

Sacramento County Probation Department

Juvenile Corrections Officer (JCO) Core Training

Unit 6.0: Booking, Receiving, and Releasing

Module 6.1: Booking and Intake

Instructional time: 3 hours

1. Welcome and introductions
2. Objectives:
 - a. 6.1.1 Define the roles of law enforcement and probation when a minor is taken into custody
 - b. 6.1.2 Identify the necessary components of a valid warrant
 - c. 6.1.3 Define "status offense"
 - d. 6.1.4 Identify when a juvenile must be advised of their constitutional rights
 - e. 6.1.5 Given a list of juvenile offenses, identify for each offense the information required to make a detention decision
 - f. 6.1.6 Given a Detention Risk Assessment Instrument (DRAI), make appropriate detention decisions that might involve overriding an assessment score
 - g. 6.1.7 Given a scenario, determine whether to detain or release a juvenile
 - h. 6.1.8 Identify requirements regarding the medical screening of incoming juveniles, according to Title 15
 - i. 6.1.9 Identify the notification requirements pertaining to developmentally disabled juveniles
 - j. 6.1.10 Identify the agency and personal liability associated with failing to comply with medical clearance procedures
3. Define the roles of law enforcement and probation when a minor is taken into custody: Safety of the minor, safety of the community with assessment of police report, warrants/database checks, fingerprinting/booking, interview with minor and guardian
4. Necessary components of a valid warrant: Subject name/DOB, name of judge, county of origin, reason for warrant
5. Define "status offense" (runaway, poor school attendance, curfew violations)
6. Discuss the procedure for handling a "status offense" case: Rarely booked into custody unless the minor is an out of state runaway
7. Given a list of juvenile offenses, identify for each offense the information required to make a detention decision: Specifics of the crime, home life, victim, interview, probation status, prior record
8. Identify requirements regarding the medical screening of incoming juveniles, according to Title 15: Those in need of urgent medical attention are referred to an outside facility, written documentation required if a minor is not accepted for booking, medical/mental health concerns that may pose a hazard to others in the facility, etc.
9. Identify the agency and personal liability associated with failing to comply with medical clearance procedures: Department/employee (civil liability), reprimand, loss of employment
10. Identify the notification requirements pertaining to developmentally disabled juveniles: Any youth suspected or confirmed to have a developmental disability is referred to the local Regional Center for the Developmentally Disabled for diagnosis/treatment within 24 hours, excluding holidays and weekends
11. Religious accommodations at intake
12. CLETS/CPS

13. Discuss Senate Bill 1322 (minors involved in prostitution are treated as victims)
14. Discuss Senate Bill 395 (advisement of constitutional rights for those 18 years or younger, must have an attorney present for questioning)
15. Detention Risk Assessment Instrument (DRAI): Discuss when to override an assessment score
16. Discuss criteria of when to detain or release a juvenile at intake

