

441—151.33(232) Tracking, monitoring, and outreach. Tracking, monitoring, and outreach are undertaken to provide individualized and intensive one-to-one intervention to a child to help the child establish positive behavior patterns and to help the child maintain accountability in a community-based setting.

151.33(1) Service eligibility. Children shall be eligible for tracking, monitoring, and outreach services without regard to individual or family income when they are adjudicated delinquent or are determined by a chief juvenile court officer to be at risk and to be in need of assistance in maintaining accountability in a community-based setting. Juvenile court services shall maintain in the child's case record or case file documentation of the child's adjudication or at-risk status and need for services.

a. The chief juvenile court officer shall establish written procedures for screening and approving referrals for tracking, monitoring, and outreach services and shall make the procedures available to the district's juvenile court officers.

b. The juvenile court officer determines the child is in need of services as evidenced by one of the following situations:

(1) Schools, parents or community organizations, due to concerns or reports of delinquent activities, have completed reports that indicate the need for monitoring and guidance of a child.

(2) A petition has been filed alleging delinquent behavior.

(3) Juvenile court services action has been taken including, but not limited to, informal adjustment agreements, adjudication and disposition proceedings.

c. The chief juvenile court officer may approve tracking, monitoring, and outreach 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.

151.33(2) Service components. Tracking, monitoring, and outreach services may be provided seven days a week, up to 24 hours a day, and may include multiple daily contacts with the child.

a. The service may include any one component or combination of tracking, monitoring, or outreach components as needed

(1) "Tracking" means observing and following a child's actions.

(2) "Monitoring" means using data from tracking activity to determine that the child's actions include preselected or approved destinations.

(3) "Outreach" means guidance and advocacy.

b. Tracking and monitoring activities are directed toward the child's maintaining accountability and may include multiple daily contacts with the child through direct personal contact, telephone, or electronic monitoring devices.

c. Outreach activities provide guidance and advocacy for the child and may include individualized interventions with the child's family as well as assistance in accessing the following types of resources:

(1) Referral to community organizations.

(2) Health services (physical and mental).

(3) Education.

(4) Employment.

(5) Legal.

(6) Case conferences and services planning.

(7) Diagnostic assessment services.

(8) Family competency-building services.

d. Outreach activities may also include recreation and transportation when guidance and advocacy are a part of the service component.

e. The provider may provide tracking, monitoring, and outreach activities or may provide tracking and monitoring information to the juvenile court officer, who then determines the need for outreach. The contract must specify what is required of the provider.

151.33(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.

151.33(4) *Monitoring of service delivery.* The juvenile court officer shall monitor the delivery of tracking, monitoring, and outreach 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.

151.33(5) *Billable unit and rate setting.* The unit of service shall be defined as a quarter-hour, half-hour, hour, or day of service to the child, as specified in the contract.

a. The reimbursement rate shall represent actual costs.

b. For telephone contact monitoring, juvenile court services may choose to reimburse providers according to receipts or at a set rate per call.

151.33(6) *Provider standards.* Providers of tracking, monitoring, and outreach shall meet all of the following conditions. Providers shall:

a. Have a current contract with juvenile court services and the department in which they agree to accept the unit rate and agree to provide services in compliance with the programmatic requirements for tracking, monitoring, and outreach services.

b. Be selected by the chief juvenile court officer of the judicial district within the geographic area where the program is located to provide tracking, monitoring, and outreach services within all or a portion of the judicial district.

c. Enter into a contract with juvenile court services and the department that establishes expectations, rates, and billing and payment procedures for the tracking, monitoring, and outreach services.

d. Agree to report tracking, monitoring, and outreach costs separately on all cost reports.

151.33(7) *Provider progress reports.*

a. Providers of tracking, monitoring, and outreach services shall prepare and provide written progress reports at least monthly for each child receiving services for three months or less.

b. Providers of tracking, monitoring, and outreach services shall:

(1) Prepare and provide an initial treatment plan in consultation with the referral source within 30 days of each child's admission for ongoing service activities; and

(2) Prepare and provide written progress reports at least quarterly.

c. Additional reports shall be prepared when requested by the juvenile judge or the child's juvenile court officer. All reports shall be submitted to the juvenile court officer responsible for monitoring the child's progress.

d. All reports for children who receive ongoing service activities shall, at a minimum, describe the child's compliance, adjustment, and progress in achieving the desired goals and objectives established in the treatment plan.

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

151.33(8) *Outcome measures.* Each contract 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 tracking, monitoring and outreach. The 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 the child's discharge from tracking, monitoring and outreach.

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.