

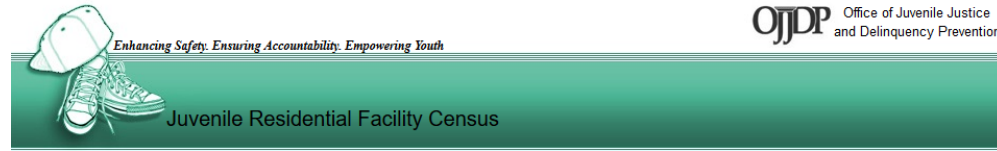
# JRFC Web Form Screenshots

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# Login

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Welcome to the Juvenile Residential Facility Census. Your participation in this census makes it possible to provide comprehensive and reliable statistical data on the residential placement of juvenile offenders; facilitate the needs of juvenile justice agencies and social service organizations that address the many problems faced by today's youth; and gather the most complete and accurate information regarding issues of juvenile detention, correction, and placement. Thank you for your participation in this endeavor.

## Login

- Login by entering the appropriate information and press the "Login" button
- Username and Password are case sensitive

Username:   
Password:

**Please note: sessions will expire (requiring you to log back in) after 15 minutes of inactivity. No data will be lost.**

### U.S. Census Bureau Notice and Consent Warning

You are accessing a United States Government computer network. Any information you enter into this system is confidential. It may be used by the Census Bureau for statistical purposes and to improve the website. If you want to know more about the use of this system, and how your privacy is protected, visit our online privacy webpage at <https://www.census.gov/about/policies/privacy/privacy-policy.html>.

Use of this system indicates your consent to collection, monitoring, recording, and use of the information that you provide for any lawful government purpose. So that our website remains safe and available for its intended use, network traffic is monitored to identify unauthorized attempts to access, upload, change information, or otherwise cause damage to the web service. Use of the government computer network for unauthorized purposes is a violation of Federal law and can be punished with fines or imprisonment (PUBLIC LAW 99-474).

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### Juvenile Residential Facility Census

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#### Facility Name:

Action	Status	Section	Description
<a href="#">Review Sec0</a>	Complete	0	Facility and User Contact Information
<a href="#">Resume Sec1</a>	In Progress	1	General Facility Information
<a href="#">Resume Sec2</a>	In Progress	2	Mental Health Services
<a href="#">Resume Sec3</a>	In Progress	3	Educational Services
<a href="#">Resume Sec4</a>	In Progress	4	Substance Abuse Services
<a href="#">Resume Sec5</a>	In Progress	5	The Last Month
<a href="#">Resume Sec6</a>	In Progress	6	The Last Year
<a href="#">Resume Sec7</a>	In Progress	7	General Information
<a href="#">Resume Sec8</a>	In Progress	8	Comments

The letters PDF or the  icon indicate a document is in the [Portable Document Format \(PDF\)](#). To view the file you will need the [Adobe® Reader](#), which is available for free from the Adobe web site.

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## Burden Statement

### BURDEN STATEMENT

#### FEDERAL ASSURANCES OF CONFIDENTIALITY AND OTHER NOTICES

The Juvenile Justice and Delinquency Prevention Act of 2002, provides the authority for conducting this data collection (see, 34 U.S.C. § 11161). We rely on your cooperation to present a clear picture of the state of juvenile justice placement in this country. The confidentiality of the information you provide on this questionnaire is guaranteed by Title 34, Section 10231 of the United States code. This law requires both the U.S. Department of Justice and the U.S. Census Bureau to hold strictly confidential any information that could identify individual youth, employees, or private facilities. The penalty for anyone violating this confidentiality is \$10,000. While public facilities are not subject to this statutory protection, OJJDP's policy is that the information collected for the Juvenile Residential Facility Census (JRFC) will only be used or revealed for research or statistical purposes, and it will take appropriate measures to protect the confidentiality of public facilities. The identities of all youth residing in facilities are protected. Further, per the Federal Cybersecurity Enhancement Act of 2015 (6 U.S.C. § 151), your data are protected from cybersecurity risks through screening of the systems that transmit your data. Your compliance with the request for information is entirely voluntary. If you would like more information concerning this authorization or the confidentiality guarantee, please write to Benjamin Adams at the address below.

Under the Federal Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood, and which impose the least possible burden on you to provide us with information. We estimate that it will take one to three hours to complete this questionnaire with two hours being the average. This estimate includes time for reviewing the instructions, searching for and gathering the data, completing the form, and reviewing answers. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, you can write to:

Benjamin Adams  
Social Science Analyst  
Office of Juvenile Justice and Delinquency Prevention  
810 Seventh Street, NW  
U.S. Department of Justice  
Washington, DC 20531

## FAQs

### FREQUENTLY ASKED QUESTIONS

**1.) Do I have to fill this out on the Web?**

NO. We will accept paper forms either by mail or by fax. However, responding using the Web form will guarantee instant receipt of your data transmission.

**2.) Once I enter the Web application, is there a time limit on how long I can remain in the application?**

YES and NO. There is no limit; however, the system will time out after 15 minutes of respondent inactivity, and you will need to re-enter your user name and password to get back into the Web form.

**3.) If I have to exit the application before completion in order to attend to another matter, will I lose the data that I have already entered?**

NO. All data will be maintained if you click the NEXT button on each page being completed before you exit, all of your data will be saved up to that point. You may re-enter the Web form at a later time and continue to enter data.

**4.) What should I do if the font size of the Web application is too small?**

Go to the "View" option on the menu bar. Click on "text size" and then click "largest".

**5.) How was my facility selected to fill out this survey?**

All facilities that can house a juvenile that has been charged with or court-adjudicated for an offense, either delinquent or status, are requested to complete the form regardless of the type of facility. These juveniles have been processed through the juvenile justice system and are therefore in scope for this census.

**6.) I work at a detention facility not a residential facility. Does this census apply to my facility?**

Yes, a residential facility is any type of facility where the person spends the night.

**7.) Do I have to use the reference date of October 24, 2018?**

If you are unable to give us a count of juveniles for this date, please select another day near that date that you would consider your population was "normal" and indicate to us what day you are reporting for in the comments section.

**8.) Section I Question 5 asks how many juveniles have assigned beds. We do not have "assigned beds". Do I need to complete the form?**

If you are unable to give us a count of juveniles for this date, please select another day near that date that you would consider your population was "normal" and indicate to us what day you are reporting for in the comments section.

**9.) If I have juveniles that are being housed that are part of a social services system (i.e. children in need of services/ abused/ neglected) and they have also committed an offense are they considered an offender in the juvenile justice system?**

YES. These juveniles have a current sanction against them and are considered to be of a "dual status" nature and as a result should be included as a charged or adjudicated juvenile due to the offense that has been committed regardless of their other needs.

**10.) If the reason a juvenile has been sent to a specific facility was to receive treatment for an addiction or affliction, but they also have a current sanction against them, should they also be included as a juvenile that has been charged with or court adjudicated for an offense?**

YES. Even though the sole reason the juvenile having been turned over to the facility's custody was to receive treatment, they remain of a criminal status as a result of a charge or court adjudication that has been sanctioned against them and would otherwise be placed in a corrective institution, if not for their addiction or affliction.

**11.) I have already submitted my data and would like to print a copy of the form?**

Log back in again with your user name and password and it will take you to the Thank You page. Click on the PDF icon.

**12.) Can I make changes to my form if I have already submitted my data?**

YES. After submitting your data and you determine that changes to the data are necessary, please contact Sabrina Webb at 1-800-352-7229 or [govs.JRFC@census.gov](mailto:govs.JRFC@census.gov).

**13.) I have a new facility that was not included in my packet?**

Phone or email Sabrina Webb at 1-800-352-7229 or [govs.JRFC@census.gov](mailto:govs.JRFC@census.gov). She will send you new forms or an identification number to complete the forms online.

**14.) Whom do I call if I have questions about filling out the form?**

Phone or email Sabrina Webb at 1-800-352-7229 or [govs.JRFC@census.gov](mailto:govs.JRFC@census.gov).

## History

### HISTORY

#### Juvenile Residential Facility Census (JRFC)

This biennial census, beginning in 2000, collects data on the characteristics of juvenile residential facilities. Data collected includes: type of facility, capacity, number of juveniles held on a specific reference date, physical and mental health care services, substance abuse services, and education services. All data for the JRFC is currently collected by mail, fax and online web submittal. All phases of data processing, editing, and tabulation are conducted by the United States Census Bureau. All collective Census documentation are then prepared and forwarded to, and published by, the Office of Juvenile Justice and Delinquency Prevention (OJJDP) under the Department of Justice. OJJDP is responsible for all analysis and data disseminations.

The JRFC provides a detailed picture of the facilities that hold juvenile offenders and the services these facilities provide. The Census of Juveniles in Residential Placement (CJRP), the companion collection to JRFC conducted in alternating years since 1997, collects information on the demographics and legal attributes of each youth in a juvenile facility on the census date. Together the two biennial censuses provide the most comprehensive picture available of youth sanctioned to residential placement in the United States and the facilities and services these youth are provided. The JRFC and CJRP replaced the Census of Public and Private Juvenile Detention, Correctional, and Shelter Facilities, also known as the Children in Custody census, which had been conducted since the early 1970s.

## Section 0

### Item A - Verification of Facility Name

**Please update the facility name below if corrections are needed:**

**Facility Name:**

- Yes, the name listed above is the correct name for this facility.  
 No, the name listed above is not the name of this facility. (Enter corrections below.)

**What is the correct name of your facility?**

### Item B - Verification of Mailing Address

**Is the address below the mailing address of the facility?**

- Yes, the address listed above is the mailing address for this facility. (Proceed to Item C.)  
 No, the address listed above is not this facility's mailing address. (Enter corrections below.)

**Enter this facility's mailing address.**

Address 1

Address 2

City

State  Zip  -

### Item C - Verification of Physical Address

**Is your Facility's mailing address the same as the physical address?**

- Yes, the mailing address is the same as the physical address.  
 No, the mailing address is NOT the same as the physical address. Please enter the physical address below.

**Enter the facility's physical address.**

Address 1

Address 2

City

State  Zip  -



# Section 1 – General Facility Information

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### Section 1 - General Facility Information

#### 2. Which of the following best describes the physical layout of this facility?

*This facility is -*

- a part of one building
- all of one building
- more than one building at a single site or on one campus
- Other - Specify

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## Section 2 – Mental Health Services

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### Section 2 - Mental Health Services

**1a. After arrival in this facility, are ANY young persons asked questions or administered a form which asks questions to determine risk for suicide?**

- Yes
- No

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## Section 3 – Educational Services

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### Section 3 - Educational Services

1. After arrival in this facility, are ANY young persons evaluated to determine their educational grade levels and their educational needs at a location either INSIDE or OUTSIDE this facility?

- Yes
- No

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## Section 4 – Substance Abuse Services

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### Section 4 - Substance Abuse Services

**1a. After arrival in this facility, are ANY young persons evaluated to determine whether they have substance abuse problems?**

*Substance abuse problems include problems with drugs and/or alcohol.*

- Yes
- No

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## Section 5 – The Last Month

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### Section 5 - The Last Month

#### IMPORTANT INSTRUCTIONS

The following items ask you to answer questions about different events that may have occurred at this facility over a 30-day period.

The 30-day REFERENCE PERIOD for this section covers the time between the beginning of the day, September 1, 2018 and the end of the day on September 30, 2018.

**1. During the month of September 2018, were there ANY UNAUTHORIZED DEPARTURES of any young persons who were assigned beds at this facility?**

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Yes

No

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## Section 6 – The Last Year

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## Section 6 - The Last Year

### IMPORTANT INSTRUCTIONS

Questions 1 through 3 ask about deaths of young persons at locations either **INSIDE** and/or **OUTSIDE** this facility during the period between October 1, 2017 and September 30, 2018.

**INSIDE** this facility refers to any location on the facility grounds.

**OUTSIDE** this facility refers to any location in the community or off facility grounds.

1. During the YEAR between October 1, 2017 and September 30, 2018, did ANY young persons die while assigned a bed at this facility at a location either **INSIDE** or **OUTSIDE** of this facility?

- Yes  
 No

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## Section 7 – General information

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### Section 7 - General Information

**1a. Are there any other juvenile residential facilities located within the same building or on the same campus as the facility being reported on here?**

Yes

No

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