


**MISSISSIPPI DEPARTMENT OF HUMAN SERVICES
DIVISION OF YOUTH SERVICES
COMMUNITY SERVICES**

Subject: ADOLESCENT OFFENDER PROGRAM (AOP) MONITORING	Policy Number: 32
Number of Pages: 1	Section:
Attachments: A. AOP Monitoring Tool	Related Standards & References:
Effective Date: 10-1-11	Approved:  Kathy Pittman, Director

I. POLICY

It is the policy of the Mississippi Department of Human Services, Division of Youth Services that the regional directors and youth services counselors to monitor the Adolescent Offender Program (AOP) to ensure that the AOP is in compliance with the Scope of Services outlined in the contract agreement.

II. DEFINITIONS

As used in this policy and procedure, the following definitions apply:

Scope of Services

Monitor – means to oversee the AOP programs to ensure compliance with the scope of services.

III. PROCEDURE

All Division of Youth Services Regional Directors will monitor the AOPs within their respective regions at least quarterly. The Regional Director will use the short monitoring tool. If the Regional find a problem, they will report it to the Community Services Director and the AOP unit. All Division of Youth Services Counselors will monitor counties within their assigned districts at least monthly. The counselor is responsible to report any problems to the Regional Director. The AOP unit is responsible to complete a long monitoring tool when monitoring the AOP.