

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

