



TRANSMITTAL MEMO

TO: TJJJ Staff
FROM: Office of the General Counsel, Policy and Standards Section
SUBJECT: HHS Transmittal
DATE: October 26, 2017

Please be advised that a new procedure has been added to the Halfway House Health Services (HHS) Manual. This procedure will go into effect on **November 1, 2017**.

SUMMARY OF CONTENTS:

HHS.35.15 Post-Furlough/Conditional Placement Health Screening – NEW

- Outlines the process for the human services specialist (HSS) or a juvenile correctional officer (JCO) to complete a health screening during the check-in process for youth who return to a halfway house from a furlough or conditional placement.
- Describes the situations that might arise during the health screening that would require the HSS or JCO to immediately notify a given third-party.
- Outlines the duties of the institution nurse with regard to reviewing the health screening documentation.