

**REPORT OF THE
DEPARTMENT OF JUVENILE JUSTICE**

**REPORT ON A STANDARDIZED
SOCIAL HISTORY FORM**

**TO THE GOVERNOR AND
THE GENERAL ASSEMBLY OF VIRGINIA**



HOUSE DOCUMENT NO. 25

**COMMONWEALTH OF VIRGINIA
RICHMOND
2000**



Rev. Gerald O. Glenn
DIRECTOR

COMMONWEALTH of VIRGINIA

Department of Juvenile Justice

700 Centre, 4th Floor
7th and Franklin Streets
P.O. Box 1110
Richmond, Virginia 23218-1110
(804) 371-0700
Fax (804) 371-0773
Voice/TDD (804) 371-0772

November 30, 1999

TO: The Honorable James S. Gilmore, III, Governor of Virginia,
The Virginia State Crime Commission,
The Commission on Youth,
The House Courts of Justice Committee,
The Senate Courts of Justice Committee

The 1999 General Assembly requested, through House Joint Resolution 688, that the Department of Juvenile Justice, in collaboration with the Supreme Court of Virginia and the Virginia Criminal Sentencing Commission, develop a standardized social history to provide decision-making information to Juvenile and Domestic Relations District Court Judges as well as for funding and policy purposes.

Enclosed for your consideration is a standardized format developed by a committee including Court Service Unit staff, Central and Regional Office staff and representatives of the Office of the Executive Secretary, Supreme Court of Virginia and the Virginia Sentencing Commission.

We gratefully acknowledge the participation and cooperation of the Supreme Court and the Sentencing Commission, as well as the effort of the Uniform Social History Work Group.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Rev. Gerald O. Glenn".

Rev. Gerald O. Glenn

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I. **Executive Summary**

In response to HJR 688 the Department of Juvenile Justice (DJJ):

- compiled data elements included in social history forms currently in use, assessment forms used in Virginia Juvenile Community Crime Control Act programs, the DJJ Risk Assessment Instrument, assessment forms used by the Reception and Diagnostic Center for juveniles committed to the Department, and the adult Pre-Sentence Investigation report;
- formed an advisory work group including Court Service Unit staff, Central and Regional Office staff and representatives of the Office of the Executive Secretary, Supreme Court of Virginia and the Virginia Criminal Sentencing Commission;
- held discussions about what elements to include in the standard form based on the experiences and perspectives of group members, as well as colleagues and judges polled by group members;
- used a draft form in an interview situation to test its usability and flow; and
- made final recommendations on the standard form to be implemented.

Considerations in developing the form included:

- providing sound decision making information for judges and court service unit staff to use in providing appropriate sanctions and services to juveniles and their families;
- providing sound decision making information for DJJ to use for management, budgeting and research purposes;
- keeping the form to minimal length, while still providing the necessary information;
- keeping the form easy to use and flowing easily in an interview situation; and
- keeping the form as quantitative as practicable so that the product could be integrated as a part of the Case Management module of the Department's automated Juvenile Tracking System.

II. **Authority for Study**

The 1999 Session of the Virginia General Assembly passed ***House Joint Resolution 688*** requiring the Department of Juvenile Justice (DJJ), in cooperation with the Supreme Court of Virginia and the Virginia Criminal Sentencing Commission to develop a standardized social history form.

Currently Juvenile and Domestic Relations District Court Judges may request local Court Service Unit staff to prepare a social history on a juvenile to provide decision-making information. However, social histories vary greatly from court to court. A uniform format would not only provide the information needed by judges, but also would provide consistent information for funding and policy decisions by the Department of Juvenile Justice.

III.

Uniform Social History Work Group Membership

Vonda Ashley
Programmer Analyst
Department of Juvenile Justice

Ken Miller
Regional Manager
Department of Juvenile Justice

Steve Charlson
Probation Supervisor
14th District Court Service Unit

Scott Reiner
Court Services Unit Specialist
Department of Juvenile Justice

Robert Foster
Director
21st District Court Service Unit

Irene-Eva Ries
Project Director
Virginia Criminal Sentencing Commission

Diane Floyd
Probation Supervisor
2nd District Court Service Unit

Donna Lipes
Probation Officer
2nd District Court Service Unit

Rod Jones
Probation Supervisor
25th District Court Service Unit

Nicole Teasley
Research Assistant
Virginia Criminal Sentencing Commission

Don Lucido
Director of Technical Assistance
Supreme Court of Virginia

Angela Valentine
Community Programs Manager
Department of Juvenile Justice

Staff

Susan E. Gholston, *Community Programs Manager*

Kimberly D. Coble, *Research Assistant*

IV. **Study Goals and Objectives**

The goal of this effort was straightforward: create a standardized social history form to be used by all court service units to provide decision-making information to judges and court staff and to provide research and management information for the Department of Juvenile Justice.

Additionally, there were several objectives to be met to ensure a usable product.

- The form needed to provide sound decision making information for judges and court service unit staff to use in providing appropriate sanctions and services to juveniles and their families.
- The form needed to provide sound decision making information for DJJ to use for management, budgeting and research purposes.
- The form needed to be of minimal length, while still providing the necessary information.
- The form needed to be easy to use and flow easily in an interview situation.
- So that the product could be integrated as a part of the Case Management module of the Department's automated Juvenile Tracking System, the form needed to be as quantitative as practicable.

V.

Methodology

Compiling currently used social history forms. First, staff compiled existing social history forms, and several related documents for review. Each court district was asked to provide a copy of the social history form (or forms) currently used. In addition, the same request was made of program contacts for the Virginia Juvenile Community Crime Control Act (VJCCCA) since these programs sometimes use assessment instruments similar to a social history. A third document included for review was the DJJ Risk Assessment Instrument developed and validated in collaboration with the National Council on Crime and Delinquency to assess a juvenile's risk of reoffending. Assessment instruments used by the Reception and Diagnostic Center for juveniles committed to the Department also were included. Finally, the Pre-Sentence Investigation data collected for adults were included, with elements that are not relevant to juveniles removed. The data elements that appeared on these forms were compiled into a large spreadsheet, with an attempt to combine like data elements. (A copy of this spreadsheet is included in the Appendix.)

Uniform Social History Work Group. A uniform social history work group was formed including representatives from each of the Department's three regions, central office staff, and representatives from the Supreme Court of Virginia and the Virginia Sentencing Commission. This group met five times, for approximately 20 hours of discussion, to create the standardized social history. These discussions were intense, but very productive in ensuring that the document produced met the identified objectives.

Before each meeting staff provided a draft form including the changes made in prior meetings for each work group member to review. A number of the work group members also shared the drafts with colleagues and judges in their areas. This allowed wider perspectives to be included while still keeping discussion group size manageable.

Testing the form. Upon completion of the Work Group's final draft, a probation supervisor used it in a social history interview to ensure that it flowed naturally and would be useful. The Standard Social History Form included in Section VI is the result of needed revisions.

Implementation plan. Implementation of this Standard Social History Form already is underway. An agency work group is meeting to advise Information Services staff on the development of the Case Management module of the Department's automated Juvenile Tracking System. The work of the Uniform Social History Work Group already has been shared with this group. The Standard Social History Form will serve as a basis for the first phase of the Case

Management System. A staff position also has been tasked with training court service unit staff and implementing the use of the Standard Social History Form.

Several crucial steps must be completed before implementation of the Standard Social History Form. First, Information Services must complete a software upgrade to allow the inclusion of large portions of narrative. Second, once the fields recommended in this report are included in the design of the Juvenile Tracking System, the automated form will be tested in three court service units, representing each of the Department's three regions. This pilot may lead to improvements to this recommended form including revisions to data elements and/or additional automation options to simplify use of the form. Third, a most important step to complete implementation is the development of a means of translating the information collected in the technical automated format into a narrative report that will read naturally and provide critical information in an easy to read style.

VI. **Findings and Recommendations**

What follows is a prototype listing of data elements as they might appear in automated software screens. These data elements are designed to maximize computer coding of information, where possible, so that it can be used for comparison and research purposes. Simultaneously, the data elements are designed to allow narrative, where needed, to provide a more complete description of the subject of the report.

It is important to note that an important piece of implementing the Standard Social History Form will be translating the information collected from the technically oriented form that follows, to a format that reads easily, meaningfully and can be edited at the local level.

UNIFORM SOCIAL HISTORY DATA ELEMENTS

Author of Report _____ Look-up codes for PO's
Date of Report ___/___/___
Type of report predispositional
 postdispositional
Defense attorney name(s) _____
Guardian Ad Litem name(s) _____
CASA worker name(s) _____
DSS worker name(s) _____
Commonwealth attorney names (s) _____
Name of judge (last, first) _____
Judicial District _____
Jurisdiction _____
Docket Number _____

1. Subject's Identifying Information

DJJ ID Number _____
Subject's Social Security Number _____ Have system bring up from DJJ#
Subject's name (last, first, middle) _____ Have system bring up from DJJ#
Subject's nickname _____ Have system bring up from DJJ#
Subject's address _____ Have system bring up from DJJ#
Telephone number (____) _____
Subject's birth date ___/___/___ Have system bring up from DJJ#
Subject's age ____ Have system generate from birth date

Verification source for birth date birth certificate
 school record
 passport
 other (specify) _____

Subject's birth place (city or county) _____ Have system bring up from DJJ#
Subject's birth place (state) _____ Have system bring up from DJJ#

Subject's race asian
 black
 hispanic
 white
 other (specify) _____ Have system bring up from DJJ#

Subject's sex female
 male Have system bring up from DJJ#

Driver's license
Driver's license number _____

Driver's license type full
 learner's
 none

Driver's license status active
 suspended
 revoked
 restricted

2. Subject's Current Offense(s)

VCC Code # Counts Offense Date Amended Original Charge

Have system bring up from DJJ#

- yes
- no

Officer deletes those not current

Adjudicatory Finding

- plead guilty
- adjudicated guilty
- sufficient evidence to convict
- continued
- no finding
- taken under advisement
- other (specify)

Narrative
Multiple screens for each count
of offense

PO's determination of subject's
role in offense

- alone
- codefendant
- not determined

Subject's version of offense and
reaction

narrative

Parent's reaction to the offense

narrative

Use of weapon

- none
- used to injure
- used to threaten

Type of weapon used

- firearm
- knife
- explosive
- simulated weapons
- other

Specify type of weapon

Subject was using the following
substances at the time of the
current offense

- alcohol
- marijuana
- cocaine
- crack
- inhalants
- stimulants
- depressants
- hallucinogens
- opiates
- prescribed medication (specify)
- other
- none

Legal status at time of offense

- on parole
- on probation
- awaiting adjudication/disposition
- in a diversion service
- transfer to circuit court
- under advisement without
supervision
- none

Custody status at the time of the
current offense

- both biological parents
- one parent/one stepparent
- mother only
- father only
- stepparent only
- grandparent(s)
- other relative
- non-relative guardian
- Department of Social Services

Predispositional status

Status	Date In	Date Out	Release Reason
on bond			runaway
own recognizance			behavior problems
secure detention			physical health problems
less secure detention			mental health problems
outreach detention			good behavior
electronic monitoring			released on summons
released to parents			
crisis shelter			

Disposition Date (trial date) ___ / ___ / ___

allow multiple fields for each charge

- Method of Adjudication guilty plea
 judge trial
- Type of Counsel public defender
 court appointed
 retained
 waived
 none

Pending charges

VCC Code	# Counts	Offense Date

3. Version of the Instant Offense, When Available (required for commitments)

- Police* no
 yes, see attached
 not accessed
- Prosecutor* no
 yes, see attached
 not available

4. Victim Impact Information (if available)

- A victim impact statement was ordered by the court? no
 yes, see attached
 not available
- Compensation/restitution ordered? no
 yes, see attached
 unknown at this time

5. Subject's Offense History

VCC Code	# Counts	Offense Date	Disposition Date	Disposition
				<input type="checkbox"/> sanction/restitution <input type="checkbox"/> referred for services/diverted <input type="checkbox"/> resolved at intake <input type="checkbox"/> withdrawn <input type="checkbox"/> nolle prossed <input type="checkbox"/> dismissed <input type="checkbox"/> nonjudicial <input type="checkbox"/> continued for review

Have system bring up from DJJ#

6. Subject's Previous Contacts with CSU and Other Agencies

Agency Type Involvement Dates Involvement Reason Treatment/Services Results Contact Narrative

Use these discharge codes for DJJ

programs and services

Eventually would pull up DJJ

contacts from JTS

- 1 Changed from predispositional to postdispositional status.
- 2 Completed program, satisfactory completion (honorable discharge)
- 3 Terminated program, further participation of no useful purpose (general discharge).
- 4 Terminated program for noncompliance (dishonorable discharge).
- 5 Terminated program for unrelated reasons (i.e., unrelated offenses or dispositions, client relocated, died, etc.).

7. Subject's Description

Subject's Physical Description

- | | | |
|----------------------------|--|-----------|
| Eye color of subject | <input type="checkbox"/> blue
<input type="checkbox"/> brown
<input type="checkbox"/> green
<input type="checkbox"/> hazel
<input type="checkbox"/> gray
<input type="checkbox"/> other | |
| Hair color of subject | <input type="checkbox"/> black
<input type="checkbox"/> blonde
<input type="checkbox"/> brown
<input type="checkbox"/> red
<input type="checkbox"/> other | |
| Subject's height (inches) | _ _ _ _ | |
| Subject's weight (pounds) | _ _ _ _ | |
| Birthmarks | <input type="checkbox"/> no
<input type="checkbox"/> yes (describe) | Narrative |
| Scars | <input type="checkbox"/> no
<input type="checkbox"/> yes (describe) | Narrative |
| Tattoos/carvings/piercings | <input type="checkbox"/> no
<input type="checkbox"/> yes (describe) | Narrative |

Subject's Behavioral Description

- | | | |
|------------------------|--|----------------------------------|
| Behavioral description | a. developmental history
b. when problems started
c. problems at home
d. problems in the community | Address a,b,c,d in Narrative |
| Assaultiveness | <input type="checkbox"/> possession of/brandishing a weapon
<input type="checkbox"/> assault on authority figures
<input type="checkbox"/> assault resulting in injury requiring medical attention
<input type="checkbox"/> assault while in custody
<input type="checkbox"/> assault on peers
<input type="checkbox"/> unprovoked assault
<input type="checkbox"/> assault on family members
<input type="checkbox"/> none | Narrative : check all that apply |
| Fire setting | <input type="checkbox"/> no
<input type="checkbox"/> yes (describe) | Narrative |

Bed wetting	<input type="checkbox"/> no <input type="checkbox"/> yes (describe)	Narrative
Harming animals	<input type="checkbox"/> no <input type="checkbox"/> yes (describe)	Narrative
Curfew problems	<input type="checkbox"/> no <input type="checkbox"/> yes (describe)	Narrative
Abides by house rules	<input type="checkbox"/> yes <input type="checkbox"/> no (describe)	Narrative
Drug trafficking	<input type="checkbox"/> no <input type="checkbox"/> yes (describe)	Narrative
Sexually active	<input type="checkbox"/> no <input type="checkbox"/> yes (describe)	Narrative
Subject's own children	<input type="checkbox"/> no <input type="checkbox"/> yes (see box)	

Name	Age	Gender	Narrative
Religious activity		<input type="checkbox"/> no <input type="checkbox"/> yes (describe)	Narrative
Hobbies		<input type="checkbox"/> no <input type="checkbox"/> yes (describe)	Narrative
<i>Psychological Description</i>			
Subject currently is receiving mental health counseling or treatment		<input type="checkbox"/> no <input type="checkbox"/> yes	Narrative
Subject previously has received mental health counseling or treatment		<input type="checkbox"/> no <input type="checkbox"/> yes	Narrative
Subject currently is receiving substance abuse counseling or treatment		<input type="checkbox"/> no <input type="checkbox"/> yes	Narrative
Subject previously has received substance abuse counseling or treatment		<input type="checkbox"/> no <input type="checkbox"/> yes	Narrative
Current suicidal tendencies		<input type="checkbox"/> none <input type="checkbox"/> ideation <input type="checkbox"/> self-inflicted behavior not requiring medical attention <input type="checkbox"/> attempts requiring medical attention <input type="checkbox"/> pattern of self-mutilation/minor self-injury	Narrative
History of suicidal tendencies (date)		<input type="checkbox"/> none <input type="checkbox"/> ideation <input type="checkbox"/> self-inflicted behavior not requiring medical attention <input type="checkbox"/> attempts requiring medical attention <input type="checkbox"/> pattern of self-mutilation/minor self-injury	Narrative
Current psychotropic medication		<input type="checkbox"/> no <input type="checkbox"/> yes (specify type, if known)	Narrative
History of psychotropic medication		<input type="checkbox"/> no <input type="checkbox"/> yes (specify type, if known)	Narrative
Current need for mental health services		<input type="checkbox"/> no <input type="checkbox"/> yes (specify type, if known)	Narrative

Subject's Medical Description

- | | | |
|---------------------------------|---|-----------|
| Physical health condition | <input type="checkbox"/> good
<input type="checkbox"/> fair
<input type="checkbox"/> poor (specify) | Narrative |
| Currently on medications | <input type="checkbox"/> no
<input type="checkbox"/> yes (specify type, if known) | Narrative |
| Hospitalizations | <input type="checkbox"/> no
<input type="checkbox"/> yes (describe) | Narrative |
| Subject is covered by insurance | <input type="checkbox"/> no
<input type="checkbox"/> yes (specify type, if known) | Narrative |
| Subject receives SSI | <input type="checkbox"/> no
<input type="checkbox"/> yes (specify type, if known) | Narrative |

Peer relationships

- | | |
|---|---|
| Peers known to court | <input type="checkbox"/> no
<input type="checkbox"/> yes |
| Significant girlfriend or boyfriend | <input type="checkbox"/> no
<input type="checkbox"/> yes |
| Peer role | <input type="checkbox"/> leader
<input type="checkbox"/> follower |
| Age appropriateness of peers | <input type="checkbox"/> older
<input type="checkbox"/> same age
<input type="checkbox"/> younger |
| Parents' perception of peer relationships | <input type="checkbox"/> positive
<input type="checkbox"/> negative
<input type="checkbox"/> not determined |
| PO opinion of peer relationships | <input type="checkbox"/> positive
<input type="checkbox"/> negative
<input type="checkbox"/> not determined |

Gang affiliation

- | | | |
|-----------------------------|--|-----------|
| History of gang involvement | <input type="checkbox"/> no
<input type="checkbox"/> yes (describe) | Narrative |
|-----------------------------|--|-----------|

Response to authority

- | | |
|---------------------------------|---|
| Response to home authority | <input type="checkbox"/> compliant
<input type="checkbox"/> non-compliant
<input type="checkbox"/> oppositional |
| Response to school authority | <input type="checkbox"/> compliant
<input type="checkbox"/> non-compliant
<input type="checkbox"/> oppositional |
| Response to community authority | <input type="checkbox"/> compliant
<input type="checkbox"/> non-compliant
<input type="checkbox"/> oppositional |

Employment status

- | | |
|---|--|
| Employment at time of offense | <input type="checkbox"/> full-time
<input type="checkbox"/> part-time
<input type="checkbox"/> not employed |
| Employment record (over the past 2 years) | <input type="checkbox"/> regular few changes
<input type="checkbox"/> regular many changes
<input type="checkbox"/> irregular
<input type="checkbox"/> odd jobs only
<input type="checkbox"/> not employed |

Educational

- School setting
- private
 - standard public
 - alternative public
 - vocational
 - GED
 - completed
 - home
 - none
- Last grade completed _____
- Current grade _____
- Appropriate grade level?
- no
 - yes
- School performance
- performing at level of ability
 - not performing at level of ability
- Overall grades at last report period
- above average
 - average
 - below average
- Expulsions _____ # of expulsions

- Special education status determined
- LD
 - ED
 - TMR
 - EMR
 - MR
 - ADD
 - ADHD
 - Other Health Impaired

- If special education, classroom type:
- self contained
 - resource class

- Behavior problems in school?
- no
 - yes (specify) _____ Narrative

Handicaps or disabilities

- Subject is physically handicapped
- no
 - yes (specify) _____ Narrative

8. Subject's Family

Parental/guardian information (include all non-sibling members in household)

Multiple Screens

- Parent deceased
- no
 - yes (describe) _____ Narrative

- Relation to subject
- natural father
 - natural mother
 - step father
 - step mother
 - adoptive father
 - adoptive mother
 - foster father
 - foster mother
 - uncle
 - aunt
 - grandfather
 - grandmother

- other family member (specify)
- non-family guardian
- other (specify)

Parental name _____

Parental address _____

Home telephone number (____) _____ - _____
 Work telephone number (____) _____ - _____
 Parental Social Security Number _____ -- _____ -- _____
 Parental birth date ____ / ____ / ____
 Parental age _____ Have system generate from birth date

Parental race
 asian
 black
 hispanic
 white
 other (specify) _____

Parental grade level of education completed _____
 GED

Parental current employment status
 full-time
 part-time
 not employed

Parental present employment position _____
 Parental present employer _____

Employment record (over the past 2 years)
 regular few changes
 regular many changes
 irregular
 odd jobs only
 not employed

Parental military experience(s)
 no
 yes (describe) Narrative

Parental physical health
 good
 fair
 poor (specify) Narrative

Parental US Citizenship
 no
 yes

Parental current marital status
 married
 divorced
 separated
 single, never married

Number of previous marriages _____
 Number of children from other relationships _____
 Length of current relationship (years) _____

Interpersonal relationship between parents/guardians
 good
 fair
 poor (specify) Narrative

Year(s) of marriage(s) _____ Allow multiple entries

Parental court record
 no
 yes (describe) Narrative

Parental residence
 owns residence
 rents residence
 other

Parental present salary	<input type="checkbox"/> \$0 - \$5,000 <input type="checkbox"/> \$5,001 - \$10,000 <input type="checkbox"/> \$10,001 - \$15,000 <input type="checkbox"/> \$15,001 - \$20,000 <input type="checkbox"/> \$20,001 - \$25,000 <input type="checkbox"/> \$25,001 - \$30,000 <input type="checkbox"/> \$30,001 - \$35,000 <input type="checkbox"/> \$35,001 - \$40,000 <input type="checkbox"/> \$40,001 - \$45,000 <input type="checkbox"/> \$45,001 - \$50,000 <input type="checkbox"/> \$50,001 - \$60,000 <input type="checkbox"/> \$60,001 - \$70,000 <input type="checkbox"/> \$70,001 - \$80,000 <input type="checkbox"/> \$80,001 - \$90,000 <input type="checkbox"/> \$90,001 - \$100,000 <input type="checkbox"/> Over \$100,000 <input type="checkbox"/> Varies	
Parental other income	\$ _____	Narrative
Parental ability to pay for services to subject?	<input type="checkbox"/> no <input type="checkbox"/> yes (describe)	Narrative
Can they meet bills?	<input type="checkbox"/> yes <input type="checkbox"/> no (describe)	Narrative
Health insurance	<input type="checkbox"/> no <input type="checkbox"/> yes (describe)	Narrative
Siblings name	_____	Allow multiple screens
Relationship to subject	<input type="checkbox"/> natural brother <input type="checkbox"/> natural sister <input type="checkbox"/> half brother <input type="checkbox"/> half sister <input type="checkbox"/> step brother <input type="checkbox"/> step sister <input type="checkbox"/> adoptive brother <input type="checkbox"/> adoptive sister <input type="checkbox"/> foster brother <input type="checkbox"/> foster sister <input type="checkbox"/> other child relative (specify) <input type="checkbox"/> other non-relative child (specify)	
date of birth	____/____/____	
age	____	Have system calculate from birth date
mother	<input type="checkbox"/> same as that of subject <input type="checkbox"/> different from subject (specify)	Narrative
father	<input type="checkbox"/> same as that of subject <input type="checkbox"/> different from subject (specify)	Narrative
school	<input type="checkbox"/> attending <input type="checkbox"/> suspended <input type="checkbox"/> expelled <input type="checkbox"/> GED <input type="checkbox"/> completed <input type="checkbox"/> drop out <input type="checkbox"/> not applicable	
highest grade level completed	____ <input type="checkbox"/> GED	
court record	<input type="checkbox"/> no <input type="checkbox"/> yes (describe)	Narrative

interpersonal relationship with subject
sibling narrative

Narrative
Narrative

Family History

- family substance abuse no
 yes (describe)
- family sexual abuse no
 yes (describe)
- family physical abuse no
 yes (describe)

Narrative
Narrative
Narrative

Family Psychological/psychiatric/counseling information (if applicable)

- diagnosed mental illness in family no
 yes (describe)
- family member in counseling no
 yes (describe)

Narrative
Narrative

Family support system

- Current family support system meet the needs of the subject no
 yes (describe)

Narrative

9. Subject's Home and Neighborhood

Physical description of subject's community

Length in home & neighborhood (years, months) ___ ___ years & ___ ___ months

- Community resources good
 poor

- Convenient to community resources no
 yes

- Public transportation access good
 poor

- Overall neighborhood income level low
 moderate
 high

- Community description (check all that apply) rural
 urban
 residential
 commercial
 stable
 transient
 rental
 owned
 single family dwellings
 attached dwellings

- well maintained
 fair condition
 poor condition

- Parental opinion of crime rate low
 moderate
 high

- PO opinion of crime rate low
 moderate
 high

- Parental opinion of impact of neighborhood on subject positive
 neutral
 negative

PO opinion of impact of neighborhood on subject positive
 neutral
 negative

Description of subject's house

Type of dwelling single family dwelling
 attached dwelling

bedrooms _____

Subject must share bedroom no
 yes

Overall housing condition good
 adequate
 poor

Check all that apply repairs needed
 pest problems
 needs cleaning

Adequately furnished yes
 no (describe)

Narrative

10. Subject's Strengths and Weaknesses

Strengths narrative

Weaknesses narrative

11. Family's Strengths and Weaknesses

Strengths narrative

Weaknesses narrative

12. Probation Officer Recommendations

Probation officer's recommendation for sentencing	<input type="checkbox"/> recreation/wilderness program <input type="checkbox"/> life skills program <input type="checkbox"/> parenting skills programs <input type="checkbox"/> anger management program <input type="checkbox"/> law related education <input type="checkbox"/> shoplifting program <input type="checkbox"/> employment/vocational program <input type="checkbox"/> truancy program <input type="checkbox"/> academic improvement program <input type="checkbox"/> afterschool or extended day <input type="checkbox"/> restitution/restorative justice <input type="checkbox"/> community service <input type="checkbox"/> mentoring program <input type="checkbox"/> home-based, in-home, family preservation services <input type="checkbox"/> individual, family, group counseling	Justify recommendation. Include a plan that provides services as well as holding the juvenile accountable (balanced approach)
	<input type="checkbox"/> mental health assessment <input type="checkbox"/> sex offender assessment/ treatment <input type="checkbox"/> substance abuse assessment/ treatment <input type="checkbox"/> unsupervised probation <input type="checkbox"/> supervised probation <input type="checkbox"/> intensive probation <input type="checkbox"/> outreach detention	
	<input type="checkbox"/> electronic monitoring <input type="checkbox"/> crisis intervention/sheltercare <input type="checkbox"/> family oriented group home <input type="checkbox"/> group home <input type="checkbox"/> postdispositional detention <input type="checkbox"/> bootcamp <input type="checkbox"/> commitment to DJJ <input type="checkbox"/> continue <input type="checkbox"/> take under advisement <input type="checkbox"/> no recommendation <input type="checkbox"/> other (specify)	
Risk Assessment Score	<input type="checkbox"/> low <input type="checkbox"/> moderate <input type="checkbox"/> high	
Summary Narrative		Have System Calculate

VII. **Acknowledgements**

The Department of Juvenile Justice extends its appreciation to the following groups for their assistance and cooperation on this study:

The Uniform Social History Work Group

Court Service Unit Directors

The Supreme Court of Virginia

Virginia Criminal Sentencing Commission

VJCCCA Plan Contacts

APPENDIX

Letters of Support

GENERAL ASSEMBLY OF VIRGINIA -- 1999 SESSION

HOUSE JOINT RESOLUTION NO. 688

Requesting the Department of Juvenile Justice to develop a standardized social history form for use by court services units.

Agreed to by the House of Delegates, February 5, 1999

Agreed to by the Senate, February 18, 1999

WHEREAS, it is important to provide the judiciary with sufficient information regarding the background of a delinquent juvenile for appropriate dispositional decisions; and

WHEREAS, the Department of Juvenile Justice, through the local court services units, provides courts, upon request, with a social history on a juvenile following adjudication; and

WHEREAS, these social histories vary greatly from locality to locality and court to court; and

WHEREAS, a standardized social history form would enable the Department of Juvenile Justice to collect standardized data for funding and policy purposes; now, therefore, be it

RESOLVED by the House of Delegates, the Senate concurring, That the Department of Juvenile Justice be requested to develop a standardized social history form for use by court services units. The Department shall collaborate with the Supreme Court and the Virginia Criminal Sentencing Commission to ensure that essential data elements are included in the form.

All agencies of the Commonwealth shall provide assistance to the Department for this task, upon request.

The Department shall complete its work in time to submit its findings and recommendations to the Virginia State Crime Commission, the Commission on Youth, and the House and Senate Committees for Courts of Justice by December 1, 1999.

HON. ERNEST P. GATES
CHAIRMAN

Commonwealth of Virginia



RICHARD P. KERN, PH.D.
DIRECTOR

100 NORTH NINTH STREET
RICHMOND, VIRGINIA 23219
TEL (804) 225-4398
FAX (804) 786-3934

Supreme Court of Virginia Virginia Criminal Sentencing Commission

November 23, 1999

Reverend Gerald O. Glenn
Director
Department of Juvenile Justice Services
Commonwealth of Virginia
700 East Franklin Street
700 Centre, 4th Floor
Richmond, VA 23219

Dear Rev. Glenn:

As you may already be aware, the Commission is overseeing and administering the "Design and Development of a Juvenile Sentencing Database System" project, and staff is pleased to have participated in the Uniform Social History workgroup in an effort to produce a viable automated juvenile social history.

I have had the opportunity to review each successive revision of the document the workgroup members developed, and find the content and format useful not only as a tool for building a more complete profile of a juvenile's situation and background, but also as a data collection instrument as well.

The document developed by the workgroup has the Commission's support and encouragement toward its adoption and implementation into an automated format. A thorough, comprehensive automated social history would no doubt be useful to the Commission and other agencies mandated to conduct studies by the Virginia legislature, and we are confident that this document would be as ground-breaking for research purposes as the adult Presentence Investigation report (PSI) has proven.

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Thank you for this opportunity to express the Commission's support of this document. Should you have any questions or comments, feel free to contact me at 804-225-4565, or Irene-Eva Ries (Project Director), at 804-786-2684.

Sincerely,

A handwritten signature in black ink, appearing to read "Richard P. Kern". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Richard P. Kern, PhD.
Executive Director

EXECUTIVE SECRETARY
ROBERT N. BALDWIN
ASST. EXECUTIVE SECRETARY
FREDERICK A. HOONETT, JR.

SUPREME COURT OF VIRGINIA
ADMINISTRATIVE OFFICE
THIRD FLOOR
100 NORTH NINTH STREET
RICHMOND, VIRGINIA 23219-2334
(804) 786-8455
FACSIMILE
(804) 786-4542

DIR., DISPUTE RESOLUTION SERVICES
GLETHA RAVINORA
DIR., EDUCATIONAL SERVICES
THOMAS N. LANGHORNE, III
DIR., FISCAL SERVICES
CHARLES P. WONG, JR.
DIR., JUDICIAL PLANNING
KATHY L. RAYE
DIR., LEGAL RESEARCH
STEVEN L. DALLE MURA
DIR., MGMT. INFORMATION SYSTEMS
KENNETH L. MITTENDORFF
DIR., PERSONNEL
CATHERINE F. AGEZ
DIR., TECHNICAL ASSISTANCE
DONALD R. LUCIIO

November 29, 1999

Ms. Susan E. Gholston
Community Programs Manager
Department of Juvenile Justice
700 East Franklin Street
Richmond, VA 23219

Dear Ms. Gholston:

Our office has been pleased to participate in the project instituted by House Joint Resolution 688 to create a uniform social history form. Our Director of Technical Assistance has served on your work group and has had an opportunity to provide input on this project. The committee is to be commended for its work to date. I believe that the form, as drafted, is in sufficient shape to proceed with pilot testing. Naturally if these pilot tests identify any problems, adjustments can be made at a later date. The only concern that I have heard from judges to date is the need to ensure that accommodation can be made for any special requirements that might be merited by an individual judge in a given case. It is my understanding that this could be done.

Again, thank you for the opportunity to participate in this process.

With kind regards and best wishes,

Very truly yours,



Robert N. Baldwin
Executive Secretary

RNB:pbk

