TERMINOLOGY & DEFINITIONS

**Absconder**: A youth who has been adjudicated as a juvenile offender and has run away from supervision, including probation, conditional release (parole), or a juvenile charged as an offender (no sentence imposed yet).

**Absent Without Leave (AWOL)**: A youth’s departure from a placement or supervision without lawful authority.

**Adjudication**: Judicial determination (judgment) that a juvenile is responsible for the delinquency or status offense that is charged in a petition or other charging document.

**Administrative County (AC)**: The county in a judicial district which receives grant funds from the Division of Juvenile Services for the operation of juvenile justice programs.

**Adoption and Foster Care Analysis and Reporting System (AFCARS)**: Federal reporting system which collects case-level information from states and tribal title IV-E agencies on all children in foster care and those who have been adopted with title IV-E agency involvement (e.g., demographic information, number of removal episodes a youth has experienced, the number of placements, current placement setting)

**Adult Prosecution**: Where the juvenile court either loses or gives up jurisdiction over a child alleged to have committed a crime and that child is tried as an adult in a criminal court. The processes allowing for adult prosecution vary by jurisdiction and may include statutes that require children of a certain age or children alleged to have committed a specified crime automatically be tried as an adult (sometimes known as a “direct file” case) or may require a hearing in which the court – whether adult or juvenile – decides which court should have jurisdiction over a child.

**Affidavit**: A written sworn statement of fact.

**After Care**: Also known as “parole” in some jurisdictions, it is supervision of a juvenile who has been returned to the community on conditional release following a commitment or incarceration. The youth must comply with certain conditions of release and is monitored by a caseworker or parole officer. Parole can be revoked if the youth does not comply with conditions.

**Aggression Replacement Training (ART)**: A cognitive behavioral intervention focused on adolescents, training them to cope with their aggressive and violent behaviors. It is a multimodal program that has three components; Social skills, Anger Control Training and Moral Reasoning.

**Alternatives to detention**: Alternative services provided to a juvenile offender in the community to avoid placement in a detention facility. See detention facility.
**Another Permanent Planned Living Arrangement (APPLA):** The child welfare agency maintains care and custody of the youth and arranges a living situation in which the youth is expected to remain until adulthood. At which time he/she obtains an independent living arrangement.

**Antisocial behavior:** A pervasive pattern of behavior that displays disregard for and violation of the rights of others, societal mores, or the law (such as deceitfulness, irritability, consistent irresponsibility, lack of remorse, failure to conform to social norms).

**Arraignment:** A portion of the “initial hearing,” interchangeable with the term “presentment,” in which the youth is brought to court and read the formal charges against him or her that are alleged in the petition. This is the stage at which a juvenile must admit or deny the charges. Court-appointed or private counsel for the juvenile must be present at this proceeding.

**Arrest:** Hold time in legal custody, either at the scene of a crime or as a result of investigations. Arrest also can be the result of a complaint filed by a third party, an outstanding warrant, or a revocation of probation or parole.

**Assessment:** Evaluation or appraisal of a candidate's suitability for placement in a specific treatment modality/setting and the relationship to custody and supervision. In mental health, an assessment refers to comprehensive information required for the diagnosis of a mental health disorder. An assessment differs from a screening, which is used to determine if an assessment is needed. See screening.

**Average daily population (ADP):** ADP is calculated by dividing the total number of days all placed youth spent in a program/facility by the number of days in a specified period (e.g., sum of all days in the program/facility for all youth placed during the year/number of days in the year).

**Average length of stay (ALOS):** Average length of stay is usually calculated on those youth who end a service/placement during the reporting period. ALOS is the sum of all the stays for those released during the period divided by the number of "releases." See length of stay.

**Blueprints for Violence Prevention:** An example of the most promising approach; an intensive research effort developed by the Center for the Study and Prevention of Violence at the University of Colorado to identify and promote proven programs. For Blueprints to certify a program as proven, the program must demonstrate its effects on problem behaviors with a rigorous experimental design, show that its effects persist after youth leave the program, and be successfully replicated in another site. [https://cspv.colorado.edu/blueprints/ratings.html](https://cspv.colorado.edu/blueprints/ratings.html)

**CANCER:** Child abuse and neglect central registry, adult protective services, child support enforcement, Temporary Assistance for Needy Families (TANF), medical assistance, and other rehabilitative services.

**CASA:** Court Appointed Special Advocate, national advocacy organization volunteers court appointed to advocate for children’s best interests
**Case rate:** Number of cases disposed per 1,000 juveniles in the population. The population base used to calculate the case rate varies. For example, the population base for the male case rate is the total number of male youth age 10 or older who are under the jurisdiction of the juvenile courts.

**Central Office (CO)** - This refers to the Kansas Department of Corrections - Division of Juvenile Services' Central Office, located in Topeka.

**Child abuse:** Acts that cause physical and/or emotional injury to the child (not necessarily resulting in a court finding). Types of child abuse include physical abuse, emotional abuse, and sexual abuse.

**Child neglect:** Acts that include abandonment, expulsion from the home, failure to seek remedial health care or delay in seeking care, inadequate supervision, disregard for hazards in the home, or inadequate food, clothing, or shelter (not necessarily resulting in a court finding).

**Chrono(s)** – Documented narratives or logs in CASIMS which provide a chronological history of the youth’s case from beginning to end. Chronos provide the who, what, when, where and how of juvenile offender case activity.

**CINC:** Child in Need of Care, youth under 18 who meets conditions include inadequate care, control, shelter, or education; any youth under 10 who comments a juvenile offense

**Civil rights violation:** The violation of a right or rights belonging to a person by reason of citizenship including especially the fundamental freedoms and privileges guaranteed by the 13th and 14th Amendments to the Constitution and subsequent acts of Congress including the right to legal, social, and economic equality.

**Cognitive Behavioral Intervention (CBI):** programs are designed to reflect concepts which examines the association between thoughts, feelings, and behaviors. These interventions provide an opportunity for the youth to “think” about his/her behavior and the consequences received for a specific behavior (positive vs. negative). This is typically done using a cognitive tool (e.g. Thinking Report, RACE, Cost/Benefit Analysis etc.). In addition, these interventions must include action, i.e., the opportunity for the youth to observe the new appropriate behavior (modeling). The opportunity for the youth to practice the new behavior with feedback from an adult (role-playing). The opportunity for the youth to “try out” the new behavior with others (practice).

**Cognitive Behavioral Therapy (CBT):** A psycho-social intervention that is the most widely used evidence-based practice for improving mental health. CBT focuses on the development of personal coping strategies that target solving current problems and changing unhelpful patterns in cognitions (e.g. thoughts, beliefs, attitudes), behaviors and emotional regulation.

**Commercial sexual exploitation of children (CSEC):** CSEC describes a constellation of crimes of a sexual nature committed against youthful victims (younger than 18 years old) primarily or entirely for financial or economic reasons. These crimes include, for example, trafficking for sexual purposes, prostitution, sex tourism, mail-order-bride trade and early marriage, pornography, stripping and sexual performances.
Commitment: A court order giving guardianship of a juvenile to the state department of juvenile justice or corrections. The facility in which a juvenile may be placed may be publicly or privately operated and may range from a secure correctional placement to a nonsecure or staff-secure facility, group home, foster care, or day treatment setting.

Community Agency Supervision Information Management System (CASIMS): A database designed to gather and maintain specific data regarding the supervision of Juvenile offenders (Kansas). The system is used to generate reports and/or documents, populate forms and create the bi-annual AFCARS file. The official chronological record of all juvenile offender related activities and contacts is maintained in CASIMS.

Community Assessment Center (CAC): An integrated case management system that provides youth with a single 24-hour centralized point of intake and assessment to ensure the provision of appropriate and unduplicated treatment services. CACs use a collaborative approach that leads to more integrated and effective cross-system services for juveniles and their families. CACs are designed to positively influence the lives of youth and divert them from a path of serious, violent, and chronic delinquency.

Community Corrections: State and local partnership promoting safety, accountability, and rehabilitation.

Community Integration Programs (CIP): a six (6) month program developed by KDOC to assist young men and women in becoming socially and financially independent.

Community Mental Health Center (CMHC): Designated by the state of Kansas to provide the community-based public mental health services including the full range of outpatient clinical services, mental health rehabilitation services, such as psychosocial rehabilitation, community psychiatric support and treatment, peer support, case management and attendant care.

Community service: Work performed by an offender for the benefit of the community. It is justified in a restorative justice perspective as a method of addressing the harm experienced by communities when a crime occurs. However, it can be used instead for retributive purposes or as a means of rehabilitating the offender. What distinguishes its use as a restorative response is the attention given to identifying the particular harm suffered by the community as a result of the offender’s crime, and the effort to ensure that the offender’s community service contributes to repairing that particular harm.

Community Supervision Agency (CSA): A local juvenile justice program operated by the Administrative County which provides services for juvenile offenders and their families when the juvenile offender is subject to court-ordered supervision such as juvenile intensive supervised probation, court-ordered custody, interstate compact for juveniles, juvenile correctional facility and conditional release.

Community Supervision Officer (CSO): term used to identify individuals whose job duties include the supervision of juveniles under supervision; court services, diversion, immediate intervention, probation or conditional release.

Community Supervision Standards (CSS): minimum guidelines published by the Kansas Department of Corrections' Division of Juvenile Services that are intended to help guide the
development of local community supervision agency policy and procedure manuals.

**Complaint**: Document filed with the court to commence an action under the juvenile offender code.

**Conditional Release (CR)**: A period of aftercare, set by the court, for juvenile offenders released from a Juvenile Correctional Facility.

**Contracted Provider**: an individual or agency that provides specific services to juvenile offenders as agreed upon by the Community Supervision Agency and/or KDOC.

**Coping skills**: The ability to regulate the emotional consequences of stressful or potentially stressful events.

**Correctional facility**: Any public or private residential facility with construction fixtures or staffing models designed to physically restrict the movements and activities of juveniles or other individuals that is used for the placement, after adjudication and disposition, of any juvenile who has been adjudicated as having committed an offense, or of any other individual convicted of a criminal offense. For pre-adjudication placement, see Detention and Detention Facility.

**Court referral**: A complaint or petition filed with the juvenile court.

**Court Services**: District Court division dealing with families and juvenile cases typically resulting in probation.

**Court-appointed special advocate (CASA)**: a responsible adult, other than an attorney appointed by the court to represent the best interests of a child in a proceeding pursuant to the KSA code.

**Courteous Supervision**: A supervision practice that facilitates a cooperative sharing of staff resources between judicial districts for providing supervision of a juvenile offender when not physically located within the judicial district that has supervision responsibility under an order of the court.

**Critical Incident (CI)**: an occurrence that requires immediate verbal notification to KDOC and/or an electronic report within two (2) business day.

**CSO**: Court Services Officer

**Cultural Competency**: The ability of service agencies to understand the world view of clients of different cultures and adapt practices to ensure their effectiveness.

**DA/CA**: Elected District/County Attorneys who prosecute criminal cases (most KS counties refer to CA).

**DCF**: Department for Children & Families.

**Defense Attorney**: represents the youth in court.

**Delinquency**: An act committed by a juvenile that would be criminal if committed by an adult. The juvenile court has jurisdiction over delinquent acts. Delinquent acts include crimes against persons, crimes against property, drug offenses, and crimes against public order.
**Department for Children and Family Services (DCF)** – umbrella agency responsible for the oversight of social services delivery and provisions of care to the vulnerable (e.g.

**Depression**: A mood state characterized by a sense of inadequacy, a feeling of despondency, a decrease in activity or reactivity, pessimism, sadness, or related symptoms.

**Detention**: Juveniles charged with delinquent acts may be detained by court order pending an adjudicatory and/or disposition hearing. A youth may be placed in a detention center at different points throughout the juvenile case. At times, an adjudicated juvenile may be held in detention during a period of their commitment. There are different levels of detention for juveniles. “Secure detention” involves holding the child at a locked detention facility. “Shelter homes,” sometimes referred to as “non-secure detention,” are also a level of detention where the child may only leave the premises for school or other pre-approved appointments. “Home detention,” where the child may only leave home for school or appointments, is an option in some jurisdictions. In jurisdictions where there is no juvenile detention facility, children may be detained in pre-trial in adult facilities.

**Detention facility**: A secure pre-dispositional/post-dispositional public or private facility (local or regional) with construction fixtures or staffing models designed to physically restrict the movements and activities of juveniles or other individuals that is used for the placement, after adjudication and disposition, of any juvenile who has been adjudicated as having committed an offense, or of any other individual convicted of a criminal offense. There are generally three types of detention centers: local, regional, and state. Local facilities are owned and operated by one local political jurisdiction. Regional facilities are owned and operated jointly by more than one local political jurisdiction; these facilities are eligible to receive youth from each member jurisdiction. State facilities are owned and operated by a state agency; these facilities are eligible to receive youth from designated (or all) localities within the state.

**Direct Commitment**: at disposition, an order by the court for the transfer of legal responsibility over the youth to the state for placement in a juvenile correctional facility.

**Director**: The agency head designated by the Board of County Commissioners who is accountable for the agency.

**Discretionary Waiver (to Adult Court)**: Court process in which juvenile offender may be deemed appropriate to be prosecuted as an adult (KS minimum age, 10)

**Disposition**: Sanction ordered or treatment plan decided upon or initiated in a particular case by a juvenile court. The range of options available to a court typically includes commitment to an institution; placement in a group or foster home or other residential facility; probation (either regular or intensive supervision); referral to an outside agency, day treatment, or mental health program; or imposition of a fine, community service, or restitution.

**District Attorney/County Attorney (DA/CA)**: represents the State of Kansas in prosecution of adult and juvenile offenders in their local jurisdiction when allegations of a crime have been committed. They make the ultimate decision on prosecution.
**Diversion:** A mechanism designed to hold youth accountable for their actions by sanctioning behavior and in some cases securing services, but at the same time generally avoiding formal court processing in the juvenile justice system. Fulfilling diversion requirements may result in full dismissal of charges.

**Earliest Possible Release Date (EPRD):** The earliest date a juvenile offender is eligible for release from a juvenile correctional facility based on the placement matrix and good time earned.

**Earned Discharge Credit (EDC):** credit earned by a juvenile offender placed on probation to received early discharge from probation.

**Effective Practices in Correctional Settings (EPICS II):** is the use of translating principles of effective intervention into practice, and how to use core correctional practices in face-to-face interactions with youth.

**Electronic Monitoring Devices (EMD):** Devices used to determine a juvenile offender’s compliance to court/supervision requirements by restricting his or her movement to acceptable/approved locations.

**Evidence based program and/or practice:** Programs and practices that have been shown, through rigorous evaluation and replication, to be effective at preventing or reducing juvenile delinquency or victimization, or related risk factors. Evidence based programs or practices can come from many valid sources (e.g., Blueprints for Violence Prevention, OJJDP’s Model Programs Guide). Evidence based practices may also include practices adopted by agencies, organizations or staff which are generally recognized as “best practice” based on research literature and/or the degree to which the practice is based on a clear, well-articulated theory or conceptual framework for delinquency or victimization prevention and/or intervention.

**Exposure to violence:** Exposure to violence includes both direct victimization (e.g., child abuse, neglect or maltreatment) and indirect victimization (e.g., witnessing domestic violence or community violence). Children may also be exposed to other forms of violence such as violence in the media, terrorism, and war.

**Expungement:** the removal and sealing of records concerning a juvenile offender.

**Extended Juvenile Jurisdiction (EJJ):** a term applied when a juvenile is sentenced to both a juvenile and adult sentence. The adult sentence is stayed (delaying of the sentence) and the juvenile sentence is imposed. If the juvenile violates the juvenile sentence, the adult sentence is imposed.

**Family functioning:** Interactions with family members that involve physical, emotional, and psychological activities.

**Fidelity:** The degree of exactness with which something is copied or reproduced.

**Formal processing:** Cases that appear on the official court calendar in response to the filing of a petition, complaint, or other legal instrument requesting the juvenile court to adjudicate a youth as a delinquent, status offender, or dependent child or to waive jurisdiction and transfer a youth to criminal court for processing as a criminal offender.
Functional Family Therapy (FFT): intensive short-term therapy delivered in the home, or on occasion, a convenient location. Therapy sessions address improving family dynamics.

Gang (youth gang): A youth gang is commonly thought of as a self-formed association of peers having the following characteristics: three or more members, generally ages 12 to 24; a gang name and some sense of identity, generally indicated by symbols such as clothing style, graffiti, and hand signs; some degree of permanence and organization; and an elevated level of involvement in delinquent or criminal activity.

Gender-specific services: Services designed to promote healthy attitudes, behaviors, and lifestyles, and promote social competence in girls. Key program elements generally address issues in the context of relationships to peers, family, school, and community.

Goals: Broad statements (i.e., written in general terms) that convey a program's overall intent to change, reduce, or eliminate the problem described. Goals identify the program's intended short- and long-term results.

Good practices: Programs effectively recognized as such following a formal evaluation.

Good Time Credit: the amount of time credited to a juvenile offender’s term of incarceration, based upon behavior, participation in education, work, treatment, and vocational programs and activities, as well as through a willingness to examine and confront the past behavior patterns that resulted in the commission of offenses.

Graduated responses (GR): a system of community-based responses issued to youth to diminish anti-social, and promote pro-social behaviors.

Graduated sanctions: A graduated sanctions system is a set of integrated intervention strategies designed to operate in unison to enhance accountability, ensure public safety, and reduce recidivism by preventing future delinquent behavior. The term graduated sanctions implies that the penalties for delinquent activity should move from limited interventions to more restrictive (i.e., graduated) penalties according to the severity and nature of the crime. In other words, youth who commit serious and violent offenses should receive more restrictive sentences than youth who commit less serious offenses.

Grant: An award of financial assistance the principal purpose of which is to transfer a thing of value from a federal or state agency to a recipient to carry out a public purpose of support or stimulation authorized by a law of the United States (see 31 U.S.C. 6101(3)). A grant is distinguished from a contract, which is used to acquire property or services for the Federal Government's direct benefit or use.

Immediate intervention Program (IIP): An intervention program offered to first time juvenile offenders, which allows the opportunity to avoid prosecution. If the juvenile satisfactorily complies with the immediate intervention plan, such juvenile shall be discharged and the charges dismissed at the end of the program.

Incentives: something that motivates or tends to encourage a youth towards a specific action.
**Individual-level performance measures:** Indicators that provide information about the actual changes, or lack thereof, in the target individual or group of individuals (e.g., youth who reoffend) that are directly related to a program's goals and objectives.

**Intake decision:** The decision made by juvenile court intake that results in a case being handled informally (see Diversion) at the intake level or petitioned and scheduled for an adjudicatory or transfer hearing.

**Intensive Supervision Officer (ISO):** the position title of a person responsible for the case management of youth court ordered to Intensive Supervision Probation (ISP).

**Intensive Supervision Probation (ISP):** A form of probation supervision involving frequent face-to-face contacts between the probationary youth and probation officers. In Kansas, these programs are operated by Community Supervision Agencies.

**Interstate Compact on Juveniles (ICJ):** Legislative enactment that regulates the interstate transfer of supervision of juvenile offenders and the return of absconders/runaways from state to state. Compliance with this compact ensures public protection and provides juvenile offenders with accountability and needed services. The Compact is a legally binding agreement between all states included within the Compact.

**Intervention:** Programs or services that are intended to disrupt the delinquency process and prevent a youth from penetrating further into the juvenile justice system.

**JCAB:** Juvenile Corrections Advisory Board

**JCF:** Juvenile Correctional Facility

**JCO:** Juvenile Corrections Officer, certified employee of department of corrections working at a juvenile correctional facility

**JIAS:** Juvenile Intake and Assessment System: Minimum standards to guide policy and procedure with juveniles

**JISP:** Juvenile Intensive Supervision: Provides close supervision by the Court

**JJA:** Juvenile Justice Authority

**JJOC:** Juvenile Justice Oversight Committee

**JO:** Juvenile offender, youth 10 to 17 who commits an offense which if committed by adult would constitute felony or misdemeanor.

**Journal Entry (JE):** A formal written document prepared in the court to accomplish the explanation of an order or judgment given by the judge.

**Judicial District (JD):** an area in which a specific court has jurisdiction. Judicial districts may be a single county or a group of counties organized for the administration of the judicial system in Kansas.
**Jurisdiction:** The county or counties served by a Community Supervision Agency.

**Juvenile Justice Intake & Assessment Management Information Systems (JJIAMS):** A database designed to gather and maintain specific data regarding the supervision of juvenile offenders. The system is used to generate reports and/or documents, populate forms and create the bi-annual AFCARS file. The official chronological record of all juvenile offender related activities and contacts is maintained in CASIMS.

**Juvenile Correctional Facility (JCF):** a facility operated by the secretary of corrections for the long-term commitment of juvenile offenders.

**Juvenile Corrections Advisory Board (JCAB):** The body appointed by the Administrative County’s Board of County Commissioners (BOCC) to advise the BOCC in the development, implementation and operation of juvenile programs within the judicial district. Consists of 12 or more members who represent law enforcement, prosecution, judiciary, education, corrections, ethnic minorities, social services and the general public.

**Juvenile Corrections Officer (JCO):** a certified employee of the department of corrections working at a juvenile correctional facility responsible for maintaining custody, security and control of juveniles within the facility.

**Juvenile Court:** Civil & criminal court dealing with juvenile proceedings.

**Juvenile Detention Alternatives Initiative (JDAI):** a public safety partnership focusing on reducing the unnecessary and harmful use of secure detention for low-risk juveniles.

**Juvenile Detention Center (JDC):** a public or private facility licensed by KDHE, which is used for the lawful temporary custody of alleged or adjudicated juvenile offenders.

**Juvenile Intake and Assessment Services (JIAS):** A program directed at the juvenile population in the custody of a law enforcement officer for an allegation of abuse and neglect or a juvenile offense, which meets the requirements of K.S.A. 75-7023 and applicable JIAS standards published by the Secretary.

**Juvenile Intake and Assessment worker (JIAS):** responsible adult trained and authorized to perform intake and assessment services as part of the intake and assessment system.

**Juvenile Intensive Supervision Probation:** A program directed at the adjudicated juvenile offender population disposed to a period of supervision per K.S.A. 38-2361(a)(1), through an entity other than court services which meets the requirements of applicable Community Supervision Standards published by the Secretary.

**Juvenile Justice and Delinquency Prevention Act:** Congress enacted the Juvenile Justice and Delinquency Prevention (JJDP) Act (P. L. No. 93-415, 42 U.S.C. § 5601 et seq.) in 1974 and reauthorized the majority of its provisions in 2002. The JJDP Act mandates that states comply with four core protections to participate in the JJDP Act’s Formula Grants program. This landmark legislation established OJJDP to support local and state efforts to prevent delinquency and improve the juvenile justice system.
Juvenile Justice and Delinquency Prevention Act of 2002 (JJDP): Establishes four core protections with which participating states and territories must comply to receive grants under the JJDP Act: deinstitutionalization of status offenders; removal of juveniles from adult jails and lockups; separation of juveniles and adults in institutions; and the reduction of disproportionate minority contact where it exists.

Juvenile Justice and Delinquency Prevention Manual: This manual provides clarification, regulations and guidance for all requirements as set forth by the Juvenile Justice and Delinquency Prevention Act of 2002.

Juvenile Justice Authority (JJA): Began on July 1, 1997, combined pieces of the Office of Judicial Administration (OJA), Department of Corrections (DOC), and Social and Rehabilitation Services (SRS/DCF) to provide oversight to the juvenile justice system through prevention/intervention programs, community-based program, residential placements and juvenile correctional facilities. JJA was merged with the Kansas Department of Corrections on July 1, 2013, and is was renamed The Kansas Department of Corrections – Division of Juvenile Services.

Juvenile Justice Foster Care (JJFC): A level of foster care established specifically for juvenile offenders. Foster parents are licensed through DCF, are sponsored by a licensed child-placing agency which contracts with KDOC, agree to receive specialized training and utilize cognitive interventions with juvenile offenders placed in the home.

Juvenile Justice Intake & Assessment Management Information Systems (JJIAMS): a database application designed to capture information about youth that who are assessed at the Juvenile Intake and Assessment Center.

Juvenile Offender (JO): a person who commits an offense while 10 or more years of age but less than 18 years of age which if committed by an adult would constitute the commission of a felony or misdemeanor as defined by the State of Kansas.

Juvenile: Youth at or below the upper age of original juvenile court jurisdiction, which varies depending on the state (e.g., the age is 15 in some states and 17 in others). In Kansas, youth at or below upper age of juvenile court jurisdiction (KS, 10-17)

KAG: Kansas Advisory Group

Kansas Child Abuse Hotline: The toll-free phone number designated by the Secretary of Kansas Department of Children and Families for reporting the alleged abuse and/or neglect of a youth.

Kansas Department of Corrections, Division of Juvenile Services (KDOC-JS): The state agency charged under Kansas law to lead a broad-based state and local, public and private partnership to provide the state’s comprehensive juvenile justice system.

Kansas Detention Assessment Instrument (KDAI): risk assessment instrument adopted and used to identify factors shown to be statistically related to a juvenile’s risk of failing to appear in court or reoffending pre-adjudication and designed to assist in making detention determinations.

Kansas Offender Registration Act (KORA): Kansas offender registration requirements for specific sex
crimes, drug crimes and violent crimes, intended to provide the public with information regarding convicted offenders who could pose a threat to the safety of our families.

**Kansas Statutes Annotated (K.S.A.):** the laws enacted by the legislature for the State of Kansas.

**KDOC-JS:** Kansas Department of Corrections, Juvenile Services

**Length of stay:** The length of time that a juvenile stays (is enrolled) in service or placement (in days). The length of stay (LOS) is a critical ingredient in projections of juvenile custody populations. A corrections or detention population can change dramatically if a facility's LOS begins to change, even if admissions are stable. The LOS is calculated by counting the number of days from the start date to the end date and calculating each person's LOS for a given time period. LOS is usually calculated on those youth who end a service/placement during the reporting period. The LOS total is divided by the number of stays to produce the average length of stay. See Average length of stay (ALOS).

**Logic model:** A graphic representation that clearly lays out the logical relationships between the problem to be addressed, program activities, outputs, and outcomes.

**Long-term outcomes:** The ultimate outcomes desired for participants, recipients, the juvenile justice system, or the community. For direct service programs, they generally include changes in recipients' behavior, attitudes, skills, and knowledge. They also include changes in practice, policy, or decisionmaking in the juvenile justice system. They are measured within 6–12 months after a youth leaves or completes the program. They should relate back to the program's goals (e.g., reducing delinquency).

**Mandatory Reporter:** A person required to report suspected abuse or neglect to the Kansas Department of Children and Family Services (DCF).

**Memorandum of understanding (MOU):** An interagency agreement whose purpose is to enable all parties to facilitate the conduct of certain efforts of mutual interest. For example, an MOU between a police department and a school system would specify the types of information to be shared, state the terms of the agreement, and include the signatures of all parties to the agreement.

**Mental health disorder:** Any clinically significant behavioral or psychological syndrome characterized by the presence of distressing symptoms, impairment of functioning, or significantly increased risk of death, pain, disability, or loss of freedom. The concept does not include deviant behavior, disturbances that are essentially conflicts between the individual and society, or expected and culturally sanctioned responses to particular events.

**Mental Health Training Curriculum for Juvenile Justice (MHTC-JJ):** curriculum designed to provide juvenile justice staff with basic information about adolescent development, mental health disorders commonly seen among youth, and the important role of the family.

**Mentoring:** A process in which the mentor serves as a role model, trusted counselor, or teacher, who provides opportunities for development, growth, and support to less experienced individuals. In career mentoring, for example, individuals receive career-related information, encouragement, and advice.
Moral Reconation Therapy (MRT): a cognitive-behavioral approach which utilizes interactive workbooks in a group setting to enhance moral reasoning, better decision making, and more appropriate behavior.

Multi-Systemic Therapy (MST): a family- and home-based treatment that strives to change how youth function in their natural settings – home, school, and neighborhood – in ways that promote positive social behavior will decreasing anti-social behavior.

Multidisciplinary Team (MDT): a group composed of members with varied experience, qualifications, and skills that set goals, review progress, remove barriers, contribute to and provide support towards the achievement of a youth’s success.

National Crime Information Center (NCIC): A computerized index of criminal justice information such as: criminal record history information; fugitives; stolen properties; and missing persons. It is available to federal, state, and local law enforcement officials and other criminal justice agencies and is operational 24 hours a day, 365 days a year.

Needs assessment: Systematic process to acquire an accurate, thorough picture of a youth’s strengths and areas of vulnerability. The process is utilized to identify and prioritize treatment goals, develop a treatment plan, determine the appropriate level of supervision, and allocate funds and resources for services.

Neglect: Acts that include abandonment, expulsion from the home, failure to seek remedial health care or delay in seeking care, inadequate supervision, disregard for hazards in the home, or inadequate food, clothing, or shelter.

Non-Critical Incident: an incident that occurs during normal day to day operations and requires an intervention by contracted provider staff.

Notice to Appear (NTA): a written order issued by law enforcement in lieu of physical arrest requiring a person accused of violating the law to appear in a designated court or governmental office at a specified date and time.

Objectives: Objectives are derived from the program goals and explain how the program goals will be accomplished. Objectives are well-defined, specific, quantifiable statements of the program’s desired results and should include the target level of accomplishment, thereby further defining goals and providing the means to measure program performance.

Offender Workforce Development Specialist (OWDS): Specialists trained to help the offender population to enhance job skills, including, job searching, interviewing and maintaining a job.

Office of Judicial Administration (OJA): The Judicial Branch for the State of Kansas, this includes the Kansas Supreme Court, the appellate courts, and the 31 judicial districts in the state (judges, clerks and court services).


Out-of-home Placement (OOH): The living arrangement made for a juvenile offender by the supervising
officer, after court-ordered Division of Juvenile Services custody and removal from home have occurred.

**Outcome indicators:** measure the benefits or changes for individuals, the juvenile justice system, or the community as a result of the program. Outcomes may be related to behavior, attitudes, skills, knowledge, values, conditions, or other attributes. Examples include changes in the academic performance of program participants, changes in the recidivism rate of program participants, changes in client satisfaction level, changes in the conditions of confinement in detention, and changes in the county-level juvenile crime rate. There are two levels of outcomes:

**Output indicators:** measure the products of a program's implementation or activities. These are generally measured in terms of the volume of work accomplished, such as amount of service delivered, staff hired, systems developed, sessions conducted, materials developed, policies, procedures, and/or legislation created. Examples include number of juveniles served, number of hours of service provided to participants, number of staff trained, number of detention beds added, number of materials distributed, number of reports written, and number of site visits conducted. Also referred to as process measures.

**Overall case length limit:** the maximum jurisdiction of the court following adjudication on an individual case.

**Performance measures/performance indicators:** Particular values used to measure program outputs or outcomes. They represent the data/information that will be collected at the program level to measure the specific outputs and outcomes a program is designed to achieve. Therefore, they must be developed for each program objective. There are two types of performance indicators:

**Permanency Goal:** The goal or planned outcome of the court ordered custody episode.

**Permanency Hearing:** a notice and opportunity to be heard is provided to interested parties providing care to the youth.

**Permanency plan:** A proposal by the juvenile justice system and other youth-serving agencies to establish a permanent placement for youth in foster care. The goal of the permanency plan is to expeditiously secure a safe, permanent placement for every child in foster care, either by making it possible for children to return to their own families or by finding safe adoptive homes for them.

**Placement Agreement:** a written agreement between the Community Supervision Agency and a Contracted Provider for a maximum of 90 days per agreement.

**Placement Matrix:** Chart that the court uses in determining sentencing for a JCF eligible youth.

**Postdisposition:** The period following the imposition of a sanction ordered or treatment plan decided upon or initiated in a particular case by a juvenile court.

**Predisposition:** The period after the filing of a charge and prior to a sanction ordered or treatment plan decided upon or initiated in a particular case by a juvenile court.
Pre-sentence/Pre-disposition Investigation (PSI/PDI): An investigation report provided to the court prior to a disposition hearing.

Prevention: Programs, research, or other initiatives to prevent or reduce the incidence of delinquent acts and directed to youth at risk of becoming delinquent to prevent them from entering the juvenile justice system or to intervene with first-time and nonserious offenders to keep them out of the juvenile justice system. This program area excludes programs targeted at youth already adjudicated delinquent, on probation, and in corrections..

Primary Prevention: A program or service directed at the population at large that is designed to prevent juvenile crime.

Principles of Effective Intervention (PEI): the four principles of “what works” to help reduce recidivism with the criminal population; risk, need, responsivity, fidelity.

Probation: conditional freedom granted by a judicial officer to an adjudicated juvenile, as long as the youth meets certain conditions of behavior during a specific term; conditional release.

Problem-solving skills: The ability to recognize a problem and identify a practicable solution (e.g., alternative solution thinking, consequential thinking).

Program: A specific activity or project funded at the local, state, or federal level with OJJDP grant funds. This includes activities and projects funded at the subgrantee level with Formula or Block Grant funds.

Program Hours: the number of treatment/intervention/therapy hours a youth must complete prior to release from supervision. This number is based on the youth’s risk level as determined by the YLS/CMI.

Promising initiatives: Programs recognized as such by practitioners and experts but have not been formally evaluated.

Psychiatric Residential Treatment Facility (PRTF): Provide non-acute inpatient facility care for recipients who have a mental illness and/or substance abuse/dependency and need 24-hour supervision and specialized interventions.

Recidivism: The tendency of a convicted criminal (adjudicated juvenile) to reoffend.

Reoffend: A measure of recidivism that counts the number of youth who were rearrested or seen at juvenile court (intake) for a new delinquent offense. While there is no commonly accepted measure of recidivism, it is generally measured at one of four access points in the juvenile justice process: arrest, intake, adjudication or incarceration. The measure of reoffending used here applies to youth at either of the first two access points. Both of these access points have many advantages for measuring reoffending, but each also has disadvantages. Arrests may identify youth who were later released by the police, whose charges were dismissed by the courts, or who were found not guilty at an adjudication hearing. On the other hand, intakes can overrepresent the number of youth brought before the court more so than arrests because cases can be referred to court intake by a number of sources besides law
enforcement agencies. Nevertheless, arrest and intake are used here in order to provide flexibility to the user.

**Residential placement:** Includes cases in which youth are placed in a residential correctional or treatment facility because they are awaiting adjudication or have been adjudicated for an offense, and cases in which youth are otherwise removed from their homes and housed out of home (e.g., child abuse, abandonment, running away). Residential placements can include secure confinement, residential treatment facilities, nonsecure confinement, group homes, foster care, shelter care, etc.

**Responses:** a reaction to a youth’s behavior, positive and/or negative.

**Restitution:** In its traditional sense, restitution has been defined as "a monetary payment by the offender to the victim for the harm reasonably resulting from the offense."

**Reunification:** The return of a child who was placed in out of home care (i.e., foster care) by the state to the birth parents or to the original custodian from whom the child was taken.

**Rural area:** An area located outside a metropolitan statistical area as designated by the U.S. Bureau of the Census.

**Sanction:** Penalty for disobeying a law or rule

**Screening:** A process designed to determine if informal or formal processing is warranted. In the mental health setting, screening refers to an initial look at a juvenile’s mental health needs. This is contrasted with an assessment to diagnose a mental health disorder, which would occur after screening. See assessment.

**Secondary Prevention:** A program or service directed to youth and families identified as at risk for juvenile crime involvement that is designed to prevent juvenile crime before it occurs.

**Self-control:** The ability to pause and evaluate a situation and the consequences that may result from one's behavior (i.e., exercise restraint) rather than rely on instinct or impulse.

**Self-esteem:** Perceiving oneself as worthy of esteem or respect.

**Service:** Activities identified by a program through formal consultation with program staff designed to provide accountability, public safety, competency enhancement, reparation to victims, and/or therapeutic treatment. Examples include community service, restitution, counseling sessions, probation visits, and course curriculum.

**Sexual abuse:** The involvement of the child in sexual activity to provide sexual gratification or financial benefit to the perpetrator, including contact for sexual purposes, prostitution, pornography, or other sexually exploitative activity (not necessarily resulting in a court finding).

**Sexual misconduct:** A comprehensive term used to identify various types of sexual violations. This may include sexual abuse, rape or sexual assault, sexual harassment, or other inappropriate sexual contact.
**Short-term outcomes**: For direct service programs, short-term outcomes are the benefits or changes that participants experience by the time they leave or complete the program. These generally include changes in behavior, attitudes, skills, and/or knowledge. For programs designed to change the juvenile justice system, short-term outcomes include changes to the juvenile justice system that occur by the funding’s end.

**Social competence**: The ability to achieve personal goals in social interaction while simultaneously maintaining positive relationships with others over time and across situations.

**Status offender**: A juvenile charged with or adjudicated for conduct that would not, under the law of the jurisdiction in which the offense was committed, be a crime if committed by an adult. Status offenses include truancy, curfew violations, incorrigibility, running away, and underage possession and/or consumption of alcohol or tobacco.

**Status Offense**: A status offense is an action that is prohibited only to a certain class of people, and most often applied only to offenses committed by minors.

**Subpoena**: An order by the court that has authority to compel testimony by a witness or a production of evidence under a penalty for failure.

**Substance use and abuse**: Use and abuse of substances including, but not limited to, illegal drugs (e.g., heroin), prescription and nonprescription drugs, and alcohol. Sometimes referred to as alcohol and other drug (AOD) use and abuse.

**Summons**: A legal document that orders a defendant to appear in court.

**Supervision (Case) Plan**: A record of the goals, and objectives for intervention. The plan records all the important decision and tasks that are necessary to achieve the goals and objectives agreed on by the youth, supervision officer, and others who are working with the youth towards successful completion of supervision.

**Supervision (youth supervision)**: Mechanisms for managing or overseeing the performance or activities of a person or group. In the context of juvenile justice, examples of supervision include probation, youth supervision orders, youth training centers, and aftercare services.

**Supervision Level**: The level of supervision ranges from one (1) to six (6) and indicates the required number, and type of contact the supervision officer is required to have with a youth. This level is based on the risk level of the youth as determined by the YLS/CMI.

**Supervision meeting**: A meeting between a youth and the person designated by the juvenile justice system to supervise that youth for the purpose of monitoring the youth’s progress toward fulfilling the justice system’s requirements. Supervisors can include probation and parole officers, judges, and case managers, among others.

**System-level performance measures**: Indicators that provide information about the actual changes, or lack thereof, in the target system (e.g., court system, school system, or program as a whole) that are directly related to a program’s goals and objectives.
**Targeted behavior:** Any behavior-related problems (e.g., aggression, substance abuse) that a program is designed to modify through appropriate interventions.

**Technical violation:** An act by a youth under supervision that is not by itself a criminal offense and generally does not result in arrest (e.g., failing to report for a scheduled office visit, missing a curfew, truancy, testing positive for drugs/alcohol) or a pattern of misbehavior.

**Tertiary Prevention:** A program or service provided to youth and families after an incident of juvenile criminal behavior has occurred. The intervention is designed to prevent future incidents from occurring.

**Thinking for a Change (T4C):** is a cognitive-behavioral program that incorporates research from cognitive restructuring theory, social skills development, and the learning and use of problem solving skills.

**Three-year plan:** A document detailing a 3-year juvenile justice and delinquency prevention plan that states submit to the Office of Juvenile Justice and Delinquency Prevention in order to receive Formula Grant funds.

**Urine Analysis (UA):** sample of urine collected to test for illegal substances.

**Utilization rate:** Used to examine the usage of a specific facility relative to its stated capacity. The utilization rate for a residential facility is calculated by summing the length of stay of all juveniles placed in the facility during the time period and dividing that figure by facility capacity (i.e., the number of beds multiplied by the number of days in a specified time period). If the facility is overcrowded, the utilization rate will be over 100 percent.

**Valid court order:** An order given by a juvenile court judge to a juvenile who was brought before the court and made subject to an order; and who received, before the issuance of such order, the full due process rights guaranteed to such juvenile by the Constitution of the United States.

**Violation:** Acts, behaviors or conduct of offenders that violate court-ordered conditions, pose a threat to public safety, or demonstrate an unwillingness or inability to comply with program conditions with the instructions of the supervising officer.

**Violation Level Report (VLR):** a document used to report violations of supervision conditions. The VLR assists officers in determining and issuing an appropriate response to anti-social behaviors.

**Waived to criminal court:** Cases transferred to criminal court as the result of a judicial waiver hearing in juvenile court.

**Warrant:** A court order typically issued by a judge or magistrate on behalf of the state, which authorizes the arrest and detention of an individual.

**YLS/CMI:** Youth Level of Services/Case Management Inventory, which assesses potential risk of reoffending, intervention targets, case management.
Youth advocacy: Activities focused on improving services for and protecting the rights of youth affected by the juvenile justice system.

Youth Residential Center II (YRCII): A facility appropriately licensed to provide housing for juvenile offenders who have been removed from the home.

Youth Residential Facility (YRF): A facility appropriately licensed to provide housing for juvenile offenders who have been removed from the home.

Youthful Level of Services/Case Management Inventory (YLS/CMI): is the primary risk assessment tool used in Kansas to assess potential risk of reoffending, determine intervention targets, measure change, and establish the foundation for case management practices.

YRCII: Youth Residential Center II

YRF: Youth Residential Facility