

# JDAP Disposition When A Youth Moves

**OBJECTIVE:** This brief tutorial explains how to enter a JDAP disposition when a youth has moved from your home circuit to a different circuit and the different circuit will be providing JDAP services.

**EXAMPLE SCENARIO:** The youth lived in Pinellas County with his parents at the time of the JPO's initial intake interview. The youth then moved to Hillsborough County to reside with a grandmother while the case was moving through the intake/court process. The case was disposed to JDAP. Hillsborough County's JDAP will be providing the JDAP services.

Reflecting this accurately on the facesheet can be accomplished in 4 easy steps:

## STEP 1: Go to Modules – Referral - Disposition

The screenshot shows a software interface with a menu bar at the top containing 'Add New Referral', 'Modules', 'Reports', and 'LogOut'. A dropdown menu is open under 'Modules', showing options like 'Juvenile Registration', 'Special Alerts & Alias', 'School', 'Family Member', 'Youth Notes', 'Referral', 'Referral Maintenance', 'Disposition', 'Close Charges', 'Group Charges', and 'Closed Charge Disposition History'. A red arrow points to the 'Disposition' option. Below the menu is a table with columns: 'Ref#', 'Status', 'Case Type', and 'Prim Dispo By'. The table contains two rows of data.

Ref#	Status	Case Type	Prim Dispo By
3941889	Disposed	Diversion	Gomez, Katherine (12/19/2014)
3828654	Closed		Gomez, Katherine C (7/22/2013)

**STEP 2:** Dispose of the charge to JDAP. Select the charge(s) to dispose and click “Add Dispo”

Maintenance

Disposition

Youth Name: [REDACTED]  
DJJID: [REDACTED]

Note: 'Add Dispo' and 'Edit/Delete Disposition' will be available upon selection of Referral/Charge.

Ref#	Offense Date	Charge	Court#	Primary Dispo	Secondary Dispo	Status	Case Type	Prim Dispo By	Second Dispo By
<input checked="" type="checkbox"/> 3941889	05/22/2014	BATTERY FELONY BATTERY RESULTING FROM GREAT BODILY HARM OR	14-2480dlano			Open	Intake		
<input type="checkbox"/>		LEWD AND LASCIVIOUS EXHIBITION PROHIBITED BY FLORIDA STATUTES	13-2471dlano	Non-file (7/19/2013)		Closed		Gomez, Katherine C (7/22/2013)	

Exit

**STEP 3:** Select the county where the disposition occurred, answer the attorney question, then click “Next>>/Save”:

Maintenance

Add Disposition

Youth Name: [REDACTED]  
DJJID: [REDACTED]

REF#	CHARGE	COURT#	Pr
<u>3941889</u>	BATTERY FELONY BATTERY RESULTING FROM GREAT BODILY HARM OR	14-2480dlano	

Disposition Type \* JDAP / IDDS (Jud)

Disposition Date \* 1/1/2014 MM/DD/YYYY

Disposition Type \* WithHeld

County \* Pinellas

**Attorney Involvement Selection**  
Answer based on the situation during the disposition/resolution of this particular case.  
Did the youth have an attorney assist in this action?  
Do not consider an attorney that was involved in a previous disposition in this case, but was not involved in this case.

Youth had an attorney: \*  Yes  No

If Yes then: \*  Public Defender  Private Attorney  Appointed Attorney not PD

Attorney name: Last [Blow] First [Joseph] MI [ ]

<< Back Next >>/Save Exit

**STEP 4:** Select the circuit where the youth will actually receive services, then click “Save”.

**Placement Information**

**Youth Name:** ██████████  
**DJJID:** ██████████  
**ReferralID** ██████████

**Release Information**

Sub Component \* Intervention - Intake  
Release Reason \* Judicial handling  
Admit Date \* 8/1/2014 MM/DD/YYYY

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**Admit Info**

Circuit \* **Thirteenth Circuit**  
Sub Component \* Diversion - Pending Services  
Admit Reason \* Judicial  
Custody Unit \* JDAP / IDDS - 13 Circuit - Pending Services  
Admit Date \* 8/1/2014 MM/DD/YYYY

[<< Back](#) **Save** [Exit](#)

**DONE!**

The facesheet now reflects that the disposition was imposed by Pinellas County, but the youth will receive services in Hillsborough County. Hillsborough County’s JDAP will initiate services with the family.