

# YOUTH SERVICES POLICY

<b>Title:</b> Standard Operating Procedures for Contract Providers <b>Next Annual Review Date:</b> 08/10/2017	<b>Type:</b> A. Administrative <b>Sub Type:</b> 4. Contract Management <b>Number:</b> A.4.2
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<b>References:</b> U.S. DOJ PREA Standards 115.312(a) and (b); ACA Standards 2-CO-1B-09, and 2-CO-1B-10 (Standards for Administration of Correctional Agencies); YS Policy A.4.1 "Contract Management"	
<b>STATUS: Approved</b>	
<b>Approved By:</b> <i>James Bueche, Ph.D., Deputy Secretary</i>	<b>Date of Approval:</b> 08/10/2016

**I. AUTHORITY:**

Deputy Secretary of Youth Services (YS) as contained in La. R.S. 36:405. Deviation from this policy must be approved by the Deputy Secretary.

**II. PURPOSE:**

To establish the "Standard Operating Procedures for Contract Providers" programs as a YS/OJJ policy.

**III. APPLICABILITY:**

Deputy Secretary, Assistant Secretary, Undersecretary, Deputy Undersecretary, Chief of Operations, Deputy Assistant Secretary, General Counsel, Regional Directors, Regional Managers, and all non-secure contractors who provide care and treatment to youth who are in the custody or under the supervision of YS.

**IV. DEFINITIONS:**

**Contract Facilities** - For purposes of this policy, Contract Facilities are non-secure residential facilities that are contracted by YS to house and provide care and treatment to youth who are in the custody or under the supervision of YS.

**Non-Secure Programs** - Providers granted contracts by the YS/Office of Juvenile Justice to render services to youth who are in the custody or under the supervision of the YS.

**NOTE:** Additional definitions may be found in the attached SOP.

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**V. POLICY:**

It is the Deputy Secretary's policy that all non-secure youth program contractors abide by the provisions contained in the attached "Standard Operating Procedures (SOP) for Contract Providers".

**Previous Regulation/Policy Number:** A.4.2

**Previous Effective Date:** 09/30/2015

**Attachments/References:**

2016 Standard Operating Procedures for Contract Providers.08-10-2016.pdf