

(a) **Policy.**

Enrolled volunteers and members of registered advocacy and support groups are identified prior to gaining access to a Texas Youth Commission facility or program.

(b) **Procedures.**

- (1) The community relations coordinator issues a photo identification badge when a volunteer successfully completes all screening and processing requirements and accepts an assignment.
 - (2) The community relations coordinator provides a master volunteer roster to the central control center (at secure facilities) and facility administration, with updates provided each time information is added or deleted.
 - (3) The manager of volunteer services provides a master list of all registered advocacy and support groups to each community relations coordinator. The list is updated with each addition or deletion and includes:
 - (A) the names of all registered advocacy or support groups; and
 - (B) the names of all individuals associated with each group who have been cleared for confidential youth access through a background check, and if applicable, the professional service each individual is credentialed to provide.
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