

Nevada Youth Training Center (NYTC)
 Quarterly Status Report
 January 1, 2004 to March 31, 2004

Item 1: Incidents Involving the Use of Room Confinement

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Number of Incidents:	114			
<p>Comments: The number of incidents reported reflects all room confinements; disciplinary room confinements are included in that total. During this reporting period, there was an average of 1.27 room confinements per day. Of the 114 room confinements, twenty-seven youth were placed in room confinement more than once. This group represented a total of sixty-nine room confinements. Four youth had twenty-one of the room confinements. Sixty-two youth were in confinement less than twenty-four hours; fifty-two were in confinement beyond twenty-four hours.</p> <p>During this ninety-day period, the number of confinements on campus was impacted by the gang war between the Rollin 60 Crips and Gershon Park Kingsman occurring in Las Vegas. A number of these gang members were committed to NYTC and attempted to continue their rivalry at the facility.</p> <p>Historical Information: The Nevada Youth Training Center struggled with the definitions of “time-out”, “room confinement”, “disciplinary room confinement”, and “area restriction” throughout the process of responding to the DOJ findings. Technical assistance was provided through the National Institute of Corrections in defining the differences. Changes made at NYTC include the following:</p> <ul style="list-style-type: none"> • Defining of Terms - Locking a youth in a room occurs only in “Room Confinement” or “Disciplinary Room Confinement.” A youth may not be locked in a room when placed in “Time Out” and/or “Area Restriction.” These incidents are not being reported as a type of room confinement. • Mountaineer Cottage has been designated as the only location where a youth may be placed in “Room Confinement” or “Disciplinary Room Confinement.” • Statewide policies governing room confinement were written and implemented July 2003. • Both statewide and institutional policies continue to be reviewed and revised. • Incidents involving placement of youth in room confinement for a period of time longer than 24 hours are forwarded to the Administrator and Deputy Administrator of the Division of Child and Family Services. • A monthly report of room confinements is forwarded to the Administrator and Deputy Administrator. • Training in terminology and the use of room confinement is ongoing. • NYTC is striving to meet standards recommended by the Department of Justice, as well as those necessary to receive accreditation by the American Correctional Association. 				

Nevada Youth Training Center (NYTC)
 Quarterly Status Report
 January 1, 2004 to March 31, 2004

Item 2: Incidents Involving Use of Force

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Number of Incidents:	89			
<p>Comments: Five residents account for twenty-four of the incidents involving use of force this quarter, which constitutes 26% of the restraints. Twelve residents account for 50% of the reported incidents. During the first quarter of 2004, members of opposing Las Vegas based gangs (Crips, Gershon Park Kingsmen) were engaged in a gang war. During this quarter, the gang rivalry involving members of each respective group was reflected on campus. In the future, NYTC will be able to manage these incidents more effectively as the secure beds at Summit View Youth Correctional Center in Las Vegas become available for transfers.</p> <p>A log and detailed information or data elements about each use of force incident are maintained at the facility. In the future, this information will be used for quality assurance purposes.</p> <p>Historical Information: Nevada Youth Training Center has been diligent in restricting the use of force to situations where the youth is currently physically violent and poses an immediate danger to himself or others, or is affirmatively physically resisting institutional rules. Additionally, to insure NYTC is exhausting all non-physical alternatives, training has been provided to all staff.</p> <ul style="list-style-type: none"> • Refresher training for Non-Violent Crisis Intervention is offered every three months. • Handle with Care training was implemented for staff. • Independent contract consultant, Richard Barnhart, has developed a competency-based “Use of Force” training. This training was provided to twenty-one management and supervisory staff on March 23, 2004. • All staff hired since January 2003 received use of force training by same consultant. • An incident review team was developed to conduct reviews of all incidents involving use of force. • Twenty-five new line staff were hired since October 2003. • Data collection forms were created and implemented in April 2003 for use of force incidents. (See attached forms – <i>Use of Force Checklist, Incident Report Log, Incident Team Review form, and Incident Review Team Log.</i> • Statewide Policy on Use of Force (YCS P-19) was implemented in July of 2003. 				

Nevada Youth Training Center (NYTC)
 Quarterly Status Report
 January 1, 2004 to March 31, 2004

Item 3: Child Protective Services Reports

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Number of Reports:	3			

Comments:

Three allegations of abuse were made to the Division of Child and Family Services, Child Protective Services Team. They were subsequently investigated by the Child Protective Services Team and found to be unsubstantiated.

Historical Information:

- All allegations of abuse or neglect have been forwarded to, and investigated by, Child Protective Services within a twenty-four hour time period. All reports of abuse are immediately forwarded directly to the Administrator and Deputy Administrator's offices.
- By state statute, all staff are considered "Mandatory Reporters" and are required to report any instances of suspected abuse. All staff at the facility have signed a statement acknowledging they understand they are mandatory reporters and those forms are maintained in their personnel files.
- A Division of Child and Family Services, Social Welfare Manager II, conducted training for new staff on mandatory reporting on March 3, 2004.
- Mandatory reporter training has been conducted semi-annually since March of 2002.

Nevada Youth Training Center (NYTC)
 Quarterly Status Report
 January 1, 2004 to March 31, 2004

Item 4: Investigations Conducted of Use of Force and Other Incidents

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Number of Investigations Conducted:	89			
Number of Use of Force Investigations:	89			

Comments:

The Shift Supervisor (Assistant Head Group) investigates and prepares a summary report on all Use of Force incidents prior to the end of the shift that the incident occurred on, or prior to departure from work. The investigation includes interviewing youth and staff involved in the incident and witnesses, and gathering written statements from these individuals. The Mental Health Counselors are receiving training to assume the primary investigators role.

The information gathered by the Assistant Head Group Supervisor is submitted to the Incident Review Team, which meets weekly to review all Use of Force incidents occurring since the last meeting. The Team is comprised of the Assistant Superintendent, School Principal, Mental Health Counselor, Classification Counselor, Nurse, and the Head Group Supervisor. Recommendations concerning further action are made immediately to the Superintendent.

No staff received disciplinary action as a result of excessive, or inappropriate, Use of Force this quarter.

One staff person was injured in an incident in which a youth was being disruptive in the school program. The staff person, standing behind the youth, was struck in the face. The staff has been off on medical leave since January. The youth was uninjured.

Historical Information:

An Incident Review Board (now referred to as the Incident Review Team) was initially created in May 2002. The meeting schedule increased to weekly in January 2003.

Nevada Youth Training Center (NYTC)
 Quarterly Status Report
 January 1, 2004 to March 31, 2004

Item 5: Group Supervisor to Youth Ratios

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
6am to 2pm Shift:	1:10			
2pm to 10pm Shift:	1:10			
10pm to 6am Shift:	1:19			

Comments:

The numbers listed above reflect the average data for the first quarter of Calendar Year 2004.

Historical Information:

The 2003 Nevada State Legislature approved 18 additional group supervisor positions to help meet the requirements of this report. All positions were approved for hire effective October 2003. Twenty-three people have been hired to fill the 18 new positions and 5 positions that had become vacant. The following is the status of filling those positions:

- Fifteen people were hired as of December 15, 2003.
- Three additional people were hired on March 1, 2004.
- Five people were hired on April 12, 2004.

Recruitment is now taking place to fill additional vacancies that currently exist.

As of March 2004, all staff hired since January of 2003 have completed 160 hours of pre-service training that was developed with the assistance of a statewide training coordinator as well as a training consultant hired through the National Institute of Corrections.

Nevada Youth Training Center (NYTC)
 Quarterly Status Report
 January 1, 2004 to March 31, 2004

Item 6: Professional Level Counselor to Youth Ratio

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Counselor to Youth Ratio:	1:44			

Comments:

NYTC has seven authorized Mental Health Counselor II (formerly Youth Training Center Counselors) positions and one Substance Abuse Counselor position. Three of the MHC II positions and the Substance Abuse Counselor position were approved by the Legislature for hire in October 2003. Four of the Mental Health Counselor II positions were filled during this reporting period. One additional position was filled on April 12, 2004; another position is scheduled to be filled by June 1, 2004; and recruitment is underway for the seventh position.

The Substance Abuse Counselor position was filled on April 12, 2004.

Nevada Youth Training Center (NYTC)
 Quarterly Status Report
 January 1, 2004 to March 31, 2004

Item 7: Behavior Management/Crisis Intervention Staff Training

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Number of Staff Receiving Behavior Management/Crisis Intervention Training:	91			

Comments:

All staff hired after January of 2003 have received pre-service training in Crisis Intervention prior to working with youth.

Comments on the evaluations completed by the staff taking the Behavior Management, Nonviolent Crisis Intervention, and Handle with Care classes during the March 2004 training academy indicate that the majority of staff rated the training as *“good.”*

Contract consultant, Richard Barnhart, conducted training on *Use of Force* for management and supervisory staff on March 23, 2004. This training received an overall rating of *“very good.”*

The training that has been conducted appears to be effective. The reviews of use of force that have been conducted have found the actions of staff were consistent with the revised use of force policy and that de-escalation techniques have been used where appropriate. Consequently, no staff have been disciplined for inappropriate use of force.

Nevada Youth Training Center (NYTC)
 Quarterly Status Report
 January 1, 2004 to March 31, 2004

Item 8: Submission and Resolution of Grievances

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Total Number	15			
Number Denied:	6			
Number Upheld:	9			

Comments:

All fifteen grievances involved youth complaints concerning staff implementation of the NYTC behavior management point system and staff decision-making. The NYTC point system is a behavior management tool whereby the youth earn points to progress through the various levels (Group I – IV) of the program. Academic staff and staff in the residential units grade youth daily and weekly utilizing the facility’s point system. Youth earn privileges according to their individual Group standing.

One grievance was appealed. The appeal was denied; the decision of the teacher was upheld.

Historical Information:

NYTC is providing youth with an effective, reliable process to raise grievances that meet American Correctional Association (ACA) standards. This process ensures that youth are not exposed to retribution from staff and that the youth filing a grievance are informed in writing of the results of the grievance process.

- A statewide institutional grievance policy was developed in 2003.
- Training for all staff occurred in July of 2003 on this policy.
- The Assistant Superintendent, who was hired November 2003, oversees the grievance process.
- The Assistant Superintendent forwards all appealed resolutions to the Superintendent, who is the final appeal authority at the facility. Any additional levels of appeal are forwarded to the Deputy Administrator for handling.
- The revised grievance procedure has been incorporated into the Student Handbook and youth are provided with a copy of the handbook.
- Parent packets were revised to include a description of the grievance procedure. Upon admission to NYTC, parents/guardians of all youth receive a packet that includes a description of the revised grievance procedure.
- Locked grievance boxes were placed in the Reception and Classification cottage, Academic Building Hallway, and Dining Hall serving line in February 2002.
- A Student Advisory Board has been initiated.
- Youth Surveys were conducted and analyzed for 2002 and 2004.

Nevada Youth Training Center (NYTC)
 Quarterly Status Report
 January 1, 2004 to March 31, 2004

Item 9: Youth Arriving at NYTC with Prescriptions for Psychotropic Medications and Timing of Mental Health Examinations of Such Youth

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Number of Youth:	7			
Time period between admission and on-site psychiatric assessment/medication monitoring				
1 –7 days	1			
8 – 15 days	5			
16 – 23 days	0			
24 – 30 days	1			

Comments:

All youth are maintained on prescribed medications upon admission and pursuant to receiving psychiatric ongoing evaluations. The contract psychiatrist visits once per month and provides psychiatric interventions, assessments, and medication management for youth. He consults with staff as needed. Additionally, the psychiatrist is available on an as-needed basis.

Following admission, a facility nurse and the contract medical doctor conduct an initial health screening, review any medications that youth may arrive with, and fill prescriptions.

Historical Information:

NYTC contracted with Mental Health Medical Associates based out of Reno, Nevada to provide psychiatric services for the youth beginning in June 2003. These services include assessments, medication monitoring and consultation on-site.

- On-site visits are performed on a monthly basis.
- Telephonic consultations are available as needed.
- Institutional Mental Health Counselor II's provide mental health screenings.
- Two additional Correctional Nurse II positions were approved by the 2003 Legislature. One of the new positions was filled March 20, 2004. The other Nurse has been selected. These positions will assist with medication management, as well, follow-up on general health issues and provide for support for staff in evaluating health related concerns.

Nevada Youth Training Center (NYTC)
Quarterly Status Report
January 1, 2004 to March 31, 2004

Item 10: Quality Assurance Reports

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Number of Reports:	1			
Comments: See attached Quality Review Summary of On-site NYTC QA Review prepared by independent contract consultant, Richard Barnhart.				

Nevada Youth Training Center (NYTC)
Quarterly Status Report
January 1, 2004 to March 31, 2004

Item 11: Progress on Hiring of Personnel and Formation of Quality Assurance Program

Comments:

The framework for conducting quality assurance across Division of Child and Family Services programs is in the early phases of development. The National Resource Center for Organizational Improvement is providing technical assistance. Three Quality Assurance Specialists and one Systems Advocate have been hired. The National Resource Center for Organizational Improvement has provided two technical assistance workshops to develop the framework for providing quality improvement across DCFS programs.

Within Youth Correctional Services, staff enhancements have been made. One Senior Youth Parole Counselor position has been temporarily designated as the training coordinator for Youth Correctional Services. One youth corrections position has been designated to coordinate policy reviews and revisions for Youth Correctional Services; this person now coordinates and provides a continuum of efforts with the DCFS QA team. The following have taken place:

- A strategic plan for training has been developed.
- A comprehensive 160-hour competency-based training program for new staff has been developed and implemented. The first 160-hour program was taught at NYTC in March of 2004.
- Training curriculum now in use meets the requirements of the American Correctional Association and Nevada Peace Officers Standards Training.
- Key corrections and parole staff have been trained in the use of the Logic Model for developing program improvement plans.
- An independent contractor has been hired to assist in defining standards for training, developing use of force and disciplinary/confinement training materials, conducting on-site evaluations of existing practices, and developing an internal quality assurance process.
- American Correctional Association standards are being incorporated into the quality assurance process.
- A baseline quality review took place at NYTC on March 24-25, 2004; one of the newly hired Quality Assurance Specialists participated in the review.
- Quarterly quality reviews will be conducted and internal staff will be trained to conduct quality reviews.