

Correctional Program Checklist (CPC)

Facility Improvement Plan

Name of Facility:	NV Facility	Date of CPC Assessment:	6/28/2018
Location:	Anywhere, Nevada	Date of Final CPC Report:	9/24/2018
Facility Superintendent/Director:	Mr. JJ Director	Start Date of Action Plan:	10/8/2018

Notes:

NRS 62B.620 Annual quality assurance review of each state facility for the detention of children and regional facility for the treatment and rehabilitation of children; facilities to develop facility improvement plan.

1. The members of the Commission shall conduct an annual quality assurance review of each state facility for the detention of children and regional facility for the treatment and rehabilitation of children. Each review must you a validated service assessment tool, selected by the Commission, which includes, without limitation:
 - a. An analysis of the facility's service delivery;
 - b. A review of the facility's case management procedures;
 - c. A review of the facility's policies on supervision and behavior management of children placed in the facility; and
 - d. An analysis of the facility's procedures relating to the release of children from the jurisdiction of the juvenile court.
2. Before conducting a review pursuant to subsection 1, a member of the Commission must receive training on the use of the validated service assessment tool selected by the Commission pursuant to subsection 1.
3. The members of the Commission who conduct a review pursuant to subsection 1 shall share the results of the review and recommendation for improvement with the facility and the Division of Child and Family Services or a local department of juvenile services.
4. A facility shall develop a facility improvement plan, in coordination with the Division of Child and Family Services or a local department of juvenile services, if such a plan is required to address any issues raised in the review. Not more than 60 days after receiving the results of the review and recommendation for improvement pursuant to subsection 3, the facility shall submit the facility improvement plan to the Commission. The Commission shall compile all such facility improvement plans and submit the plans to the Governor and to the Director of the Legislative Counsel Bureaus with its annual review.

Domain and Recommendation	Response	Action Step(s)	Person(s) Responsible	Resources Required	Timeline	Comments
<p>Program Leadership and Development:</p> <p>The program director should have a clear role in providing some training to all new staff.</p>	<p>NV Facility will work with the training officer to identify existing trainings that the program director can provide to all new staff.</p>	<p>Identify all new staff trainings</p> <p>Select training for program director</p> <p>Prepare materials necessary for training and any policies needed indicating the program director's role</p>	<p>Superintendent</p> <p>Program Director</p> <p>Training Officer</p> <p>Unit Supervisors</p>	<p>List of trainings and training requirements for new staff</p> <p>Policies related to trainings</p> <p>Training materials</p> <p>Implementation plan</p>	<p>30 days</p>	<p>11/1/18: The program director will train all new staff on criminogenic and non-criminogenic needs.</p> <p>Policies and training materials have been updated.</p> <p>The implementation of this training will begin with the next round of new hires on 11/19/2018</p>
<p>Staff Characteristics:</p> <p>When hiring new staff, preference should be given to candidates who have a degree in a helping profession and have at least two years of experience working with a criminal or juvenile justice population.</p>	<p>NV Facility does not set the applicant requirements for positions.</p> <p>NY Facility will meet with its board of directors regarding this matter, citing this report and additional research regarding staff selection.</p> <p>NV Facility will identify alternatives to changing applicant requirement to support staff with less experience.</p>	<p>Gather research supporting applicant requirements.</p> <p>Identify and develop alternatives to changing applicant requirements</p> <p>Schedule and hold meeting with NV board of directors.</p>	<p>Program Director</p> <p>Board of Directors</p> <p>Training Officer</p> <p>CPC Assessment Team</p>	<p>Research in support of changing applicant requirements</p> <p>CPC Report</p> <p>Policies related to applicant requirements</p> <p>Alternative solutions if unable to change requirements</p>	<p>90 days</p>	<p>11/13/18: NV Facility is working with the CPC Assessment team on gathering research in support of changing applicant requirements.</p> <p>The board of directors has been given a copy of the CPC report to review.</p> <p>A meeting has been scheduled for 12/1/18.</p>

Domain and Recommendation	Response	Action Step(s)	Person(s) Responsible	Resources Required	Timeline	Comments
<p>Offender Assessment:</p> <p>NV Facility should adopt a validated risk and needs assessment tool to help match youth with the right services and to drive case planning.</p>	<p>NV Facility is scheduled to be trained on the YLS/CMI in 6 months.</p> <p>Prior to the training NV Facility will develop policy and procedures related to the use of the YLS/CMI.</p> <p>NV Facility will develop an implementation plan for use of the YLS/CMI after training.</p>	<p>Confirm date of training.</p> <p>Work with YLS/CMI vendor to develop policy and procedures on use of tool.</p> <p>Develop implementation plan.</p>	<p>Program Director</p> <p>Superintendents</p> <p>Training Officer</p> <p>Direct Line Staff and Supervisors</p> <p>YLS/CMI Vendor</p>	<p>YLS/CMI Policy</p> <p>Service Matrix</p> <p>Implementation Plan</p>	<p>120 days</p>	<p>1/19/19: NV Facility has developed policy and procedures for use of the YLS/CMI.</p> <p>An implementation has been created and supervisors are working with direct line staff to obtain buy-in and understanding.</p> <p>YLS/CMI Training is confirmed for 4/1/19.</p>
<p>Treatment Characteristics:</p>						
<p>Quality Assurance:</p>						