



U.S. Department of Justice

Office of Justice Programs

National Institute of Justice

Washington, DC 20531

To: Joe Nye
Policy Analyst
Office of Management and Budget
Office of Information and Regulatory Affairs

Through: Melody Braswell
Department Clearance Officer
U.S. Department of Justice
Justice Management Division
Policy and Planning Staff

From: Benjamin Adams
Senior Advisor
U.S. Department of Justice
Office of Justice Programs
National Institute of Justice

Date: May 17, 2022

Re: Non-Substantive Change Memo for Juvenile Residential Facility Census (OMB No. 1121-0219)

This memo requests non-substantive changes to the data collection form CJ-15 for the Juvenile Residential Facility Census (OMB No. 1121-0219, expiration 11/30/2023). The changes include removing questions focused on facility practices during the (COVID-19) pandemic (Section 8) that were previously approved by OMB as part of a revision in November 2020.

In addition, several other non-substantive changes are outlined below. They include minor changes to the wording of instructions; minor changes to clarify language on certain questionnaire items; addition of response options that were high frequency write-in responses (i.e., "other, specify" responses); and deletion of an item on large muscle activity in facilities which is no longer relevant.

These non-substantive changes are informed by recommendations from the cognitive and pilot test of the redesigned survey instrumentation and data collection protocols for future studies of the Juvenile Residential Facility Census (JRFC) and Census of Juveniles in Residential Placement (CJRP) that was approved under the OJJDP generic information clearance for design and testing activities (OMB No: 1121-0360). OJJDP and NIJ anticipate a more comprehensive revision request to the CJ-15 form in a future collection cycle. The non-substantive changes requested below will decrease respondent burden due to the removal of the COVID-19 section.

- Response options regarding COVID-19 were removed in question 5.c and replaced with a new response option reading “No juveniles in facility on Wednesday, October 26, 2022”.

c. Specify why there were not ANY persons assigned beds in your facility on Wednesday, October 28, 2020: Mark (X) all that apply.

01 This facility is no longer under contract to hold juvenile offenders.

02 This facility is (or was) under renovation.

03 Coronavirus (COVID-19): population reduced to zero due to a suspected or confirmed case

04 Coronavirus (COVID-19): population was moved elsewhere as a precaution

05 Other – please specify ↓

c. Specify why there were not ANY persons assigned beds in your facility on Wednesday, October 26, 2022: Mark (X) all that apply.

01 This facility is no longer under contract to hold youth charged with or adjudicated for delinquency or status offenses.

02 This facility is (or was) under renovation.

03 No juveniles in facility on Wednesday, October 26, 2022

04 Other – please specify ↓

- Instruction on page 3 of the form were altered because Section 8 (COVID items) will be removed. The instructions for ending the survey had to change from “go to Section 8...” to “Stop here and mail this form”.

INSTRUCTIONS: If you did NOT have ANY persons assigned beds in this facility on Wednesday, October 28, 2020, go to Section 8 – Current Events.

INSTRUCTIONS: If you did NOT have ANY persons assigned beds in this facility on Wednesday, October 26, 2022, STOP HERE and mail this form.

INSTRUCTIONS:

- If you DID NOT have ANY persons UNDER AGE 21 assigned beds in this facility on Wednesday, October 28, 2020, GO TO Section 8 – Current Events.
- If you DID HAVE persons UNDER AGE 21 assigned beds in this facility on Wednesday, October 28, 2020, CONTINUE BELOW.

INSTRUCTIONS:

- If you DID NOT have ANY persons UNDER AGE 21 assigned beds in this facility on Wednesday, October 26, 2022, STOP HERE and mail this form ONLY.
- If you DID HAVE persons UNDER AGE 21 assigned beds in this facility on Wednesday, October 26, 2022, CONTINUE BELOW.

3. Question 7.b was removed. Subsequently, the item that was previously question 7.c was changed to 7.b.

7a. At the end of the day on Wednesday, October 28, 2020, did ANY persons UNDER AGE 21 have assigned beds in this facility?
INCLUDE juveniles being tried as adults in criminal court. Do NOT include staff.

01 Yes → [Go to Question 7c](#)

02 No → [Go to Question 7b](#)

b. Specify why there were not ANY persons UNDER AGE 21 assigned beds in your facility on Wednesday, October 28, 2020: Mark (X) all that apply.

01 This facility is no longer under contract to hold juvenile offenders.

02 This facility is (or was) under renovation.

03 Coronavirus (COVID-19): population reduced due to a suspected or confirmed case

04 Coronavirus (COVID-19): population was moved elsewhere as a precaution

05 Other – Please Specify ↓

c. According to your records, at the end of the day on Wednesday, October 28, 2020, how many young persons under age 21 had assigned beds in this facility? Include young persons who were temporarily away but had assigned beds on October 28. Do NOT include staff.

Young persons under the age of 21

7a. At the end of the day on Wednesday, October 26, 2022, did ANY persons UNDER AGE 21 have assigned beds in this facility?
INCLUDE juveniles being tried as adults in criminal court. Do NOT include staff.

01 Yes → [Go to Question 7b](#)

02 No

b. According to your records, at the end of the day on Wednesday, October 26, 2022, how many young persons under age 21 had assigned beds in this facility? Include young persons who were temporarily away but had assigned beds on October 26. Do NOT include staff.

Young persons under the age of 21

4. Three new response options were added to question 10.b, which include “Behavioral modification or therapy, Trauma treatment, and Anger management.” These were high frequency “Other – Specify” responses.

10a. Does this facility provide ON-SITE RESIDENTIAL TREATMENT?

01 Yes

02 No → [Go to Question 11](#)

b. What kind of treatment is provided INSIDE this facility? Mark (X) all that apply.

01 Mental health treatment

02 Substance abuse treatment

03 Sex offender treatment

04 Treatment for arsonists

05 Treatment specifically for violent offenders

06 Other – Specify ↓

10a. Does this facility provide ON-SITE RESIDENTIAL TREATMENT?

01 Yes

02 No → [Go to Question 11](#)

b. (If yes) What kind of treatment is provided INSIDE this facility? Mark (X) all that apply.

01 Mental health treatment

02 Substance abuse treatment

03 Sex offender treatment

04 Treatment for arsonists

05 Treatment specifically for violent offenders

06 Behavioral modification or therapy

07 Trauma treatment

08 Anger management

09 Other – Specify ↓

5. Several changes were made in the language used in the facility type descriptions for question 13 of Section 1. “Training School” was removed from the second facility type on the survey. The term “juvenile offenders” was changed to “youth charged with or adjudicated for delinquency or status offenses.” Lastly, the language used in the fourth facility type, Group home/Halfway house, was changed from “a long-term facility that is generally non-secure and intended for post-adjudication...” to “these facilities are generally non-secure and typically intended for post-adjudication...”. The wording was rephrased so that the word ‘generally’ is understood as applying to both non-secure and post-adjudication because there are some group homes that also house youth there for behavior reasons (i.e., non-offenders).

13. What type of residential facility is the one listed on the front cover? Mark (X) all that apply.

01 **Detention center:** A short-term facility that provides temporary care in a physically restricting environment for juveniles in custody pending court disposition and, often, for juveniles who are adjudicated delinquent and awaiting disposition or placement elsewhere, or are awaiting transfer to another jurisdiction. In some jurisdictions, detention centers may also hold juveniles committed for short periods of time as part of their disposition (e.g., weekend detention).

02 **Training school/Long-term secure facility:** A specialized type of facility that provides strict confinement and long-term treatment generally for post-adjudication committed juvenile offenders. Includes training schools, juvenile correctional facilities, youth development centers.

03 **Reception or diagnostic center:** A short-term facility that screens juvenile offenders committed by the courts and assigns them to appropriate correctional facilities.

04 **Group home/Halfway house:** A long-term facility that is generally non-secure and intended for post-adjudication commitments in which young persons are allowed extensive contact with the community, such as attending school or holding a job.

➔

13. What type of residential facility is the one listed on the front cover? Mark (X) all that apply.

01 **Detention center:** A short-term facility that provides temporary care in a physically restricting environment for juveniles in custody pending court disposition and, often, for juveniles who are adjudicated delinquent and awaiting disposition or placement elsewhere, or are awaiting transfer to another jurisdiction. In some jurisdictions, detention centers may also hold juveniles committed for short periods of time as part of their disposition (e.g., weekend detention).

02 **Long-term secure facility:** A specialized type of facility that provides strict confinement and long-term treatment generally for post-adjudication committed youth charged with or adjudicated for delinquency or status offenses. Includes training schools, juvenile correctional facilities, youth development centers.

03 **Reception or diagnostic center:** A short-term facility that screens youth charged with or adjudicated for delinquency or status offenses, committed by the courts and assigns them to appropriate correctional facilities.

04 **Group home/Halfway house:** These facilities are generally non-secure and typically intended for post adjudication commitments in which young persons are allowed extensive contact with the community, such as attending school or holding a job.

6. Question 14 was modified to ask if the facility has rooms “for the purpose of” keeping young persons separate, rather than if the units are “designed” to do that. Additionally, “(If yes)” was added to the beginning of question 14.b.

14a. Does this facility have one or more living/sleeping units, such as wings, floors, dorms, barracks, or cottages, designed to keep any young persons separate in housing and activities from other residents for specialized care or security? Do NOT include time-out rooms, isolation rooms or infirmaries.

IF THE ONLY REASON for separate housing and activities **ARE SEX OR AGE, ANSWER NO.**

01 Yes
02 No → Go to NOTE A on page 7

b. Do any of these separate living/sleeping units differ in terms of –
Mark (X) all that apply.

01 average length of stay of young persons
02 physical security and/or monitoring of young persons
03 number of staff per young person
04 type of treatment program
05 characteristics of young persons
06 specialized criteria for staff selection
07 other? – Specify ↓

➔

14a. Does this facility have one or more living/sleeping units, such as wings, floors, dorms, barracks, or cottages, for the purpose of keeping any young persons separate in housing and activities from other residents for specialized care or security? Do NOT include time-out rooms, isolation rooms or infirmaries.

IF THE ONLY REASON for separate housing and activities **ARE SEX OR AGE, ANSWER NO.**

01 Yes
02 No → Go to NOTE A on page 7

b. (If yes) Do any of these separate living/sleeping units differ in terms of –
Mark (X) all that apply.

01 average length of stay of young persons
02 physical security and/or monitoring of young persons
03 number of staff per young person
04 type of treatment program
05 characteristics of young persons
06 specialized criteria for staff selection
07 other? – Specify ↓

7. Question 20 was modified to ask about features intended to “secure” young persons within specific areas in addition to confining. The first response option was modified to ask about confining young persons within specific "areas or rooms" rather than simply "areas" to clarify that a single room should be considered.

20. Does this facility have any of the following features intended to confine young persons within specific areas? Mark (X) all that apply.

- 01 Doors for secure day rooms that are locked by staff to confine young persons within specific areas
- 02 Wing, floor, corridor, or other internal security doors that are locked by staff to confine young persons within specific areas
- 03 Outside doors that are locked by staff to confine young persons within specific buildings
- 04 External gates in fences or walls WITHOUT razor wire that are locked by staff to confine young persons
- 05 External gates in fences or walls WITH razor wire that are locked to confine young persons
- 06 Other – Specify ↓
- 07 The facility has none of the above features.

20. Does this facility have any of the following features intended to secure or confine young persons within specific areas? Mark (X) all that apply.

- 01 Doors for secure day rooms that are locked by staff to confine young persons within specific areas or rooms
- 02 Wing, floor, corridor, or other internal security doors that are locked by staff to confine young persons within specific areas
- 03 Outside doors that are locked by staff to confine young persons within specific buildings
- 04 External gates in fences or walls WITHOUT razor wire that are locked by staff to confine young persons
- 05 External gates in fences or walls WITH razor wire that are locked to confine young persons
- 06 Other – Specify ↓
- 07 The facility has none of the above features.

8. Items 25 and 26 a through c of Section 1 were removed, as new mandates require most states to allow some level of large muscle activity on a regular basis.

25. Are young persons assigned beds in this facility given opportunities for VOLUNTARY participation in large muscle activity at a location either INSIDE or OUTSIDE of this facility? Large muscle activity includes such exercises as group sports, running, aerobics, and weight training.

- 01 Yes
- 02 No

26a. Are young persons assigned beds in this facility REQUIRED to participate in large muscle activity at a location either INSIDE or OUTSIDE of this facility? Large muscle activity includes such exercises as group sports, running, aerobics, and weight training.

- 01 Yes
- 02 No → [Go to Section 2 on page 9](#)

b. How many MINUTES per day are young persons REQUIRED to participate in large muscle activity at a location either INSIDE or OUTSIDE this facility?

Minutes per DAY

c. How many DAYS per week are young persons REQUIRED to participate in large muscle activity at a location either INSIDE or OUTSIDE this facility?

Days per WEEK

9. Added a “please go to” note for the select all response in question 19.b of Section 2. This will help prompt respondents to skip to the next question, as they’re supposed to leave the options below blank when option 1 is selected.

19a. Upon a young person's departure from this facility, is information regarding their mental health status, services and/or needs communicated to the young persons' new placement or residence?

01 Yes
02 No → [Go to Section 3 on page 13](#)

b. For which young persons is this information shared?

Mark (X) all that apply.

01 All young persons that depart from the facility
02 Young persons being placed in other juvenile justice facilities, including halfway houses, shelters or other transition homes
03 Young persons returning to the community under juvenile justice supervision through probation, parole, or aftercare
04 Young persons returning to the community (their homes, independent living, foster care, or another type of guardian's care) without further juvenile justice supervision
05 Young persons being placed in adult criminal justice facilities (prisons, jails)
06 Young persons going to another living or placement situation – Please explain ↓



19a. Upon a young person's departure from this facility, is information regarding their mental health status, services and/or needs communicated to the young persons' new placement or residence?

01 Yes
02 No → [Go to Section 3 on page 13](#)

b. For which young persons is this information shared?

Mark (X) all that apply.

01 All young persons that depart from the facility → [Go to Section 3 on page 13](#)
02 Young persons being placed in other juvenile justice facilities, including halfway houses, shelters or other transition homes
03 Young persons returning to the community under juvenile justice supervision through probation, parole, or aftercare
04 Young persons returning to the community (their homes, independent living, foster care, or another type of guardian's care) without further juvenile justice supervision
05 Young persons being placed in adult criminal justice facilities (prisons, jails)
06 Young persons going to another living or placement situation – Please explain ↓

10. added a “please go to” note for the select all response in question 10.b of Section 3. The reason for this is the same as in question 19.b of Section 1.

10a. Upon a young person's departure from this facility, is information regarding their educational status, services and/or needs communicated to the young persons' new placement or residence?

01 Yes
02 No → [Go to Section 4 on page 16](#)

b. For which young persons is this information shared?

Mark (X) all that apply.

01 All young persons that depart from the facility
02 Young persons being placed in other juvenile justice facilities, including halfway houses, shelters or other transition homes
03 Young persons returning to the community under juvenile justice supervision through probation, parole, or aftercare
04 Young persons returning to the community (their homes, independent living, foster care, or another type of guardian's care) without further juvenile justice supervision
05 Young persons being placed in adult criminal justice facilities (prisons, jails)
06 Young persons going to another living or placement situation – Please explain ↓



10a. Upon a young person's departure from this facility, is information regarding their educational status, services and/or needs communicated to the young persons' new placement or residence?

01 Yes
02 No → [Go to Section 4 on page 16](#)

b. For which young persons is this information shared?

Mark (X) all that apply.

01 All young persons that depart from the facility → [Go to Section 4 on page 16](#)
02 Young persons being placed in other juvenile justice facilities, including halfway houses, shelters or other transition homes
03 Young persons returning to the community under juvenile justice supervision through probation, parole, or aftercare
04 Young persons returning to the community (their homes, independent living, foster care, or another type of guardian's care) without further juvenile justice supervision
05 Young persons being placed in adult criminal justice facilities (prisons, jails)
06 Young persons going to another living or placement situation – Please explain ↓

11. added a “please go to” note for the select all response in question 10.b of Section 4. The reason for this is the same as in question 19.b of Section 1 and 10.b of Section 2.

10a. Upon a young person's departure from this facility, is information regarding their substance abuse status, services and/or needs communicated to the young persons' new placement or residence?

01 Yes
02 No → [Go to Section 5 on page 19](#)

b. For which young persons is this information shared?

Mark (X) all that apply.

01 All young persons that depart from the facility
02 Young persons being placed in other juvenile justice facilities, including halfway houses, shelters or other transition homes
03 Young persons returning to the community under juvenile justice supervision through probation, parole, or aftercare
04 Young persons returning to the community (their homes, independent living, foster care, or another type of guardian's care) without further juvenile justice supervision
05 Young persons being placed in adult criminal justice facilities (prisons, jails)
06 Young persons going to another living or placement situation – Please explain ↓



10a. Upon a young person's departure from this facility, is information regarding their substance abuse status, services and/or needs communicated to the young persons' new placement or residence?

01 Yes
02 No → [Go to Section 5 on page 19](#)

b. For which young persons is this information shared?

Mark (X) all that apply.

01 All young persons that depart from the facility → [Go to Section 5 on page 19](#)
02 Young persons being placed in other juvenile justice facilities, including halfway houses, shelters or other transition homes
03 Young persons returning to the community under juvenile justice supervision through probation, parole, or aftercare
04 Young persons returning to the community (their homes, independent living, foster care, or another type of guardian's care) without further juvenile justice supervision
05 Young persons being placed in adult criminal justice facilities (prisons, jails)
06 Young persons going to another living or placement situation – Please explain ↓

12. The term "secure" was changed to "obtain" in question 5.a of Section 5 because the original wording is used in other areas throughout the survey with a different meaning, which was referring to a secure facility.

5a. During the month of September 2020 were there any instances in which this facility was unable to secure PHYSICAL HEALTH CARE (at locations either inside or outside of this facility) for any young persons with a physical health complaint or need for physical health care (both urgent and non-urgent)?

01 Yes
02 No, this facility does not provide or broker physical health care services (except through contacting emergency services like ambulances) → [Go to Question 6a](#)
03 No, there were no such instances → [Go to Question 6a](#)



5a. During the month of September 2022 were there any instances in which this facility was unable to obtain PHYSICAL HEALTH CARE (at locations either inside or outside of this facility) for any young persons with a physical health complaint or need for physical health care (both urgent and non-urgent)?

01 Yes
02 No, this facility does not provide or broker physical health care services (except through contacting emergency services like ambulances) → [Go to Question 6a](#)
03 No, there were no such instances → [Go to Question 6a](#)

13. Section 8, which was added to the 2020 JRFC survey cycle as a result of the Coronavirus (COVID-19) pandemic, will be removed. For this reason, the final exit instruction in question 1.a of Section 7 needed to be updated.

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?

01 Yes

02 No → [Go to Section 8 on page 24](#)



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?

01 Yes

02 No → [Go to Note H below](#)