

**MDHS/DYS Oakley Youth Development Center
Form VII.9.A Due Process Rights**

Youth Name: _____ Date of Violation: ___/___/___
 Rule Violation Tracking #: _____ Incident #: _____

The following is an explanation of the youth rights as they relate to due process, which should be verbally explained to the youth:

1. You have the right to be notified of the rule violation(s) being charged against you and of the resulting due process hearing to be held.
2. You have the right to be present and to present documentary evidence at the hearing or to waive the hearing.
3. You have the right to request witnesses and to have them present at the hearing or to have statements from those individuals presented at the hearing.
4. You have the right to self-represent, or to request to be represented by a staff person during the hearing.
5. You may present questions to the Due Process Hearing Officer and the staff representative, to ask to the witnesses.
6. You have the right to appeal the Due Process Hearing Officer's decision to the Facility Administrator. (You may appeal the decision by completing a Grievance, within one (1) week)
The Facility Administrator's decision is final.
7. You have the right to waive a hearing or your right to be present. Any decision from a waived hearing may not be appealed.

Staff Representative Requested: Yes No Name _____

Witness Requested: Yes No Name _____ Staff Youth
 Statement(s) attached Yes No

Witness Requested: Yes No Name _____ Staff Youth
 Statement(s) attached Yes No

I have read the statements above (or have had them read to me) and I understand my due process rights.

Youth Signature: _____ Staff Witness: _____

DHO Signature: _____ Date Form Served: _____