



Administrative Policies and Procedures: 18.37

Subject:	Determinate Commitment Manual
Authority:	TCA 37-5-105 (3), 37-5-106
Standards:	ACA: 4-JCF-3A-24; DCS Practice Model Standards: 6-508B, 8-306
Application:	To All Department of Children's Services and Applicable Contract Agency Employees
Policy Statement:	
As required by TCA § 37-1-137 (h)(2), each determinately committed youth adjudicated by the Juvenile Court to the Department of Children's Services for specified offenses (Class A felonies), shall be eligible to earn <i>Youth Commitment Reduction Credits</i> (YCRC's) for good behavior and/or for exhibiting satisfactory performance toward reducing the determinate commitment imposed.	
Purpose:	
The <i>Department of Children's Services Determinate Commitment Manual</i> shall identify criteria and procedures to address specific matters relating <u>only</u> to <u>determinately committed youth</u> who are eligible for <i>Youth Commitment Reduction Credits</i> (YCRC's).	
Procedures:	
A. Determinate Commitment Manual	<p>The operational procedures outlined in the <i>Determinate Commitment Manual</i> will be:</p> <ol style="list-style-type: none"> 1. Implemented by each YDC superintendent, family service worker, DCS group home supervisor and applicable contract service providers. 2. Made available to all staff involved with program development and supervision of determinately committed youth. <ol style="list-style-type: none"> a) One copy of the manual will be maintained in each DCS facility and contract facility that has responsibility for determinately committed youth. b) Training in the use of the manual will be included in orientation of new employees.
B. Annual review	<ol style="list-style-type: none"> 1. The Juvenile Justice Executive Director of Residential Operations or his/her designee will be responsible for maintaining and updating the manual. The Determinate Commitment Manual is available to all DCS employees located on the DCS Internet http://www.tn.gov/youth/dcsguide.htm in the "<i>Manuals, Plans and Handbooks</i>" Web Page.

	2. The manual is reviewed and approved at least annually by the Deputy Commissioner of the Division of Juvenile Justice or his/her designee.
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Forms:	<u>CS-0004, Determinate Commitment Release Notification</u> <u>CS-0006, Youth Commitment Reduction Credits</u>
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Collateral documents:	<u>Determinate Commitment Manual</u>
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