



OREGON YOUTH AUTHORITY

Policy Statement

Part III – Youth Services (Community)



Subject:

Individualized Services

Section – Policy Number:

D: Case Management – 3.7

Supersedes:

III-D-3.7 (10/21)
III-D-3.7 (10/19)
III-D-3.7 (08/17)
III-D-3.7 (11/07)
III-E-1.7 (01/96)

Effective Date:

04/26/2024

Date of Last

Revision/Review:

None

Related Standards and References:

- [ORS 420A.010](#) Oregon Youth Authority, Creation and duties
- JJIS form: OYA 3400 Individualized Services Authorization
- [OYA Contracted Service Provider Forms](#)
- [Community Services Individualized Services Handbook 2023](#)

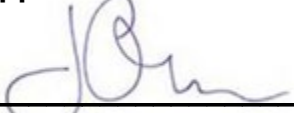
Related Procedures:

- [COM 416-255](#) Reentry Support and Services for DOC Youth

Policy Owner:

Community Services Assistant Director

Approved:



Joseph O'Leary, Director

I. PURPOSE:

This policy provides guidelines for OYA staff regarding youth access to community individualized services. OYA and county Intergovernmental Agreements (IGAs) and co-management agreements regarding use of individualized services funds are also addressed.

II. POLICY DEFINITIONS:

DOC youth: A person in the legal custody of the Department of Corrections (DOC) and the physical custody of OYA.

III. POLICY:

OYA provides opportunities for youth reformation, including when youth are in the community. Specific state funds are allocated to provide intervention services for youth in the community. "Individualized Services" is a funding source designed for individual youth case planning.

OYA has identified diversity, equity and inclusion as an agency priority and initiative, with a goal to build a respectful, diverse, equitable, and inclusive environment for youth and staff that is free from harassment, discrimination and bias. Data shows youth of color and LGBTQ+ youth are disproportionately represented in the juvenile justice system. While OYA is only one part of that

system, it plays a critical role in addressing the historical and systemic inequities it perpetuates. All youth must have equitable access to services or goods purchased through the use of Individualized Services funds.

OYA has Intergovernmental Agreements (IGAs) with counties to work in partnership to allow for expenditure of Individualized Services funds for OYA and county adjudicated youth. Funds are managed at the local level between counties and OYA to make decisions about youth eligibility and using Individualized Services to support a youth's case plan.

The [Community Services' Individualized Services Handbook](#) is available for OYA Community Services staff and counties when determining youth eligibility for specific services. The handbook is located on the OYA public website and the OYA intranet.

Goals for using Individualized Services include:

- ▶ Increased use of evidence-based programs that follow best practice standards and enhance the quality of outcomes for youth.
- ▶ Reduction in
 - Commitments to OYA and revocations of youth who can safely be managed in the community;
 - The propensity of youth to commit crimes and to engage in antisocial behavior;
 - Self-destructive behavior by youth served; and
 - Youth lengths of stay in out-of-home placements.
- ▶ Increase in
 - Public safety by providing appropriate services to youth in the community;
 - Positive reformation;
 - Educational participation by youth served;
 - Youth wellness and cultural identity through connection to relevant programs and supports;
 - Youth skills to appropriately live in a community setting; and
 - Family engagement in youth reformation planning and activities.

IV. GENERAL STANDARDS:

A. Individualized Services eligibility:

1. Youth who are adjudicated delinquent; and
2. Youth in need of services that are case-plan driven which cannot be funded through any other source (public or private) in any other way; and
3. Youth who have been determined to be at risk of -
 - a) Commitment to OYA substitute care (i.e., the youth is under age 19) or to OYA close custody (i.e., the youth is under age 19 or under the age of 20 for crimes listed in [ORS 137.707](#)); or
 - b) Recommitment/revocation to OYA close custody.

4. Youth in OYA close custody *are* eligible for Individualized Services to prepare and support reentry 90 days prior to release and to engage families.
5. DOC youth who are not more than 90 days post release from a youth correctional facility. Exceptions may be granted by the Community Services assistant director or designee.

B. Appropriate use of Individualized Services

Services must:

1. Be community based and designed to purchase wraparound services for youth on probation or parole that meet OYA funding guidelines and budget constraints;
2. Support a holistic and developmental approach across case plan domains (medical, social living skills, education, mental health, alcohol and drug treatment, offense-specific, vocational, family and transition);
3. Be case-plan driven and community based;
4. Be culturally and linguistically relevant, and meet gender specific needs, including youth who identify as gender fluid;
5. Support positive youth outcomes and reduction in recidivism; and
6. Reflect a prudent expenditure of public funds and be within acceptable community norms.

C. Process to access Individualized Services funds

1. Counties and OYA have established local processes to access Individualized Services funds. Each request for funds for a county adjudicated youth must be approved, at a minimum, by -

- a) An OYA field supervisor; and
- b) A juvenile department-designated representative.

2. Recommended process

A local committee representing community interests and resources is recommended to review and approve the Individualized Services referrals. At a minimum, a local committee must include an OYA representative and a juvenile department representative. The inclusion of other members improves the opportunity to consider other local funding resources.

3. Other community partner representatives recommended for participation in the local committee:

- a) Education representative;
 - b) Mental health representative;
 - c) Department of Human Services representative;
 - d) Developmental Disability representative; or
 - e) Other local youth-serving agencies.
4. For OYA youth, a detailed process for approving various services is delineated in the [Community Services Individualized Services Handbook](#).
 5. For DOC youth, a detailed process for accessing and approving appropriate services is delineated in Community Services procedure COM 416-255 Reentry Support and Services for DOC Youth.

D. Exceptions

If the identified service or good falls outside the guidelines in the [Community Services Individualized Services Handbook](#), the field supervisor must submit an exception to the Community Services assistant director.

V. LOCAL OPERATING PROTOCOL REQUIRED: NO