

COUNTY OF LOS ANGELES
PROBATION DEPARTMENT
DIRECTIVE

No.	1011
Issued:	11/30/04
Post Until:	12/28/04

SUBJECT: CHANGE IN PROCEDURES FOR THE SUPERVISION OF DEFERRED ENTRY OF JUDGMENT GRANTS

Under current departmental policy, Deferred Entry of Judgment (DEJ) cases are assigned to administrative caseloads where they are supervised in accordance with court orders and departmental guidelines. Initial contact with the deferee is through the Supervision Intake Team (SIT) after which the case is assigned to an AMS caseload at the appropriate area office (Riverview, Antelope Valley, East San Fernando Valley, or Pomona).

Presently, DEJ grants are monitored for any subsequent police contacts or arrests, program referral and attendance, and payment of court ordered financial obligations. Additionally, progress reports are provided as requested by the court. In agreement with the Supervising Judge of the Criminal Court, Judge David Wesley, the Probation Department will no longer continue to provide the current level of supervision to new grants of Deferred Entry of Judgment ordered after November 30, 2004.

All DEJ cases currently supervised by the department will remain at the area office where they are presently assigned and will continue to be monitored under current departmental guidelines. Effective December 1, 2004, all new grants of DEJ will only be assigned to the Riverview Area Office. The intake procedure will remain unchanged, with the SIT being responsible for the initial orientation of the deferee and transfer of the case to the Riverview Area Office.

In instances where the deferee fails to report for orientation within seven (7) working days of the granting of DEJ, no attempt will be made to have the individual report for orientation and no orientation violation report will be submitted to the court. The deferee will be notified by the SIT DPO, via mail, of the court's order and the terms of the Deferred Entry of Judgment. Copies of the attached letter can be used until the form is available on Probnets and in CRWS.

Under the new policy for the supervision of DEJ cases, the following guidelines will be used:

- Cost of Probation Services (COPS) will not be assessed on any grant of DEJ ordered after November 30, 2004.

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NEW PROCEDURES DEJ
PAGE 2

- Only new arrests or police contacts will be reported to the court. A violation report is not necessary; probation form 1082 is to be used in notifying the court of any subsequent police contacts or arrests.
- No progress reports will be provided to the court.
- The DPO is not responsible for verification of the probationer's enrollment or continued attendance in counseling.
- Billing for court ordered fees will be through DTTC. The DPO is not responsible for tracking the probationer's payment of fees ordered by the court.
- A report (Prob 241A) will be provided the court within 30 days prior to the expiration of the DEJ grant. The report will consist of a criminal history check only. The report will not address payment of fees ordered by the court or program compliance.
- Clerical procedures for the processing of DEJ grants will remain unchanged.

As previously noted, if a deferee fails to report for orientation, the SIT officer is to notify the individual via mail regarding the court's granting of DEJ and is to have the file forwarded to the Riverview Area Office. The SIT officer will be responsible to ensure the file contains all available information regarding the deferee. If an EDP or Pre-Conviction report was prepared, the file should be complete for transfer. If the grant is a True Summary, and the individual fails to report, the SIT DPO will need to access available systems (APS, TCIS, PIMS, PT+, etc.) to obtain necessary information to complete the True Summary paperwork.

If there are any questions regarding this Directive, please contact Michael Larquier, Adult Consultant, at (562) 940-2525.



David M. Davies, Chief
Adult Services Bureaus

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COUNTY OF LOS ANGELES
PROBATION DEPARTMENT

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RICHARD SHUMSKY

Chief Probation Officer

November 23, 2004

TO: All Criminal Courts

FROM: David M. Davies, Chief
Adult Services Bureaus

Subject: **CHANGES IN PROBATION PROCEDURES FOR
DEFERRED ENTRY OF JUDGMENT**

As a result of discussions between the Court and the Probation Department, changes will be implemented in the Department's procedures for the handling of Deferred Entry of Judgment (DEJ) cases. Effective December 1, 2004, the following changes will be made in the manner in which the Probation Department supervises DEJ cases:

- Beginning December 1, 2004, Probation will no longer prepare DEJ eligibility reports.
- Persons placed on DEJ will have an initial interview with Probation and pay the DEJ administrative fee.
- Persons placed on DEJ will provide proof of program enrollment and payment of administrative fees to the Court, not to probation. DTTC will provide billing for all financial assessments ordered by the court.
- There will be no progress reports from Probation. Therefore, if the Court wants to monitor progress, the defendant is to report for progress reports to the Court with proof of program attendance.
- Probation will notify the Court of any new arrests and will do a DEJ termination report when requested. There will be no cost of probation services charged to the defendant for this report.

DMD:ml



COUNTY OF LOS ANGELES PROBATION DEPARTMENT



RICHARD SHUMSKY
Chief Probation Officer

NOTICE REGARDING DEFERRED ENTRY OF JUDGMENT

This letter is to inform you that the Court has granted you a Deferred Entry of Judgment (DEJ). The DEJ grant requires you to contact the Probation Department for an initial interview; however, our records indicate that you have failed to contact us as instructed by the court.

Please be advised that the Court ordered that you attend drug counseling and you **must** provide proof of enrollment directly to the Court. Furthermore, you must report to Court for any progress hearings with proof of attendance in the drug-counseling program.

In addition, **you are responsible for any DEJ administrative fees ordered by the court.** The Department of Treasury - Tax Collection will bill you directly for these fees.

Finally, you are advised that failure to comply with any court ordered conditions of DEJ may result in further action by the Court.

At this time there is no need for you to report to the Probation Department. Any questions related to this Notice may be answered by contacting the **Los Angeles County Probation Information Center (PIC)** via telephone at the toll free number **1-866-931-2222** or **818-374-6635**.