



**WEST VIRGINIA
DIVISION OF
JUVENILE SERVICES**

POLICY NUMBER:

502.00

PAGES:

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CHAPTER:

Juvenile Services

REFERENCE AND RELATED STANDARDS:

WV Code Chapter § 49-2-903; ACA 3-JTS-5B-02-2; ACA 3-JTS-5C-01 thru 12; ACA 3-JDF-5B-01 thru 07; ACA 3-JCRF-5C-01 thru 05; ACA 1-JDTP-1C-07-1; Prison Rape Elimination Act (PREA), §§ 115.316, 115.365; PbS Standards – Health & Mental Health #1

SUBJECT: Social Services

DATE: October 1, 2015

PURPOSE

This Policy provides that each facility shall make available the professional services necessary to meet the identified needs of residents. Such services may include individual and family counseling, family planning and parent education, and programs for residents with drug and alcohol addiction problems.

CANCELLATION

This policy has been revised and supersedes Policy 502.00 dated January 1, 2009.

APPLICABILITY

This Policy applies to all Division of Juvenile Services' facilities.

PROCEDURES

1. Social service programs shall be provided that make available a range of resources appropriate to the needs of residents, including individual, group, and family counseling; drug and alcohol treatment; HIV and AIDS education, and special offender treatment.
2. Discrimination is prohibited on the basis of disability in the provision of services, programs, and activities administered for residents.
3. Staff and residents shall have access to an appropriately trained and qualified individual who is educated in the problems and challenges faced by residents with physical and/or mental impairments, programs designed to educate and assist disabled residents, and all legal requirements for the protection of residents with disabilities.
4. Each facility shall take appropriate steps to ensure that residents with disabilities (including residents who are deaf or hard of hearing, those who are blind or have low vision, or those

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who have intellectual, psychiatric, or speech disabilities) have an equal opportunity to participate in or benefit from all aspects of the facility's social service programs, including its efforts to prevent, detect, and respond to sexual abuse and sexual harassment.

5. Facility staff shall identify the collective service needs of the resident population at least annually. Special programs are provided to meet the needs of residents with specific types of problems.
6. The facility social services program is administered and supervised by a person qualified and trained in the social or behavioral sciences.
7. Staff members shall be available to counsel residents at their request; provision is made for counseling residents on an emergency basis. Such services may include individual and family counseling, family planning and parent education, and other progress release planning for residents with drug and alcohol addictions.
8. Residents shall be provided access to mental health counseling and crisis intervention services in accordance with their needs.
9. The facility shall develop a written facility plan to coordinate actions among staff first responders, medical and mental health practitioners, investigators, and facility administrators that are taken in response to an incident of sexual abuse.
10. Social services personnel share relevant information and coordinate their efforts with appropriate facility residents' care-workers.
11. Comprehensive counseling and assistance shall be provided to pregnant residents in keeping with their expressed desires in planning for their unborn children.
12. The appropriate level of facility social services staffing will be determined by the population of the facility. The facility's use of a "team" approach and use of paraprofessionals, volunteers, and interns will influence the number of professional staff required. The mechanism used to determine such staffing levels include, at a minimum:
 - a. Type of juvenile population served
 - b. Type of facility
 - c. Legal requirements
 - d. Goals to be accomplished
11. Within the drug treatment program, there shall be an appropriate range of primary treatment services for alcohol and other drug-abusing residents that includes, at a minimum, the following:

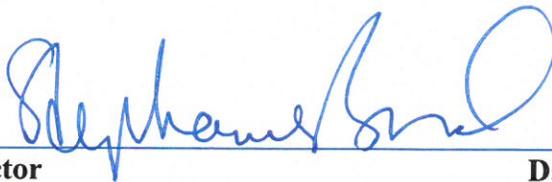
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- a. Juvenile diagnosis
 - b. Identified problem areas
 - c. Individual treatment objectives
 - d. Treatment goals
 - e. Counseling needs
 - f. Drug education plan
 - g. Relapse prevention and management
 - h. Culturally sensitive treatment objectives, as appropriate
 - i. The provision of self-help groups as an adjunct to treatment
 - j. Prerelease and transitional service needs
 - k. Coordination efforts with community supervision and treatment staff during prerelease phase to ensure a continuum of supervision and treatment.
12. Within the drug and alcohol treatment program, incentives shall be provided for targeted treatment programs to increase and maintain the resident's motivation for treatment.
 13. Each resident is assigned a facility staff member who meets with and counsels the resident.
 14. An updated listing of community agencies that can provide services to residents shall be maintained.
 15. Staff shall use community resources, either through referrals for service or by contractual agreement, to provide residents with services to meet their developmental needs.
 16. Each facility will have in place an operational procedure to ensure the standards and practices of this policy are followed.

RIGHTS RESERVED

The Director reserves the right to modify, suspend or cancel any provision herein in part or entirety, without advance notice, unless prohibited by law.

APPROVED:



Director

Date

10/6/15