San Diego County Probation

Juvenile Institutions Core Training
Unit 1: Agency Specific Training
Module(s): Juvenile Institutions Policy and Procedure
Instructional Time: 8 hours

1. Welcome and Introductions
2. Objectives
   a. Students will understand San Diego County Policy, Procedure, and daily institution rules/routines.
3. Daily Schedules and Programming
   a. East Mesa Juvenile Detention Facility (EMJDF)
   b. Kearny Mesa Juvenile Detention Facility (KMJDF)
4. Visiting Rules and Schedule
5. Daily Schedule for Youth
   a. Visiting
   b. Meals
   c. School
   d. Programming
   e. Recreation
   f. Clothing/Bedding
   g. Showers / Restrooms
   h. Health / clinic visits / Bed Rest
6. Start of Shift Procedures
   a. East Mesa Juvenile Detention Facility
   b. Kearny Mesa Juvenile Detention Facility
   c. Girls Rehabilitation Facility
   d. Urban Camp
7. Responsibilities for Supervising Youth
   a. Hall Checks and Head Counts
   b. Emergency Lights and Steno Phones
   c. Doors
   d. Positioning
8. Status Codes, Policy and Procedures
   a. Physical Force
   b. Physical Contact
   c. Movement of Youth
   d. Suicide Prevention
   e. Searches
   f. OC spray
   g. Radio use
   h. Youth rights
   i. Universal Safety Precautions
   j. Liability
   k. Discipline, sanctions, and due process
   l. Reporting and Documentation
   m. Chain of Command
   n. Safety and Maintenance
9. Tour of Facility
10. Mail Policy
   a. Incoming
   b. Outgoing
11. Review / Closing / Evaluations