

Juvenile Rehabilitation (JR) Division Policy

0.00 JR Policy Definitions

Scope

These policy definitions apply to all Juvenile Rehabilitation (JR) employees, contractors, volunteers, and interns.

NOTE: JR policies are currently in transition. In the future, as each policy is moved into the new DCYF policy layout, definitions will be moved into this central policy document with a hyperlink listed in the Resource section of each policy.

Definitions

Administrative Review: A secondary review of any formal decision to extend the release date initiated by the individual.

Administrative Time: Limited and temporary in-room programming for all youth in the unit for staff meetings, didactics, consultations, head counts, shift changes, unit movements, or incident response.

Asexual: Someone who is not attracted to any sex or gender.

Automated Client Tracking (ACT): The system of record that contains digital records for youth and young adults committed to JR.

Bedtime: The time youth are sent to their room for the night.

Biological Sex: A person's anatomical make-up, including external genitalia, chromosomes and reproductive system, that a person has when they are born. The anatomy is translated to an assignment of a gender at birth. It is distinct from a person's gender identity.

Bisexual: A person who is attracted to both males and females.

Case Management: A collaborative process for assessing, planning, implementing, coordinating and evaluating the treatment, programs, services, and resources required to support a youth's individualized needs and goals, in support of their successful rehabilitation and reentry back into their community.

Cisgender: A person whose gender identity matches their assigned sex at birth.

Coming Out: To publicly affirm one's sexual orientation, sometimes to one person in conversation, sometimes by an act that takes place in the public eye. It is not a single event, but a life-long process. In each new situation, a LGBTQIA+ person must decide whether to disclose his or her sexual orientation or gender identity.

Commitment: The total of all consecutive dispositions.

Community Supervision: An order of disposition by the court of an adjudicated youth not resulting in a commitment to JR.

Directive: A written guideline issued by the assistant secretary or division directors (or jointly) which establishes a policy or contains major revisions to existing policies based on agency needs. Directives may be issued in emergent situations where there is not time to develop a policy.

Discharge: When a youth committed to JR for a term of confinement is released with no further JR jurisdiction. This includes completion of a youth's parole period.

Discrimination¹: Any act, or practice that, regardless of intent, has the effect of subjecting any youth to differential treatment because of that youth's sexual orientation or gender identity.

Disposition: A court ordered term of confinement for a specified range of time based on an adjudication and disposition in juvenile court. A disposition is the same as the sentence in the adult system.

Family: Parents, spouse, or relatives.

Gay: A person who is attracted to people of the same gender.

Gender: is the set of rules, behaviors, and expectations that society has developed and placed on individuals based upon their biological sex. Our society currently operates with a gender binary (two options), and assigns either Male or Female.

Gender Confirming Health Care: Medical treatment that affirms a person's gender identity as experienced and defined by them. It may include, but is not limited to interventions to:

- Suppress the development of endogenous secondary sex characteristics.
- Align the patient's appearance or physical body with the patient's gender identity.
- Alleviate symptoms of clinically significant distress resulting from gender dysphoria.

Gender Expression: A person's presentation or communication of their gender to others through hair styles, clothing, physical mannerisms, alterations of their body, or name and pronoun.

Gender Identity: An individual's core and hard-wired as a boy/man, girl/woman, something in between, or outside the male/female binary. Everyone has a gender identity which may or may not align with that person's sex assigned at birth.

Gender Non-Conforming: A person whose appearance or manner does not conform to traditional gender stereotypes.

Gender Norms: A behavior or characteristic that society attributes to a particular gender. Gender norms vary between cultures and often change over time.

Harassment²: Unwanted verbal, physical, visual, or sexual conduct that creates an intimidating, hostile or offensive environment.

Imminent Harm: Means immediate and impending threat of a person causing bodily injury to self or others.

¹ This definition is unique to policy 4.60.

² This definition is unique to policy 4.60.

Incident Report: A document completed in ACT recording a behavior, incident, issue, or event involving youth, staff, volunteer, contractor, or visitor. The report must be objective, and provide the facts and sufficient detail to understand what happened. The report must also include any staff or youth witnesses.

Integrated Treatment Assessment (ITA): A structured tool that helps predict recidivism (reoffending). The ITA assesses both risk and protective factors. Protective factors are strengths and resources inside of youth (personal skills, attributes, past accomplishments, pro-social values) and around them (e.g. family, community). Protective factors can mitigate the impact of risks and potentially reduce recidivism. ITA information is used to prioritize treatment, programming and resources that can reduce the most important risk factors.

Intersex: A general term used for variations in sex characteristics in which a person is born with a reproductive or sexual anatomy that doesn't seem to fit the typical definitions of female or male. Variations may appear in a person's chromosomes, genitals, or reproductive organs like testes or ovaries. Just like other people, an intersex person may identify as male, female, or non-binary, and may be lesbian, gay, bisexual, or straight.

Isolation: Means confinement that occurs (a) when a youth is separated from the youth population and placed in a room for longer than fifteen minutes for the purpose of discipline, behavior modification, or due to an imminent threat to the safety of the youth or others; and (b) in a room other than the room assigned to the youth for sleeping. Juveniles are in isolation from the moment they are separated from others until they have rejoined the population. Juveniles who are pregnant shall not be put into isolation. Maintaining appropriate gender separation does not constitute isolation. (RCW 13.22.010)

JR Confinement: Physical custody in a JR facility operated by or under contract with the state, or physical custody in a detention facility operated by or under contract with the county.

Lesbian: Describes a girl or woman who is attracted to girls or women.

LGBTQIA+: An acronym used to refer to people who identify as lesbian, gay, bisexual, transgender, queer or questioning, intersex and asexual individuals. The plus (+) indicates inclusion of all other gender identity or non-conforming terms not listed.

Lock Down: Incidents where youths who are not involved in an incident are placed in confinement for 15 minutes or longer while staff responds to an event. A Lock Down includes time during investigation and contraband searches. (PbS Glossary)

Maximum Release Date: Based on court order and law the last day a youth may be held in confinement on the aggregate of all dispositions.

Medical Assessment: Evaluated by RN, ARNP, or MD, or transferred to an off-campus medical facility.

Medical Quarantine: Removing a youth from programming and placing in a single room for the purpose of decreasing or eliminating the spread of infectious disease.

Mental Health Assessment: Psychology Associate or Psychiatrist who meets with staff and the referred individual to develop a treatment plan to address behaviors that lead to room confinement or isolation.

Minimum Release Date: Based on court order and law the earliest day a youth may be released from confinement on the aggregate of all dispositions.

Natural Supports: Additional people youth and young adults rely on for mental, emotional, or financial support, lived with, or have a significant role in their life. This includes but is not limited to their: mentor, religious, tribal or community leader, or social worker.

Open Program: Free time or scheduled program activities where participation is optional.

Parents: The biological, adoptive, or foster parent, legal guardian or custodian, and includes the parent's spouse or significant other.

Policy: A written document intended to provide expectations and guiding principles for decision-making and actions. Local protocols and procedures may be developed in accordance with national standards, but must be in alignment with agency or division policy.

Procedure, Protocol or Practice: Specific guidelines developed at the local level that support local implementation of JR policy or standards. JR policies may include procedures that apply to the JR enterprise.

Program: All scheduled activities, services and events youth can participate in at the facility. Examples of facility programs: education, recreation, counseling, skills groups, organized sports, religious services, release preparation, vocational programs. (PbS Glossary)

Punitive: To impose a punishment.

Queer: An umbrella term that describes a person who does not identify as straight or cisgender. The term has negative connotations for some people, given its historical use as a pejorative term. Many people have reclaimed the term, often to expand upon limited sexual and gender-based categories.

Questioning: A person who is unsure of, or in the process of discovering, their sexual orientation, gender identify, or gender expression.

Recreation: A staff or volunteer directed activity providing large muscle exercise. Activities may include playing sports, calisthenics, weight lifting, yoga, aerobics, running and any other physical activity that provides large muscle exercise. (PbS Glossary)

Relatives: Grandparents, siblings, aunts and uncles, cousins, nieces and nephews, children, and any other extended family members defined by law or custom, including Indian youth as defined in 25 U.S. Code Sec. 1903.

Release: Official action that takes place when a youth is relieved of a current residential obligation(s) including but not limited to release to parole, release to recommitment, release to discharge. Release does not include moves within an obligation (i.e., transfer from one JR residential facility to another in accordance with Policy 6.31, or transfer to a temporary assignment such as DOC in accordance with Policy 5.51, jail, court or changes in security classification in accordance with Policy 5.20).

Release Date: The release date set between a juvenile sentenced individual's minimum and maximum disposition.

Release Review Committee: A team of JR appointing authorities who meet and review requests to extend a juvenile sentenced individual's release date.

Risk Assessment Recidivism (RAR): Risk assessment tool completed in ACT to determine a youth's risk for recidivism. Youth are assigned one of five risk levels: Very Low, Low, Moderate, High, and Very High.

Room Confinement: When a juvenile is separated from the youth population and placed in a room or cell that the juvenile is assigned to for sleeping, other than during normal sleeping hours or interim rest hours. "Room confinement" does not include time a youth requests to spend in his or her room or rest periods in between facility programming. Juveniles are in room confinement from the moment they are separated from others until they are permitted to rejoin the population. (RCW 13.22.010). For JR purposes, this is considered behind a locked door.

Sexual Orientation: An attraction to others that ranges from attraction to only men or women, to varying degrees of attraction to both men and women, to attraction to neither men or women.

Solitary Confinement: When a youth is involuntarily separated from the youth population and placed in a room or cell other than the room assigned to the youth for sleeping for longer than fifteen minutes for punitive purposes. Different terminology does not exempt practice from being "solitary confinement." (RCW 13.22.010)

Specialized or Restrictive Program: A structured, secure program for youth who are restricted from access to open campus due to their security status or behavior (typically very high risk youth or maximum security).

Stakeholders: Individuals or agencies who have an interest in JR's work.

Standards: Specific guidelines which apply to employees within a specific area of the JR continuum such as Institution, Community Facility, and Parole Standards, or a specific program such as DBT Standards.

Stereotype: A preconceived, generalized and oversimplified opinion, belief, or judgement applied to an entire group of people.

Strategic Plan: The outline of JR's mission, core values, vision, statutory authorities, and organizational goals and objectives.

Sunset Review: The date set for reviewing the policy to determine if there are needed changes. Policies past the Sunset Review date remain in effect until updated and replaced, or revoked and archived.

Technical Edits: A change to the policy, such as the correction of a typo or grammatical error, update of a phone number or link, or the addition of clarifying language that does not change the effect of the policy.

Time Out: An instance when a youth is sent to their room for less than 15 minutes to help address emotional or behavioral dysregulation.

Transgender: A person whose gender identity does not correspond with their sex assigned at birth. A transgender girl is a girl whose birth sex was male but who understands herself to be and desires to live as a female. A transgender boy is a boy whose birth sex was female but who understands himself to be and desires to live as a male. Trans people may also identify with both genders or with neither gender.

Transition³: A process by which transgender people align their anatomy (medical transition), identity documents (legal transition), or gender expression (social transition) with their gender identity.

³ This definition is unique to policy 4.60.