

**ARIZONA SUPREME COURT
ADMINISTRATIVE OFFICE OF THE COURTS
JUVENILE JUSTICE SERVICES DIVISION
Contract Year 2014 - 2019
SERVICE SPECIFICATION
BEHAVIOR SPECIFIC EDUCATION
Service Code 190**

SERVICE DEFINITION:

This is an educational and skill building service which addresses a specific topic. Topic may include, but is not limited, to the following: anger management, physical health, shoplifting, drugs and alcohol, truancy, tobacco use, job skills, and domestic violence.

The service may be provided in an individual and/or group setting. The contractor shall ensure low risk youth are not combined with medium and high risk youth in a group setting. The delinquency risk level is determined by the JOLTS/iCIS risk tool which is administered by the probation officer. Delinquency risk populations must be segregated as follows: Youth scoring low risk (0 to 0.50) and youth scoring medium/high risk (0.51 to 1.0). Additionally, consideration must be given to “group” youth according to their development stage (early, middle, late adolescence) and/or cognitive ability.

STANDARDS/LICENSURE REQUIREMENTS:

- This service does not require an agency or individual to hold a specific license.
- At a minimum, the service shall be provided by a person who is twenty-one (21) years of age and has relevant education, experience and training to effectively deliver the service.

UNITS OF SERVICE:

The service may be proposed by the hour, class or program, depending upon its format and delivery structure.

SERVICE GOAL:

To educate and provide youth instruction on a specific topic that will impact their lives and guide them to make positive decisions and life changes that will reduce their risk to re-offend.

SERVICE TASKS:

1. Deliver the educational material in a structured and supportive learning environment to youth.
2. Utilize a curriculum that directs the learning process and ensures consistency in participant information acquired. Contractor is required to submit the service/program curriculum with the service specification.

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3. Initiate and promote the development of the youth's individualized understanding of values, attitudes and behaviors, relative to topic.
4. Provide an opportunity for each youth to practice skills learned and provide feedback allowing for skill refinement.
5. Document youth attendance and level of participation and comprehension of material within 24 hours of service delivery.
6. Conduct pre and post-test of youths' comprehension of the presented topic and must be scored to ascertain the youths' attainment of written service objectives.
7. Summarize and submit test score data to the AOC each fiscal year (7/1 through 6/30), AOC must receive data by July 31.
8. Prepare and provide all required reports in accordance with AOC Standard Terms & Conditions.
9. Contractor must have original youth signature on a dated attendance form for each day of service provided. The attendance documentation must be maintained for the entire length of the contract.
10. Upon request, the Contractor may be required to submit an itemized service budget and clearly document all relevant budget assumptions.

