

JCMS Code Book

Crisis Response Definitions

August 25, 2021



Crisis Response Programs

Crisis Response programs are teams/individuals trained to intervene in cases where juvenile's health or safety is threatened, resolves serious conflicts between parent/guardian and juvenile regarding conduct/repeated disregard for authority, a pattern of repeated absence from school, or runaway behaviors.

Intake

Gender: characteristics of femininity and masculinity based on social constructs.

- **Female** – identifies with feminine characteristics and constructs.
- **Male** – identifies with masculine characteristics and constructs.
- **Non-binary** – does not identify as male or female.
- **Prefer not to say** – youth chose not to answer.
- **Unspecified** – information was not gathered.

Race: per the American Sociological Association, ““Race” refers to physical differences that groups and cultures consider socially significant, while “ethnicity” refers to shared culture, such as language, ancestry, practices, and beliefs.” (Explanation of the Standards - The Office of Minority Health (hhs.gov))

School Enrollment/Status: The youth's school enrollment status at the time of their initial involvement in the program that indicates the type of enrollment in school.

- **Unspecified** – the youth, parent, or referral source does not know/did not indicate the youth's school enrollment status.
- **Enrolled/Attending** – the youth is currently enrolled in and attending a public or private school.
- **Suspended** – the youth is currently enrolled in school but cannot attend for a period of time per the school.
- **Expelled** – the youth was enrolled in school but has been removed/banned from returning to the school for an extensive period of time.
- **Home Schooled** – the youth is being educated at home by their parent(s)/guardian.
- **HS Graduate/GED, No College** – the youth has graduated from high school or obtained their GED and is not enrolled in college courses.
- **College Student** – the youth is enrolled in and attending college courses or trade school.
- **Drop Out** – the youth is no longer enrolled in or attending any type of educational institute and did not complete graduation requirements.
- **Alternate School** – the youth is enrolled in a non-traditional educational program

School Name: The name of the primary school the youth is enrolled, indicating they are entered as a participant of that school, at the time of their initial involvement in the program.

Current Grade: Position (K-12) in a primary school of a youth to identify academic progress at the time of enrollment.

Youth Employed: Youth actively engages in and maintains a job position at a credible place of employment.

Family Size: Number of people living within the youth's place of legal residence.

Family Income: The combined incomes of all people living within the youth's place of legal residence. This includes all forms of income such as salaries and wages, retirement funds, government assistance, child support, and pensions (\$0000.00).

Interpreter Needed: Indicates whether the youth and/or parents need an interpreter if English is not a primary language.

If Yes, what Language: Free text field to indicate what language the youth and/or parents indicate as their primary language spoken.

Eligible for Free/Reduced Lunch: Based on reported household income, the youth receives or could receive free or reduced lunch at their primary school.

Custody/Guardianship: Indicates who has legal responsibility for the youth. May be different than who the youth resides with.

- **Single Parent** – one parent has custody of the youth.
- **Both Parents** – two parents have custody of the youth.
- **Guardian** – an adult who is a non-biological parent who is legally responsible for the youth.
- **State Ward/Ward of Tribal Court** – a youth who the state or tribe has legal custody over, and the state or tribe is legally responsible for.
- **Lives on Own** – a youth who is legally responsible for themselves, including emancipated youth.

File Number: The identifier of the youth for program purposes.

Grant County: The originating county associated with the grant authorization for program funding.

Grant Number: The series of numbers and/or letters identifying the authorized grant associated with the program.

Discharge

Discharge Date: The two-digit day, two-digit month, and four-digit year the youth was discharged from participation in the program.

Case Outcome: The result of the initial crisis response incident.

Were Services Available in Youth's Area: Indicate if the services recommended for the youth/family available in the area where the youth is currently living (yes/no).

If Not, What Services Are Needed: If the services recommended for the youth/family are not available in the area where the youth is currently living, indicate what service is needed.

Case Outcome – Follow-Up Services Provided: Were follow-up services provided as part of the case outcome.

Family Did Not Consent to Follow-Up: Indication that when asked, the family declined follow up services by the Crisis Response provider.

Law Enforcement

Law Enforcement Agency: The type and location (e.g. Sheriff Department, county) of the authority responsible for enforcement of the laws that responded to the dispatched call for service resulting in crisis response.

Location: The type of place the crisis response was conducted.

Location, if Other: Please explain the place where crisis response was conducted if the option “other” was selected from the provided options.

Arrival Time: The hour, minute, and period of day the law enforcement agency arrived at the location for service resulting in crisis response.

Time Crisis Response Called: The hour, minute, and period of day the crisis response program received telephone communication requesting crisis response services.

Departure Time: The hour, minute, and period of day the law enforcement agency left the location of the crisis response.

Crisis Response

Enrollment Date/Date of Call: The two-digit month, two-digit day, and four-digit year (mm/dd/yyyy) the youth began participating in the program, or the date that the crisis response team received the call requesting services from law enforcement.

Call Time: The hour, minute, and period of day the crisis response program received telephone communication requesting crisis response services.

Arrival Time: The hour, minute, and period of day the crisis response team arrived at the location for service resulting in crisis response.

Departure Time: The hour, minute, and period of day the crisis response team left the location of the crisis response.

Current Legal Involvement: Describes the youth’s current involvement with the legal system (probation, diversion, etc.).

History of Legal Involvement: Describes the youth’s history of involvement with the legal system (probation, diversion, etc.).

Youth’s Current Living Situation: Youth’s residence associated with the type of legal responsibility for the youth.

Presenting Situation: The type of need and/or risk area requiring crisis response services.

Presenting Situation, if Other: If the type of need and or/risk area requiring crisis response services is other, please explain.

Was There an Injury: Indication if any party involved in the presenting situation physically injured as a result of the youth’s actions/behavior.

Weapon Involved: Indicate if a weapon (gun, knife, etc) involved in the presenting situation (yes/no).

Referral Source: The agency, organization, or entity that directed or requested the youth to the program for participation.

Who Was Involved in the Presenting Situation: Select all parties involved in the situation that resulted in crisis response being called.

Time Spent with Client (minutes): The number of minutes the crisis response personnel spent actively working with the client to address the crisis situation.

Time Spent in Collaboration (minutes): The number of minutes the crisis response personnel actively engaged with collaborative contacts (i.e. law enforcement, parents, siblings, relatives) to obtain additional information about the youth.

Was a Plan Put in Place: Indication of whether a strategy was decided and enacted for addressing the immediate needs of the youth and/or their family relevant the crisis.

Were Parent(s) Involved in Plan: Indication of whether the parent(s) of the youth played a role in deciding on a strategy was to enact for addressing the immediate needs of the youth and/or their family relevant the crisis.

Follow-ups

Date of Follow-Up: The two-digit month, two-digit day, and four-digit year the crisis response staff connected with the youth and/or family after the initial crisis response incident to determine the status.

Follow-Up Services Provided: After the crisis response personnel connected with the youth and/or family, referrals or additional assistance was given to further address the needs of the youth and/or family; the type of service or assistance is noted.

Result of Follow-Up: Indicates if the program staff was successful or unsuccessful in following up with the youth and/or family after the initial incident.

Referrals Referral Type: The category of services recommended to the youth and/or family as a result of the crisis response process.

Referral Agency: The entity name and location the youth was recommended to in an effort to address needs identified from the crisis response process.

Referral Outcome: The actions of the youth or parent in response to the referred treatment or service(s) resulting from the assessment process.

- **Youth Attended** – the youth did attend the service that he/she was referred to.
- **Youth Did Not Attend** – the youth did not attend the service that he/she was referred to, for reasons other than refusal to attend.
- **Youth/Parent Refused** – the youth and/or parent refused the services that they were referred to.
- **Waiting for Services** – the youth and/or family has made efforts to participate in the service(s) they were referred to, but the provider has a waitlist at this time.