

DJJ PREVENTION ASSESSMENT TOOL (PAT) TRAINING & IMPLEMENTATION INFORMATION

Implementation expectations:

- Programs should be completing PATs as staff are trained. Staff that have completed training requirements shall begin assessing youth using the PAT within 14 calendar days of training.
- As of February 1, 2015, all youth admitted to a DJJ funded prevention program must be assessed using the PAT. Any exceptions to this must be approved by DJJ.
- All youth must have the PAT completed and entered in JJIS within 7 calendar days of admission to the program. (Data entry requirement for admission is 3 business days.)
- An exit PAT is required for youth whose length of stay in a prevention program is greater than 60 calendar days. We recognize sometimes barriers may prevent the exit PAT from occurring. The JJIS Prevention Web is equipped with multiple options to denote the inability to conduct the exit PAT. The exit PAT should be completed within the last 14 calendar days of the youth's participation in the program. (Youth should be released from JJIS within 7 calendar days of release from services.)

Exceptions:

*Programs consisting of one-day events or with very short length of stays (20 days and under).
Programs that will only be operating for six months or less with no renewal option.
Other exceptions will be considered on a case by case basis.*

Training Requirements:

For staff that will be completing the PAT and/or entering PAT data in JJIS, three trainings are required- JJIS, Motivational Interviewing and PAT.

JJIS and Motivational Interviewing can be taken in any order. Both are required prior to PAT training.

For programs that utilize a "data entry" specialist, the program has two options:

Option 1: Data entry staff is only entering admission and demographic youth data into JJIS. Once the admission wizard is completed; they should notify the assessing staff who can then input the PAT.

*Option 2: Staff enters admission and demographic youth data into JJIS. Assessing staff completes the interview and fills out a hard copy of the assessment and provides it to the data entry staff for entry to JJIS.

Note: This option is not preferred as it creates more chances for inaccuracies due to the exchange of handwritten information and lack of continuity with the actual assessor.

JJIS Training:

This training is an average of 2 to 4 hours. There is no pre-requisite training required.

This training is done locally through the DIO. There are multiple DIOs who provide this training across the state.

A list of current DIOs is always available on the DJJ website. <http://www.djj.state.fl.us/partners/data-integrity-jjis>

Prior to JJIS training the following is needed, JJIS access protocols must be followed. The contract manager assists the provider in this process. The process and forms are available on the DJJ website:

<http://www.djj.state.fl.us/partners/data-integrity-jjis/access-agreements-policies>

Motivational Interviewing:

This is a 2-day training. There is no pre-requisite training required.

There are many trainers who provide this training across the state.

All MI training are posted in SkillPro for registration on a monthly basis.

For any questions related to MI training, contact Jeff Powell. (jeff.powell@djj.state.fl.us)

PAT Training:

This is a 1-day training. Pre-requisite trainings are: JJIS & MI

There are multiple trainers who provide this training across the state.

All requests for PAT training are submitted to Lindsey Martin. Send the completed PAT Training Request form to Lindsey Martin via email. (lindsey.martin@djj.state.fl.us)

Once enough requests are received in a particular area, training is advertised and posted in SkillPro. Those who submitted requests will be notified as soon as the class is available in SkillPro.

After training is completed, place a DIO work order to request access to the PAT.