

TN

Department of
Children's Services



Wilder Point and Level System

For a Tennessee's Youth Development Center

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Table of Contents

The YDC Program	3
What We Offer	3
Your Child and Family Team	3
Positive Behavior Model	4
Ways to Earn Points and Rewards	4
YDC Level System	6
Level 1	7
Level 2	7
Level 3	7
Level 4	7
Point System Privilege Levels	9
Approved State Items	10
Approved Personal Property Permitted in Rooms	10
Additional Interventions to Increase Positive Behavior	10
Major Offenses Subject to Discipline	11
Enforcement Schedule for Discipline: Major Offenses	11
Minor Infractions	12
Modification of Standard Programming	12

THE YDC PROGRAM

We've worked with thousands of youth to find a different path for their lives, and we're committed to helping you find yours. We know that you might not be excited to be here. Even so, we want this to be a positive experience for you.

We'll spell out our expectations. We'll do everything we can to help you achieve them. It's going to be up to you, though, to make it work. You're probably going to face some real challenges here, but like the many, many before you, it is nothing you can't handle.

We'll teach job skills and independent living skills that will help you to be successful once you have completed your program. You will learn how to take better care of yourself and how to grow into confident young men.

Doing that requires taking responsibility for your actions. It means learning that future success relies on understanding the value of hard work and having the desire to change.

What We Offer

- High School Education
- High School Equivalency Test
- Tutoring
- Medical and dental services
- Therapy (Individual, Family and Group)
- Case Management
- Medication management
- Substance abuse treatment and relapse prevention
- Anger management courses
- Community service programs
- Independent living skills instruction
- Vocational training
- Job skills training
- Recreational activities

YOUR CHILD AND FAMILY TEAM

The program is based on achieving individualized objectives, completing indicated treatment groups, maintaining positive behavior and earning points on a weekly basis in the program. The goal of your treatment program is to engage in positive relationships and opportunities to contribute, create, and lead, so that you may develop skills and become a successful adult.

You will be assigned a Residential Case Manager (RCM). This person will be your Treatment Team Leader. Your Child and Family Team consists of you, your guardian, your RCM, your Juvenile Service Worker (JSW) a teacher, a medical professional, a therapist, and a Youth Service Officer. This team oversees your Treatment Plan, monitors progress of your goals and action steps, and provides ongoing assessment of your strengths and needs.

If you progress quickly through your action steps and levels, you may be able to re-enter the community sooner. Similarly, if you take a longer time to meet your action steps, you may take longer to complete the program.

THE POSITIVE BEHAVIOR MODEL

Upon admission, you will participate in the Positive Behavior Model. You will be rewarded for positive behavior and this will be recorded on your Weekly Points Sheet. You will earn points for displaying positive behaviors.

Ways to Earn Points and Rewards

Each week, you will begin with zero points and have the opportunity to earn up to 360 points by displaying specific behaviors. The Treatment Team will record your points on your Point Sheet and review these behaviors with you each week. Your points will be totaled at the end of the week and you will be given a copy. Points earn you privileges and help you advance in the level program. Every week is a new opportunity to earn points.

As you advance through the levels, you gain additional privileges and responsibilities. There are six major areas on the weekly point sheet in which you need to progress to advance in the Level System. For each of the 30 items below you can earn a weekly score of 0 (Almost Never), 5 (Half of the time), or 10 (Most of the time). The exception is for the dorm area. There are 20 points awarded for each dorm as positive behavior for a max total of 120 (0 Almost Never, 10 Half of the time, 20 Most of the time).

Education: 50 Points Maximum (0 almost never, 5 half the time, 10 most of the time per behavior)

1. Follow staff direction the first time.
2. Use respectful language that is focuses on class topic.
3. Raise your hand and wait to be called on before speaking.
4. Complete your work and share your thoughts when asked by the teacher.
5. Stay in your seat or area that you need to be.

Group: 50 Points Maximum (0 almost never, 5 half the time, 10 most of the time per behavior)

1. Actively participate by being a role model of the skill, giving feedback on others modeling of the skill, looking at the person presenting.
2. Keep your voice at conversational volume and tone.
3. Use respectful language.
4. Raise your hand and wait to be called on before speaking.
5. Stay in your seat or area where you need to be.

Mealtime: 60 Points Maximum (0 almost never, 5 half the time, 10 most of the time per behavior)

1. Follow staff direction the first time.
2. Line up quietly for meals.
3. Focus on finishing meal on time.
4. Stay seated unless given permission to move.
5. Leave your area clean.
6. Speak quietly so the person next to you can hear.

Dorm: 120 Points Maximum (0 Almost never, 10 half the time, 20 most of the time)

1. Follow staff direction and dorm rules the first time.
2. Stay in your room during showers and bedtime and do not enter other youth's rooms
3. Bed is made and clothes folded.
4. Keep walls clean and free from graffiti only approved items on the wall.
5. Speak quietly so the person next to you can hear.
6. Use bubble talk and conversation with staff to ask for support when you have a conflict with peer or staff.

Clothing: 40 Points Maximum (0 almost never, 5 half the time, 10 most of the time per behavior)

1. Remain fully clothed in daywear or night clothes.
2. Wear pants at your waist at all times and only one pair of clothing (e.g. 1 pair of pants) at a time.
3. Doo Rag can be worn only in the dorm.
4. Keep clothing and shoes free of markings/graffiti and gang symbols.

Mental Health/Medical: 40 points maximum (0 almost never, 5 half the time, 10 most of the time per behavior)

1. Attend each session for the duration of the time as applicable (individual, family, group).
2. Actively participate in therapy by listening, speaking, completing an assignment and responding to therapist questions.
3. Follow medical protocol by completing a sick call sheet/medical call request
4. Meet with Nurse Practitioner when referral is made by staff

Earning a Weekly Allowance

You will have the opportunity to earn an allowance of up to \$5 per week. You will earn money based on the number of points you have earned for that week. You will earn \$1 for 20-39.9%, \$2 for 40-59.9%, \$3 for 60-79.9%, \$4 for 80-89.9% and \$5 for 90-100% of your points for the week.

The Commissary

The purpose of The Commissary is to provide you with personal items or food that you may buy with the money you earn for positive and responsible conduct. Items may be purchased from Commissary once a week. You can earn up to \$5.00 a week in your account to either save or spend on Commissary.

a) *Privilege Level requirement:*

- You are eligible to place orders from commissary once you have reached Level 2 in the program have available funds in your student trust fund account.

b) *Maximum spending amount per order:*

- The total amount you can spend on Commissary is based on your level:
 - Level 2 - \$8 a week
 - Level 3 - \$10 a week
 - Level 4 - \$12 a week

c) *Order Distribution/Delivery day and location(s):*

- The commissary is open on Wednesdays.
- Your purchased items are brought to you in the dormitory. You will check the order and sign the invoice form.

The Activity Room

The Activity Room has snacks, television, and games. When you earn 270 (75%) points for the week, you will have access to the activity room one time that week. You will be allowed to play cards, PS3, Xbox, Wii, and other games.

Activities for the Entire Campus

The facility provides different activities and events for all youth that you will be able to participate in and enjoy throughout your stay. Listed below are some examples of activities:

- **Family Fun Day Events** – You may be given the opportunity to participate in fun activities with your family.
- **Birthday Parties** – You may be given a birthday party and certificate during the month of your birthday. You are served a birthday meal in the school.

Earned Activities:

You will be able to earn different incentives and events by demonstrating positive behavior and meeting set criteria for participation throughout your stay. Listed below are some examples of incentives:

- **Honor Roll Party** – You may be able to participate in a celebration for making A's and B's for the 6 weeks grading period.
- **Picture Card** – If you earn 100% (720) points every two weeks you will receive a picture card. You can use this card to take a picture that you may send home to your family.
- **Star Youth** – If you earn 100% (360) of your points for the week you will be a star youth and your name will be entered into the end of the month drawing for the chance to win a prize. You can earn star youth status each week of the month and increase your chances of winning a prize in the drawing at the end of the month.
- **Lunch with Superintendent** - If you earn 100% (360) of your points for the week you will be a star youth and your name will be entered into the end of the month drawing for the chance to have lunch with the superintendent.
- **Therapy Snack** You will earn a small treat if you earn all 40 points for the therapy category per week.

Monthly Drawing

There will be a monthly drawing. The Star Youth (those who earned 100% (360) points per week) will have their names entered in a drawing and there will be one prize winner. Examples of prizes include lunch with superintendent or a radio.

Dorm Awards:

- **Dorm with Highest Points - Special Event:** The dorm with the highest average number of points per youth at the end of the month will be eligible for a special event. The winning dorm will get to enjoy a special surprise event. Examples include a pizza party or another event.

Dorm with Least Aggressive Majors - Special Event: The dorm with the least number of Aggressive Majors (physical altercation with staff or youth) for the month will be eligible for a special snack prize.

Youth Development Center Level System

Explanation of the Level System

As you will see below, as you advance through the levels, you gain additional privileges and responsibilities.

Expectations for All Youth

- Follow staff directions
- Direct any questions you have regarding the rules or guidelines to the staff
- Attend school daily and actively participate if you are in school
- Participate in all activities
- Participate in all group meetings

- Adhere to guidelines in the Youth Handbook

All Youth Will

- Have a bedtime of 9:00 pm (weekdays and weekends);
- Receive five 10 minute phone calls per month (4 given by dorm and 1 given by RCM); and
- Write as many letters as you wish.

Level 1 (0-2,880)

Level 2 (2,880-5,760)

When you are on Level 2 you will have the following privileges:

1. **Youth Council** – You will be eligible to serve on the youth council. Have to be nominated and elected by the youth in the dorm. Two staff members will serve as youth council sponsors.
2. **Black Bag Special** – You will be allowed a black bag with a variety of items received once a month. Bags will be stocked by warehouse and distribution of items will be done by the school personnel.
3. **Commissary** – You will be allowed to order items through Commissary.

Level 3 (5,761-8,640)

When you are on Level 3 you will have the following privileges:

1. **ART Youth Champion** – You will be eligible to be the youth representative as the ART Champion meetings. One youth will be selected by the Treatment Team for each dorm. Limit one (1) youth per dorm.
2. **Certificate of Notification to Advancement to Level 3** – You will be awarded a certificate recognizing your advancement to Level 3
3. **Movie Time** – Will have opportunity to enjoy a dinner and a movie once a month in the school. The times for this activity will be determined based on staff availability.
4. **Commissary** – You will be allowed to order items through Commissary.
5. **Extra Phone Call** – You will be allowed an extra 5 minutes per each phone call.
6. **Black Bag Special** – You will be allowed a black bag with a variety of items received once a month. Bags will be stocked by warehouse and distribution of items will be done by the school personnel.
7. **Youth Council** – You will be eligible to serve on the youth council. Have to be nominated and elected by the youth in the dorm. Two staff members will serve as youth council sponsors.

Level 4 (> 8,640)

When you are on Level 4 you will have the following privileges:

1. **Free Weights** – You will have access to recreational weight area in gym.
2. **Fishing** – You will be permitted to fish at the lake within thirty (30) days of release.
3. **Pictures** – You will be eligible to get a picture taken one time per month.

4. **Extra Phone Call** – You will be allowed an extra 5 minutes per each phone call.
5. **Black Bag Special** – You will be allowed a black bag with a variety of items received once a month. Bags will be stocked by warehouse and distribution of items will be done by the school personnel.
6. **Youth Council** – You will be eligible to serve on the youth council. Have to be nominated and elected by the youth in the dorm. Two staff members will serve as youth council sponsors.
7. **Movie Time** – Will have opportunity to enjoy a dinner and a movie once a month in the school. The times for this activity will be determined based on staff availability.
8. **Commissary** – You will be allowed to order items through Commissary.
9. **ART Youth Champion** – You will be eligible to be the youth representative at the ART Champion meetings. One youth will be selected by the Treatment Team for each dorm. Limit one (1) youth per dorm

POINT SYSTEM PRIVILEGE LEVELS

Privilege	Level 1	Level 2	Level 3	Level 4
Extra Monthly Phone Call	Not eligible	Not eligible	YES 5 Extra minutes per call	YES 10 Extra minutes per call
Commissary	Not eligible	YES Can Spend \$8	YES Can Spend \$10	YES Can Spend \$12
Monthly Black Bag Special	Not eligible	YES	YES	YES
Youth Council	Not eligible	YES You can be nominated and elected by youth in the dorm	YES You can be nominated and elected by youth in the dorm	YES You can be nominated and elected by youth in the dorm
Intramural Sports	Not eligible	YES You can tryout and participate in tournaments	YES You can tryout and participate in tournaments	YES You can tryout and participate in tournaments
Monthly Movie Time	Not eligible	Not eligible	YES	YES
Free Weights/Gym	Not eligible	Not eligible	Not Eligible	YES
ART Youth Champion	Not eligible	Not eligible	YES You can be selected by your treatment team	YES You can be selected by your treatment team
Off-Campus Trips	Not eligible	Not eligible	Not eligible	YES You may be selected if you are in release status.
Fishing	Not eligible	Not eligible	Not eligible	YES

				You may be selected if you are within 30 days of release.
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State Issued Items for All Youth

- Envelopes
- One toothpaste
- One bottle of shampoo
- One hair grow/moisturizer
- One deodorant
- One Comb/Brush (no longer than 6", no wider than 1 1/2", No handles) In-room use ONLY
- Paper & Pencils
- One toothbrush
- One conditioner
- One lotion
- One soap

- Three blue pair of pants
- One towel
- Three pair of socks
- Three T-shirts
- One pair shower shoes
- Three green Polo shirts
- One wash cloth
- Three pair of underwear
- One Hoodie

One High top shoe (state issued) **Shoes will be placed in locker daily**
 One Low top shoe (state issued) **Shoes will be placed in locker daily**

Approved Personal Property Permitted in Rooms

(Parents may mail in these items to you)

In addition to State Issued Items, the following personal property is also permitted:

- Envelopes
- One toothpaste
- One bottle of shampoo
- One hair grow/moisturizer
- One deodorant
- One Comb/Brush (no longer than 6", no wider than 1 1/2", No handles) In-room use ONLY
- Paper & Pencils
- One toothbrush
- One conditioner
- One lotion
- One soap

- Three T-Shirts - (white only)
- One Gym shorts - (gray only)
- One Jogging pants - (gray only)
- Three pair of Socks - (White only)
- Three Underwear - (Plain white boxer only)
- One Thermal Underwear (1 top and 1 bottom/gray only)
- One Hoodie - (gray only)
- One Hair Pick (Plastic)
- One Do-Rag

Pictures that are pornographic, have gang signs, references to alcoholic beverages, drugs, other current youth or gambling are NOT permitted and will be confiscated as contraband if found.

Additional Interventions to Influence Positive Behavior

From time to time, you may engage in behaviors that are not helpful to you or others. These negative behaviors may have been acceptable or made sense in your previous environment, but are not helpful in the YDC and the larger community. This may serve as a barrier to you reaching your goals. It will be important for you to learn to reflect on how your negative behaviors affect not only yourself and others, but the community

as a whole. Engaging in these types of behaviors can impact the number of points that you earn how many Good Days you earn, and therefore how quickly you progress through the program levels. The program provides several interventions to assist you in reflecting upon these actions. During your stay here, your Treatment Team will work with you to help you better understand how your thoughts, feelings, and behavior are related to each other.

Self-Evaluation Time-Out

Staff may ask you to remove yourself from the group for a short period of time in order for you to re-evaluate your behavior, attitude, or interactions with others. During this time:

- You will be asked to remain quiet and calm. This is a time for you to reflect upon thoughts, feelings, and behaviors.
- You may be given a written assignment

Major Offenses Subject to Discipline

Major Offenses constitute the most serious category of offense behavior and are subject to the highest level of disciplinary action. If you violate a major rule you will be written up and receive a copy of a major discipline report.

A disciplinary hearing will be held within seven working days, excluding weekends and holidays, from the date of the rule violation. You have a choice to have the hearing held by a Hearing Officer or you may waive your right to the hearing and proceed to the second level, which is to appear before a three member discipline committee. You will attend the hearing unless your behavior becomes uncontrollable during the hearing. You are allowed to have a staff advocate, who is a person you pick to be present at the discipline hearing to help you understand what is happening. You may also bring evidence and witnesses to assist you. A copy of the hearing results will be provided to you after the hearing.

You have the right to appeal any disciplinary actions within fifteen (15) days of the findings from the disciplinary hearing.

Note: If a disciplinary report is dismissed during a hearing or dismissed on appeal, no record of the incident or proceedings is placed in your file. Record of this information is logged and maintained by administration.

The following list indicates the maximum points that may be taken for major rule violations. As a result, you may lose privileges or be dropped down a level for the violation.

Enforcement Schedule for Discipline: Major Offenses

Offense	Loss of Points:
Aggravated Battery*	1,400
Assault & Battery*	1,320
Arson	1,200
Riot (participation in)*	1,440
Rape*	2,400
Escape or attempted escape*	1,440
Selling Drugs	1,200
Possession Weapon	1,200
Possession/Use of Drugs	1,200

Possession of Inhalants/Intoxicants	1,200
Extortion	960
Assault*	1,200
Fighting	1,200
Sexual Misconduct	1,440
Interfering with Staff	960
Threatening Staff	960
Threatening Youth	960
Destroying State Property	960
Possession of (Major) Contraband i.e., Electronics, Pornography, Money, Cell Phones	960
Stealing	960
Receiving & Concealing	960
Burglary	960
Forgery	960
Gambling	960
Conspiracy	960
Other Felonies	960

* Possible referral to Alternative Programming

* Possible prosecution

Minor Infractions

Please review form CS-0203 titled "Minor Rule Infraction/Sanction Notice for Youth in Youth Development Center". If you choose to engage in one of the behaviors listed in on the form as a minor infraction, you will receive one of the consequences outlined on the form. Minor infraction behaviors include the following: disruptive behavior, failure to follow institutional rules, horseplaying, out of assigned area, use of obscene language, racial slurs, refusal of a direct order and sexual slurs.

Modification of Standard Programming

Alternative programming: An alternative program may be substituted if you have exhibited continual disregard for the safety and welfare of yourself, your staff or your group members.

Alternative programming allows for modifications in your daily treatment plan, program and schedule to address your ongoing behavioral problems. Alternative programming may also mean that your privileges and incentives are modified to address your ongoing behavioral problems.

The alternative program option is not a consequence for a specific rule violation; instead it is a modification of the Individual Program Plan (IPP) if you choose not to self-regulate. Being assigned to Alternative Programming will result in a longer stay in the program.

Alternative programming plans must be in written form and reviewed by your Child and Family Team.