Use Case Specifications

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| **Use Case Title** | **Public School Behavioral Report** |
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| **Version #** | 2.0 |
| **Date** | 10/31/2011 |
| **Agency Submitting** | CCYIS |

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| **Description of Incident or Event:** | ***[Discuss the events that led to the issue including initial point of contact/agency; other agencies or organizations, i.e. ‘What Happened?’]***  A youth on probation and with mental health issues is involved in an incident at school. The school Vice Principal initiates a behavioral report and the youth is suspended. Probation Officer is informed of the suspension and requests a copy of the report. |
| **List all agencies and organizations that are involved in the event:** | 🞏Child Welfare 🞏 Juvenile Court 🞏 Human Services 🞏 Child Protection  X Probation 🞏 Public Health 🞏 Substance Abuse X Education (public schools)  🞏 Mental Health 🞏 DYC 🞏 JAC 🞏 Health (Medical)  🞏 SB94 🞏 Behavioral Health X Law Enforcement/SRO  X Parent/Youth |
| **Flow of the Event** | |
| Provide an outline or ‘flow’ of the basic incident from beginning to end.    **Note**: Attach any forms used for data collection by your agency or organization that may have received when the youth became involved with your agency or organization. | ***Describe who else in your agency or organization became involved, how were other agencies, organizations, individuals brought into the process. Discuss from initial point of contact through conclusion of the process.***  **This use case is initiated by an action of a youth while on school property and is involved with the juvenile justice system.**   1. School Vice Principal investigates incident 2. Youth involved is found in violation of school policy(s) 3. Youth is placed on suspension 4. Youth / Parent informs probation officer of suspension 5. Probation Officer requests behavioral report from school 6. Youth returns to school after suspension timeframe is complete. |
| **Alternative Path 1**  Please describe if the above incident could take another path or’ flow’ if the youth’s actions are different – such as if there was a controlled substance involved; or if there was a violent action; or if it was discovered that the youth has a mental health issue. | ***Please provide that information including any other agencies and potential outcomes as a result of the alternative path.***  **This use case is initiated by an action of a youth while on school property. Youth is involved in a physical confrontation with another student. Youth is charged with assault on school grounds. (Youth is on probation)**   1. Youth was involved with an assault of another student 2. SRO calls local law enforcement – Parent Contacted    1. Youth is ticketed, released to parent 3. Youth is Suspended for behavior 4. Youth and Parent Informs Probation Officer of Incident at school and ticket issued by police. 5. Youth returns to school after suspension. |
| Alternative Path 2 |  |
| Alternative Path 3 |  |

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| **Privacy / Consent Requirements**  Provide any forms signed giving permission to share the information – by youth, parent or any other agency or organization | ***Provide any conditions that must be in place prior to sharing the information received by your agency such as: Youth must have gone through and completed an intake; Youth was adjudicated and referred to our program by the court.***  Consent forms – Probation officer gets consent from parent for copy of behavior report. |
| **Special Requirements**  Are there any special considerations with this event? | ***Examples: if the youth is 15 years of age or over, they can sign their own consent forms / release of information forms without notification to parents/guardians.*** |
| **Outstanding Issues**  Outstanding issues are issues that have arisen with this event that have not had a clear path or process for your agency, other agencies or youth / family due to the circumstances. | ***Example: If the school refers a youth for an assessment and the youth does not agree to share the outcome of the assessment with the school (does not sign consent to share information), how is this resolved with the school?*** |