

# DJJ CENTRAL COMMUNICATIONS CENTER

## INCIDENT REPORT TRAINING for CINS/FINS Programs

July 20 and 23, 2009

# STANDARDS AND PROCEDURES



- The Caller will provide Duty Officers with all pertinent information to include their Program Id Code or Grant number and DOB, SSN, Names, etc. of persons involved in the incident
- Duty Officer will record all information and provide the Caller with a report #

# REPORTABLE INCIDENTS

FOR  
PREVENTION AND GRANT  
PROGRAMS

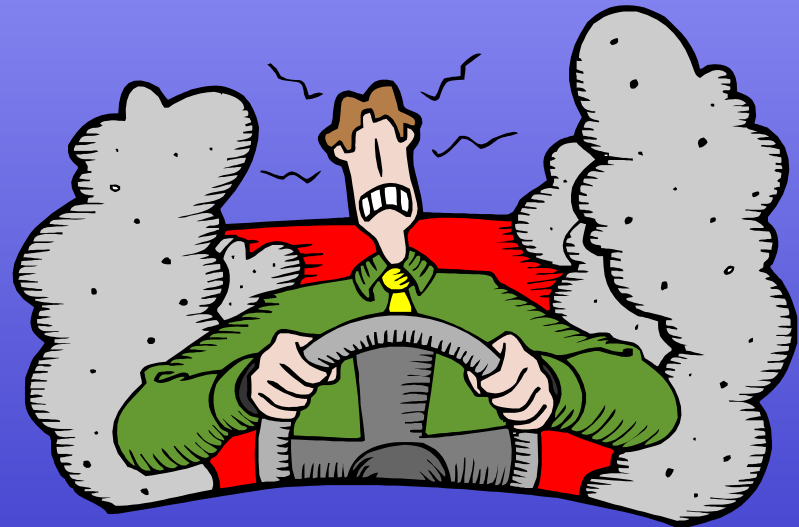
# PROGRAM DISRUPTION



- Accidents
- Building Emergency
- Discovery of Illegal or Controlled Drugs or Alcohol
- Contraband
- Disturbance
- Hostage Situation
- Incidents Involving Visitors

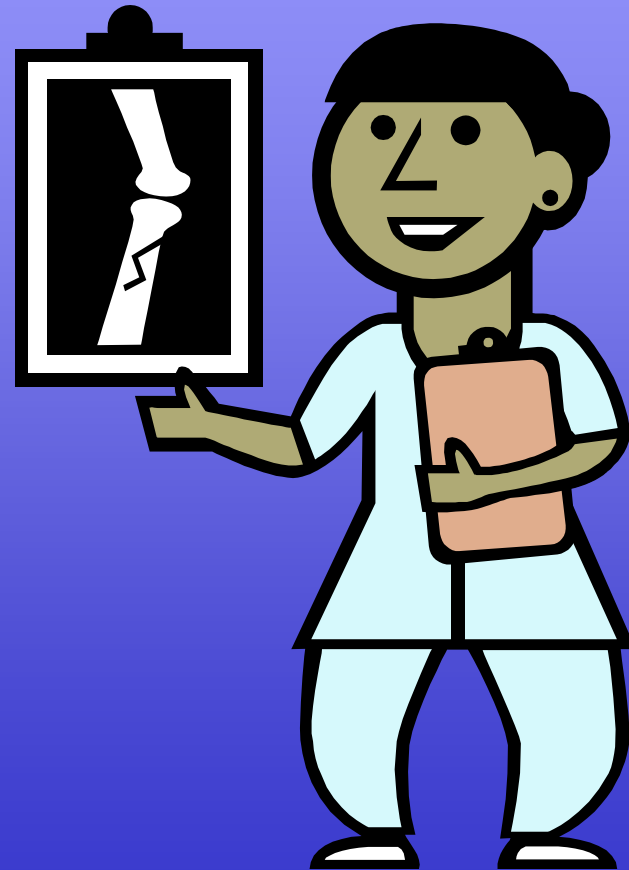
# PROGRAM DISRUPTION

- Natural or Environmental Disaster
- Recovery or Possession of a Weapon or Firearm
- Serious Incidents/ Media/Liability
- Theft of Dept. Vehicles Equip or Youth Property
- Use/Discovery of Explosive Device

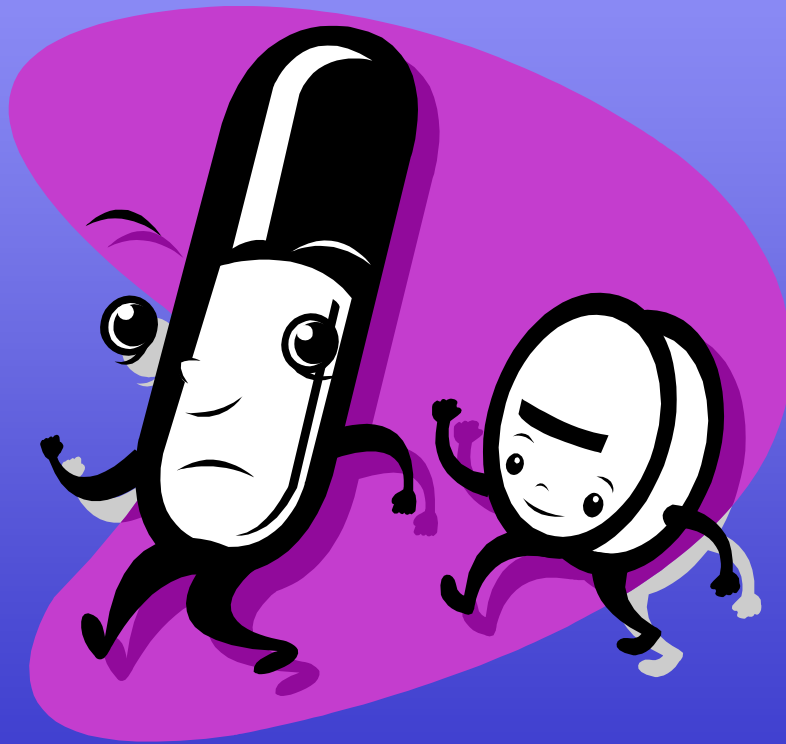


# MEDICAL

- Contagious Diseases
- Employee Death
- Injury and/or Medical Illness
- Major Health
- Youth Death



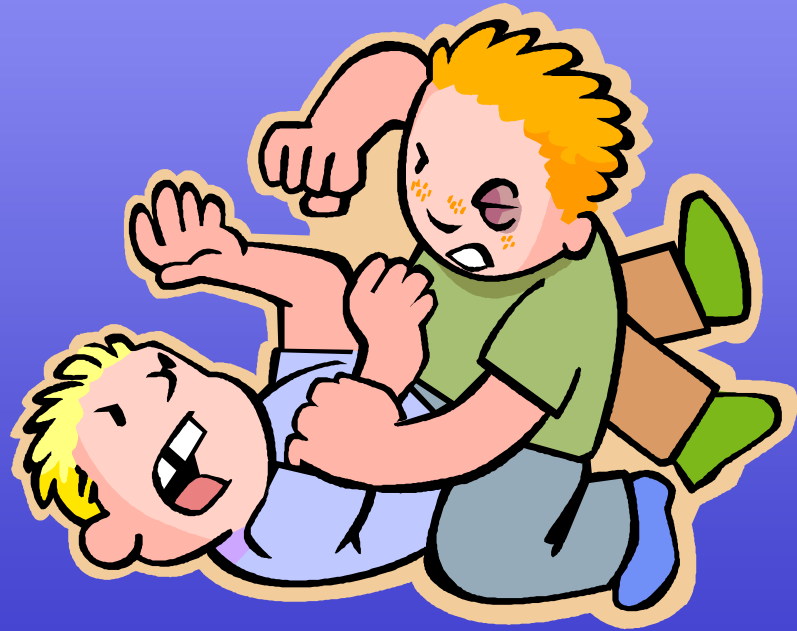
# MENTAL HEALTH AND SUBSTANCE ABUSE



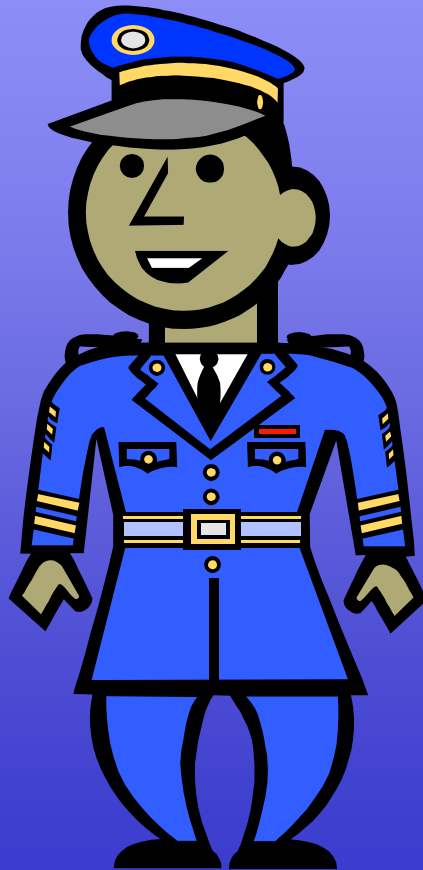
- Baker Act
- Marchman/Meyers Act
- Self-Inflicted Injury
- Suicide Attempt and/or Suicide Gestures

# YOUTH BEHAVIOR

- Battery
- Food Boycott
- Sexual Battery / Youth on Youth
- Felony Activity Incidents involving youths housed or served at ANY DJJ facility or program, JAC or day treatment, minimum risk program or shelter
- Computer Pornography



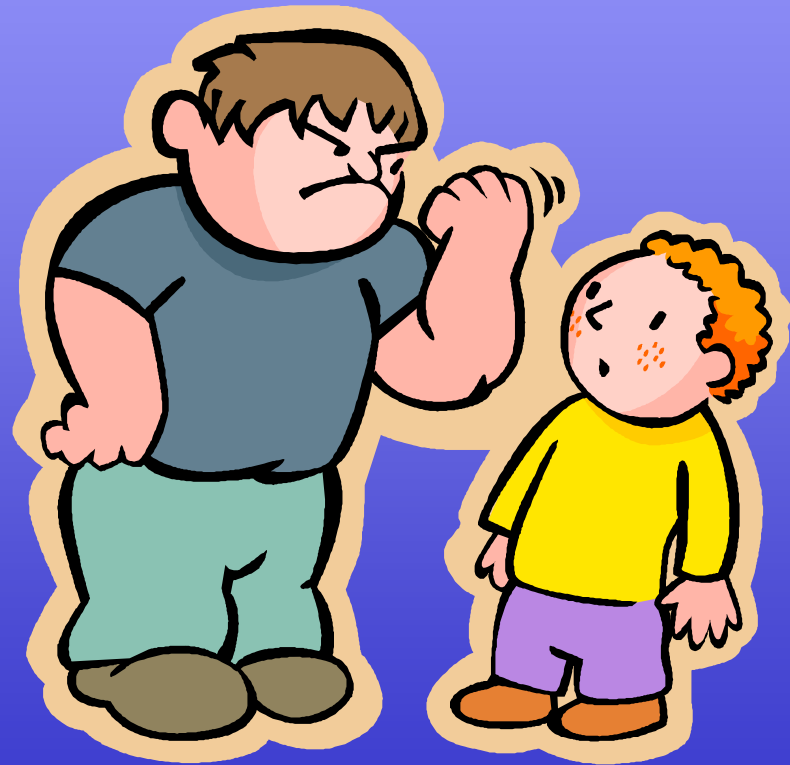
# COMPLAINTS AGAINST STAFF



- Abuse or Neglect
- Computer Pornography
- Alleged Romantic/  
Sexual Relationship
- No Background  
Screening
- Employee Arrest
- Falsification of Records/  
Documents
- Gambling

# COMPLAINTS AGAINST STAFF

- Negligent Release
- Physical/Sexual Abuse or Medical Neglect
- Romantic/Sexual Relationship (Family)
- Sexual Contact
- Use of Intoxicating Substances



# NON-REPORTABLE INCIDENTS

FOR  
PREVENTION AND GRANT  
PROGRAMS

# ABSCONDS

CINS/FINS Youths do not meet the CCC definition for Reportable Incidents

**UNLESS**

Youth is **court ordered** to the shelter by a judge – then **YES call CCC** and state that a youth with a court order to the shelter has runaway.



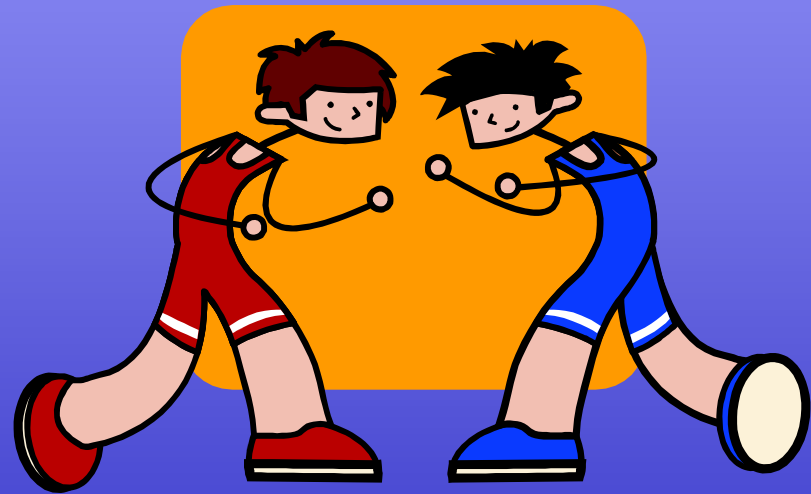
# ESCAPE ATTEMPTS/ESCAPES



- Not applicable for CINS/FINS Youths. They do not meet the criteria for **escapes** even if the youths are court ordered into placement.
- Court ordered youth who run are **absconders**.

# YOUTH BEHAVIOR

- Felony Activity  
Incidents involving youths on Community Supervision does not apply to CINS/FINS programs



# ALLEGED ABUSED



- Abuse allegations made against a Parent or Family member doesn't qualify as a DJJ reportable incident and should be reported to DCF or Law Enforcement only.

QUESTIONS????