



COGNITIVE SKILLS DEVELOPMENT/COGNITIVE RESTRUCTURING, Service Codes 196	
Category	Delinquency Prevention/Intervention Services (Form F1)
Setting	<ul style="list-style-type: none"> • Community based
Targeted Population	<ul style="list-style-type: none"> • Juveniles 12 – 17 years old • Low, Moderate, or High-risk juvenile, as indicated on Service Authorization Form (SAF) and determined by probation department using the Arizona Youth Assessment System (AZYAS) or other Arizona standardized assessment for transferred juveniles • Low-risk juveniles shall not be combined with Moderate- or High-risk juveniles during any component of service delivery • Non-adjudicated diversion juveniles shall not be combined with adjudicated juveniles during any component of service delivery
Facility License	<ul style="list-style-type: none"> • This service does not require an agency or individual to hold a specific license
Service Description	<ul style="list-style-type: none"> • <u>Cognitive Skills Development/Cognitive Restructuring:</u> provides the juvenile with tools for changing negatively acquired behaviors through restructuring of their thought process, so they may function as responsible and accountable members of a family, community, and workforce. This service is designed to assist juveniles experiencing difficulties with decision-making, problem-solving, critical thinking, and anti-social behavior within their natural environment. All cognitive behavioral interventions, therefore, must employ a set of structured techniques aimed at building cognitive skills in areas where the juvenile shows deficits, and restructuring cognition in areas where the juvenile’s thinking is distorted. This typically involves cognitive skills training, anger management, and various supplementary components related to pro-social skills, moral development, relapse prevention, anti-social cognitions, community living, and improving overall functioning. • <u>Cognitive Skills Development/Cognitive Restructuring:</u> a multi-component intervention and may be delivered individually or in a group setting. Each intervention component may be used independently or in conjunction with one another. • <u>Cognitive Skills Development:</u> The development of learned skills to help improve impaired cognitive functions and/or distortions with the intent of enhancing the juvenile’s ability to process and interpret information or develop strategies to improve their overall ability to function in all aspects of their natural environment. This may include, but is not limited



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	<p>to, problem-solving, social skills, negotiation skills, consequential/sequential thinking, managing emotions, social perspective determination, critical reasoning, creative thinking and values enhancement. By improving cognitive skills, the juvenile becomes better equipped to change criminal behaviors and attitudes into those that are more productive and socially acceptable (pro-social).</p> <ul style="list-style-type: none">• Cognitive Restructuring: Refers to the method, which helps the juvenile to think differently about a situation, event, thought, or belief by specifically targeting anti-social thought patterns which lead juveniles to “rationalize” or “justify” negative behaviors. Juveniles are taught to recognize how thoughts lead to feelings and actions, which may lead to anti-social and/or other self-defeating behaviors. The process of cognitive restructuring teaches the juvenile how to recognize cognitive distortions and negative thought patterns, leading the juvenile to consider adaptive alternatives that may help modulate their feelings and lead to more functional actions.
Service Tasks	<p>Contract requirements set forth in the AOC <u>Standard Terms & Conditions</u> are applicable. Additionally:</p> <ol style="list-style-type: none">1. Document the delinquency risk level in the juvenile’s file as reflected on the Service Authorization Form (SAF) and determined by the probation department using the Arizona Youth Assessment System (AZYAS) or other Arizona standardized assessment when applicable for transferred juveniles. Additionally, document how low-risk juveniles are not placed in groups with moderate- and high-risk juveniles and how the placement was determined. Consideration shall be given to placement of the juvenile according to self-identified gender and developmental stage (early, middle, late adolescence).2. Criminogenic risks and needs of the juvenile must be identified at the initiation of treatment from the probation risk assessment summary, be addressed throughout the course of treatment, and recorded in the juvenile’s file. Ongoing discussion with the probation officer about criminogenic needs is preferred.3. The treatment plan must address the juvenile’s current level of functioning, including any history of trauma related to the juvenile and their family.4. Utilize an evidenced-based curriculum that directs the learning process and provides a consistent method for delivering curriculum content.5. Deliver educational material in a structured and supportive learning environment that promotes active learning by the intended target audience. Service provision must include, but may not be limited to, the following instructional techniques: modeling of behavior, discussion, role-playing, feedback, and reinforcement.



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	<ol style="list-style-type: none"> 6. Contractor must maintain original signature of each juvenile on a dated attendance form for each day service is provided. The attendance documentation must be maintained for the entire length of the contract and made available for review if requested. 7. Document in the juvenile’s file attendance, level of participation, and comprehension of the material within twenty-four (24) hours of service delivery. 8. Conduct a pre- and post-test of the juvenile’s comprehension of the presented topic; tests must be scored to ascertain the juveniles’ achievement of written service objectives and retained in the juvenile file. 9. Contractor must communicate with the probation officer the need to continue services longer than 90 days and request an additional SAF, documenting the communication and new SAF in the juvenile file.
Service Frequency	<ul style="list-style-type: none"> • As designated by the probation officer or as prescribed in the service application
Service Duration	<ul style="list-style-type: none"> • As indicated on the authorized Service Authorization Form (SAF) • Typical duration of services is 21-90 days • Additional services may be authorized pursuant to Service Task #8
Staffing	<ul style="list-style-type: none"> • The Contractor shall ensure that individuals providing this service must be at least twenty-one (21) years of age. The Contractor will demonstrate to the Administrative Office of the Courts each individual’s education, training, experience relevant to the program, skill level required for effective program delivery, and the ability to interact positively with juveniles.
Staff to Client Ratio	<ul style="list-style-type: none"> • 1 staff to 8 juveniles
Hours of Operation	<ul style="list-style-type: none"> • Weekdays and possible weekends • Ideally the hours should not conflict with the juvenile's academic day
Desired Service Outcomes	<p>Juvenile will:</p> <ul style="list-style-type: none"> • Demonstrate skills learned and provide feedback to the instructor on the utilization of the skills; • Demonstrate an understanding of the topic presented as validated through improvement of at least 15% between pre-test and post-test scores • Improve their ability to self-manage behaviors by recognizing the occurrence of problematic thoughts and feelings using learned cognitive skills to modify antisocial thought, feeling, and behavioral patterns to be pro-social.



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	<ul style="list-style-type: none"> Juvenile will demonstrate a reduction in the criminogenic risks identified by the probation officer, as evidenced by the re-assessment of the AZYAS, or as observed progress on the service goals that were targeted to those factors.
Unit of Service	<ul style="list-style-type: none"> One unit equals 60 minutes of staff time for both individual and group sessions. Case management and additional records documentation cannot be billed as interaction time.

The following documentation and information must be submitted with the service specification:

- An outline of planned, structured activities.
- The table of contents from each evidence-based curriculum utilized in service delivery.
- The pre- and post-test utilized to demonstrate the juvenile’s comprehension of presented topics.
- The facility name and address for each location used for service provision.

Facility Name	Facility Address
1.	
2.	
3.	
4.	



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Proposed Services & Rates:

Cognitive Skills Development/Cognitive Restructuring:		
Cognitive Skills Development only: <input type="checkbox"/> Yes <input type="checkbox"/> No	Cognitive Restructuring only: <input type="checkbox"/> Yes <input type="checkbox"/> No	Combined Cognitive Skills Development/Restructuring: <input type="checkbox"/> Yes <input type="checkbox"/> No
Rate:		
AOC does not wish to pay more than the stated rate(s) below:		
Individual (SC 196)	\$ <u>60.00</u> / hour	
Other Proposed Service Rate: Individual (SC 196)	\$ _____ / hour	
Group (sc 196)	\$ <u>35.00</u> / hour / juvenile	
Other Proposed Service Rate: Group (sc 196)	\$ _____ / hour / juvenile	

Other Agreement:

All contracts and services must be in compliance with the AOC Standard Terms & Conditions, applicable service specifications & special contract conditions.

By signing below, I confirm that I have read and fully understand the requirements necessary to provide Cognitive Skills Development/Cognitive Restructuring services and I agree to all requirements, restrictions, service tasks and contract rate(s):

Contractor Signature / Date



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AOC USE ONLY: DO NOT FILL IN BEYOND THIS LINE

Contracted Services & Rates:

Cognitive Skills Development/Cognitive Restructuring:		
Cognitive Skills Development only: <input type="checkbox"/> Yes <input type="checkbox"/> No	Cognitive Restructuring only: <input type="checkbox"/> Yes <input type="checkbox"/> No	Combined Cognitive Skills Development/Restructuring: <input type="checkbox"/> Yes <input type="checkbox"/> No
Rate:		
Individual (SC 196)	\$_____/ hour	
Group (sc 196)	\$_____/ hour / juvenile	

Other Agreement:

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By signing below, I confirm that I have read and fully understand the requirements necessary to provide Cognitive Skills Development/Cognitive Restructuring services and I agree to all requirements, restrictions, service tasks and contract rate(s):

Contractor Signature / Date

AOC Signature / Date