
(Court Name)

Youth Diversion Plan

Youth Diversion Coordinator: _____

(Name of Youth Diversion Coordinator)

If child is eligible for diversion, coordinator will collect \$50 fee on a case-by-case basis

1. Youth and Parent/Guardian contacts the court to schedule the in-take process.
2. **In-Take Process and eligibility determination checklist:** During the in-take process, youth and parent/guardian will meet with coordinator to determine eligibility for diversion. Coordinator determines diversion eligibility using the checklist.
3. **Questionnaires for Early Identification:** Once diversion eligibility has been established, youth will complete a basic questionnaire to determine where the child may be struggling and to identify remorse and the willingness to accept responsibility/accountability for their actions. An advanced questionnaire will be administered based on the findings of the basic questionnaire. The advanced questionnaire is used to help identify Mental Health issues or Drug Abuse issues. An optional Parent/Guardian questionnaire is available with an observations tool.
4. **Determining Strategy:** Coordinator will determine the best diversion strategy based on information gathered from questionnaire and the offense, and what is the best approach for the child. The diversion strategy will be added to the agreement.
5. **Diversion Agreement:** Diversion coordinator will document the written diversion strategy and go over the details with both the youth and the guardian. Once youth and guardian understand the plan and what is required of them to be successful, they will sign the agreement.
6. **Resources, Referrals and Service Provider Forms:** Coordinator will provide, to the child and parent, the necessary tools and resources including the list of service providers who can assist in helping them successfully complete the items on the written TX Youth Diversion Agreement.
7. **SUCCESSFUL Completion of Diversion:** Youth will show proof the diversion items were completed on the diversion agreement and if successful, court will file Dismissal of Charge Pursuant to Diversion Agreement.
8. **UNSUCCESSFUL Diversion:** If youth was unsuccessful on their agreed upon diversion plan, the court will file 'Referral to Court for Hearing', Non-Compliance with Diversion Agreement.
9. **MOUs Signed by Service Providers available upon request.**

IMPORTANT: This one-page youth diversion plan is a great starting point. You can tweak, add, remove, to make it your own later.

Your plan will need to have: *A written description of the types of strategies you will implement and use for youth diversion. (Your plan does not limit you on the types of diversion strategies that may be imposed (art. 45.308) Each court shall adopt a youth diversion plan)*

Contact us: info@CourtSolutionsOnline.com

Or, send a text message: 830-372-4555

STEP-BY-STEP

How to Set Up Your Plan

(The youth diversion plan on page 1 meets the requirement.)

Current laws don't list specific ways to help youth avoid getting deeper into the justice system. However, Article 45.305 gives examples of "diversion strategies" that courts can use.

Some of these strategies include:

1. **Programs for Self-Improvement:** Courts can ask a child to participate in programs like teen court, school-based activities, or classes focused on building positive skills. These may cover topics like self-esteem, leadership, avoiding violence, managing anger, life skills, wellness, or conflict resolution. They can also include awareness programs for alcohol, tobacco, and drugs.
2. **Support Services:** Children can be referred to support services for extra help. This might include working with youth counselors, case managers, tutors, or mentors. They may also receive mental health screenings, academic help, job training, or even counseling in school.
3. **Other Court-Ordered Actions:** Courts might require children to go through mediation to resolve conflicts, take part in drug or alcohol testing, or follow treatment prescribed by medical or mental health professionals.
4. **Restitution and Community Service:** Courts can order the child to pay up to \$100 in restitution if property is involved, complete up to 20 hours of community service, or do other activities the court finds suitable.

These options help courts guide children towards positive actions without giving them a criminal record.

Here's a simplified, step-by-step summary of the youth diversion process:

In a nutshell: First, check if the child qualifies for diversion. Then, create a diversion agreement that outlines the child and parent's responsibilities for successfully completing the program. Both the child and parent need to sign this agreement. You can choose whether or not to collect a \$50 administrative fee. Upon successful completion of the diversion program, the court will dismiss the case without further action.

Steps to follow:

1. **Determine Eligibility:** Use the Diversion Eligibility Checklist to assess if the child qualifies.
2. **If Eligible:** Have the child fill out the Basic Questionnaire.
3. **Choose the Best Diversion Strategy** for the child's situation.
4. **Sign the Agreement:** Ensure both the child and parent sign the youth diversion agreement.
5. **Collect the \$50 Admin Fee** (optional).
6. **Provide Tools and Referrals:** Give the child and parent the resources they need to complete the diversion program.
7. **Successful Completion:** Once the child fulfills the program terms, the court will dismiss the case without further action. Close the case and report as successfully completed.

The Plan we have added on page 3 is all you need to meet the requirement. You can follow the plan until you need to change, tweak or update to meet your client's need. Most courts will find the plan on page 3 will meet their needs.