

COUNTY OF LOS ANGELES
PROBATION DEPARTMENT

DIRECTIVE

No.: 1373

Issued: 02/06/15

Post Until: 03/06/15

SUBJECT: PRE-SENTENCING RISK ASSESSMENT FOR JUVENILE SEX OFFENDERS

The purpose of this Directive is to establish the procedure for making Division of Juvenile Justice (DJJ) recommendations for juvenile sex offenders. Welfare and Institutions Code (WIC) 706 states, "If the probation officer has recommended that the minor be transferred to the [California] Department of Corrections and Rehabilitation, Division of Juvenile Justice pursuant to an adjudication for an offense requiring him or her to register as a sex offender pursuant to Section 290.008 of the Penal Code, the State Authorized Risk Assessment Tool for Sex Offenders (SARATSO) selected pursuant to subdivision (d) of Section 290.04 of the Penal Code shall be used to assess the minor."

Effective immediately, once a Deputy Probation Officer (DPO) of Record receives clearance for a DJJ recommendation from the Out-of-Home Screening Unit (OHS) (refer to Directive 1368, issued 9/26/2014) the DPO of Record shall contact and work with the Sexual Registrant Consultant to arrange for a Juvenile Sex Offender Recidivism Risk Assessment Tool (JSORRAT-II) to be completed. Upon completion of the JSORRAT-II, the DPO of record must include a copy of the completed Facts of Offense Sheet and the JSORRAT-II Template Paragraph for Probation with the court report.

Note: The JSORRAT-II must be conducted by a qualified individual (referred to here as Assessing Unit staff) who has successfully completed state-authorized JSORRAT-II training, which must be renewed every two years to maintain qualification.

Upon receiving DJJ clearance from OHS, DPO of Record shall:

- Contact the Sexual Registrant Consultant by end of next business day at Prob-JSORRAT or Jsorrat@probation.lacounty.gov and provide case information (Probation Department Juvenile (PDJ)#, name, age, area office/location, program of case assignment, and next scheduled court date) of the minor to be assessed
- Obtain Assessing Unit staff contact information from the Sexual Registrant Consultant
- Contact the Assessing Unit staff and send the PDJ file to their work location within two business days for completion of the assessment
- Include a copy of the Facts of Offense Sheet and the JSORRAT-II Template Paragraph for Probation, which have been completed and provided by the Assessing Unit staff and submit to court with the court report in compliance with policy and program standards
- Document all actions in the Probation Case Management System (PCMS)> Case Notes>JSORRAT>DPO Notes

MANUAL HOLDERS: CROSS-REFERENCE YOUR MANUALS TO THIS DIRECTIVE WHERE APPROPRIATE

Assessing Unit staff shall:

- Receive the case information from the Sexual Registrant Consultant
- Review the minor's delinquency history in the Juvenile Automated Index
- Receive PDJ file from the DPO of record
- Contact the Sexual Registrant Consultant or access the SARATSO website (saratso.org>provider probation parole DSH secure login, password: "saratso_personnel">JSORRAT-II) and obtain the following documents (JSORRAT-II assessment packet):
 - JSORRAT-II assessment
 - JSORRAT-II California Score Recording Sheet
 - JSORRAT-II scoring guidelines
 - Facts of Offense Sheet / Modus Operandi Facts Sheet
 - Facts of Offense Sheet / Modus Operandi Facts Sheet Submission Notes
 - JSORRAT-II Template Paragraph for Probation
- Review the case (including PDJ file and automated systems) and complete the assessment packet within three business days of receipt of the PDJ file
- Scan and email one copy of the completed assessment packet to the DPO of record and one copy to the Sexual Registrant Consultant at least five (5) business days before the scheduled court date
- Place a copy of the completed assessment packet in the PDJ file and return the PDJ file to the DPO of record at least five (5) business days before the next scheduled court date
- Forward a copy of the Facts of Offense Sheet and Modus Operandi Facts Sheet to the Department of Justice (DOJ)/SARATSO, using the instructions found at the top of each form, at least five (5) business days before the next scheduled court date
- Document all actions in the PCMS> Case Notes>JSORRAT>Assessment Unit

The Sexual Registrant Consultant Shall:

- Review the case information provided by the DPO of Record and identify the appropriate Assessing Unit staff to complete the assessment. Assessments will be assigned on a rotational basis
- Provide the Assessing Unit staff with the case information
- Provide the Assessing Unit staff and DPO of Record with each other's contact information
- Coordinate timely delivery of information, the case file, and documents between the Assessing Unit and DPO of Record
- Maintain a file of all completed JSORRAT-II assessment packets

Questions or concerns regarding this Directive should be directed to the Sexual Registrant Consultant at: Jsorrat@probation.lacounty.gov or (562) 940-2640 or the Juvenile Consultant at JuvenileConsultant@probation.lacounty.gov or (562) 940-2533.


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