San Diego County Probation Department

Administrative Services Procedure Manual

Incentives - Youth

420.1 PROVISION

Youth Development and Community Support Services (YDCSS) officers shall provide youth with positive opportunities to incentivize good behavior and encourage intrinsic motivation to complete short- and long-term goals in their case plan. Incentives and points are utilized to recognize youth for meeting their goals as identified in the youth's case plan. Youth can collect points, which equate to a dollar value, in their reward bank to be redeemed immediately or youth may save their points to be redeemed for larger rewards or experiences.

Probation Officers may utilize informal incentives (e.g., verbal praise, certificate of recognition for positive behavior) in addition to the point system.

420.2 ELIGIBILITY

Youth who are in the community are eligible for incentives once their case plan has been established and verified by their Probation Officer. At the establishment of the youth's case plan, the Probation Officer will provide the youth an incentive brochure and explain the incentive program. Probation Officers shall have ongoing discussions with youth about the incentive program and how they may earn and redeem points from the list of incentives. Probation Officers and the youth shall sign acknowledgement of the incentive program. A copy of the signed acknowledgement shall be maintained in the Probation Case Management System (PCMS) and a copy shall be given to the youth.

A youth's ability to earn or redeem points may be temporarily suspended if they are not meeting their case plan goals, have absconded from placement, are pending new charges, or pending a violation hearing.

420.3 POINTS OUTLINE

420.3.1 CLIENT ACTION PLAN (CAP) CASE PLAN

The case planning team, including the youth, work together to develop a case plan, and define attainable and realistic goals and tasks, as well as timelines. Youth earn points when goals and tasks are met. Earned points are redeemed for rewards. Youth completing goals related to the Big Four (4) Primary Need areas, are eligible to receive highly coveted rewards, as those areas are the most predictive of recidivism. By targeting these primary needs, we stand to have the biggest impact on the youth's success. As the youth works toward desistance, and transitions through various stages of change (SOC), tasks will get more challenging. As such, youth will earn greater rewards as they transition through the various SOC.

420.3.2 REASONABLE CANDIDATE FOSTER CARE (RCFC) CONSIDERATIONS These youth who are actively in a Short Term Residential Therapeutic Program (STRTP) are working on the following and should have a point system equitable to their goals:

(a) Reunification with Family/RFA

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- (b) Therapy/Mental Wellness
- (c) Behavior in the STRTP
- (d) Probation conditions (School/Substance use)

420.3.3 MAJOR MILESTONES

Screen with the Supervising Probation Officer for larger incentive reward not based on Probation progress, strictly for major achievement (e.g., high school graduation)

420.4 INCENTIVE TRACKING

Probation Officers shall use the "Incentive Tracking" node within the Client Action Plan (CAP) to keep track of incentive points earned and redeemed as well as a description of the incentive redemption (e.g., Starbucks gift card, AMC movie tickets, Padres tickets, etc.).

420.5 POINTS REDEMPTION

Once the Casework Probation Officer has verified a youth is eligible to redeem points for an incentive, an Incentive Request/Redemption form (see attached) must be submitted by the Casework Probation Officer. For rewards valued at \$50 or more, approval is required by a Supervising Probation Officer prior to disbursement. Supervisor approval is not required for rewards with a value of less than \$50.

The Incentive Request/Redemption form must be signed by the youth for each redeemed incentive award. Original forms and submitted supporting documentation are to be maintained electronically in PCMS with a copy provided to the youth.

420.6 FEEDBACK

Probation Officers should work with youth and family to identify opportunities and incentives that are valued by the youth and help to encourage the youth to meet their case plan goals. The Probation Officer should regularly solicit input from youth and family members to identify and secure incentives and rewards that are of interest to youth.

420.7 ATTACHMENTS

See attachment: Incentives Program Brochure.pdf

See attachment: Incentives Request-Redemption Form.pdf

Administrative Services Procedure Manual

Attachments

Incentives Program Brochure.pdf

How to redeem your Points

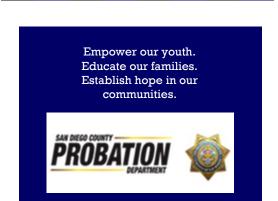
- 1. Ask PO if you are eligible to redeem Points
- 2. Determine how many Points you have
- 3. Review list of current Incentives available
- 4. Submit an Incentive redemption form
- *Please understand that larger ticket items may not be readily available and may take time to order.

Believe, Grow, Earn

Who is eligible and when?

- Be On Probation In The Community
- Have A Case Plan
- No Pending or Active Warrants, Violations or Charges.
- Making Progress On the Case Plan

For more information on requirements and eligibility, please contact your Probation Officer.



SAN DIEGO COUNTY PROBATION DEPARTMENT

Youth Development and Community Support Services (YDCSS)

Incentives Program

What Motivates You?



YDCSS INCENTIVES PROGRAM

What is the Incentives **Program?**

Being on Probation is challenging but taking steps to improve your situation and choices is hard work. In order to promote motivated youth to focus on achieving their probation goals, YDCSS is proud to announce our Incentives Program.

It's simple, remain law abiding and work on your case plan goals. You will earn points in your "bank." Once you accumulate the amount of points needed for the incentives you would like, request a redemption form and you will earn your incentive.

Incentives You Could Earn:

Movie Tickets/Museum Tickets



Professional Hair Cut/Color



Gym Memberships/Boxing/Self
Defense Classes



Food: Restaurants/Fast Food/ Grocery



Clothes/Shoes/Hygiene



Experiences/Classes



"More Points= Bigger Rewards"

How to Earn Points?

If you have a Client Action Plan (CAP) case plan then you can earn points for every TASK you complete. Point values will be visible in your case plan.

If you are a Foster Youth who is currently in an Short Term Residential Therapeutic Program (STRTP), you will earn points by completing case plan goals.

If you accomplish a major milestone, your PO or the Court may choose to recognize this by offering a large amount of points or a specific gift to acknowledge your progress.





Incentives Request-Redemption Form.pdf

INCENTIVE REQUEST/REDEMPTION FORM

NAME:			ID#:	
POINTS EARNED	POINTS REDEEMED	POINTS REMAINING		
EARNED	REDEEIVILD	KEIVIAIINIINO		
INCENTIVE REQUESTED BY YOUTH:				DATE REQUESTED:
				ı
INCENTIVE RECEIVED BY YOUTH:				DATE RECEIVED:
YOUTH SIGNATURE:				
YOUTH SIGNATURE:				
PROBATION OFFICER SIGNATURE:				
SUPERVISOR SIGNATURE (IF OVER \$50.00):				