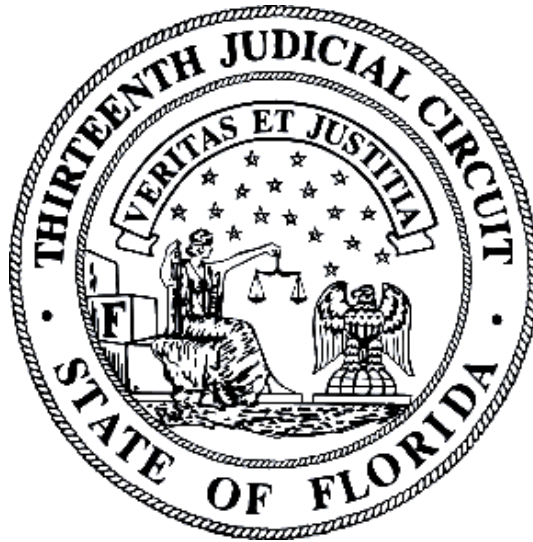


State of Florida  
Thirteenth Judicial Circuit



Problem-Solving Courts  
Policy and Procedure Manual  
Juvenile Mental Health Court  
(2025)

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## I. Mission Statement.

JMHC identifies and redirects juvenile offenders with impairing behavioral health disorders, mental health disorders, or co-occurring mental health and substance use disorders from the juvenile justice system through the use of therapeutic dockets, multidisciplinary treatment teams, and a non-adversarial approach. The defining feature of JMHC is the highly individualized nature of the treatment and supervision for each juvenile, which are guided by evidenced-based assessments and supported by effective community resources. JMHC features team member engagement, active judicial supervision, and a focus on juvenile and parent or legal guardian accountability. JMHC best practices aim to provide meaningful opportunity for juveniles to achieve wellness and alter their trajectory away from the juvenile justice system while promoting public safety through the reduction of recidivism.

## II. Background.

It is well documented that there is a high prevalence of juvenile offenders with impairing behavioral health disorders, mental health disorders, or co-occurring mental health and substance use disorders in the juvenile justice system. In an effort to better address the needs of these juveniles, the Thirteenth Judicial Circuit established a Juvenile Mental Health Court (JMHC) by Administrative Order S-2023-024 in March of 2019. This specialized problem-solving court was modeled after the Thirteenth Judicial Circuit's Adult Mental Health Court (AMHC), which was established in December of 2016, as well as multiple other problem-solving courts within the Circuit. JMHC is unique, however, because it includes specialized collaboration, resources, and programming designed to oversee therapeutic treatment for juvenile offenders.

JMHC falls under the supervision of the Problem-Solving Court Oversight Committee, which includes representatives from the Thirteenth Judicial Circuit Court, the Administrative Office of the Courts, the Office of the State Attorney, and the Office of the Public Defender. JMHC is supported by grant services from the Success for Kids and Families (S4KF) Youth Experiencing Success (YES) Program. As the designated community-based provider to JMHC, the YES Program has an advisory board which is chaired by a S4KF representative and whose membership includes, in part, representatives from JMHC and other community-based providers.

## III. About JMHC.

JMHC is a specialized court overseeing separate dockets for juvenile offenders found incompetent to proceed by the Court, pursuant to Florida Statutes Chapter 985, and

juveniles who are determined eligible by the Office of the State Attorney to participate in a diversion program facilitated through a “Case Resolution Contract”.

Historically, juveniles found incompetent to proceed were not provided access to treatment or other community resources to address the reasons for their incompetency, they simply received competency restoration training provided by the Florida Department of Children and Families. As a result, JMHC was created to address this need which now provides treatment and other beneficial resources under a therapeutic court lens.

The JMHC’s diversion program under a “Case Resolution Contract” follows a problem-solving court model. If the juvenile successfully completes the terms and conditions of the contract, the criminal charges will be dismissed by the Court. If the juvenile does not successfully complete the terms and conditions of the contract, the juvenile’s case will be transferred back to the originally assigned juvenile delinquency division for reinstatement of criminal proceedings.

The Thirteenth Judicial Circuit aims to maximize the therapeutic benefits of JMHC by extending eligibility for juvenile offenders with impairing behavioral health disorders, mental health disorders, or co-occurring mental health and substance use disorders. This includes offering “Case Resolution Contracts” to eligible juveniles regardless of their legal competency status. While recognizing that being competent and volunteering to participate in therapeutic treatment is a hallmark for eligibility in adult problem-solving courts, juveniles, by nature of their age, are unable to make many treatment and supervision decisions without a parent or legal guardian so the voluntariness distinction is less significant and should not be a barrier to eligibility. Furthermore, being found incompetent by the Court does not prevent a juvenile from entering into a “Case Resolution Contract” because the contract does not require the entry of a plea, and if the Court determines that a juvenile is unable to complete the contract, JMHC will ensure a juvenile’s due process rights are protected and proceed pursuant to Florida law.

#### IV. Guiding Principles.

The Thirteenth Judicial Circuit’s JMHC embodies the seven (7) common characteristics of Juvenile Mental Health Courts, which were derived from a National Center for Mental Health and Juvenile Justice (NCMHJJ) Research and Program Brief, titled “Juvenile Mental Health Courts: An Emerging Strategy” (2006). The seven (7) common characteristics include:

1. Regularly scheduled specialized dockets.
2. Less formal style of interaction among court official and participants.

3. Age-appropriate screening and assessment for trauma, substance use, and mental health disorder.
4. Team management of JMHC participant's treatment and supervision.
5. System-wide accountability enforced by the juvenile court.
6. Use of graduated incentives and sanctions.
7. Defined criteria for program success.

Unique to JMHC are the essential stakeholders. JMHC partners with Hillsborough County Public Schools, Child Welfare through the Florida Department of Children and Families, Florida Department of Juvenile Justice, Success 4 Kids and Families (S4KF) Youth Experiencing Success (YES) Grant Program, and many other community-based providers. JMHC seeks to maintain age-appropriate programming and utilizes providers that take into consideration variations of treatment depending on a juvenile's development and individual maturity.

While adult problem-solving courts primarily focus on the voluntary participation and accountability of the participant, in JMHC many of the decisions that affect a juvenile's life and participation are made by parents or legal guardians, extended family members, school officials, child welfare representatives, juvenile justice representatives, community treatment providers, and social service agency representatives. JMHC takes this into consideration and works to hold all accountable in their respective role in a juvenile's successful participation and program completion.

Finally, the success of a juvenile participating in JMHC often depends on a parent or legal guardian's cooperation. In some cases, parents or legal guardians find themselves struggling or in crisis. JMHC team members work to inform the Court about a juvenile and family's unique circumstances so program requirements can be structured to account for these considerations and judicial flexibility can be exercised if and when conditions need to be modified or simply cannot be met. JMHC also strives to resource a juvenile and family's needs, as necessary, which significantly contribute to overall positive outcomes.

#### V. Team Members.

- A. JMHC Judge:  
Honorable Michael J. Scionti (813) 301-3825
- B. JMHC Judicial Assistant:  
Ms. Erin Potter (813) 301-3825
- C. Administrative Office of the Court:  
Ms. Christine Mukherjee, Court Specialist (813) 272-6514

- Ms. Julia Schilling, Problem-Solving Courts, Director (813) 272-6275
- E. Office of the Public Defender:
- Ms. Sonya Beverly, Assistant Public Defender (813) 272-5980
- Ms. Katherine Carter, Assistant Public Defender (813) 272-5980
- Ms. Khalila Frett, Assistant Public Defender (813) 272-5980
- Mr. Felix Vega, Assistant Public Defender (813) 272-5980
- Ms. Lauren Nayrouz, Assistant Public Defender (813) 272-5980
- Ms. Marie Marino, Assistant Public Defender, Supervisor (813) 272-5980
- F. Office of the State Attorney:
- Ms. Skyler Jackle, Assistant State Attorney (813) 272-5400
- Ms. April Pent, Assistant State Attorney (813) 272-5400
- Ms. Jeria Wilds, Assistant State Attorney, Supervisor (813) 272-5400
- G. Department of Juvenile Justice:
- Ms. Sharon Seales, DJJ Probation Officer (813) 975-6524
- H. Hillsborough County Public Schools:
- Ms. Melissa Russo, HCPS Liaison (813) 975-6524
- I. JMHC Treatment Providers:
- Apalachicola Forest Youth Camp (AFYC) (850) 379-3973
- BAYS (813) 372-0235
- Chrysalis Health (813) 443-4827
- COVE Behavioral Health (813) 384-4000
- Gracepoint (813) 272-2244
- Northside Mental Health Care (813) 977-8700
- Success 4 Kids and Families (S4KF) (813) 490-5490
- S4KF Youth Experiencing Success (YES) Program (813) 272-6452
- Twin Oaks (850) 643-1734

## VI. Team Member Roles.

- A. JMHC Judge: The focus and direction of JMHC is provided through the effective leadership of the presiding judge. The JMHC Judge is the leader of a multidisciplinary treatment team, who possesses the authority and responsibility to effectively direct, coordinate, and employ available resources for the treatment of participants. The JHMC Judge is also responsible for building trust within the treatment team and applying a non-adversarial, evidenced-based problem-solving approach to each case. By doing this, JMHC team members are better prepared to

handle changing conditions and adapt to unique situations in the management of JMHC cases.

- B. Defense Attorney: The Defense Attorney assigned to JMHC is responsible for: (1) advocating for treatment while protecting juvenile's constitutional and statutory rights; (2) ensuring due process rights are protected; (3) advocating for incentives and ensuring sanctions are applied appropriately; (4) monitoring compliance with JMHC rules and requirements; (5) requesting and advocating for graduation from JMHC; (6) sharing information with JMHC team members as appropriate while protecting attorney-client privileged information; and (7) protecting confidential treatment information from individuals outside of the treatment team and defense team.
- C. Assistant State Attorney: The Assistant State Attorney assigned to JMHC is responsible for: (1) enforcing state laws and protecting public safety; (2) advocating for treatment while holding juveniles accountable to JMHC obligations; (3) advocating for incentives and sanctions when appropriate; (4) monitoring compliance with JMHC rules and requirements; and (5) protecting confidential treatment information from individuals outside of the treatment team.
- D. Department of Juvenile Justice Probation Officer: The Department of Juvenile Justice (DJJ) Probation Officer assigned to JMHC is responsible for providing community supervision and enforcement of the rules and requirements of JMHC, as well as providing periodic updates and progress reports to JMHC team members regarding the status of a juvenile's court-ordered supervision.
- E. Hillsborough County Public Schools Liaison: The Hillsborough County Public Schools Liaison to JMHC is responsible for providing periodic updates and progress reports to JMHC team members regarding the status of a juvenile's attendance, grades, and disciplinary information, as well as assisting the juvenile and the parent or legal guardian with navigating school issues to include enrollment, disciplinary matters, or other school guidance and/or mental health resources.
- F. Treatment Providers: Treatment Providers supporting JMHC are community-based professionals, who possess the requisite education and experience in developing individualized treatment plans which take into consideration a juvenile's capabilities to comply with treatment and supervision requirements, while affording them the best opportunity to achieve wellness. When appropriate, JMHC team members will consult with treatment providers for clinical guidance and recommendations in addressing the effectiveness of a treatment plan. Treatment providers are responsible for providing periodic updates and progress reports to JMHC team members regarding the status of a juvenile's compliance on a Treatment Status Review Form.

- G. Success for Kids and Families, Youth Experiencing Success Program Liaison: The Success for Kids and Families (S4KF), Youth Experiencing Success (YES) Program is the primary treatment liaison for JMHC. The YES Program determines a juvenile's eligibility for family navigator services, therapy, or referral to other treatment and pro-social services. The screening process takes into consideration the juvenile's risk-need-responsivity Comprehensive Assessment for Treatment (CAT) assessment, psychosocial assessment, clinical evaluation, and other available collateral information to guide the development of an individualized treatment plan. To maximize resources, if the juvenile is already being served by another provider, requires more intensive or specialized services, or requires a higher level of care, the YES Program will refer the juvenile to alternative resources. The YES Program Liaison to JMHC is responsible for providing timely and accurate updates to JMHC team members by documenting the status of a juvenile's treatment and compliance on a Treatment Status Review Form.
- H. Twin Oaks Liaison: Twin Oaks provides competency training for juveniles found incompetent to proceed by the Court and reside in the community or who meet the criteria for secure commitment at the Apalachicola Forest Youth Camp (AFYC). The Twin Oaks Liaison to JMHC is responsible for providing periodic updates and progress reports to JMHC team members regarding the status of a juvenile's training and compliance on a Treatment Status Review Form.

## VII. Requirements.

### A. General Requirements.

The Thirteenth Judicial Circuit's JMHC is a problem-solving court that oversees treatment for juvenile offenders in the juvenile justice system with impairing behavioral health disorders, mental health disorders, or co-occurring mental health and substance use disorders.

Juveniles will be required to participate in a screening process in accordance with the Risk-Need-Responsivity (RNR) model<sup>1</sup>, which includes a Comprehensive Assessment for Treatment (CAT) assessment, psychosocial assessment, clinical

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<sup>1</sup> The Risk-Need-Responsivity (RNR) model is perhaps the most influential model for the assessment and treatment of offenders, which develops recommendations for how individuals should be assessed based on the risk they present, what programs or services they require, and what kinds of environments they should be placed in to reduce recidivism. See Blanchette & Brown, 2006; Ward, Mesler & Yates, 2007; [https://en.wikipedia.org/wiki/Risk-need-responsivity\\_model](https://en.wikipedia.org/wiki/Risk-need-responsivity_model).



evaluation, and/or other available collateral information to guide in the development of an individualized treatment plan.

Based upon these assessments and other considerations, the YES Program will identify specific treatment and pro-social needs and available resources recommended to address them. The YES Program will assist the juvenile and, as necessary, the parent or legal guardian, unless the juvenile is already connected to services or if there is a more appropriate specialized service available to which the juvenile will be referred. The YES Program will develop the initial treatment plan for the JMHC Judge's approval and provide timely and accurate updates to JMHC team members by documenting the status of a juvenile's treatment and compliance on a Treatment Status Review Form.

Juveniles will have regularly scheduled court dates. Prior to the court date, JMHC team members will conduct a "staffing" for each juvenile case and make recommendations to the JMHC Judge. In JMHC, compliance is achieved by employing evidence-based best practices through the utilization of graduated incentives and, as necessary, sanctions as vetted during the case staffing process. The focus of JMHC is on the team's ability to establish a positive connection with the juvenile and, as necessary, the parent or legal guardian, and build trust, confidence, and cooperation to achieve an overall positive outcome.

B. Eligibility Requirements.

In order to participate in JMHC, a juvenile must:

1. be found incompetent to proceed by the Court, pursuant to Florida Statutes Chapter 985; or
2. be determined eligible by the Office of the State Attorney to participate in a diversion program and offered a "Case Resolution Contract".

Juveniles, who were found incompetent to proceed by the Court, pursuant to Florida Statutes Chapter 985, and who have been restored to competency but are not offered a "Case Resolution Contract", will have their case transferred back to the originally assigned juvenile delinquency division for reinstatement of criminal proceedings.

However, if offered a "Case Resolution Contract", the juvenile and the parent or legal guardian must review and agree to abide by all terms and conditions by signing the contract. Once the contract is signed, the juvenile will remain in JMHC enabling the Court to monitor the status of the juvenile's compliance with all terms and conditions

of the “Case Resolution Contract” until such time when the juvenile’s case is dismissed or otherwise resolved or, if non-compliant, the case will be transferred back to the originally assigned juvenile delinquency division for reinstatement of criminal proceedings. It should be noted that successful completion of a “Case Resolution Contract” is ultimately determined by the Office of the State Attorney.

#### VIII. Rules.

A. General Rules. In order to participate in JMHC, the juvenile and, as applicable, the parent or legal guardian, must comply with the following:

1. The juvenile and, as applicable, the parent or legal guardian, shall comply with all orders of the JMHC Judge, which are subject to applicable Florida laws and statutory authority, rules, and procedures.
2. The juvenile’s parent or legal guardian must sign all required contracts, agreements, and releases of information as ordered by the JMHC Judge.
3. If participating in JMHC pursuant to a “Case Resolution Contract”, the juvenile must abide by all terms and conditions of the contract.
4. The juvenile shall attend all scheduled court hearings on the specified date, time, and location as ordered by the JMHC Judge.
5. The juvenile and, as applicable, the parent or legal guardian, shall behave respectfully, dress appropriately, and remain in the courtroom until their case has been called by the JMHC Judge.
6. The juvenile shall attend, fully cooperate, and actively participate in all scheduled assessments and/or evaluations on the specified date, time, and location.
7. The juvenile shall attend, fully cooperate, and actively participate in all scheduled treatment, training, and/or counseling appointments or sessions on the specified date, time, and location and comply with any other court-ordered elements of the treatment plan.
8. The juvenile shall comply with all Florida Department of Juvenile Justice and/or Twin Oaks supervision and/or training requirements.
9. The juvenile shall maintain regular and consistent communication with their defense attorney, treatment providers, and other JMHC team members as ordered by the JMHC Judge.
10. The juvenile shall comply with treatment requirements as recommended by the attending physician and take medication as prescribed. The juvenile shall, to the extent possible, attend, fully cooperate, and actively participate in programs coordinated by authorized treatment personnel to maintain and improve the juvenile’s mental wellness.

11. If the juvenile's condition deteriorates to the point that an evaluation for a higher level of treatment or possible in-patient care is required, the juvenile shall comply with the treatment recommendations as ordered by the JMHC Judge.

IX. Attendance Policy.

Juveniles must make every effort to attend all scheduled court hearings, treatment, training, and/or counseling appointments or sessions on the specified date, time, and location, avoid unexcused absences, and maintain good communication with their defense attorneys, treatment providers, and DJJ supervising officers.

If an emergency or urgent (or unexpected) matter arises that conflicts with either a scheduled court hearing, treatment, training, and/or counseling appointment or session, the juvenile should immediately notify, by all reasonable means available, their defense attorney and applicable treatment provider.

X. Court Sessions.

All JMHC sessions are conducted in Courtroom 52A located on the Fifth Floor of the Criminal Annex of the Hillsborough County Courthouse, also referred to as the "Edgecomb Courthouse". The presiding JMHC Judge is the Honorable Michael J. Scionti, Circuit Court Judge in and for the Florida's Thirteenth Judicial Circuit.

Each juvenile and parent or legal guardian are required to attend all scheduled court hearings unless their attendance is excused or presence is waived by the JMHC Judge. A juvenile's failure to appear in JMHC on the specified date, time, and location as order by the JMHC Judge may result in the issuance of a juvenile pick up order.

During all scheduled court hearings, each juvenile and parent or legal guardian must arrive on time, behave respectfully, dress appropriately, and remain in the courtroom until their case has been called by the JMHC Judge. JMHC sessions begin at 9:00 AM and may last for several hours, resulting in some cases being called after lunch and possibly late into the afternoon. The JMHC Judge will take the time necessary to address the needs and issues of each juvenile.

XI. Incentives and Sanctions.

The use of incentives and sanctions to modify behavior is an evidence-based best practice component of the problem-solving court model. Incentives and sanctions need to be tied to the overall therapeutic approach for each juvenile and sensitive to the fact that juveniles are

often dependent on the parent or legal guardian in their lives. Incentives and sanctions are external motivations designed to encourage positive behavior while developing internal decision-making patterns. Key components to effective incentives and sanction are timeliness, perceived fairness or proportionality, and individuality. An ideal ratio of incentives to sanctions is at least a 4-to-1 ratio (4 incentives to every 1 sanction). Individual incentives and sanctions may vary based upon the needs and circumstances of individual juvenile, but a general system of incentives and sanctions exists for all juveniles within JMHC. This general system is connected to measurable behavior outcomes which are the goal of JMHC. It should be noted that the JMHC Judge engages in meaningful interaction, encourages pro-social activities, and provides much needed mentoring for each juvenile, which typically leads to more consistent compliant behavior leading to fewer court appearances.

A. Measurable Behavior Outcomes.

The following are a list of measurable behavior outcomes:

1. Compliance with Mental Health Treatment
2. Compliance with Competency Restoration Training (when applicable)
3. Compliance with Substance Use Treatment (when applicable)
4. Compliance with Case Resolution Contract (when applicable)
5. Maintain law abiding lifestyle (i.e., no new criminal arrests)
6. Maintain drug free lifestyle (i.e., testing negative for drugs and/or alcohol)
7. Exhibit good behavior in school and at home
8. Maintain good attendance in school
9. Maintain good grades in school
10. Participate in pro-social activity to include, but not limited to, a mentoring program, school club, sports, band, dance, etc. It should be noted that such activities vary amongst juveniles and should be guided by the juvenile's interests as well as available activities.

B. Incentives. Incentives will be awarded to encourage compliant behavior and enable juveniles to achieve measurable behavior outcomes. The below list of incentives include, but are not limited to:

1. Communicate judicial praise.
2. Reduce court appearances.
3. Call case early in the docket.
4. Grant travel privileges (out of county or out of state).
5. Decrease Community Service Hours
6. Decrease drug testing.

7. Decrease term of supervision.
8. Conduct formal graduation (as applicable for Case Resolution Contracts).
9. Waive of costs and/or fees.
10. Other incentives, as appropriate.

C. Sanctions. Sanctions will be imposed to discourage non-compliant behavior and redirect juveniles to achieve measurable behavior outcomes. Sanctions should be imposed timely, proportionally, and with individuality. The below list of sanctions include, but are not limited to:

1. Communicate judicial admonishment.
2. Increase court appearances.
3. Call case later in the docket.
4. Deny travel privileges (out of county or out of state).
5. Increase Community Service Hours
6. Increase drug testing.
7. Increase term of supervision.
8. Assign essay or recorded reflective assignment.
9. Impose curfew.
10. Require reporting to the Juvenile Reporting Center
11. Unsuccessful discharge from JMHC and case transferred back to the originally assigned juvenile delinquency division for reinstatement of criminal proceedings.
12. Other sanctions, as appropriate

D. Reporting Non-Compliance.

If at any time a JMHC team member or treatment provider believes a juvenile is non-compliant with JMHC orders or rules, they shall immediately document, in writing, the facts and circumstances giving rise to the assertion of the juvenile's non-compliance. The matter shall be timely brought to the attention of the JMHC Judge and, if necessary, addressed at or before the next scheduled JMHC case staffing.

Moreover, if a JMHC team member or treatment provider believes a juvenile's condition has deteriorated to the point that an evaluation for a higher level of treatment or possible in-patient care is required, or that a juvenile's treatment plan should be modified, they shall immediately document, in writing, the facts and circumstances giving rise to the assertion of the juvenile's deteriorated condition. The matter shall be timely brought to the attention of the JMHC Judge and, if necessary, addressed at or before the next scheduled JMHC case staffing or, if necessary, scheduled for a hearing for further assessment and review of the juvenile's

treatment plan. Upon the hearing, the conditions of a juvenile's treatment plan may be modified, as necessary, to ensure compliance and successful completion of JMHC. Any therapeutic adjustment or modification to a juvenile's treatment plan will be guided by clinical recommendations from participating treatment providers.

It should be noted that the JMHC Judge takes into careful consideration a juvenile's unique circumstances and mental wellness when considering awarding an incentive or imposing a sanction. The JMHC Judge may award incentives to encourage a juvenile's compliant behavior, to support progress in treatment, and to celebrate individual accomplishments, or may impose sanctions to discourage a juvenile's non-compliant behavior based upon willful failure to comply with JMHC orders or rules. The JMHC Judge will afford each juvenile, after consultation with their defense attorney, an opportunity to address the court, either to share a thought, ask a question, or offer an explanation.

## **XII. Supervision Protocol.**

In general, the Florida Department of Juvenile Justice (DJJ) supervise juvenile offenders. Juveniles participating in JMHC and subject to court-ordered competency restoration training will have an additional layer of supervision conducted by Twin Oaks. All juveniles participating in JMHC may be subject to additional supervision in the form of "wellness checks" conducted by a DJJ Probation Officer.

## **XIII. Graduation.**

Graduation only applies to juveniles participating in JMHC under a "Case Resolution Contract". When the juvenile's defense attorney believes the juvenile has satisfied all terms and conditions of the contract, the defense attorney shall petition the Office of the State Attorney for the juvenile to graduate. If the Office of the State Attorney agrees and the JMHC Judge approves, the juvenile's case will be schedule for graduation on the next court date, where the juvenile's case will be dismissed by the JMHC Judge.

## **XIV. Unsuccessful Discharge.**

Juveniles participating in JMHC under "Case Resolution Contracts" who fail to follow JMHC orders or rules, fail to follow JMHC treatment provider instructions, fail to consistently participate in treatment and counseling, test positive for alcohol, illegal or prohibited substances, and/or are charged with a new criminal offense may have their case schedule for a hearing to determine whether the juvenile will remain in JMHC or be unsuccessfully discharge from JMHC and have their case transferred back to the originally assigned juvenile delinquency division for reinstatement of criminal proceedings.

Juveniles participating in JMHC, who have been found incompetent to proceed by the Court, pursuant to Florida Statutes Chapter 985, will have their non-compliance addressed in accordance with Florida law.

XV. Confidentiality, Privacy, and Limitations on Sharing Information.

In order to foster a supportive, therapeutic environment for all juveniles, JMHC will adhere to strict confidentiality and privacy guidelines. State and federal laws require strict confidentiality regarding the release, sharing, and/or exchange of information, either written or verbal, regarding treatment of juvenile's impaired with behavioral health disorders, mental health disorders, or co-occurring mental health and substance use disorders.

A. Confidentiality and Privacy Guidelines:

1. While confidentiality and privacy guidelines will be followed and enforced in JMHC, an exception is made when the juvenile through their parent or legal guardian and defense attorney consent to the release, sharing, and/or exchange of information, either written or verbal, for use during JMHC case staffings or court proceedings and only for the limited purpose of furthering treatment goals for the juvenile.
2. JMHC team members are prohibited from releasing, sharing, and/or exchanging a juvenile's information, either written or verbal, with any individual, government agency or department, or other organization or party not affiliated with JMHC, without both the consent of the juvenile through their parent or legal guardian and defense attorney, and provided such release, sharing, and/or exchange of information, either written or verbal, is consistent with state and federal laws.
3. Juveniles in JMHC shall respect and maintain the confidentiality and privacy of other juveniles in JMHC and will be held accountable for breaching such confidentiality and/or privacy, which may include, but is not limited to the imposition of sanction(s) or unsuccessful discharge from JMHC.
4. All JMHC related documents filed and recorded in the Thirteenth Judicial Circuit Clerk of Court's database will be accompanied by a "Notice of Confidential Filing" or a "Motion for Confidential Filing" prepared by the juvenile's defense attorney, which will be timely addressed by the JMHC Judge, as necessary. The JMHC record will be limited to general demographic

information along with the minimum information necessary to document participant compliance with JMHC contract obligations.

5. JMHC compliance reports are prepared on a regular basis and forwarded directly to JMHC team members. These reports are limited to information relating to a juvenile's compliance with JMHC obligations and will be the only information released, shared, and/or exchanged, either written or verbal, between participating treatment providers and JMHC team members.

- B. Inquiries. Juveniles, or parents or legal guardians on their behalf, should direct any inquiries (or questions) regarding confidentiality, privacy, and limitations on sharing information to their defense attorney.

#### XVI. Complaints and Grievances.

A grievance is an official statement describing an actual or supposed circumstance regarded as just cause for complaint to include, but not limited to, being treated unfairly or subject to any form of harassment, bullying, or disrespect by a JMHC team member. If you believe you have just cause for complaint, you may address your grievance by filing an official statement with the applicable government agency or department, or other organization or party affiliated with JMHC.

If you need an attorney to assist you with this process, you may contact the Hillsborough County Bar Association ([www.hillsbar.com](http://www.hillsbar.com)) and request to be referred to a Florida licensed attorney.

#### XVI. Appendices.

##### Appendix A – Administrative Order S-2023-024



Administrative Order  
S-2023-024.pdf

##### Appendix B – Treatment Status Review Form



Treatment Status  
Review Form.pdf

##### Appendix C – Case Resolution Contract



**IN THE THIRTEENTH JUDICIAL CIRCUIT  
HILLSBOROUGH COUNTY, FLORIDA**

**ADMINISTRATIVE ORDER S-2023-024  
(Supersedes Administrative Order S-2021-070)**

**JUVENILE DELINQUENCY DIVISION**

As a result of Administrative Order S-2023-022 abolishing Juvenile Crossover Division “M,” it is necessary for the proper administration of justice to revise certain assignment provisions in the Juvenile Delinquency Division. By the power vested in the chief judge under article V, section 2(d), Florida Constitution; section 43.26, Florida Statutes; and Florida Rule of General Practice and Judicial Administration 2.215(b)(2), it is ORDERED:

**1. Divisions & Application of Administrative Order**

There are two standard subdivisions in the Juvenile Delinquency Division: Divisions “A” and “F.” There are also two specialized subdivisions in the Juvenile Delinquency Division: Juvenile Mental Health Delinquency Division “B” and Juvenile Drug Court Division “E.” This administrative order governs matters in Division “A,” Juvenile Mental Health Delinquency Division “B,” and Division “F.” This administrative order does not govern matters in Juvenile Drug Court Division “E.”

**2. Assignment of Cases**

**A. Petitions for Children in Need of Services/Families in Need of Services (CINS/FINS) and Truancy**

All petitions under chapter 984, Florida Statutes, will be assigned to Division “F.”

**B. Sex-Related Offenses**

All sex-related offenses will be assigned to Division “A.” For purposes of this administrative order, the term “sex-related offense” means a violation of section 787.06(3)(b), (d), (f), and (g) (human trafficking involving commercial sexual activity); 794.011 (sexual battery); 794.08 (female genital mutilation); 796.04 (forcing, compelling, or coercing another to become a prostitute); 796.05

(deriving support from the proceeds of prostitution); 796.07 (prostitution); 800.02 (unnatural and lascivious acts); 800.03 (exposure of sexual organs); 800.04 (lewd or lascivious offenses committed upon or in the presence of persons less than 16 years of age); 810.14 (voyeurism); 810.145 (video voyeurism); 825.1025 (lewd or lascivious offenses committed upon or in the presence of an elderly person or disabled adult); 826.04 (incest); 827.071 (sexual performance by a child); 828.126 (sexual activities involving animals); 847.011 (obscenity); 847.012 (sale or distribution of materials harmful to minors); 847.0133 (sale or distribution of obscene materials to minors); 847.0135 (computer pornography); 847.0137 (transmission of pornography by electronic device); 847.0138 (transmission of material harmful to a minor by electronic device); or 847.0141 (sexting – noncriminal first violations and second and subsequent criminal violations), Florida Statutes.

C. Cases Pending in Crossover Division “M”

On or before the effective date of this administrative order, the clerk will reassign all crossover cases (dependency and delinquency cases involving the same family) that are pending in Juvenile Crossover Division “M” to Juvenile Delinquency Division “F.” The judge presiding in Juvenile Delinquency Division “F” will determine at the first hearing whether to retain the crossover dependency case(s) involving the allegedly delinquent juvenile or transfer the crossover dependency case(s) to the appropriate dependency division. All crossover delinquency cases will be handled in Juvenile Delinquency Division “F.”

D. New Delinquency Cases

i. Criminal Report Affidavit – Juvenile Assessment Center

For all juveniles taken into custody and not detained in accordance with Florida Rule of Juvenile Procedure 8.045(c), the notice to appear issued to the child must indicate the division in which the child will appear. If a juvenile (1) has a pending case or cases; (2) is on probation or commitment status; (3) has ever had a pending case or cases; or (4) was ever on probation or commitment status, the division on the notice to appear will be the division in which the pending case is pending or had been pending or the



division in which the juvenile is on probation or commitment status or had been on probation or commitment status. If the juvenile has no pending case(s), has never had a pending case, is not on probation or commitment status, and has never been on probation or commitment status, the division on the notice to appear will be designated based on the juvenile's last name according to the following schedule:

<b>DIVISION</b>	<b>FIRST LETTER OF JUVENILE'S LAST NAME</b>
"A"	A, B, C, D, E, P, Q, R, S, T, U, V, W, X, Y, Z
"F"	F, G, H, I, J, K, L, M, N, O

ii. Delinquency Petition – Single defendant, no pending or previous case(s)

If a juvenile has no co-defendants and has never had a pending case or been on probation or commitment status, the newly filed delinquency petition will be assigned to one of the juvenile delinquency divisions based on the juvenile's last name according to the following schedule:

<b>DIVISION</b>	<b>FIRST LETTER OF JUVENILE'S LAST NAME</b>
"A"	A, B, C, D, E, P, Q, R, S, T, U, V, W, X, Y, Z
"F"	F, G, H, I, J, K, L, M, N, O

iii. Delinquency Petition – Single defendant, pending or previous case(s)

If a juvenile has no co-defendants but has a pending case or cases or is on probation or commitment status or has had a pending case or cases or has been on probation or commitment status, the newly filed petition will be assigned to the division in which the other case is pending or had been pending, unless the juvenile's pending case is in Juvenile Mental Health Delinquency Division "B." If a juvenile's pending case is in Juvenile Mental Health Delinquency Division "B," the newly filed petition will be assigned to Division "B" only by order of the presiding judge of

Division "B." The decision to transfer the new charge to Division "B" will be made on a case-by-case basis after consultation with the parties.

iv. Delinquency Petition – Co-defendants, no pending or previous case(s)

If a newly filed petition involves co-defendants, none of whom has a pending case or have ever had a pending case or are not on probation or commitment status or have never been on probation or commitment status, the newly filed petition will be assigned to one of the juvenile delinquency divisions based on the lowest case number of the co-defendants.

v. Delinquency Petition - Co-defendants, pending or previous case(s)

If a newly filed petition involves co-defendants, any one of whom has a pending case or have ever had a pending case or is on probation or commitment status or has ever been on probation or commitment status, the newly filed petition will be assigned to the division that has or had the lowest case number. If there is more than one pending case or had been more than one pending case, the newly filed petition will be assigned to the division handling the lowest pending case number or the division that had previously handled the lowest pending case number. All co-defendants' pending cases will be transferred to the assigned division if necessary. If co-defendants have or have had pending cases in different divisions, all pending cases will be transferred to the division which has or had the lowest case number, unless any defendant has a case pending in Division "A" solely because of the case's status as a sex-related offense (see §2B of this administrative order) or any defendant has a case pending in Juvenile Mental Health Delinquency Division "B" (see §3 of this administrative order). If any defendant has a case pending in Division "A" solely because of the case's status as a sex-related offense, that defendant's case(s) will be transferred into Division "A," apart from any other co-defendant(s). If any defendant has a case pending in Juvenile Mental Health Delinquency Division "B," that defendant's case(s) will be transferred into Division "B," apart from any other



co-defendant(s), for the presiding judge of Division “B” to determine whether the new charge will remain pending in Division “B.”

E. Competency to Proceed

i. Preliminary Determination

If there is reason to believe that the juvenile named in the delinquency petition may be incompetent to proceed, the court will appoint two mental health experts to evaluate the juvenile’s mental condition. The juvenile’s case will remain in the respective division pending the competency evaluation. If the appointed mental health professionals evaluate the juvenile in the courthouse facility, the mental health professionals will complete a written preliminary competency evaluation checklist with a preliminary recommendation as to the juvenile’s competency.

ii. Competent to Proceed

If the preliminary recommendation is that the juvenile is competent to proceed, or if both experts do not agree on whether the juvenile is competent to proceed, the juvenile will remain in the respective division unless the court determines that the juvenile’s behavioral or mental health issues may be more appropriately addressed in Juvenile Mental Health Delinquency Division “B” in accordance with section 3C of this administrative order. If the court determines that the juvenile’s behavioral or mental health issues may be more appropriately addressed in Juvenile Mental Health Delinquency Division “B,” the court will transfer the juvenile’s case(s) to Juvenile Mental Health Delinquency Division “B.” If both experts do not agree on whether the juvenile is competent to proceed, the court may appoint a third expert to evaluate the juvenile’s mental condition.

iii. Incompetent to Proceed

If the preliminary recommendation is that the juvenile is incompetent to proceed, the court will immediately transfer the juvenile’s case(s) to Juvenile Mental Health Delinquency Division “B.” In accordance with section 985.19(1)(b), Florida Statutes, the presiding judge of Division “B” will make a formal determination of competency at a hearing with findings of fact based on a final written evaluation of the juvenile’s mental condition made by the

appointed mental health experts. In accordance with section 985.19(1)(c), the presiding judge of Division "B" will enter an order determining incompetency, including specific written findings as to the nature of the incompetency and whether the juvenile requires secure or non-secure treatment or training environments.

iv. Restoration of Competency

Upon restoration of competency, a goal of the Juvenile Mental Health Delinquency Court is for the juvenile to be offered appropriate diversionary programs upon agreement between the parties. Juveniles may be offered a diversionary program and remain in Division "B" for further monitoring. If the parties do not agree to a diversion pathway, the court will transfer the competent juvenile to the original division for disposition of the case through plea, motion, adjudicatory hearing, or other agreed upon resolution.

**3. Juvenile Mental Health Delinquency Division "B"**

A. Purpose

Juvenile Mental Health Delinquency Division "B" has been established as the specialized subdivision to monitor (i) juveniles preliminarily recommended to be incompetent to proceed, (ii) juveniles judicially determined to be incompetent to proceed, and (iii) juveniles competent to proceed but in need of mental health services.

B. Transfer of Incompetent to Proceed Cases

The clerk will transfer to Juvenile Mental Health Delinquency Division "B" all juveniles who are found incompetent to proceed and all juveniles who have been evaluated by a mental health professional in the courthouse facility and whose experts' preliminary recommendations are that the juvenile is incompetent to proceed.

C. Behavioral or Mental Health Issues

By agreement of the parties and the court, certain juveniles with behavioral or mental health issues may be eligible for transfer to Juvenile Mental Health Delinquency Division "B" without having had a preliminary mental health evaluation. Juveniles with behavioral or mental health issues may also be eligible for transfer



to Division “B” if the preliminary recommendation is that the juvenile is competent to proceed or if both experts do not agree on whether the juvenile is competent to proceed. In any of the three situations above, upon court approval, defense counsel will prepare and submit a transfer order for each eligible juvenile together with the diversionary agreement. The clerk will transfer the eligible juveniles to Division “B” upon receipt of the transfer order. All case related matters will be addressed in Division “B.”

**D. New Criminal Charge**

If a juvenile is charged with a new criminal offense while the juvenile has a case or cases pending in Juvenile Mental Health Delinquency Division “B,” the new charge may be transferred to Division “B” by order of the presiding judge of Division “B.” The decision to transfer the new charge to Division “B” will be made on a case-by-case basis after consultation with the parties.

**4. Reassignment of Case upon Judge’s Disqualification**

If either of the judges presiding in Juvenile Delinquency Division “A” or “F” enters an order of judicial disqualification, the clerk will reassign the case to the other division. If both standard juvenile delinquency subdivision judges have entered orders of disqualification, the clerk will reassign the case to the judge presiding in Juvenile Mental Health Delinquency Division “B.” If the judge presiding in Juvenile Mental Health Delinquency Division “B” enters an order of disqualification, the clerk will reassign the case back to the original division, unless the judge presiding in the original division has already entered an order of disqualification in which event the clerk will reassign the case to the administrative judge of the Circuit Criminal Division.

**5. Consultation Regarding Crossover Cases**

On and after the effective date of this administrative order, if a judge presiding in the Juvenile Delinquency Division becomes aware of a dependency or termination of parental rights case involving a juvenile who is subject to a pending delinquency petition, the judge may consult with the judge presiding in the applicable Juvenile Dependency Division to determine whether it would be appropriate to transfer either the delinquency case or the

dependency / termination of parent rights case to the other judge's division. A case should only be transferred by clerk to the other subject matter division if both the presiding judges in the delinquency division and the dependency division consent to the transfer.

#### **6. Petitions and Motions**

All detention petitions, delinquency petitions, petitions under chapter 984, Florida Statutes, motions and any other documents seeking relief in a juvenile delinquency action must be filed with the clerk in accordance with Florida Rule of Judicial Administration 2.525 and served in accordance with Rule 2.516. Hearings on these matters will be scheduled through the clerk. Prior to filing any motion and scheduling a hearing, counsel should consult with opposing counsel as to the date and the time required for such hearing. If a motion is not simultaneously filed with a notice of hearing, the motion will be deemed abandoned, and the clerk will not calendar it.

Unless the presiding judge directs otherwise, counsel must file all motions and notices of hearing no later than 12:00 noon the day preceding the scheduled hearing. All matters not in compliance with this requirement will not appear on the calendar and will be deemed abandoned until properly noticed.

All petitions, motions, or other documents will have the name of the court, uniform case number, and division letter for that child or children, and will be styled in accordance with Florida Rule of Juvenile Procedure 8.025 or 8.620.

All petitions, motions, or other documents will also contain the name, address, telephone number, e-mail address, and Florida Bar number of the attorney of record and an indication of which party the attorney represents, all of which information will appear directly below the signature line.

Unless the presiding judge directs otherwise, any case law that counsel or a party wishes the court to consider in support of or in opposition to any motion set for hearing should be cited in the



motion or submitted to the court at least 24 hours prior to the hearing on the motion.

**7. Orders and Judgments**

**A. Timely Submission**

All proposed orders or judgments, except detention and disposition orders, will be submitted to the court by the attorney designated by the court within two days of the court's decision. Detention and disposition orders will be submitted to the court immediately after the hearing.

**B. Entity to Prepare Proposed Orders**

Unless the presiding judge directs otherwise, the following general guidelines will also apply:

- i. Detention Orders will be prepared by the Department of Juvenile Justice.
- ii. Depending upon the party that prevails, all Pre-Disposition Orders will be prepared by either counsel for the prevailing party (the state attorney's office, the public defender's office, or defense counsel representing the child) or as otherwise directed by the presiding judge.
- iii. Disposition Orders will be prepared by the clerk.

**C. Submission of Proposed Orders and Judgments**

Unless the presiding judge directs otherwise, an attorney who is requested to submit a proposed order or judgment will do so through the Florida Courts E-Filing Portal ("Portal").

**D. Title**

All proposed orders and judgments submitted to the judges will contain, in the title of the order, the exact nature of the court's ruling and must fairly apprise the reader of the action being ordered. Phrasing such as "order granting. . ." or "order denying. . ." is preferred over "order on. . ."

**E. Form**

No proposed order or judgment will be submitted to a judge unless such order contains in the body of the order a reference to the date(s) of the hearing during which the subject matter of the order or judgment was argued before the court and the names of the parties and counsel present. Every proposed order and judgment will also contain the name of the court, uniform case number, and division letter, and will be styled in accordance with Florida Rule of Juvenile Procedure 8.025 or 8.620. Any submission of a proposed order or judgment by an attorney will be considered a representation that the attorney has read it and that it is submitted in good faith in accordance with the findings and decision of the court.

**F. Objections**

Any attorney or party who objects to the entry of a proposed order which has been submitted to the presiding judge must immediately notify the judge's office via telephone or e-mail. If the objection notification is made by e-mail, the opposing attorney or party must be copied on the e-mail message. The objecting attorney or party must submit an alternative proposed order within two days of communicating the objection. If an alternative proposed order has not been received by the court within two days, the court will consider the objection withdrawn.

**8. Cancellation of Hearings**

No hearing may be canceled without the consent of all parties, approval of the court and notice to the clerk.

**9. Continuances**

A continuance may be granted by order of the court either before or during a hearing for good cause shown. Counsel seeking a continuance will file an appropriate motion and notice of hearing prior to the scheduled hearing date and be present for the hearing on the motion. No hearing or other proceeding will be continued upon stipulation of counsel alone. Failure to complete discovery will not constitute cause for a continuance unless such failure is brought to the attention of the court at least five working days in advance of any scheduled hearing date and the failure is not the

**15. Effective Date**

This administrative is effective June 12, 2023.

ENTERED on June 7, 2023.



Ronald N. Ficarrotta, Chief Judge

Original: Cindy Stuart, Clerk of the Circuit Court  
Copy: All Juvenile Delinquency Division Judges  
Susan S. Lopez, State Attorney  
Julianne Holt, Public Defender  
Ita M. Neymotin, Regional Counsel, Second District  
Department of Juvenile Justice  
ACTS Juvenile Assessment Center

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<sup>1</sup> <https://www.floridabar.org/prof/presources/presources002/>

<sup>2</sup> <https://www.floridabar.org/wp-content/uploads/2017/04/professionalism-expectations.pdf>

<sup>3</sup> <https://www.hillsbar.com/page/Professionalism>





**ADMINISTRATIVE OFFICE  
OF THE COURTS**  
Problem Solving Treatment Courts  
**Treatment Status Review**  
(Please fill out all blank fields)

\*Please check one

Adult Drug Court	Juvenile Mental Health
Adult Pre-Trial Intervention	Marchman Act
Family Dependency	Mental Health
JDP/Civil Citation	Veterans (VTC)

CLIENT INFORMATION											
Date of Report:											
First Name:		MI:		Last Name:							
PROVIDER/AGENCY INFORMATION											
Provider Name:				Counselor Name:				Counselor Email Address:			
TREATMENT											
Date of Intake at Current LOC (level of care):				Estimated Completion Date at Current LOC:							
Level of Care:	Residential	Intensive Outpatient	Out-patient	Aftercare	Recovery Support	Other					
Medication: <i>Compliant</i>	Yes	No	N/A	Were medications verified by supporting documents?	Yes	No					
List of Medications:											
MAT Dosage:	Metadone		Buprenorphine		Vivitrol		Other				
MAT Provider Name:				Was MAT Provider verified by supporting documents?	Yes	No					

PROGRAM ATTENDANCE: <i>Since Last Report</i>			
<i>For Residential, please only add # of total hours per week for group sessions</i>			
Service Activity	Attended (Date, Time & # of Hours)	Excused (Reason, documents supplied)	Unexcused
Individual Sessions			
Group Sessions			
Specify the Treatment Schedule: (M-W-F 9:00am – 11:00am)			
The Client is COMPLIANT with their treatment plan.			
The Client is NOT COMPLIANT with their treatment plan.			
The Client is COMPLIANT with some concerns			
Therapeutic Response (if applicable):			

First Name:		MI:		Last Name:	
*Therapist/Case Manager Comments (Please report positive changes, accomplishments, and/or challenges to treatment):					
Current Prognosis:	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor		
Level of Care:	<input type="checkbox"/> Increase	<input type="checkbox"/> Decrease	<input type="checkbox"/> Stay the Same		
*Recommendations/Discharge Plan/Transition Plan:					
The exchange of information is only limited to compliance with the conditions of the Treatment Plan and not to any other confidential information.					

URINE DRUG SCREENS (UDS): Since Last Court Date*							
UDS Date:	Panel #:	RESULTS: Please check either Pending, Negative or Positive (If Positive Indicate Drug)					
		<input type="checkbox"/> Pending	<input type="checkbox"/> Negative	<input type="checkbox"/> Positive	Drug Name:		<input type="checkbox"/> No Show
		<input type="checkbox"/> Pending	<input type="checkbox"/> Negative	<input type="checkbox"/> Positive	Drug Name:		<input type="checkbox"/> No Show
		<input type="checkbox"/> Pending	<input type="checkbox"/> Negative	<input type="checkbox"/> Positive	Drug Name:		<input type="checkbox"/> No Show
		<input type="checkbox"/> Pending	<input type="checkbox"/> Negative	<input type="checkbox"/> Positive	Drug Name:		<input type="checkbox"/> No Show
		<input type="checkbox"/> Pending	<input type="checkbox"/> Negative	<input type="checkbox"/> Positive	Drug Name:		<input type="checkbox"/> No Show
		<input type="checkbox"/> Pending	<input type="checkbox"/> Negative	<input type="checkbox"/> Positive	Drug Name:		<input type="checkbox"/> No Show
		<input type="checkbox"/> Pending	<input type="checkbox"/> Negative	<input type="checkbox"/> Positive	Drug Name:		<input type="checkbox"/> No Show
		<input type="checkbox"/> Pending	<input type="checkbox"/> Negative	<input type="checkbox"/> Positive	Drug Name:		<input type="checkbox"/> No Show
		<input type="checkbox"/> Pending	<input type="checkbox"/> Negative	<input type="checkbox"/> Positive	Drug Name:		<input type="checkbox"/> No Show
		<input type="checkbox"/> Pending	<input type="checkbox"/> Negative	<input type="checkbox"/> Positive	Drug Name:		<input type="checkbox"/> No Show
		<input type="checkbox"/> Pending	<input type="checkbox"/> Negative	<input type="checkbox"/> Positive	Drug Name:		<input type="checkbox"/> No Show

Notes: \_\_\_\_\_

Support Group/Meetings Attendance (AA/NA/PTSD):	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	# Per Week	
Are meetings verified?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A		
Compliant with Visitation Court Order:					
If No, please explain:					

\_\_\_\_\_  
Agency Representative

\_\_\_\_\_  
Date

*This report serves exclusively to verify the progress and overall treatment status of referred individuals and participants of the Hillsborough County, Problem-Solving Treatment Courts. I hereby certify that the information provided above is true, correct and complete to the best of my knowledge.*

IN THE CIRCUIT COURT OF THE THIRTEENTH JUDICIAL CIRCUIT  
OF THE STATE OF FLORIDA IN AND FOR HILLSBOROUGH COUNTY  
UNIFIED FAMILY COURT  
JUVENILE DELINQUENCY DIVISION

IN THE INTEREST OF:

UCN NUMBER:

A CHILD

FAMILY NUMBER:

DIVISION: B

**CASE RESOLUTION CONTRACT FOR**  
**PARTICIPATION IN JUVENILE MENTAL HEALTH COURT**

TO: Circuit Court Judge, Thirteenth Judicial Circuit

In lieu of a plea to the petition filed in the above referenced case(s), alleging the above-named child to be a delinquent child, the following proposed plan for treatment, training or conduct, formulated in conjunction with the supervising agency, is now submitted as outlined on the Case Resolution Contract requirements page, attached, and incorporated by reference herein, with the request that it be accepted by the court and that prosecution of the petition be deferred. Due to the Child's behavioral health needs and upon stipulation from all parties, it is appropriate to transfer the Child to Juvenile Mental Health Court pursuant to the terms and conditions of this agreement.

This agreement is entered into with full knowledge and disclosure of all the facts and circumstances of this case, and in consideration thereof, and the promise of fulfillment of its terms and conditions, each of the undersigned agrees that upon successful completion of the plan, and with the agreement of a representative of the Office of the State Attorney, the charges filed will be dismissed with prejudice.

It is further agreed that:

1. Speedy trial under Florida Rule of Criminal Procedure 3.191 and the United State Constitution is waived.
2. The plan, as agreed to here, shall be in effect until \_\_\_\_\_(date), unless voluntarily dismissed by the State prior to that date.

In witness, whereof the undersigned have affixed their hands on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Child

\_\_\_\_\_  
Parent/Guardian/Legal Custodian

\_\_\_\_\_  
Child's Attorney

\_\_\_\_\_  
Court Interpreter

IN THE CIRCUIT COURT OF THE THIRTEENTH JUDICIAL CIRCUIT  
OF THE STATE OF FLORIDA IN AND FOR HILLSBOROUGH COUNTY  
UNIFIED FAMILY COURT  
JUVENILE DELINQUENCY DIVISION

IN THE INTEREST OF:

UCN NUMBER:

A CHILD

FAMILY NUMBER:

DIVISION: B

The Office of the State Attorney, for the Thirteenth Judicial Circuit, by and through its authorized assistant state attorney signed below, being familiar with the contents of this plan for participation in Juvenile Mental Health Court and the delinquency petition on which it is based, consents to defer prosecution of the petition. Due to the Child's behavioral health needs, the State agrees to transfer the Child to Juvenile Mental Health Court pursuant to the terms and conditions of this agreement.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Assistant State Attorney

Dated: \_\_\_\_\_

\_\_\_\_\_  
Judge

ADDITIONS, AMENDMENTS, EXTENSIONS:

CASE RESOLUTION CONTRACT  
REQUIREMENTS

**IMPORTANT:** It is very important that you read and understand each page of your Case Resolution Contract. If you have any questions about what is required of you under your Resolution Contract, contact your attorney.

Juvenile Mental Health Court serves to appropriately address the identified behavioral health issues of the Child through individually tailored treatment services accompanied with court supervision to ensure accountability. It is the intent of this Agreement that the Child will enter Juvenile Mental Health Court, actively engage in treatment, and complete all requirements of the court.

Compliance with treatment and other requirements will be documented in the Juvenile Mental Health Court Compliance Form. This information is limited to only compliance with the conditions of this contract and will be the only confidential information exchanged by the treatment provider, the Court Case Manager, and the parties listed below. The Juvenile Mental Health Court Case Manager shall ensure that compliance information is complete and provided to the Office of the State Attorney and Child's defense attorney. The exception to the exchange of confidential information is when both the Child and the defense attorney consent to the exchange or when information is shared in court staffing and court hearings. The Court Case Manager is responsible for forwarding the Compliance Form to the Office of the State Attorney and defense counsel prior to the Juvenile Mental Health Court Staffing.

If at any time the treatment provider or another member of the Juvenile Mental Health Court team believes the Child is not in compliance with the conditions of this Agreement or that the terms of the Agreement should be readdressed, the treatment provider will notify the Assistant State Attorney and the undersigned defense counsel. If the Assistant State Attorney determines the case should be scheduled for a court hearing for further assessment of the child and review of the treatment plan, the Court Case Manager will be notified to add the case onto the next available docket. Upon the scheduled review hearing, the conditions of this agreement may be modified as necessary to ensure the Child's successful completion of the program. Any new law violation committed after the date of this plan, or failure to successfully complete the plan will result in a return to court to continue prosecution.

The Office of the State Attorney will voluntarily dismiss with prejudice to re-filing if the Child complies with the conditions of the Juvenile Mental Health Court and successfully completes this Case Resolution Contract no later than \_\_\_\_\_ (date). Upon satisfactory completion of sanctions, the State may voluntarily dismiss with prejudice at any time prior to the termination date listed in the contract. This Case Resolution Contract may be extended by agreement of the Child and the State and with the approval of the Court.



GENERAL REQUIREMENTS:

All of the following General Requirements are applicable to the Child. The Child will be required to complete or abide by all of the following:

- ☐ 1. Child will cooperate with all evaluations or assessment by court-approved Juvenile Mental Health Court provider. The recommendation(s) will be the basis for the Child's treatment and supervision requirements.
- ☐ 2. Child will enter in to and participate in Juvenile Mental Health Court, including actively engaging in treatment and completing all requirements of the court.
- ☐ 3. Child will attend and participate in all behavioral health treatment as recommended by court-approved Juvenile Mental Health Court provider.
- ☐ 4. Child will not commit any violations of the law. Any new law violation committed after the date of this plan will result in a return to court to continue prosecution.
- ☐ 5. Child will not associate with any co-defendants or any other person violating the laws of the State of Florida or local ordinances.
- ☐ 6. Child will not use or possess illegal drugs, alcoholic beverages, prescription drugs not prescribed for him/her. Child will not use tobacco products, nor intentionally inhale toxic substances as prohibited by law.
- ☐ 7. Child will attend school with no unexcused absences, be a student in good standing and maintain a passing grade point average.
- ☐ 8. Child will obey the reasonable and lawful demands of the Child's parents/guardians/legal custodians.
- ☐ 9. Child's parents/guardians/legal custodians will cooperate and facilitate the Child's successful completion of the plan.
- ☐ 10. Parents/Guardians/Legal custodians will keep a copy of the records of completion of required activities for the court's review.
- ☐ 11. Child and parents/guardians/legal custodians shall attend all future court dates unless excused by the Judge.

SPECIAL REQUIREMENTS:

- ☐ A. Child will write an appropriate letter of apology to the victim and present this letter for approval to his/her attorney. Victim: \_\_\_\_\_
- ☐ B. Child will write an appropriate letter of apology to the Child's parent/guardian/legal custodian and will present this letter for approval to his/her attorney.
- ☐ C. Parents/guardians/legal custodians will pay restitution not to exceed \_\_\_\_\_ at the rate of \_\_\_\_\_ per week/month (circle one) to the victim: \_\_\_\_\_.
- ☐ D. The child will be assessed a cost of prosecution assessment in the amount of: \_\_\_\_\_

☐ E. The child will be assessed Public Defender fee in the amount of:  
\_\_\_\_\_ \$100.00 (for felony) \_\_\_\_\_ \$50.00 (for misdemeanor)

Cost of prosecution and Public Defender fee may be converted to community service hours at the rate of \$10.00 per hour. Child will complete an additional 10 hours of community service for a misdemeanor or an additional 20 hours of community service for a felony.

☐ F. Curfew \_\_\_\_\_.

☐ G. Child is to complete \_\_\_\_\_ community service hours.

☐ H. The child will write the following essay(s):  
\_\_\_\_\_  
\_\_\_\_\_

☐ I. Additional requirements/constraints:  
\_\_\_\_\_

**PARENT/GUARDIAN/LEGAL CUSTODIAN:**

Please contact the following in reference to any non-compliance issues or questions concerning what is required of the Child under this Case Resolution Contract:

Assistant State Attorney: \_\_\_\_\_ Phone: \_\_\_\_\_  
(Please Print)

Child's Attorney: \_\_\_\_\_ Phone: \_\_\_\_\_  
(Please Print)

IN THE CIRCUIT COURT OF THE THIRTEENTH JUDICIAL CIRCUIT  
OF THE STATE OF FLORIDA IN AND FOR HILLSBOROUGH COUNTY  
UNIFIED FAMILY COURT  
JUVENILE DELINQUENCY DIVISION

IN THE INTEREST OF:

UCN NUMBER:

A CHILD

FAMILY NUMBER:

DIVISION: B

CASE RESOLUTION CONTRACT  
ORDER

THIS CAUSE having come before the Court for the Court's approval of the foregoing plan for participation in Juvenile Mental Health Court and such plan having been properly submitted and approved by the required persons/agencies and having been given consideration by the Court,

IT IS HEREBY ORDERED AND ADJUDGED:

- \_\_\_\_1. That the plan is approved and the parties thereto shall comply with its terms and conditions. This case is transferred to Division B and is hereby scheduled for 9:00 a.m. on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.
- \_\_\_\_2. That the plan is disapproved and an adjudicatory hearing on the petition shall be scheduled.

DONE AND ORDERED at Tampa, Hillsborough County, Florida, on the date embedded in the signature below.

\_\_\_\_\_  
CIRCUIT COURT JUDGE  
THIRTEENTH JUDICIAL CIRCUIT

cc:  
Child/Parent/Guardian/Custodian  
DJJ  
State Attorney  
Public Defender/private counsel