

**LET'S TALK T.A.C.**

**Title 37, Ch. 344**



# TOPICS COVERED

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**CERTIFICATION  
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**APPLICANT  
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**01**

**Certification  
Requirements**

# JUVENILE PROBATION OFFICER 344.200

- Be at least 21 years of age
- Have no disqualifying criminal history
- Have no criminal history described in 344.410(a) unless TJJJ has reviewed and determined the person is not ineligible for certification
- Have a bachelor's degree from accredited college or university
- Never have had certification revoked by TJJJ
- Complete the training required by Ch. 344
- Pass the certification exam
  
- Removed: good moral character; 1 year full time experience or 1 year graduate study



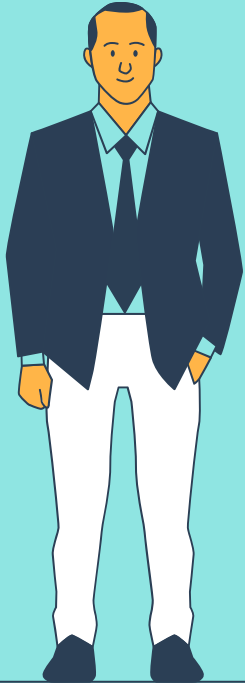
# JUVENILE SUPERVISION OFFICER or COMMUNITY ACTIVITIES OFFICER 344.200

- Be at least 21 years of age
- Have no disqualifying criminal history
- Have no criminal history described in 344.410(a) unless TJJJ has reviewed and determined the person is not ineligible for certification
- Have a high school diploma or its equivalent
- Never have had certification revoked by TJJJ
- Complete the training required by Ch. 344
- Pass the certification exam (JSO but not CAO)
  
- Removed: Good moral character



# FACILITY ADMINISTRATOR

## 344.202



- Must meet criteria of a juvenile probation officer (which means no longer have to have 1 year experience or graduate study requirement)





**02**

**High School Diploma or  
Equivalent**

## MILITARY

Requirement to have high school diploma or equivalent for JSO or CAO may be waived for military service member or veteran who holds a license in another state that is for a position substantially similar to JSO/CAO if the state also has licensing requirements that are substantially similar.

TJJD approval required.

344.204

## FOREIGN DIPLOMA

Foreign diploma may be sufficient without meeting the validation requirements in 344.206 if a Texas state agency or Texas licensing entity has accepted the diploma to meet an employment or licensing requirement to have a high school diploma.

TJJD approval required.

344.204







**03**

**Military Training**

# TRAINING CREDIT

## WHO

Military Service Member, Veteran, or Military Spouse

## IF

Hold current license from jurisdiction with requirements substantially similar to TJJJ requirements for JSO or CAO or Held JSO or CAO certification from TJJJ that was active in preceding 5 years

## WHAT

May be granted credit for training required by 344.600 for verified military service, training, or education that is directly relevant; no credit for 344.620, 622, 624, 626

## HOW

Department or facility submits application to TJJJ; TJJJ determines if credit should be granted and how much



**04**

**Applicant Disclosure &  
Other**

# WAIVERS AND VARIANCES



Waivers and variances do not apply to anything in Chapter 344 unless Chapter 344 says so

344.110

# CERTIFICATION STATUS



**Provisional Certification:** applies to persons in first 6 months of employment who haven't met all certification requirements

**Ineligible:** status that indicates person is not eligible as a result of conduct that occurred while had provisional, while employed with TJJJ or under contract with TJJJ, or prior to either time if conduct unknown to TJJJ

344.866

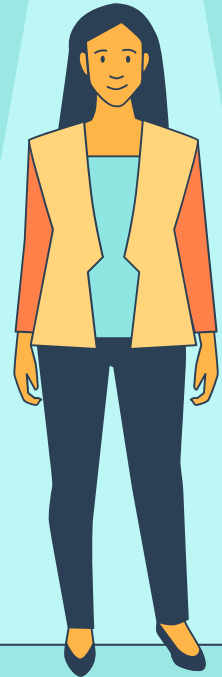
# APPLICANT DISCLOSURE



Must require all applicants to disclose if they:

1. ever worked for, contracted with, volunteered for, or held license with a child-serving entity or entity that serves vulnerable populations (e.g., elderly people, incarcerated people, people in mental health facilities, people with disabilities)
2. ever had employment, contract, or volunteer status suspended or terminated or occupational license revoked or suspended
3. ever had a finding of ANE made against them
4. ever had their name placed on do not hire or similar registry

344.360-370



# BACKGROUND CHECK

Prior to selecting a person for a position who has disclosed one of those things, must conduct a background check to obtain additional information from the entities.

If wish to hire them despite what information received, must submit for review to TJJJ (for people in position requiring certification or eligible for optional certification if seeking certification) or juvenile board or designee (anyone else)



# REVIEW PROCESS

## 1. FORM

If wish to hire the person after background check, must submit form to TJJJ for approval

## 2. TJJJ REVIEW

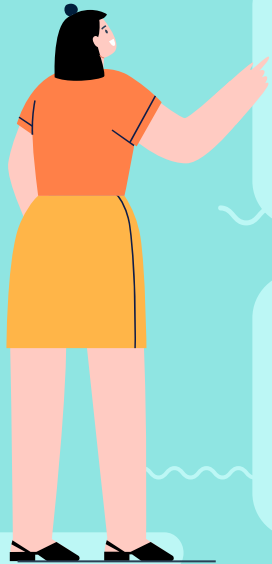
TJJJ reviews and determines if person deemed ineligible for certification; may seek additional information

## 3. NOTICE

TJJJ gives written notice of its decision and opportunity to appeal

## 4. APPEAL

Person has 10 days to appeal to Executive Director. ED decision is final





# QUESTIONS?



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