

COUNTY OF LOS ANGELES
PROBATION DEPARTMENT
DIRECTIVE

No.	983
Issued:	06/22/04
Post Until:	07/19/04

SUBJECT: EMANCIPATION SERVICES RESOURCES AND SERVICES FOR ADULT DEFENDANTS AND PROBATIONERS AGES 18 THROUGH 21-PROCEDURES FOR PRETRIAL SERVICES AND ADULT FIELD SERVICES STAFF

The Emancipation Services Division's programs and services were designed for youth ages 14 through 21 who are or who have been in foster care, either through the Department of Children and Family Services (DCFS) or Probation, to prepare them for successful emancipation and adulthood.

Effective immediately, Pretrial Services and Adult Field Services staff will be required to follow the instructions below for determining whether a youthful offender is eligible for emancipation services, and if so, directing them to the appropriate service provider.

Services Covered

There are an array of support services and resources for Independent Living Program (ILP) eligible young adults, ages 18 through 21. These services include housing or assistance with housing costs, furniture, clothing, job related costs, transportation, driving lessons, computers, and school enrolled expenses just to name a few. The website for ILP is www.ilponline.org, and it answers questions, lists available services, provides contact phone numbers and important address information.

Procedure For Determining Eligibility and Directing to Services

In order to determine if an Adult Probationer or defendant is ILP eligible, it is necessary to know if, as a minor between ages 16 and 18, the person had a Suitable Placement order through Probation or was in "out of home care" through DCFS. It does not matter when, during those years, he/she may have been in out of home care nor is there a specified length of time required in order to qualify. Age and prior out of home placement are the only criteria for eligibility; incarceration does not preclude eligibility.

Effective immediately:

- Pretrial Services (PTS) investigative staff is to determine ILP eligibility as part of any investigation or assessment for defendants who are between the ages of 18 through 21.
- ILP eligibility is to be noted in Pretrial+ (PT+). A PT+ system modification is planned that will allow PTS staff to flag an application with either a yes/no in the ILP check box.

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- All other participating PTS programs (Early Disposition (EDP), Electronic Monitoring (EM), Drug Court (DC) and Drug Treatment (DT) use an in-house information management system called PC PT+. PTS staff assigned to these programs will update the ILP check box in PC PT+, and will then include the ILP eligibility information in the CHRONO entries for defendants who have active supervision or investigation cases. This is necessary, because DPO's currently can not access PC PT+ to check for ILP eligibility.
- Adult Investigators and Supervision DPOs will first check in Pretrial+ to determine if an eligibility check has been made. If no data is available in Pretrial+, then Adult Investigators and Supervision DPOs will determine ILP eligibility.
- In order to verify ILP eligibility, staff will need to check JCMS and Probation Lite (ProbLite) to determine if there was a previous Suitable Placement order through either the Delinquency or Dependency Court. ProbLite is an information system available on a link at ProbNet or the website's direct address (<http://170.208.85.59/cool-ice/default.asp>) that gives limited access to Dependency history, specifically information on placement through DCFS, including placement in the home of relatives and non-relatives.
- Once eligibility is determined, the Probationer should be advised of the services and resources to which he/she is entitled and then referred to the nearest Alumni Center, to the ILP Website, or to ILP Clerical Support. For information on Alumni Centers and ILP services, or to speak to an ILP Coordinator, instruct the Defendant/Probationer to contact ILP Clerical Support at (213) 351-0150 or 0151.

System Registration for Access to ProbLite and JCMS:

In order to access ProbLite and JCMS, two (2) Registration forms on ProbNet need to be completed. For those forms, go into ProbNet, refer to the Information Systems Registration forms and click on Probation Lite for instructions on completing and sending the forms. Upon completion of registration, a user name and password will be sent, allowing access to both systems. Logon procedures will be sent to the user, along with the user name and password.

For questions regarding this Directive, contact Mark Garcia, Staff Assistant at (562) 940-2815, or Dave Mitchell, Director, at (213) 351-0125.



David M. Davies, Chief
Adult Services Bureaus