

INSTRUCTIONS

TJJD RISK AND NEED ASSESSMENT INSTRUMENT

The TJJD Risk and Needs Assessment (RANA) instrument is designed to identify a juvenile's risk of chronic re-offense and his/her need for specialized services. The assessment should be completed **prior** to disposition of a juvenile's case. An assessment must be completed for all juveniles disposed with the exception of those whose case is dropped, dismissed, or non-suited.

A completed assessment will indicate whether the juvenile is high, medium, or low risk of chronic re-offense, whether the juvenile has high, medium, or low needs and the suggested case management domains that coincide with the juveniles risk and needs factors.

The questions contained in the assessment should be answered based upon official records, current screening and assessment information, and interviews with the juvenile and his/her parent or guardian. The assessment itself will take only minutes to complete once all the information for the juvenile has been collected. **It is important to complete the assessment as accurately as possible and with the most current information available for the juvenile.** Officers completing the assessment should attempt to verify all information contained in the assessment, especially information obtained through self-report.

Upon completion of the web-based RANA, the juvenile's risk and needs levels will appear in the lower left section of the screen. A juvenile may score as being "high," "medium," or "low" risk and have "high," "medium," or "low" levels of need. It is recommended that, at a minimum, juveniles scoring in the "high" and "medium" categories of risk and/or needs be targeted for supervision and services. The case management domain areas that relate to the juvenile's risk and needs will appear in the lower right section of the screen. Domains appear to assist the officer in targeting services for the juvenile.

The web-based RANA provides the user with options to update or correct a current assessment, add an assessment for a new referral, and to re-assess or add an assessment to a juvenile's existing referral. Partially completed assessments can be saved to the database and completed at a later date. Pending and completed assessments can be viewed and/or printed at any time.

The RANA identifies juveniles who are at risk of becoming chronic offenders. The RANA identifies factors, that although not predictive of re-offense, target juveniles for more intensive or specialized services. The assessment is designed to help departments determine appropriate dispositions, supervision levels, and services for juveniles. Identification of the juvenile most at risk of committing subsequent offenses and those with the highest levels of need allows for the targeting of supervision, services, and program resources. The RANA should be used as a tool to best serve juveniles under your department's jurisdiction. The RANA is not intended to be a substitute for the knowledge and experience of trained officers.

RISK ASSESSMENT FACTORS

AGE AT FIRST REFERRAL: Enter the juvenile's age at the time they were **first** formally referred to a juvenile probation department. The referral may have been to a juvenile probation department other than your own. Do not consider paper referrals unless they have been formalized with face-to-face contact or crisis referrals in your response. For a juvenile being assessed for their first referral, the age at first referral will be their current age.

Do **not** enter the juvenile's current age unless this is also the age at which their first referral occurred. The juvenile's age at first referral must be between the ages of 10 and 17. An assessment is not required for young adults 18 years old or over whose case is being considered for certification as an adult.

TOTAL REFERRALS TO JUVENILE PROBATION: Enter the juvenile's **total** number of formal referrals to juvenile probation, including the current referral. Count all formal referrals, regardless of whether the referral was to your department. If information is available include out-of-state referrals to juvenile probation in the total count. **The number entered must be at least one.**

DRUG USE: A juvenile's drug use may be classified as "none or rare", "occasional" or "frequent". Select the most appropriate indicator of the juvenile's drug use in the three months prior to referral from the drop-down list. Consider only the juvenile's drug use. Drug use does include the use of inhalants as well as the use of prescription medication used in a manner not prescribed or prescribed to someone other than the juvenile. Do not include the use of alcohol or tobacco in your answer. If the juvenile was in a residential facility at the time the referral offense occurred, consider the juvenile's drug use in the three months prior to entering the facility.

Frequency of Drug Use in Three Months Prior to Referral:

	Minimum Use	Maximum Use
None or Rare	Never Used	Once
Occasional	Twice	Twice a month
Frequent	Three times per month	Daily

Drug use is closely tied to a juvenile's risk of re-offense. Because of this it is essential that the most accurate assessment of the juvenile's drug use be entered. If the juvenile's drug use in the three months prior to referral is not indicative of juvenile's current drug use, enter the indicator that most closely matches the juvenile's use or, if the juvenile is in a residential facility, their potential use upon release. Results from drug screening and assessment instruments as well as diagnoses from psychological evaluations may be used to assist in appropriately designating the juvenile's drug use. For example, a juvenile with a DSM diagnosis of cannabis abuse or dependence who

has self-reported no use of drugs may actually be a frequent user of drugs. Drug test results may also be used to inform your answer.

If the juvenile has been using more than one drug, indicate the frequency of all drugs used by the juvenile. For example, if the juvenile smokes marijuana twice a month and crack cocaine twice a month, the juvenile would have used drugs four times during the month and should be considered a "frequent" user.

PARENT OR GUARDIAN SUPERVISION/CONTROL: Parental supervision/control may be classified as "Mostly Effective," "Some Difficulty" or "No Control." Select the most appropriate indicator of the parent or guardian's effectiveness in supervising the juvenile. The answer should be based on the result of the parent's supervision, not their efforts in trying to supervise.

Examples of juvenile behavior indicating parental difficulty controlling or no control include:

- failure to follow rules set by parent
- failure to abide by curfew set by parent
- routinely running away or leaving home without permission
- drug use
- failure to attend school
- prior offense and/or referral history
- recurrent physical altercations with parent

Because it is difficult to say for certain at what point a parent has lost control of their child, a juvenile with no parental supervision may be exhibiting one or more of the above behaviors. Parents of juveniles exhibiting four or more of the above behaviors, however, should be considered as having no control or ability to supervise.

PARENT HAS A CRIMINAL HISTORY: If either of the biological parents or the juvenile's guardian or caregiver has a current or prior criminal record select "yes" from the drop-down list. A criminal record includes prior juvenile incarcerations and all adult arrests and convictions. Arrests for domestic violence should be considered as a criminal history. Do not consider arrests for traffic violations (including driving with a suspended license) other than DWI or DUI, arrests for immigration violations or arrests for failure to pay child support as an indication of a criminal history. If the juvenile has never had contact with one or both biological parents their criminal history does not need to be included; include only the criminal history of the juvenile's guardian or caretaker.

Arrests, convictions, community supervision sentences and incarcerations which occur in Texas can be found in the Texas Computerized Criminal History (CCH) system operated by the Department of Public Safety. Access to the secure website is available to juvenile and criminal justice personnel. Departments are encouraged to verify parental/guardian criminal history using the CCH system.

NUMBER OF RUNAWAYS: Enter the number of times the juvenile has run away from home. Include all instances where the juvenile has been gone from home without permission regardless of whether the absence was reported to the authorities.

NUMBER OF SCHOOL DISCIPLINARY REFERRALS IN THE PREVIOUS YEAR: Enter the number of times the juvenile has received a disciplinary referral at school in the year prior to referral. Disciplinary referrals result in in-school suspensions, out-of-school suspensions, removals to an AEP, DAEP or JJAEP and/or expulsions. If the juvenile is referred at the beginning of the school year, include disciplinary referrals that occurred in the previous school year. For example, if the juvenile was referred in October 2009, include all disciplinary referrals that occurred between October 2008 and October 2009 regardless of the school year. Do not include any suspension or expulsion that was the result of the current offense. Do not include referrals to the school office, counselor or principle if the referral did not result in disciplinary action (i.e. suspension, removal or expulsion).

EVER FAILED OR REPEATED A GRADE: Select "yes" from the drop-down list if the juvenile has EVER failed or repeated a grade in school. Failing a course should not be considered as failing a grade unless the failure resulted in the juvenile having to repeat the school year at that grade level. If not clearly indicated, you can determine if the juvenile is in the appropriate grade using their age. If answering based on the calculation of age, be sure to keep in mind that a juvenile may appear to be one grade below the expected grade for their age, but they are "behind" because of a voluntary late start in school or because their date of birth is on or after October 1st.

JUVENILE IS CHRONICALLY TRUANT: Truancy is an unexcused absence from school. Chronic truancy is defined as twenty or more unexcused absences in the year prior to referral. Chronic truancy may also be determined by looking at the juvenile's attendance during 6 week or semester time periods. A juvenile with 5 or more unexcused absences in a six week period or 10 or more unexcused absences during a semester should be considered chronically truant.

Chronically truant is defined as:

6 Weeks	5+ Unexcused absences (full or partial days)
Semester	10+ Unexcused absences (full or partial days)
Year	20+ Unexcused absences (full or partial days)

If the juvenile is referred at the beginning of the school year, you may include unexcused absences from prior six week periods which occurred during the previous school year. Include both full and partial days missed as an absence. Count only one absence per day. If a juvenile is chronically absent from school but the parent is providing excuses for the juvenile, you may consider the juvenile to be chronically truant if the absences are not the result of illness, court hearing and appointments or some other permissible reason.

It is possible that the juvenile's attendance has changed during the course of the school year. If the juvenile's school attendance has changed, answer this question based on the juvenile's attendance during the most recent 6 week or semester time period.

Juveniles that have dropped out of school or are not currently attending school should be considered as chronically truant. Juveniles not attending school because they are actively working on earning a GED, have received a GED or graduated from high school should not be considered as "not attending school"; instead, the response for these juveniles should be coded as "no".

WHAT TYPE OF PEERS DOES THE JUVENILE HAVE: The juvenile's peers may be classified as "Positive or Mixed" or "Negative." Select from the drop-down list to indicate the type of people the juvenile associates with or the type of influence the juvenile's associates provide. Include adults, siblings and relatives as well as other juveniles if they are the juvenile's peers. Juveniles that are members of a gang should be considered as having negative peers.

JUVENILE EXHIBITS AGGRESSIVE BEHAVIOR: Select "yes" or "no" from the drop-down list. Aggressive behavior may be determined by looking at a juvenile's offense(s) as well as school and family information. Because the focus of this question is determining a pattern of aggression or assaultiveness, a single assaultive incident may not necessarily mean that the juvenile exhibits aggressive behavior.

Indicators of aggressive behavior include:

- often in fights with peers and/or family members
- injures animals
- multiple assaultive offenses
- routinely destroys property when angry
- explosive temper
- physically or verbally aggressive toward others
- history of misdemeanor assaultive or terroristic threats
- current offense a violent felony

Needs Assessment Factors

PRIOR TRAUMATIC EVENT(S): Select "yes" if the juvenile or someone close to the juvenile has ever experienced a traumatic event. A "traumatic event" is an event or series of events that cause extreme stress to the person experiencing that event. A juvenile who has experienced, witnessed or been confronted with an event that involved actual or threatened death, serious injury, threat to physical wellbeing and/or destruction or loss of shelter will most often respond with intense fear, anger, depression, helplessness and/or horror.

Traumatic events include, but are not limited to:

- sexual assault or abuse
- physical abuse
- emotional abuse
- neglect
- witness to domestic violence
- victim or witness of community or school violence
- miscarriage or loss of a child
- attempted suicide
- witness to catastrophic events (hurricane, flooding, tornado, fire)
- witness to or victim of serious motor vehicle or other accident
- the death or serious injury/illness of a close friend or relative
- witness to the destruction of a home (fire)

If the juvenile has a warning or caution on the MAYSI -2 traumatic events scale consider responding "yes" to this question.

Traumatic events such as sexual assault and abuse will have long-term effects on the juvenile. Other events, such as a death in the family, may have short-term impact on the juvenile but, years after the event, may no longer be a cause of stress. Consider the circumstances of the event and the juvenile's need for services in responding to this question.

MENTAL HEALTH NEEDS: Select "yes" if the juvenile has a suspected or confirmed mental health need. Consider all current and prior mental health issues regardless of treatment. A juvenile currently receiving mental health treatment or who is stabilized with medication should be considered as having mental health needs. Juveniles with ADD or ADHD should be considered as having a mental health need even though they may be compliant with medication and maintaining an appropriate level of functioning.

Juveniles receiving special education services with a primary handicapping condition of emotionally disturbed (ED) or who are taking psychotropic medication should be considered as having a mental health need. If the juvenile's parent indicates the juvenile had or is currently experiencing mental health issues, consider the juvenile to have a mental health need. A juvenile who has had suicidal ideations or has attempted

suicide should be considered as having mental health needs. Juveniles with a single diagnosis related to substance use/abuse should **not** be considered as having a mental health need.

A juvenile does not have to have a DSM diagnosis or psychological evaluation in order to be considered as having mental health needs.

IS CURRENT OFFENSE A VIOLENT FELONY: If the juvenile was referred for a violent felony select "yes" from the drop-down list.

Violent felony offenses are offenses or attempted offenses against a person and include:

- murder/ manslaughter
- aggravated assault
- aggravated sexual assault / sexual assault
- indecency with a child by contact
- aggravated kidnapping
- aggravated robbery / robbery
- arson with injury
- assault family violence (second offense or greater)
- injury to child or elderly with serious bodily injury
- burglary of a habitat with intent to commit sexual assault

Do not include misdemeanor assault, misdemeanor assault family violence (first offense) or misdemeanor injury to child/elderly person offenses in your response. If the juvenile has been referred for multiple offenses or has multiple referrals pending, answer "yes" if any of the offenses are violent felonies. Consider the actual circumstances of the offense in your response. A juvenile who has committed a violent felony that is reduced to a misdemeanor offense at disposition should be considered as having a current violent felony offense. A juvenile under supervision for a violent felony whose current referral offense is violation of a court order should not be considered to have a current violent felony offense unless the reason for the violation of a court order is a new violent felony offense.

FAILING UNDER SUPERVISION: If the juvenile is currently under deferred prosecution or probation supervision and is not abiding by the conditions of their supervision select "yes" from the drop-down list. Do not consider success or failure under a pre-disposition supervision (conditions of release or temporary supervision) in your answer.

Failing under supervision includes:

- A juvenile with a referral offense of violation of a court order
- A juvenile under deferred or probation supervision referred for a new law violation
- A juvenile originally placed on deferred prosecution whose case is currently being adjudicated

If the juvenile has previously completed a deferred prosecution or probation supervision and has been referred for a new offense, do **not** consider the juvenile to be failing under supervision.

SIBLING CRIMINAL HISTORY: If the juvenile's brother or sister has a history of juvenile justice or adult criminal justice contact select "yes" from the drop-down list. Contact includes any arrest/referral, placement on community supervision (deferred prosecution, deferred adjudication, probation) and/or incarceration in a jail, ~~TSD~~ facility or prison. The criminal history of step- and/or half-siblings should be included if the juvenile is living with that person and/or the juvenile has regular contact with that person. If the juvenile is living with relatives and there is a relationship comparable to that of a sibling, consider that relative's criminal history in your response.

Arrests, convictions, community supervision sentences and incarcerations which occur in Texas can be found in the Texas Computerized Criminal History (CCH) system operated by the Department of Public Safety. Access to the secure website is available to juvenile and criminal justice personnel. Departments are encouraged to verify parental/guardian criminal history using the CCH system.

SUBSTANCE USE/EXPOSURE: If the juvenile uses drugs, inhalants and/ or alcohol six or more times a year (occasional or frequent user) or two or more times in the three months prior to referral select "yes" from the drop-down list. If the juvenile was in a residential facility at the time the referral offense occurred, consider the juvenile's drug use in the three months prior to entering the facility when responding to this question.

A juvenile who reports no substance use but whose close friends and family routinely use drugs or abuse alcohol has exposure to substances and, because of this, is at risk of increased delinquent behavior and substance use. You may answer "yes" here if the juvenile has exposure to drugs and/or is exposed to alcohol abuse. For example, a juvenile has been referred to the juvenile department. He reports no use of drugs but reports that his friends use drugs daily. The juvenile's brother has also been reported to use drugs daily. The juvenile should be considered as having "exposure" to substances and "yes" should be selected from the drop-down list.

CURRENTLY FAILING 2 OR MORE SUBJECTS: If the juvenile is currently failing two or more subjects at school select "yes" from the drop-down list. If the juvenile is of school age and is not attending school answer "yes". If the juvenile is attending GED classes, has received a GED or has graduated answer "no". If the juvenile is referred during the summer vacation period, look at their grades during the last six week period of the previous school year to determine their status.

SUGGESTED CASE PLAN DOMAINS

As the Risk and Needs Assessment instrument is completed, case management domain areas will appear in the suggested case plan domains section in the bottom right of the screen. These areas relate to the factors that make the juvenile at risk or indicate areas of need. Case plan domains include: Safety/Security, Education, Mental Health, Substance Abuse and Family Services.

The case plan domains/service areas provide probation staff with information on how to target services for the juvenile assessed. The case plan domains that appear on the assessment form may or may not be the most appropriate area from which to address the juvenile's needs. For instance, juveniles with prior traumatic events because of an attempted suicide will have "Mental Health" appear in the case plan domain section even though they may be more appropriately served in the short-term under the Safety/Security domain.

The table below provides information on the juvenile's risk/needs factors and the related case management domains.

Risk/Need Factor	Case Plan Domain
Drug Use: Frequent	Substance Abuse
Parent or Guardian Supervision/Control: Some Difficulty and No Control	Family Services
Parent Criminal History: Prior History	Family Services
Runaway: Two or more	Family Services
School Discipline Referrals: Three or more	Education
Chronically Truant: Yes	Education
Juvenile Aggressive Behavior: Yes	Safety/Security
Prior Traumatic Events: Yes	Mental Health
Mental Health Needs: Yes	Mental Health
Current Offense a Violent Felony: Yes	Safety/Security
Sibling Criminal History: Yes	Family Services
Substance Use/Exposure: Yes	Substance Abuse
Currently Failing 2+ Subjects: Yes	Education

DISPOSITION AND MONTHLY CONTACTS

The final section of the Risk and Needs Assessment requests information on the juvenile's disposition and, if disposed to deferred prosecution or probation, the number of monthly contacts the juvenile is expected to receive. This information must be completed **after** the juvenile has been disposed and a determination has been made on the juvenile's level of supervision. Do **not** complete this section **prior** to disposition.

JUVENILE'S DISPOSITION: Select the disposition the juvenile received for the referral for which the assessment was completed. If the juvenile was disposed for multiple offenses/referrals in a single disposition event, select the most serious disposition the juvenile received. The disposition options below are listed in order of severity, with certification as an adult considered the most severe.

Disposition options include:

- Drop/Dismiss/Non-suit
- Supervisory Caution
- Deferred Prosecution
- Probation
- Probation Placement
- Transferred without disposition
- TJJD Commitment
- Certified
- Other

Select probation for both adjudication probation and determinate sentence probation. Select TJJD commitment for both indeterminate and determinate sentence commitments to the Texas Juvenile Justice Department.

NUMBER OF FACE-TO-FACE CONTACTS PER MONTH: Enter the number of face-to-face contacts the juvenile is expected to have with his/her juvenile probation officer per month. If the number of contacts will change as the juvenile progresses on supervision, enter the number of face-to-face contacts the juvenile will have as he/she begins supervision. Face-to-face contacts may occur anywhere the officer and juvenile meet face-to-face. If the juvenile has a disposition of deferred prosecution or probation without placement, the number of face-to-face contacts must be at least one.

NUMBER OF COLLATERAL CONTACTS PER MONTH: Enter the number of collateral contacts the officer is expected to have concerning the juvenile per month. If the number of contacts will change as the juvenile progresses on supervision, enter the number of contacts the officer will have concerning the juvenile as he/she begins supervision. Collateral contacts include but are not limited to: contacts with the juvenile's parent or guardian, teacher, school counselor or school administrator, program/service provider, or employer. Zero may be entered for the number of collateral contacts per month.