RECEIPT OF YS POLICY D.10.21

YOUTH GRIEVANCE PROCEDURE

Youth under the supervision of OJJ are afforded the opportunity to voice complaints or grievances in certain situations.

Some of the situations that are grievable are:

1. If your probation officer or other OJJ staff uses abusive or distasteful language.
2. If your probation officer or other OJJ staff attempts to sexual abuse or harass you.
3. If you feel there is a conflict of interest with your probation officer.

Some non-grievable matters are:

1. The court-ordered conditions of probation/parole.
2. If your probation officer files a revocation of probation/parole.
3. If you fail to obey the instructions of your probation officer.
4. The final decision of previous grievances.

Procedure:

The youth or parent must inform the Regional Manager of the grievance in writing on the "Grievance Form" provided to you today or available at the regional office. Attempts will be made to resolve the grievances at this level. If the problem is not resolved at this level, an appeal process is available up to and including the level of Regional Director.

The grievance procedure has been read and thoroughly explained to me, and my signature indicates complete understanding thereof.

_____ _____
Date Youth's Signature

_____ _____
Date Parent/Guardian's Signature

_____ _____
Date Probation Officer's Signature