

## **Indiana Probation Standards amendments effective January 1, 2021**

**3.4 Interview** -- A probation officer shall interview the individual before preparing and filing the PI/PDR/PSI report.

When interviewing a child and the child's family for a PI/PDR/PDR Modification, the probation officer shall immediately contact the Indiana Child Abuse and Neglect Hotline or local law enforcement if the officer has reason to believe that a child is unsafe or a victim of abuse or neglect (IC 31-33-5-1 et seq.).

**3.6 Recommendations** -- The PDR/PSI shall include a summary and evaluation of the information contained in the report and shall include recommendations for the court to consider in sentencing or disposition.

The presentence/predisposition report shall address the needs of the individual. Supervision, treatment issues, and special conditions applicable to the individual shall be addressed in his/her conditions of probation.

The predisposition report shall recommend services to the family that may be necessary to achieve the child's conditions of probation and case plan goals, and promote appropriate care, supervision, and well-being of all children in the home.

**4.4 Expectations for Supervision** -- A probation officer shall ~~review the conditions of probation with each probationer as soon as possible after the sentencing or disposition hearing~~ do the following in the course of supervising persons on probation:

- a) provide a copy of the conditions of probation and review the conditions of probation as soon as possible after the sentencing or disposition hearing
- b) assist the person to achieve the conditions of probation and case plan goals
- c) (for juvenile cases only) assist the child's family to support the child's achievement of the conditions of probation and case plan goals
- d) conduct office contacts and home visits with the person according to contact standards

- e) immediately contact the Indiana Child Abuse and Neglect Hotline or local law enforcement if the officer has reason to believe that a child is a victim of abuse or neglect
- f) immediately contact the Indiana State Hotline for Adult Protective Services or local law enforcement if the probation officer believes or has reason to believe that an endangered adult is the victim of battery, neglect, or exploitation (IC 12-10-3-9)
- g) (for juvenile cases only) recommend services to the family that may be necessary to achieve the child's conditions of probation and case plan goals, and promote appropriate care, supervision, and well-being of all children in the home
  - a. document the identified needs and services in the case file
  - b. notify the court about the identified needs and services

**4.6 Contact Requirements** -- Probation officers shall maintain contact with probationers according to the minimum contact standards adopted by the Judicial Conference of Indiana and applicable state and federal laws.

A system of regular meetings between assigned probation officers and probationers serves several purposes. It holds the probationer to the level of accountability associated with their risk of re-offending while on probation; it provides the means for officers to obtain updated information about the probationer; and it affords the opportunity to address relevant issues with the probationers.

A child placed in a non-secure out-of-home placement shall be seen face-to-face each calendar month. Each meeting must be well-planned and focus on case planning and service delivery to promote the safety, permanency, and well-being of the child.

**4.12 Review of Case Plans** -- Individualized case plans shall be reviewed and updated periodically following significant and/or repetitive violations of community supervision and any risk/needs reassessment.

Ongoing review and updating of an individualized case plan is imperative as the risk and needs of a person under community supervision changes throughout the course of supervision. The ability to effectively address the risk and needs associated with each individual as areas of concern change promotes long-term success in reducing the overall risk the person poses to the community.

The case plan for a child in a non-secure out-of-home placement shall be reviewed and updated by at least once every one hundred eighty (180) days. [IC 31-37-19-1.5(f)]

**4.25 Case Audits and Quality Assurance for juvenile out-of-home placements —**  
Quality assurance review required for non-secure juvenile out-of-home placements and/or services paid for by the Department of Child Services.

Case files of juveniles in non-secure out-of-home placements and/or services paid for by the Department of Child Services (DCS) are subject to random case audits and quality assurance reviews. The results of audits and reviews will be shared with DCS, Office of Judicial Administration, and the probation department to improve system design, service delivery, and education and training programs.