

JUVENILE COURT
POLICY/PROCEDURE

TERMINATION REPORT

POLICY

Termination reports or memos indicating the intent to allow court supervision to terminate/expire in **delinquency cases** must be submitted to the court and parties by the assigned Social Worker at least 30 days prior to the expiration of supervision under the following circumstances:

- The restitution order has not been satisfied and a balance remains to be paid.
- Juvenile is under a Type II or stayed correctional order.
- Juvenile has been adjudicated delinquent for a sexual offense and is currently under supervision for that offense.
- Juvenile is placed out of home and will not return home until date court order expires. (Note: memo not required if youth is 18 or will be on date court order expires.)
- Juvenile is under supervision and the court order specifically states that it is necessary for the Social Worker to file a report or memo prior to the expiration of supervision.

Termination reports or memos indicating the intent to allow court supervision to terminate/expire in **CHIPS cases** must be submitted to the court and parties by the assigned Social Worker at least 30 days prior to the expiration of supervision under the following circumstances:

- Child is under supervision and the court order specifically states that it is necessary for the Social Worker to file a report or memo prior to the expiration of supervision.
- If the CHIPS dispositional order indicates supervision until the child's 18th birthday or 19th birthday if the required educational criteria are met, AND the child will not meet the criteria for extending supervision to the 19th birthday, then the social worker should send a memo to the court and parties 30 days prior to the child's 18th birthday explaining why supervision will terminate.

The content of the report or memo should include the juvenile/child's name, case number, date that the order is due to expire and any information that would help update the parties as to the status of the juvenile/child.