

**441—151.30(232) Life skills.** “Life skills” means individual or group instruction which includes, but is not limited to, specific training to develop and enhance personal skills, problem solving, accountability, acceptance of responsibility, victim empathy, activities of daily living, and job skills.

**151.30(1) Service eligibility.** Children shall be eligible for life skills services without regard to individual or family income when they are adjudicated delinquent or are determined by a juvenile court officer to be at risk and to be in need of the service provided by a life skills program. Juvenile court services shall maintain in the child’s case record or case file documentation of the child’s adjudication or at-risk status as well as the child’s need for services.

*a.* The chief juvenile court officer shall establish written procedures for screening and approving referrals for life skills services and make the procedures available to the district’s juvenile court officers.

*b.* The juvenile court officer shall determine the child’s need for individual or group instruction in any of the life skills service components and shall refer the child for the service.

*c.* The chief juvenile court officer may approve life skills services for up to six consecutive months at a time, except that service approval shall not extend beyond the current fiscal year unless a contract is in effect to assume the cost for the services provided in the next fiscal year. The officer shall reevaluate the child’s eligibility and need for these services in accordance with procedures established by the respective juvenile court services district.

*d.* Referrals shall not be made or accepted when funds for the program are not available.

**151.30(2) Service components.**

*a.* Life skills components include specific training to develop and enhance:

(1) Personal skills, including anger management, stress reduction, and self-esteem.

(2) Rescinded IAB 11/9/05, effective 1/1/06.

(3) Problem solving.

(4) Accountability and acceptance of responsibility.

(5) Victim empathy.

(6) Activities of daily living.

(7) Job skills including job-seeking skills as well as training for specific jobs and on-the-job training experiences.

*b.* The contract must specify what is required of the provider.

**151.30(3) Service referral and follow-up.** The juvenile court officer shall:

*a.* Determine which service provider can best meet the child’s needs.

*b.* Refer the child to the provider.

*c.* Assist in the child’s transition to receive the service.

*d.* Follow up after the service has been provided.

**151.30(4) Monitoring of service delivery.** The juvenile court officer shall monitor the delivery of life skills services to children for whom the officer is responsible.

*a.* The juvenile court officer shall review provider progress reports and maintain contact with the child, the child’s family, the provider, and other community agencies to adequately assess the child’s progress and need for service.

*b.* The juvenile court officer shall report problems in service delivery to the chief juvenile court officer.

*c.* The provider, the child, or the child’s representatives may report problems in service delivery to the chief juvenile court officer.

**151.30(5) Billable unit and rate setting.** Rates for life skills services shall be established through an agreement between the provider and the chief juvenile court officer based on the provider’s proposed budget. Rates may vary among providers for various types of life skills services. The billable unit and unit costs shall be specified in the contract.

*a.* Life skills service shall be billed on the basis of units of instruction provided to eligible children during specified time frames.

*b.* The life skills instruction may be provided on an individual or group basis. See paragraph 151.35(2) “c” for rate-setting requirements when more than one child is served at a time.

c. The provider may incorporate the expenses for instructional materials into the service unit cost or may identify the expenses for instructional materials in an attachment to the contract to be billed separately from the unit cost.

d. Rescinded IAB 11/9/05, effective 1/1/06.

**151.30(6) Provider standards.** Providers shall have a contract with juvenile court services and the department for life skills services and agree to abide by all required instructional, reporting, rate-setting, and billing and payment procedures for life skills services. The chief juvenile court officer shall review provider staff qualifications and training activities. Providers of life skills services shall meet all of the following conditions. Providers shall:

a. Be selected and approved by the chief juvenile court officer or designee within each judicial district to provide life skills services.

b. Use staff who, in the opinion of the chief juvenile court officer, have the necessary training and experience to provide quality services on the topic about which they will be delivering instruction.

c. Use a curriculum approved by the chief juvenile court officer for life skills.

d. Have the educational and instructional ability, as determined by the chief juvenile court officer, to deliver life skills services to eligible children in the settings most suited to each child's needs.

**151.30(7) Provider progress reports.**

a. Providers of life skills shall submit progress reports on each child receiving services to the assigned juvenile court officer at intervals specified in the contract. The contract shall specify progress reports not more than one month after services are initiated and at the termination of service. Progress reports shall describe the specific instruction provided, the child's attendance, response to instruction, and progress toward achieving desired goals and objectives identified by the provider and referral source.

b. The juvenile court officer shall file the provider progress report in the child's case file.

c. Rescinded IAB 11/9/05, effective 1/1/06.

**151.30(8) Outcome measures.** Each contract for purchase of life skills services shall contain a section to inform the provider that juvenile court services and the department shall track the outcome of the service provision following each child's discharge from the service received through the contract.

a. Juvenile court services and the department shall collaborate to determine the criteria and data needed to track and record the outcomes.

b. The provider shall report data as requested by juvenile court services.

c. Juvenile court services shall determine whether the child has reoffended within the 12-month period following the date of discharge from life skills. Service to a child shall be considered successful if the child has not been referred to juvenile court services for a law violation during the 12-month period following discharge from life skills.

d. Data collected on the children served and discharged shall be used to establish or modify a baseline for the provider and for the service. The data shall be used to develop information to make decisions regarding service provision and contracting.