

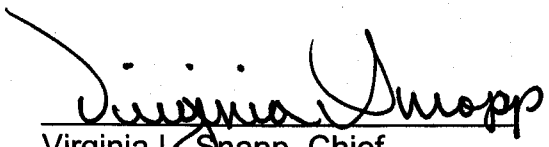
COUNTY OF LOS ANGELES
PROBATION DEPARTMENT
DIRECTIVE

No.	900
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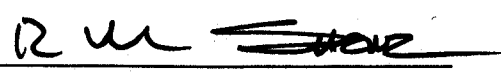
**Subject: CLEARING CASES AND RECORDING IN JUVENILE CASE
MANAGEMENT SYSTEM (JCMS) – Supervising Deputy
Responsibilities**

The Supervising Deputy Probation Officer is responsible for clearing cases as to appropriate recommendation. The SDPO is to document case clearance in the Juvenile Case Management System (JCMS) in the appropriate field.

It is Departmental Policy that all Camp Community Placement recommendations are cleared with the Camps Office and all Suitable Placement recommendations are cleared with Suitable Placement Resource Control before these recommendations are submitted to court. When Camp or Suitable Placement recommendations are cleared with the SDPO, the SDPO shall note in JCMS in the appropriate field that the case has been cleared with the proper unit at Camps Office or at the Suitable Placement Resource Control unit.


Virginia L. Snapp, Chief
Juvenile Field Services Bureau


Jitahadi Imara, Chief
Juvenile Special Services Bureau


Richard M. Saenz, Chief
Residential Treatment Services Bureau


Robert Smythe, Chief
Detention Services Bureau