

Youth in Need of Care

Procedure and review checklist for Youth in Need of Care Actions

Resources: Squaxin Island Code Chapter 10.08

Critical path:

- ☐ Complaint advanced by any person with personal knowledge of youth in need of care.
- ☐ Complaint is filed with Law Enforcement or ICW.
- ☐ Two paths: Law Enforcement or ICW

PATH A: LAW ENFORCEMENT FIRST RECEIVES COMPLAINT

- ☐ Law Enforcement notifies ICW
- ☐ Law Enforcement investigates immediately.
- ☐ If Emergency Custody is warranted, obtain Order.
- ☐ Remove and place youth, with or without order.
- ☐ Notify parent, guardian or custodian.
- ☐ Without order, release to parent with counseling or place in shelter care.
- ☐ Law Enforcement prepares a detailed report.
- ☐ Law Enforcement provides report to ICW within 3 days of Complaint.

PATH B: ICW FIRST RECEIVES COMPLAINT

- ☐ Confer with Law Enforcement to determine if further action on Complaint is necessary.
- ☐ As necessary, Law Enforcement investigates immediately.
- ☐ Inform youth's parent, guardian or custodian as soon as possible.
- ☐ Return youth to parent, guardian or custodian if warranted.
- ☐ If Emergency Custody is warranted, obtain Order.
- ☐ Remove and place youth, with or without order, with assistance of Law Enforcement.
- ☐ If youth is in custody and not likely to be returned within two working days, ICW immediately files a request for a preliminary hearing.
- ☐ Request for preliminary hearing filed. File request within two working days of taking youth into custody.
- ☐ Hearing to be held within two working days of filing the request for a hearing.
- ☐ Notice of hearing provided to parent, guardian, or custodian.
- ☐ Court does or does not find that there is probable cause to believe that a Youth is in Need of Care.
- ☐ File petition for a Fact Finding Hearing.
- ☐ Fact Finding Hearing set within 35 days of the filing of petition.
- ☐ Court Clerk provides notice of Fact Finding Hearing at least 5 days prior to the hearing.
- ☐ Court enters findings.
- ☐ ICW prepares a pre-disposition report.
- ☐ ICW seeks recommendations of social service staff.
- ☐ ICW serves pre-dispositional report at least 5 days prior to the hearing.
- ☐ Any one else may serve their own pre-dispositional report.

APPENDIX C-1 YOUTH IN NEED OF CARE CRITICAL PATH

- ☐ Dispositional hearing to take no more than 35 days from fact finding hearing.
- ☐ Disposition order entered.
- ☐ Appeal.
- ☐ Continuing jurisdiction: review and/or modification of disposition order at least every six months or as requested by any party.

MEDIATION BOARD ALTERNATIVE (for use prior to [possibly only prior to fact finding] dispositional hearing)

- ☐ Request for mediation hearing by Presenting Officer or ICW Case Worker
- ☐ Order for mediation hearing by Court.
- ☐ Community Boards Coordinator schedules hearing.
- ☐ Notice of hearing.
- ☐ Hearing conducted.
- ☐ Agreement may or may not be entered.
- ☐ Compliance monitored by ICW Case Worker.
- ☐ Non-compliance: ICW Case Worker seeks further mediation hearing or proceeds to fact-finding.