Behavior Management Program

1001.1 PURPOSE AND SCOPE

This policy provides guidelines for the Department's behavior management program (BMP).

1001.2 POLICY

It is the policy of the Department to make reasonable efforts to teach and reinforce appropriate behaviors through fairly and objectively applying the BMP.

1001.3 RESPONSIBILITIES

The Deputy Chief for Institutional Services should designate a BMP coordinator responsible for:

(a) Establishing a BMP that is incentive-based, with rewards to help manage behaviors. This shouldinclude a point systemor other method to encourage and reward appropriate behavior.

(b) Identifying appropriate behavior that earns rewards, such as:

1. Actively participating in programming.
2. Following member instructions.
3. Complying with department rules and regulations.
4. Participating in daily chores.
5. Maintaining room standards.
6. Communicating positively.
7. Behaving responsibly in school.
8. Making an effort to exercise self-control and developing self-control skills.
9. Respecting other people including members and other youths.
10. Respecting property.
11. Other appropriate conduct.

(c) Identifying rewards that may be earned such as:

1. Special visits.
2. Later bedtime.
3. Extra telephone calls.
4. Additional recreational privileges.
5. Board games/electronic games (computer).

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6. Extra TV time.
7. Food such as pizza, ice cream.
8. Special movies and videos.
9. Other special activities.

(d) Identifying the types of behavior that would not accrue incentives under the BMP such as:

1. Failing to maintain proper order of living area.
2. Littering.
3. Being out of assigned area without authorization.
4. Not participating in a required program activity.
5. Engaging in horseplay or other physical conduct that is disruptive, noisy, or disorderly.
6. Disrespecting others.
7. Using offensive language.
8. Irritating or harassing others.
9. Malingering.
10. Intimidating/bullying.

(e) Procedures to identify when behavior may be handled as discipline pursuant to the Youth Discipline policy.

(f) Maintaining procedures for interventions such as behavioral contracts.

(g) Maintaining logs for each youth to track rewards, sanctions, and interventions, record progress, and identify improved behavior.

(h) Maintaining procedures to incorporate behavioral therapies as appropriate.

(i) Monitoring and documenting each youth's activities throughout the program. This includes documenting non-participation in any program or activity.

(j) Ensuring the orientation handbook includes information on the BMP including rules, regulations, and the grievance procedures (see the Youth Orientation Policy).

1001.4 OFFICER RESPONSIBILITIES

Officers should develop professional relationships with youths and encourage open communication in an effort to prevent inappropriate behaviors from escalating to more serious acts/actions.

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Officers should be consistent, fair, and objective in the application of the BMP. Officers are responsible for:

(a) Identifying to youths alternative appropriate behavior to avoid sanctions.

(b) Awarding points or other rewards consistent with the BMP when a youth engages in appropriate behavior.

(c) Documenting in the log for the youth, or forwarding documentation to the BMP coordinator for inclusion in the log:

1. Observed progress and improved behavior.
2. Any points or other awards used to reward appropriate behavior.
3. Recommendations for additional or alternative interventions as appropriate.

1001.6 GRIEVANCES AND SUGGESTIONS

Complaints or disputes regarding the BMP or its application made by youths or their parents/guardians should be processed as provided in the Youth Grievances Policy.

The facility BMP coordinator or their designee should inquire of youth preferences on a regular basis to ensure the program is well equipped to achieve the desired behavior outcomes. Suggestions made by youths or their parents/guardians should be forwarded to the BMP coordinator for review.

1001.7 TRAINING

The Deputy Chief of Institutional Services shall develop an employee training program to ensure officers become familiar with the BMP. The training shall include how to develop effective goals and objectives, and techniques for achieving them, that can be effectively implemented in an incentive-based program.

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