

313.5 JUVENILE ASSESSMENT CENTER PROCEDURES

- I. PURPOSE: The purpose of this directive is to establish guidelines for consistency in handling calls for service at the Hillsborough County Juvenile Assessment Center.
- II. DISCUSSION: The Agency for Community Treatment Services (ACTS) is the agency that has been contracted by the Florida Department of Juvenile Justice (DJJ) to manage and operate the Juvenile Assessment Center (JAC). While the Hillsborough County Sheriff's Office (HCSO) provides personnel for the JAC facility, HCSO is not the party responsible for the operation of the JAC. The deputies assigned to the JAC perform a very limited function to include security of the holding area and the fingerprinting, photographing, and the input of the information into the Sheriff's Office database. DJJ does not staff any personnel at the JAC. Therefore, ACTS is the party responsible for establishing guidelines and procedures and for the day-to-day operations of the JAC. Because the JAC is located within the City of Tampa, the Tampa Police Department is the agency the JAC relies on in the event of an emergency. The Tampa Police Department is the agency responsible for handling all calls for service at the JAC.
- III. PROCEDURE: In the event that the JAC calls for assistance from the Tampa Police Department, an officer will respond and handle the situation in accordance with departmental policies and procedures. Below are general guidelines to follow. If a specific situation is not covered, when in doubt, err on the side of caution and handle the situation presented.
 - A. Baker Acts:
 1. The Tampa Police Department will only be called upon for Baker Acts where the child has already been admitted to the JAC.
 2. The nurse and/or the senior screener at the JAC will establish that the juvenile is exhibiting clear and present suicidal ideations or appears to be a threat to others.
 3. The officer will evaluate the juvenile to determine if they meet the criteria for being taken to the Children's Crisis Center under a Baker Act.
 4. If the officer determines that the juvenile meets the criteria for a Baker Act, then the officer will deliver the juvenile to the Children's Crisis Center located at 2212 East Henry Avenue, Tampa, FL 33610.
 5. If the juvenile is being processed for secure detention, the senior screener will notify Detention Center-West to contact the Children's Crisis Center to coordinate the juvenile's release to the Detention Center.

6. Once a juvenile has been released from JAC to a parent, the parent or JAC may request police assistance for a Baker Act. In this case, follow departmental procedures.
7. If a juvenile makes a claim that could be construed as suicidal intentions or makes outright threats to harm himself or others during the initial screening process, then the JAC will refuse admittance of the juvenile to the JAC and the arresting agency would be responsible for delivering the juvenile to the Children's Crisis Center and the return of the juvenile to the JAC upon release from the Children's Crisis Center.

B. Medical Emergencies:

1. If a juvenile has been accepted by JAC and is being processed for secure detention and has a medical emergency, the senior screener or designee will notify TPD to request a unit to follow the EMS transport vehicle to the St. Joseph's Hospital.
2. Depending on the circumstances, the officer will either follow the emergency transport vehicle or ride with the juvenile in the emergency transport vehicle to St. Joseph's Hospital.
 1. Juveniles that are being transported to the hospital will be handcuffed unless a bona fide medical reason exist that would necessitate the juvenile to remain unrestrained.
 2. If a juvenile is to remain unstrained while being transported to the hospital, then an officer will ride in the ambulance with the juvenile.
3. The senior screener or designee will immediately notify the Detention Center-West to deploy a staff member to the Saint Joseph's Hospital to assume custody of the juvenile.
4. The goal of the Department of Juvenile Justice is to have an immediate response time to the hospital. However, in concurrence with DJJ's policy, based on staffing levels at Detention Center-West, the response time is up to 3 hours.
5. If the juvenile is not being processed for secure detention and would otherwise be released to a parent, the EMT may request TPD assistance on any juvenile being released to home detention or a juvenile who is being outright released who poses a safety threat.

C. Warrants:

1. If a juvenile arrives at the JAC to turn himself in for a warrant, the JAC will request an officer to respond.
2. The officer will handle the warrant in accordance with departmental policies and procedures.
3. In the event that a juvenile is transferred to the JAC and it is discovered that a juvenile has a warrant, TPD will respond and complete the CRA and the appropriate offense report.

D. JARF Escorts (Juvenile Addictions Rehabilitation Facility a.k.a.- ACTS):

1. The JARF is a secure, medically supervised substance abuse receiving facility providing inpatient assessment, detoxification, stabilization, short-term (3-5 days) treatment and referral services for adolescents ages 12-17 years old who are actively using drugs and/or alcohol. This program operates 24 hours a day, 7 days a week and accepts voluntarily or involuntarily admitted clients. Involuntary clients must meet Marchman Act criteria and can be admitted directly by parent/guardian, law enforcement, physician's certificate or court order.
2. Juveniles who are presented to JAC for intake who exhibit signs of impairment due to alcohol and/or narcotics are frequently admitted to the JARF.
3. Upon release from the JARF, the JARF will contact TPD to escort the juvenile to the JAC.
4. An officer will respond to the JARF and escort the juvenile to the JAC. The JARF will provide a copy of the affidavit to the responding officer.
5. In the event that the JARF does not have the appropriate paperwork, the officer will instruct the JARF to contact the originating agency to bring the appropriate paperwork and to deliver the juvenile to the JAC.
6. The transporting officer will complete a Use of Force report.
7. The JARF is located on the same property as the JAC. The address is 8620 North Dixon Avenue, Tampa FL33604.

Supersedes SOP 313.5, dated 6/19