CORE I and II TRAINING OUTLINE

1. Introduction – 1 Hour
   - Introductions
   - Pre-Test
   - DYS Mission Statement
   - DYS Vision Statement
   - Code of Ethics

2. History of Juvenile Justice – 1 Hours
   - MS Juvenile Justice
   - Overview of the Mississippi Courts
   - Legal Terms of Youth Courts in MS
   - Key Players and their Professional Roles

3. New Referrals and Legal Considerations – 2 Hours
   - Due Process/Constitutional Rights
   - Intake Order
   - Detention Process

4. Case Management – 2 Hours
   - Community Services Counselor Files Policy
   - Documentation
   - Case Notes/Form
   - Juvenile Data Sheet
   - Offense Sheet
   - Informal Case Supervision Plan Form
• Individual Statement of Goals
• Social History (Short Form-Informal Cases Only)
• Social Summary (SAMPLE)

5. **Probation Contract/Informal and Parole Agreements – 1.5 Hours**
   • Informal Probation Policy and Agreement
   • Formal Probation Policy and Contract
   • Handouts for Clients
   • Parole Policy and Agreement
   • Parole Interview Form
   • Parental Interview Form

6. **CORE II SAVRY Training – 16 Hours**

7. **Graduated Responses – 2 Hours**
   • Graduated Responses Policy
   • Violation Complaint Questionnaire
   • Graduated Sanctions Matrix
   • Graduated Incentives Matrix
   • Incentive Letter

8. **Dispositional Planning – 2 Hours**
   • Case Plan Policy
   • Case Supervision Plan
   • SMART Goals
   • Read Vignette and Prepare a Case Plan
9. Systems of Care – 1 Hour
   - Mississippi System of Care
   - A-Team
   - MAP Team
   - State Level Review
   - Mental Health Commitment

10. Youth Services Reports and Requirements – 2 Hours
   - NOVATime
   - D1HS and Community Services Travel Policies
   - Travel Vouchers/Optimizer
   - Monthly Caseload Roster
   - Monthly Referral Report Policy and Form
   - Monthly Caseload Report Policy and Form
   - Activity Record
   - Statistical Data Sheet
   - Parole Tracking

11. Interstate Compact - .5 Hours
   - Basic Information on Interstate Commission for Juveniles (ICJ)
   - ICJ Rules Training Part 1 and Part 2 (Online. Two Hour Sessions Each)
12. DYS Institution and Commitments – 1 Hour

- Commitment to DYS Campus Policy
- Admission Questionnaire
- Documents to Include in Packet
- Medical Form
- Visitation Form
- Admission Form
- Crime Risk Matrix
- Risk Level Determination Sheet
- Aggravating and Mitigating Factors
- MDHS Change of Custody

13. Strategies and Techniques for Counseling – 7 Hours

- Common Adolescent Psychiatric Disorders
- Evidence Based Practice
- Motivational Interviewing 101
- Cognitive Behavioral Therapy
- Counseling Theories
- Generation Plus (gen+) Approach

14. Comprehensive Exam and Closing – 1 Hour