detention staff.
- The youth will have a detention hearing before a judge the following morning to determine continued detention status.
- The parent/guardian should attend the detention hearing.
- The youth and parent/guardian will be expected to maintain contact with the assigned Juvenile Justice Probation Officer for follow-up interviews, if necessary.
- The youth and parent/guardian will be expected to attend all assigned court dates.

