



## EXHIBIT 3

### FLORIDA DEPARTMENT OF JUVENILE JUSTICE

#### Supervised Release Intensive Home Detention (IHD) Guidelines

##### Program Description

Intensive Home Detention: Youth are released to a parent, guardian, or responsible adult with supervision guidelines that include restrictions on the youth's whereabouts and five (5) random face-to-face contacts with the youth and one (1) family per week.

##### Target Population

Youth who score 11 points on Florida's Detention Risk Assessment Instrument (DRAI). Youth who score 10 points may be placed on Intensive Home Detention if an Evening/Day Reporting Center is not accessible.

##### Definitions

1. Detention Hearing: A hearing held within 24 hours of an arrest to determine the need for continued supervision during the court hearing process.
2. Detention Risk Assessment Instrument (DRAI): An objective, data driven screening tool used to determine the appropriate level of supervision while awaiting court hearings.
3. Supervised Release Tracker (SRT): Person responsible for conducting supervision contacts and providing compliance updates to the assigned JPO and Supervised Release Review Committee.
4. Juvenile Assessment Center (JAC): A location where youth are assessed to determine risk to community safety and the necessity of increased supervision while awaiting court hearings.
5. On-Call Screening: An assessment conducted in the community to determine risk to community safety and the necessity of increased supervision while awaiting court hearings.
6. Program Success: A data-driven determination based on the percentage of youth who remain arrest free and attend all court hearings during program participation.
7. Supervised Release Continuum: A document that provides an overview of the supervised release programs ranging from least intrusive to most intrusive. Overviews include a description of the program, eligibility, contact standards, capacity, and admission considerations.
8. Supervised Release Review Committee (SRRC): A review committee that examines a youth's progress while participating in a supervised release program to determine if movement along the continuum is appropriate.

## **Intensive Home Detention Placement**

### **Screening Process**

1. All youth referred to a Juvenile Assessment Center (JAC) or screening unit will be assessed using a DRAI. In some areas, this assessment is completed via the on-call screening method.
2. The results of the DRAI will determine if the youth is released without restriction, placed into a supervised release program, or placed in secure detention.
3. Youth who score 11 points on the DRAI are appropriate for placement onto intensive home detention status pending a detention hearing. Youth who score 10 points may be placed on Intensive Home Detention if an Evening/Day Reporting Center is not accessible.
4. The screener will review the Supervised Release Agreement with the youth and parent/guardian or responsible adult to obtain signatures documenting the review/understanding of the program guidelines.
5. The Supervised Release Agreement will be added to the detention packet and uploaded to the Screening/JAC packet folder in the Document Upload Section of the Juvenile Justice Information System (JJIS).
6. Placement on intensive home detention placement will be the determination of the court during the detention hearing.

### **Program Supervision**

#### **Initial Contact:**

This face-to-face meeting will be held with the youth and parent/guardian within 24 hours of court ordered placement to supervised release/IHD. During this initial contact, the following items will be discussed:

1. Program description including rules, contact standards, and compliance stipulations (Intensive Home Detention Agreement).
2. Gathering of information regarding school placement, employment, and other regularly scheduled events that will assist the SRT in supervising the youth appropriately.
3. Date of next court hearing and any barriers that may prevent the youth's appearance.
4. Description of steps to supervision escalation, de-escalation, and successful completion.
5. Exchange of accurate contact information for youth, guardian, and SRT.

This contact can be made by any SRT, state-operated, or provider employee regardless of JPO certification status. This contact can be conducted at the 24-hour detention hearing. The initial contact documentation must be forwarded to the SRT provider within 24 hours.

#### **Supervision: Initial 21 days**

The SRT will make contact with the youth according to the following schedule:

1. A minimum of (5) five face-to-face contacts will be completed with the youth each week. One (1) of these contacts must be conducted during evening hours. Evening is defined as any time on Monday through Thursday after 6:00pm.
2. A minimum of (2) two face-to-face weekend contacts must be completed within a 21-day period. Weekend is defined as the period of time between 6:00 pm Friday and 11:59pm Sunday of each week.

3. A minimum of (1) one face-to-face contact with parent, guardian, or responsible adult per week.

Supervision: 22<sup>nd</sup> day and beyond

The JPO or SRT will conduct a minimum of three (3) face-to-face contacts with the youth each week.

All contacts must be documented in the JJIS Case Notebook Module with the type “supervised release” marked.

### **Supervised Release Reviews**

This program is subject to the guidelines in the Supervised Release Continuum Policy.

### **Graduated Responses for Technical Violations**

Technical violations of the Intensive Home Detention Agreement will result in the following responses:

1. For initial occurrences of the items listed below, the SRT or assigned JPO will investigate and determine if the occurrence was **willful** and seek to understand the reasons for the violation. Upon determination of the occurrence as willful, a written plan to prevent future occurrences will be outlined and signed by the SRT or assigned JPO, youth, and parent/guardian.
  - a. Unexcused late arrival to school
  - b. Unexcused absence from school or work
  - c. Arriving home late from school or work without prior approval from the SRT or JPO
  - d. Leaving primary residence or work without a parent/guardian and prior approval from the SRT or JPO
2. The second or subsequent willful occurrence will result in a supervise release review to determine the need for the use of EM or submission of violation for court consideration of secure detention placement.

All communications regarding violations must be documented in the JJIS Case Notebook Module.

### **Violations**

A formal violation of supervised release will be filed for one of the following reasons:

1. Youth received a new arrest.
2. Youth failed to adhere to the graduated responses to technical violations.
3. Youth absconded from supervised release supervision.
4. Youth failed to attend all scheduled court hearings (FTA issued).

SRTs must report the violations above to the assigned JPO and JPOS within 24 hours of becoming aware the violation has occurred.

### **Discharge from Intensive Home Detention**

Youth may be released from Intensive Home Detention at any point in the court hearing process.

Releases from Intensive Home Detention will occur for one of the following reasons:

1. Statutorily based supervised release supervision jurisdiction has expired.
2. Court order issued releasing youth from supervised release status.
3. Youth placed in secure detention.
4. SRRC determined increase or decrease in supervision.