



Transmittal Memo

TO: TJJJ Staff
FROM: Executive Office, Policy and Standards Section
SUBJECT: GAP Transmittal
DATE: November 25, 2024

Please be advised that changes have been made to the General Administrative Policy (GAP) Manual. These changes will go into effect on **December 1, 2024**.

Summary of Changes

GAP.05.00 Naming of a Facility

- Expanded the scope of those who are eligible to have their name attached to a TJJJ facility to include those who have made positive achievements and contributions *to the juvenile justice system in Texas* (rather than those *with close ties or a long-standing relationship with TJJJ*).
- Updated the title of the policy
- Updated the name of the agency throughout.

GAP.380.8703 Rehabilitation Program Stage Requirements and Assessment

- Added that a youth's stage in the rehabilitation program may be lowered when the youth has been unresponsive to intervention attempts over an extended period of time and the youth's current stage does not reflect the youth's current progress.
- For Stage 1, added that youth are expected to review their own unique vulnerabilities with the case manager.
- For Stage 2, added that youth are expected to identify a long-term success plan.
- For Stage 2, clarified that youth are expected to explore patterns in thoughts, feelings, attitudes, beliefs and *vulnerabilities* (rather than values).
- For Stage 2, removed requirements for youth to make progress toward personalized goals, to present and discuss progress with the treatment team, and to complete case plan objectives.
- For Stage 4, added that completing case plan objectives includes the ability to articulate plans for successful community reentry.
- For all stages, clarified that youth are expected to participate *safely*, (rather than just participate) in various areas of programming.
- Removed the requirement for youth to receive a stage assessment that is based on current behavior and progress upon being returned to a high- or medium-restriction facility for disciplinary reasons or upon receiving an additional commitment. Added that such youth will be placed on the most appropriate stage as specified by written procedure manual.
- Clarified that one of the situations in which a youth's stage may be lowered is when the youth *receives an additional commitment* (rather than being recommitted).

GAP.385.8103 Board Proceedings – NEW

- Provides information about the TJJ Board and its organization, powers, responsibilities, and meetings.