

Deputy Probation Officer Core Training**Topic 6.0: Booking, Receiving and Releasing****Class 6.1: Booking and Intake (7 hours)****Class 6.2: Releasing (1 hour)****1. Welcome and Introductions****2. Objectives****a. Booking and Intake**

- i. Define the roles of law enforcement and probation when a minor is taken into custody.
- ii. Identify the necessary components of a valid warrant.
- iii. Define "status offense."
- iv. Identify when a juvenile must be advised of their constitutional rights.
- v. Given a list of juvenile offenses, identify for each offense the information required to make a detention decision.
- vi. Given a detention risk assessment, make appropriate detention decisions that might involve overriding an assessment score.
- vii. Given a scenario, determine whether to detain or release a juvenile.
- viii. Given a sample case description, classify the case as a violation of WIC section 300, 601, or 602.
- ix. Given a sample police report on a juvenile taken into custody under WIC section 602, generate a list of appropriate questions or points of information to cover with the juvenile and their parent.
- x. Given a scenario, generate a report documenting and supporting the decision for filing a petition or handling informally.
- xi. Identify the statutory responsibility to notify the victim and the parent/guardian of the juvenile's custody status and next court hearing.
- xii. Identify the notification requirements pertaining to developmentally disabled juveniles
- xiii. Identify the agency and personal liability associated with failing to comply with medical clearance procedures.

b. Releasing

- i. Identify key factors that influence the decision to release a juvenile.
- ii. Identify the persons to whom a juvenile may be released.
- iii. Identify the possible consequences of releasing the wrong juvenile.

3. Roles of Law Enforcement**4. WIC 202****5. Intake Guidelines / Policy / Procedure****6. Warrants****7. Status Offenses****8. WIC 300 vs. WIC 601 vs. WIC 602****9. Constitutional Rights****10. Detention Decisions****11. Detention Intake and Assessment****12. Activity: Using Sample Reports****13. WIC 626****14. Notice to Parents and Telephone Calls****15. Time Constraints****16. Scenarios: Identify the WIC code****17. File a Petition? Or Handle Informally?****18. Victim's Rights**

19. Developmentally Disabled Juveniles
20. Releasing Juveniles
21. Review / Closing / Evaluations

