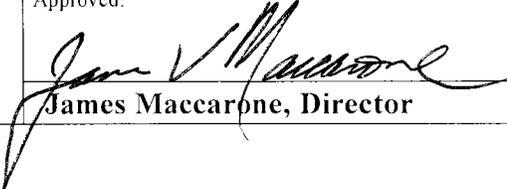


**MISSISSIPPI DEPARTMENT OF HUMAN SERVICES
DIVISION OF YOUTH SERVICES
JUVENILE INSTITUTIONS**

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| Subject: Special Management Unit - Behavior Modification Unit BMU | Policy Number: 8 |
| Number of Pages: 5 | Section: XIII |
| <p style="text-align: center;">Attachments</p> <p>A. BMU Referral Form B. BMU Orientation Form C. Behavior Modification Plan D. Praise Report E. Transfer Application</p> | <p style="text-align: center;">Related Standards & References</p> <p>ACA 4-JCF-3C-01 ACA 4-JCF-3C-04 ACA 4-JCF-4B-01</p> |
| Effective Date: April 04, 2008 Revised: September 1, 2014 | Approved:  James Maccarone, Director |

I. POLICY

It is the policy of the Mississippi Department of Human Services, Division of Youth Services, to provide a specialized housing unit for youth with seriously out of control behaviors. The Unit provides intensive structure, services, treatment and programs to help youth develop the skills they need to increase positive behaviors and control negative behaviors so they can be re-integrated into the general population.

II. DEFINITIONS

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

- A. Behavior Modification Unit (BMU)** - A specialized program, segregated from the general population, designed to provide a high level of supervision and structure, assist youth in learning to manage their emotions, thinking, and actions to reduce the likelihood of committing acts of aggression or seriously out of control behavior.
- B. Unit Coordinator** - The counselor who has been assigned to manage and monitor daily operations of a program and the youth assigned to that program. The Unit Coordinator monitors daily operations and brings concerns to the attention of the appropriate supervisor.
- C. Treatment Team** — An appointed group of staff members responsible for developing and coordinating the implementation of a youth's determined services. *(See DYS Policy XIII.4: Treatment Teams.)*
- D. Qualified Mental Health Professional (QMHP)** --- A mental health care provider licensed and sufficiently trained to provide the necessary mental health program services.
- E. Behavior Management Isolation (BMI)** — A "cooling-off" period for youth; where youth is placed in a room (either locked or unlocked) for the purposes of controlling out-of-

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control behavior, restoring order, correcting undesirable behavior, and to achieve compliance with behavioral rules and expectations. *(See DYS Policy VII.10: Behavior Management Isolation.)*

- F. Praise Report** - A form carried by the youth, used daily, to report specific positive behavior exhibited by the youth.
- G. B-MOD Day** — A time period of no more than 24 hours, when the youth satisfies the required number of behavioral objectives within that particular timeframe and gets credit for his progress.
- H. Behavior Modification Plan** – A detailed written plan that focuses on managing a youth’s behavior while teaching the youth to develop and implement cognitive and social skills to reduce aggressive behavior and acting out.

III. PROCEDURE

- A. To be assigned to the BMU, youth must pose a serious safety risk to staff, other youth and/or the facility and/or display seriously out of control behavior. A youth who meets the following criteria shall be referred for assignment to the BMU.
 - 1. Assaulting another person causing an injury that required medical treatment;
 - 2. Engaging in two minor fights or assaults;
 - 3. Committing two or more major incidents of disruptive behavior within the past 30 days, including but not limited to:
 - a. Property damage over \$100,
 - b. Acts of aggression or uncontrollable behavior which require the vacating of all other youth from the area, or
 - c. Waving a potential weapon, forcing staff to take emergency action to protect themselves or others. If a weapon is actually used to inflict harm, the youth should be referred after the first incident.
 - 4. Instigating a serious group disturbance.
 - 5. Requiring excessive BMI placements.
- B. Youths who meet the eligibility criteria for the BMU may be assigned to the program upon the recommendation of the youth's Treatment Team and the approval of the Facility Administrator/designee.

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1. Prior to being referred to the BMU, the youth will be assessed by a QMHP to ascertain whether placement on the BMU is contraindicated. If determined by the QMHP that placement would be inappropriate, the treatment team will review and consider development of an alternative placement and/or interventions.
 2. The BMU Referral Form (*Attachment A*) will be completed by the counselor of the current housing unit and forwarded, with the Pre-BMU Placement Assessment Report, to that youth's current Treatment Team who will convene no later than the next scheduled multidisciplinary Treatment Team meeting or an ad hoc Treatment Team will convene after receiving at least one working day notice.
 3. The Treatment Team will review the request for assignment. Their recommendations, which are included in the BMU Packet, will be forwarded to the Facility Administrator/designee for immediate processing of the required placement paperwork (*DYS Policy XIII.2 — DYS Youth Transfer form and BMU Packet information*) to be remitted for signature of the Facility Administrator/designee, who will approve, amend, or deny these recommendations within 24 hours. When assignment is approved, the youth will be transferred to the BMU within 24 hours, at which time the QMHP will develop a preliminary Behavior Modification Plan for the youth. The BMU Packet must include:
 - a. The BMU Referral Form (Policy XIII.8 Attachment A);
 - b. Treatment Team Form with BMU recommendations (Policy XIII.4 Attachment A);
- C. The program is for the treatment and behavior modification of aggressive and/or seriously out of control youth that is based on an integrated set of activities, outlined in a Behavior Modification Plan that focuses on managing behavior while teaching youth to develop and implement cognitive and social skills to reduce aggressive behavior and acting out.
1. The goal is to create a therapeutic community where all staff (counseling, QMHPs, juvenile care workers, education, recreation, etc.) understand the skills being taught and work together to assist the youth in learning these skills.
 2. All services, excluding medical treatment, are performed on the unit including education, treatment groups, therapy, recreation, and other activities. A schedule of activities will be developed to fill the hours of 6:00 AM to 8:00 PM, and during the days on weekends and holidays. In general, it is expected these activities will be conducted in the unit day room.
 3. While in the BMU program, youth will not be allowed to earn time toward early release as outlined in the *Length of Stay* policy XIII.15.

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D. Pod Supervision —When youth are being housed in the Behavior Modification Unit, direct care staff will be in the day room at all times.

1. The Juvenile Care Worker will be in the day room between the hours of 6:00 AM and 10:00 PM when youth are out of their rooms.
2. From 10:00 PM until 6:00 AM, the Juvenile Care Worker will move throughout the entire unit checking on youth's safety, inspecting doors and security devices, and monitoring the operation of the unit.
3. All staff working the BMU will have specialized training including guidance on the supervision of the Behavior Modification Plan.

E. After the youth has been transferred to the BMU the following steps shall take place.

1. Within one working day of transfer to the program, youth will be oriented (verbally and in writing) to the BMU procedures, BMU schedule, and BMU rules by staff. The orientation process will be documented on the BMU Orientation Form (*Attachment B*) and included in the youth's Master File. Youth will be afforded an opportunity to discuss this information with staff.
2. The youth will begin the preliminary Behavior Modification Plan.
3. Praise Report forms will be completed daily by representatives of Direct Care, Education, and/or Counseling/Rehabilitation in order to monitor positive behavior change. The staff will review these forms to help determine the youth's progress and readiness to return to a regular housing unit.

F. A Qualified Mental Health Professional (QMHP) will work with the Treatment Team and youth to develop an individualized Behavior Modification Plan, implemented by the JCW and counselor, to include the following:

1. Specific behaviors expected of the youth during a particular period of time.
 - a. The Behavior Modification Plan will monitor compliance by documenting behaviors on the plan as these are demonstrated or when these tasks are completed.
 - b. When the youth satisfies the required number of behavioral objectives within a particular time period of no more than 24 hours, he will receive a reward, which will be administered by the counselor or QMHP.
 - c. If he satisfies the behavioral objectives as outlined in his plan, then he will receive credit for progress (i.e., "B-MOD Day") which is required for transfer to a regular housing unit.

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2. Any behavioral rewards and consequences for day-to-day behavior modification of the youth.
- G. If the youth displays uncontrollable behaviors, acts of aggressive or destructive behavior as determined by the JCW staff or other staff, BMI will be implemented and the Behavior Modification Plan will start over.
 - H. Youths assigned to the program will meet daily with the staff to discuss each of the youth's behavioral objectives and his progress toward meeting these objectives. The youth and staff member will also review the Praise Report(s) to determine behavior improvement. In the event that the youth is not meeting the objectives, the staff will seek to understand the reasons the youth has been unable or unwilling to comply and will modify the treatment approach accordingly.
 - I. Once the Behavior Modification Plan objectives have been satisfied within the period of time as specified in the Behavior Modification Plan, without a BMI for seriously out-of-control behavior, youth shall be eligible to apply for transfer to a regular housing unit.
 - a. The youth will present an application to the unit coordinator and request the change in the next scheduled Treatment Team Meeting.
 - b. The Treatment Team will meet to review the youth's request. At this time, the Treatment Team will review progress toward the objectives on the Behavior Modification Plans and the Praise Reports to assess overall progress and readiness to transfer to a less structured housing environment. If the youth's request is approved by the Treatment Team, recommendation will be forwarded to the Facility Administrator requesting assignment to another housing unit.
 - c. If the youth's request for movement is denied by the Facility Administrator, reasons for the denial will be documented in writing and an individualized Behavior Modification Plan will be written to clearly specify the behavioral objectives that must be accomplished within a particular time period for an application for re-assignment.
 - J. Youth assigned to the BMU will follow the campus rules and regulations in addition to the specific rules and regulations that apply to the specialized Behavior Management Unit (BMU) and are entitled to the same rights (telephone calls, grievance procedures, educational services, large muscle exercise, etc.).