



For Use by Youth Development Centers:

Facility Name

Youth

Living Unit

Date/Time of Incident

Date/Time Report Issued

Charges - (Circle all applicable charges):

- | | | |
|---------------------------------------|--|-----------------------|
| 1. Aggravated Battery | 13. Gambling | 25. Selling Inhalants |
| 2. Arson | 14. Interfering with/Staff | 26. Sexual Battery |
| 3. Assault | 15. Participation in Riot | 27. Sexual Misconduct |
| 4. Assault and Battery | 16. Pass Violation | 28. Stealing |
| 5. Attempted Escape | 17. Possession of Contraband | 29. Threatening Staff |
| 6. Burglary | 18. Possession of Weapon | 30. Threatening Youth |
| 7. Conspiracy | 19. Possession/Use of Drugs | 31. Other: |
| 8. Damaging/Destroying State Property | 20. Possession/Use of Inhalants/Intoxicants | |
| 9. Escape | 21. Rape. | |
| 10. Extortion | 22. Receiving and Concealing | |
| 11. Fighting | 23. Repeated Minor Violations | |
| 12. Forgery | 24. Repeated Refusal to Follow Direct Orders | |

Details of incident (including names or witnesses, both staff and youth); disposition of physical evidence; and any immediate action taken, including use of physical force; and unusual student behavior; (use additional forms if necessary).

Signature Reporting Staff Member, Title

Youth's Signature

Date _____

Do you desire to wait at least 24 hours for a hearing? Yes No

Do you want the reporting staff member present at your hearing? Yes No

1. The hearing will be at _____ on _____ at _____
(Place) (Date) (Time)

2. You have the right to choose an advocate or have one appointed to help you. Do you want an advocate? Yes No

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3. You have the right to call witnesses and present other evidence in your defense at the hearing. You or your advocate may ask questions of the witnesses or reporting staff member at the hearing.

4. You will be allowed at least 24 hours to prepare for the hearing.

My signing of this report is not an admission of guilt. My signature merely indicates that I have received a copy of the report and that I understand the charges and my rights.

Hearing Officer

Youth

Date _____



Check the "Forms" Webpage for the current version and disregard previous versions. This form may not be altered without prior approval.

Distribution: *Original Hearing Officer/n, then to Child/Youth's Case File, youth*

CS-0055

Rev: 01/15





INSTRUCTIONS FOR USE OF FORM

This picture version of form **CS-0055 Disciplinary Report/Notice of Hearing** is a model of the form and is a guide for instructions for the use of the form. Youth Development Centers are required to use a two-part NCR paper version at the time an infraction occurs.



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Rev: 08/16