

| <b>MISSISSIPPI DEPARTMENT OF HUMAN SERVICES<br/>DIVISION OF YOUTH SERVICES</b> |                                                                                                                                            |
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| <b>Subject:</b><br><b>INFORMAL ADJUSTMENT</b>                                  | <b>Policy Number:</b><br><b>39</b>                                                                                                         |
| <b>Number of Pages:</b><br><b>2</b>                                            | <b>Section:</b>                                                                                                                            |
| <b>Attachments:</b><br><b>A. Informal Agreement</b>                            | <b>Related Standards &amp; References:</b>                                                                                                 |
| <b>Effective Date:</b><br><b>August 29, 2012</b>                               | <b>Approved:</b><br><br><b>James MacCarone, Director</b> |

## **I. POLICY**

It is the policy of Mississippi Department of Human Services Division of Youth Services that all Juveniles placed on Informal Adjustment will be supervised by the Community Services, Division of Youth Services Counselor for a period up to six (6) months. The informal adjustment process shall not continue beyond a period of six (6) months from its commencement unless extended by the youth court for an additional period not to exceed six (6) months, by court authorization prior to the expiration of the original six-month period.

## **II. DEFINITIONS**

As used in this policy and procedure, the following definitions apply:

Informal Adjustment Agreement is not considered an adjudication. This agreement between the Community Services, Division of Youth Services Counselor, the child and his/her parent(s) or guardian is in effect for up to six (6) months and outlines the terms and conditions of the Informal Adjustment.

## **III. PROCEDURE**

A. The Community Services, Division of Youth Services Counselor will discuss the informal adjustment agreement terms and condition with the youth and parent(s) on guardian.

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- B. The Community Services, Division of Youth Services Counselor will monitor youth on Informal Adjustment Agreement up to six (6) months by monthly follow-up visits. The Community Services, Division of Youth Services Counselor will give youth their compliance status of the Informal Adjustment Agreement.
- C. The Community Services, Division of Youth Services Counselor will terminate Informal Adjustment Agreement satisfactory or unsatisfactory with supporting documentation.
- D. If the judge signs the satisfactory release, the Community Services, Division of Youth Services Counselor will close the case. If the judge does not sign the satisfactory release, the counselor will continue to monitor the case.
- E. If the case is closed unsatisfactory the judge will order the case be closed or continue the Informal Adjustment Agreement or proceed formal by filing a petition.