



TEXAS  
JUVENILE JUSTICE  
DEPARTMENT

## Administrative Directive #5 FY 2023

To: TJJJ Employees  
From: Shandra Carter, Executive Director  
Subject: Mandatory Level II Hearings  
Date: May 18, 2023

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Effective May 19, 2023, when any incident report is written on any of the following major rule violations, the facility superintendent shall ensure that a timely Level II hearing is held unless the superintendent determines one should not be held and documents the reasons on the CCF-168:

- assault of youth (with or without injury);

Note: assault without injury requires the intent to cause injury.

- assault of staff (with or without injury);

Note: assault without injury requires the intent to cause injury.

- fighting (with injury);
- threatening another with a weapon;
- possession of a weapon;
- threatening others.

If the incident is found true, with or without extenuating circumstances, the youth will be considered for admission to one of the programs within the Violence Intervention Continuum.

This administrative directive should not be interpreted to suggest that other conduct may not result in a Level II Hearing or referral to the Violence Intervention Continuum. Facility leadership should proactively review youth whose rule violations jeopardize facility security and safety, and such hearings should be held and referrals made in accordance with agency policy regarding Level II Hearings and the Violence Intervention Continuum.

This directive supersedes Administrative Directive #2 FY 20. This directive will remain in effect until it is modified or otherwise rescinded.