



Juvenile Treatment Court Certification Application

As required by statute, accountability courts must be certified by the Council of Accountability Court Judges (Council) to be eligible to receive state appropriated funds. The certification process helps to ensure courts are adhering to the standards and practices that research has shown to improve outcomes. Please follow the instructions below to successfully complete and submit your certification application.

The application is organized by the Juvenile Treatment Court (JTC) Standards. Each standard is categorized as a mandatory requirement or a best practice. The mandatory requirements represent the highest priority standards, some of which are in statute. Your program must meet all mandatory standards to be fully certified. Standards that are categorized as best practices are often found in high performing programs. Your team should strive to meet these standards as well, but should place a higher priority on the mandatory requirements.

For every standard, a certification requirement is listed. The requirements detail the steps your court should take to meet the standards. For every certification requirement, a suggested location is provided. For example, many of the certification requirements suggest that forms or information be contained in a policy and procedure manual. You can look in your court's manual for these items, or if you do not meet the requirement, you can use the suggested location as a guide for implementation. Use the documentation section to indicate if your court meets the requirement and to instruct the Standards and Certification Committee where to find the necessary information. For example, if you keep a list of your team members in the policy and procedure manual, attach a copy of the manual and provide a page number. For every requirement your program meets, you must submit supporting documentation. You must respond to every certification requirement – do not leave any sections blank. If the program does not meet a requirement, then you should mark *No*.

If you have multiple tracks, you must indicate where information for each type of participant can be found. For example, if your JTC includes a drug court and a mental health court, and the drug testing policy differs between those tracks, then you must outline where to find the information for both tracks.

Please consult your team as necessary when completing the application. Once you have filled out your application and have gathered the necessary attachments, please upload them [online here](#). The presiding judge should review the application prior to submission and then sign the cover page. If the cover page is not signed by the presiding judge, the application will not be reviewed.

New courts that are still in the development phase may be eligible for a certification waiver. If you have questions about the certification process, please contact Madison Nash, Chief Certification Officer, at madison.nash@georgiacourts.gov.

Applicant Contact Information

Please fill out the following information before submitting your certification application to the Standards and Certification Committee. Please provide the best phone number and email address to contact the team member completing the application. The form must be signed by the presiding judges of all tracks before the Committee will review the application.

Name of Juvenile Treatment Court: _____

Name and Position of Person Completing Application: _____

Phone Number: _____

Email: _____

By signing below, I certify that I have completed this application truthfully and completely, and that the information contained in this application is accurate to the best of my knowledge and abilities. I further certify that this application contains complete information regarding all the juvenile court programs in this judicial circuit that wish to certify as part of the circuit JTC.

Signature of Person Completing Application **Date**

Program Information

Each judicial circuit has one juvenile treatment court per the statute. The circuit JTC may have multiple programs or tracks serving different target populations, all within the umbrella of the circuit JTC. For example, a JTC might have a juvenile drug court program and a juvenile mental health court program that are both part of the circuit JTC. If your JTC only has one track (for example, if your circuit only has a juvenile drug court), please just fill out one of the boxes below. For the JTC to be fully certified, all tracks must meet all mandatory standards. For each track/program within the circuit JTC, please provide the following information. If you need additional space for additional tracks, please contact Madison Nash at madison.nash@georgiacourts.gov.

Name of Program/Track:	
Description of Target Population:	
Name of Program Coordinator:	
Phone:	
Email:	
Name of Presiding Judge:	
Please provide any additional information about this specific program within the JTC that you feel would be helpful to the committee.	

By signing below, I certify that the information contained in this application is accurate as it pertains to the track or program that I preside over. Additionally, I attest that this track or program adheres to all of Georgia’s mandatory JTC Standards, including those not outlined in this application.

Signature of Presiding Judge

Date

Name of Program/Track:	
Description of Target Population:	
Name of Program Coordinator:	
Phone:	
Email:	
Name of Presiding Judge:	
Please provide any additional information about this specific program within the JTC that you feel would be helpful to the committee.	

By signing below, I certify that the information contained in this application is accurate as it pertains to the track or program that I preside over. Additionally, I attest that this track or program adheres to all of Georgia’s mandatory JTC Standards, including those not outlined in this application.

Signature of Presiding Judge

Date

JTC Standard 1		
Juvenile treatment courts serve justice-involved youth suffering from severe and persistent mental illnesses (SPMIs), or substance use disorders (SUDs), by integrating evidence-based behavioral and mental health and substance use disorder services with justice system case processing.		
<p>Standard 1.2 The JTC team shall include, at a minimum, the following representatives: judge, public defender, prosecutor, program coordinator, community supervision officer, and treatment provider. The program coordinator shall be a position independent of treatment provider. The team should also consider adding a Special Assistant Attorney General (SAAG), school system representative and/or school liaison, peer support specialist, Guardian Ad Litem (GAL), Division of Family and Children Services (DFCS), Child in Need of Services (CHINS) coordinator, youth mentors, parent engagement specialist, other employees of the court, or others deemed appropriate for the class of court or children served.</p>		
<p>Mandatory Certification Requirement 1.2</p> <p>List both the names and organizational affiliation of the court’s team members.</p>	<p>Recommended Documentation</p> <p>Policy and Procedure Manual, Memoranda(um) of Agreement/Understanding (MOA/MOU)</p>	<p>Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below.</p> <p>Attachment(s): _____</p> <p>Page(s): _____</p>
<p>Standard 1.4 A workplan shall be executed in the form of a Memorandum of Understanding (MOU) between all team members and their associated agencies and updated annually as necessary.</p>		
<p>Mandatory Certification Requirement 1.4</p> <p>Please provide a copy of the most recent MOUs with team members and their associated agencies.</p>	<p>Recommended Documentation</p> <p>Copy of MOUs</p>	<p>Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below.</p> <p>Attachment(s): _____</p> <p>Page(s): _____</p>

<p>Standard 1.7 All members of the JTC team are expected to attend and participate in all scheduled formal staffings with a minimum of two per month. Courts should consider implementing weekly staffing.</p>		
<p>Mandatory Certification Requirement 1.7</p> <p>Ensure the court can indicate each team member participates in two formal staffings per month.</p>	<p>Recommended Documentation</p> <p>Policy and Procedure Manual, Data Collection System, MOU</p>	<p>Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below.</p> <p>Attachment(s): _____</p> <p>Page(s): _____</p>
<p>Standard 1.8 Members of the JTC team are expected to attend all JTC court sessions.</p>		
<p>Mandatory Certification Requirement 1.8</p> <p>Ensure the court can indicate each team member participates in JTC court sessions.</p>	<p>Recommended Documentation</p> <p>Policy and Procedure Manual, MOU</p>	<p>Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below.</p> <p>Attachment(s): _____</p> <p>Page(s): _____</p>

<p>Standard 1.11 Each JTC shall maintain ongoing communication with the treatment provider. The treatment provider should regularly and systematically provide the JTC with progress notes on participant progress; a reporting schedule shall be agreed upon by the JTC team and put in writing as part of the court’s operating procedures. Reports should be provided at least weekly and ideally within 72 hours. If there is a significant event, it should be reported to the JTC coordinator immediately, or at most within 24 hours of the event.</p>		
<p>Mandatory Certification Requirement 1.11</p> <p>Detail evidence of communication devices/techniques the court uses to facilitate communication between the court and treatment provider(s). Materials should clearly outline how team members share information, especially when significant events occur.</p>	<p>Recommended Documentation</p> <p>Policy and Procedure Manual, Copy of prior communication/evidence</p>	<p>Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below.</p> <p>Attachment(s): _____</p> <p>Page(s): _____</p>
<p>Standard 1.12 Participants shall have contact with case management personnel (JTC staff or treatment representative) at least once per week throughout treatment to review the status of treatment and progress.</p>		
<p>Mandatory Certification Requirement 1.12</p> <p>Provide your program’s case management policy or other documentation that demonstrates your participants have weekly contact with case management personnel.</p>	<p>Recommended Documentation</p> <p>Policy and Procedure Manual, Sample redacted case plan</p>	<p>Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below.</p> <p>Attachment(s): _____</p> <p>Page(s): _____</p>

JTC Standard 2
Using a non-adversarial approach, prosecution and defense counsel promote public safety while protecting participants’ due process rights.

Standard 2.6
 All participants shall receive a participant handbook upon accepting the terms of participation and entering the program. Receipt of the handbook shall be acknowledged through a form signed by the participant and his/her guardian and a fully executed copy shall be placed in the court file.

<p>Mandatory Certification Requirement 2.6</p> <p>Submit a copy of the participant handbook with your certification application. Include a copy of the form participants must sign to acknowledge they received a copy of the handbook.</p>	<p>Recommended Documentation</p> <p>Participant Handbook and Signature Form</p>	<p>Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below.</p> <p>Attachment(s): _____</p> <p>Page(s): _____</p>
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JTC Standard 2.7

Each JTC shall develop and use a form, or adopt the model created by the Council of Accountability Court Judges (CACJ), to document that each participant has received counsel from an attorney prior to admittance to a JTC, including the receipt of the local participant agreement with an executed copy placed in the official court file.

<p>Mandatory Certification Requirement 2.7</p> <p>Attach a form or contract that is used for participants prior to acceptance into the accountability court that demonstrates counsel was provided before agreement to participate.</p>	<p>Recommended Documentation</p> <p>Policy and Procedure Manual, Sample Contract with Attorney Signature Line</p>	<p>Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below.</p> <p>Attachment(s): _____</p> <p>Page(s): _____</p>
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JTC Standard 3 Eligible participants are identified early and promptly placed into the JTC program.		
<p>Standards 3.2, 3.4, and 3.5 Eligibility shall be defined by written, objective criteria to ensure clinical and legal suitability for the program.</p> <p>Program eligibility determination shall include the review of the potential participant’s delinquency history, legal requirements, and clinical appropriateness, including the administration of a risk and needs assessment.</p> <p>The target population for JTCs is youth assessed as moderate to high risk of reoffending and with moderate-to-high treatment needs. Criminogenic risk shall be assessed utilizing a standardized, evidence-based tool approved by CACJ.¹ The assessment shall be conducted prior to program entry to ensure the program is targeting appropriate participants.</p>		
<p>Mandatory Certification Requirement 3.2, 3.4, and 3.5</p> <p>Attach your program’s written eligibility requirements. This must include, at a minimum, legal requirements, clinical requirements, and a policy for evidence-based risk and needs assessment.</p>	<p>Recommended Documentation</p> <p>Policy and Procedure Manual, Participant Handbook</p>	<p>Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below.</p> <p>Attachment(s): _____</p> <p>Page(s): _____</p>

¹ The current approved tool is the Youth Level of Service/Case Management Inventory (YLS/CMI). Use of another tool must be approved by CACJ prior to implementation.
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<p>Standard 3.8 Participants should begin treatment as soon as possible; preferably, no more than 30 days should pass between a participant being determined eligible for the program and commencement of treatment services.</p>		
<p>Best Practice Recommendation 3.8</p> <p>Detail the average length of time from the date the person is deemed eligible for the court program and date of first initiation of treatment services.</p> <ul style="list-style-type: none"> • Less than 30 days <input type="checkbox"/> • Greater than 30 days <input type="checkbox"/> <p>Also include a copy of your program’s referral and intake process.</p>	<p>Recommended Documentation</p> <p>Policy and Procedure Manual, Data Management System or Spreadsheet</p>	<p>Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below.</p> <p>Attachment(s): _____</p> <p>Page(s): _____</p>
<p>Standard 3.11 Individuals who have historically experienced sustained discrimination or reduced social opportunities because of their race, ethnicity, national origin, gender, sexual orientation, gender identity, physical or mental disability, age, national origin, marital or parental status, religion, or socioeconomic status shall receive the same opportunities as other individuals to participate and succeed in the JTC, if they otherwise meet eligibility requirements.</p>		
<p>Mandatory Certification Requirement 3.11</p> <p>Outline your program’s statement of non-discrimination. If you do not already have one, please add it to your policy and procedure manual and submit for review.</p>	<p>Recommended Documentation</p> <p>Policy and Procedure Manual</p>	<p>Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below.</p> <p>Attachment(s): _____</p> <p>Page(s): _____</p>

JTC Standard 4
JTCs provide access to a continuum of mental health, alcohol, drug, and other related treatment and rehabilitation services.

Standards 4.1 and 4.2
 Programs should last a minimum of 12 months and should not exceed 24 months. Exceptions to the 24-month maximum may be made if extended by a court order based on participant progress following a 24-month evaluation and assessment, to be followed up every four months thereafter and not to exceed a total program length of 36 months.

The length of JTC participation shall not extend beyond the maximum period of detention or probation a youth could have received if adjudicated in a more traditional court process. In addition, program duration should vary depending on a participant’s program progress. Program completion should be tied to adherence to the participant’s court-ordered conditions.

<p>Mandatory Certification Requirement 4.1 and 4.2</p> <p>Documentation shall clearly outline program length. If the program has multiple tracks, the length for each track must be clearly outlined.</p>	<p>Recommended Documentation</p> <p>Policy and Procedure Manual, Participant Handbook</p>	<p>Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below.</p> <p>Attachment(s): _____</p> <p>Page(s): _____</p>
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Standard 4.3
 JTC programs shall be structured into a series of phases. The final phase may be categorized as “aftercare/continuing care.” Phases and phase movement shall have defined objective criteria that are maintained in writing and reviewed with participants and their parents or guardian.

<p>Mandatory Certification Requirement 4.3</p> <p>Provide details about your program’s phase structure that includes the number of phases and phase advancement criteria. If your program has aftercare/continuing care, then your materials should indicate if that is considered another phase and whether it takes place prior to or following graduation.</p>	<p>Recommended Documentation</p> <p>Policy and Procedure Manual, Participant Handbook</p>	<p>Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below.</p> <p>Attachment(s): _____</p> <p>Page(s): _____</p>
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<p>Standard 4.4 JTC programs shall offer a comprehensive range of mental health and substance use treatment services.</p>		
<p>Mandatory Certification Requirement 4.4</p> <p>Detail the services offered and available to a court participant. Possible services may include but are not limited to:</p> <ul style="list-style-type: none"> • Group counseling <input type="checkbox"/> • Individual counseling <input type="checkbox"/> • Family counseling <input type="checkbox"/> • Drug testing for substance use or misuse <input type="checkbox"/> 	<p>Recommended Documentation</p> <p>Policy and Procedure Manual, Participant Handbook</p>	<p>Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below.</p> <p>Attachment(s): _____</p> <p>Page(s): _____</p>
<p>Standard 4.8 Treatment shall include standardized, evidence-based practices (see Section XIV, JTC Treatment Standards) and other practices recognized by the Substance Abuse and Mental Health Services Administration Evidence-Based Practices Resources Center, Office of Juvenile Justice and Delinquency Prevention (OJJDP), California Clearinghouse, or other organization recognized by CACJ. All treatment providers must be appropriately licensed, certified, or supervised, to administer those curricula (including any curriculum-specific required training) and to provide clinical services to accountability court participants. These licenses and certifications shall be kept current and the court shall keep copies of all current treatment provider licenses and certifications on file.</p>		
<p>Mandatory Certification Requirement 4.8</p> <p>Outline the treatment offered to participants</p> <ol style="list-style-type: none"> 1. Ensure direct service providers used for the court are licensed, where required 2. Ensure education, training, and ongoing clinical supervision are provided to treatment staff <p>Include copies of providers' license and certification</p>	<p>Recommended Documentation</p> <p>Policy and Procedure Manual, MOU or Treatment Provider Contracts,</p> <p>Copy of License/Certification REQUIRED</p>	<p>Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below.</p> <p>Attachment(s): _____</p> <p>Page(s): _____</p>

JTC Standard 5		
Juvenile Treatment Courts shall develop and implement a drug testing policy that is applied consistently and fairly.		
<p>Standards 5.1, 5.3, and 5.5 Participants assessed as having a SUD shall be randomly and frequently tested a minimum of twice per week until the final phase of the program. A standardized system of drug testing shall continue until completion of the program. -The court shall implement a formal system of randomization that strives to eliminate the participants’ ability to predict when a drug test may occur.</p> <p>The court’s drug testing protocol shall include a provision for drug testing at all times, including at least occasional drug testing on weekends and holidays due to the likelihood of use during these times, and to ensure substances with shorter testing windows are detected.</p> <p>Each JTC shall utilize urinalysis as the primary method of drug testing. All urinalysis testing shall be directly observed by an authorized, same sex member of the JTC team, a licensed/certified medical professional, or other approved official of the same sex. All drug testing protocols shall be sensitive to the trauma history of the participant.</p>		
<p>Mandatory Certification Requirement 5.1, 5.3, and 5.5</p> <p>Include your program’s drug testing policy. This must include, at a minimum:</p> <ol style="list-style-type: none"> 1. Random testing process – how you ensure randomness 2. Frequency of testing throughout the program 3. Policy for testing on weekends and holidays 4. Urine testing protocols 	<p>Recommended Documentation</p> <p>Policy and Procedure Manual, Drug Testing Schedule</p>	<p>Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below.</p> <p>Attachment(s): _____</p> <p>Page(s): _____</p>
<p>Standard 5.12 Each JTC shall maintain the drug testing procedures in a policy and procedure manual. The drug testing procedure shall include the steps taken to ensure proper chain of custody of all specimens throughout the testing and confirmation process.</p>		
<p>Mandatory Certification Requirement 5.12</p> <p>Documentation must clearly outline how your program ensures proper chain of custody. This should include your specimen collection and storage procedures.</p>	<p>Recommended Documentation</p> <p>Policy and Procedure Manual</p>	<p>Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below.</p> <p>Attachment(s): _____</p> <p>Page(s): _____</p>

JTC Standard 6 A coordinated strategy governs JTC responses to participants' compliance.		
Standard 6.1 Each JTC shall have a formal system of swift and certain sanctions, including a system for reporting noncompliance, established in writing and included in the court's policies and procedures.		
Mandatory Certification Requirement 6.1 Program information should clearly outline the court's sanctions. Courts can use various means (grids, charts, etc.) to reflect how and when sanctions are administered.	Recommended Documentation Policy and Procedure Manual, Participant Handbook	Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below. Attachment(s): _____ Page(s): _____
Standard 6.2 Each JTC shall have a formal system of incentives for positive behavior.		
Mandatory Certification Requirement 6.2 Program information should clearly outline the court's incentives. Courts can use various means (grids, charts, etc.) to reflect how and when incentives are administered.	Recommended Documentation Policy and Procedure Manual, Participant Handbook	Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below. Attachment(s): _____ Page(s): _____

<p>Standard 6.5 Each JTC shall implement a system for a minimum level of field supervision for each participant based on their respective level of risk. Field supervision may include unannounced visits to the participant’s home, school, or workplace, and may include curfew checks. The level of field supervision may be adjusted throughout the program based on participant progress and any reassessment process.</p>		
<p>Mandatory Certification Requirement 6.5</p> <p>Outline the field supervision procedure and policy for the court program. This should include minimum visit frequency and visit activities performed (e.g. visual inspection, drug screen, etc.).</p>	<p>Recommended Documentation</p> <p>Policy and Procedure Manual, Participant Handbook</p>	<p>Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below.</p> <p>Attachment(s): _____</p> <p>Page(s): _____</p>
<p>Standard 6.8 Detention should only be considered as the last option in the most serious cases of non-compliance. Detention sanctions should ideally be less than 3-5 days. Where possible, participants should continue receiving treatment while in detention. No detention sanction shall exceed the maximum period authorized by law.</p>		
<p>Mandatory Certification Requirement 6.8</p> <p>Detail the average length of detention sanctions:</p> <ul style="list-style-type: none"> • Do not use detention as a sanction <input type="checkbox"/> • 1 to 2 days <input type="checkbox"/> • 3 to 5 days <input type="checkbox"/> • Greater than 5 days <input type="checkbox"/> <p>Include any program policies about detention sanctions such as how and when they are administered.</p>	<p>Recommended Documentation</p> <p>Policy and Procedure Manual, Participant Handbook</p>	<p>Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below.</p> <p>Attachment(s): _____</p> <p>Page(s): _____</p>

JTC Standard 7 Ongoing judicial interaction with each JTC participant is essential.		
Standard 7.1 A dedicated juvenile court judge or senior judge must preside over an individual JTC program and should be committed to serving in this role for at least two years.		
Mandatory Certification Requirement 7.1 Provide a policy or statement that indicates the presiding judge is a dedicated juvenile court judge or senior judge that is committed to serving for at least two years.	Recommended Documentation Policy and Procedure Manual, MOU, Attached Statement	Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below. Attachment(s): _____ Page(s): _____
Standards 7.5, 7.6, and 7.7 A regular schedule of status hearings shall be used to monitor participant progress. There shall be a minimum of two status hearings per month in the first phase of JTC programs and, dependent on participant needs, this minimum schedule may continue through additional phases. Frequency of status hearings may vary based on participant needs and benefits, as well as judicial resources. Status hearings shall be held no less than once per month during the last phase of the program.		
Mandatory Certification Requirement 7.5, 7.6, 7.7 Clearly outline the number of times status hearings are being conducted in each phase.	Recommended Documentation Policy and Procedure Manual, Participant Handbook	Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below. Attachment(s): _____ Page(s): _____

JTC Standard 8		
Monitoring and evaluation measure the achievement of program goals and gauge effectiveness.		
Standard 8.2		
Participant data shall be monitored and analyzed on a regular basis (as set forth in a formal schedule) to determine the effectiveness of the program.		
<p>Mandatory Certification Requirement 8.2</p> <p>Materials must outline a process to collect and analyze data on a regular basis. This can include review of quarterly program reports generated by CACJ. The data policy should also describe how data is used to make program improvements. The policy should also include who enters data into the case management system.</p>	<p>Recommended Documentation</p> <p>Policy and Procedure Manual, MOU</p>	<p>Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below.</p> <p>Attachment(s): _____</p> <p>Page(s): _____</p>

JTC Standard 9 Continuing interdisciplinary education promotes effective JTC planning, implementation, and operations.		
Standard 9.1 JTC programs shall have a formal policy on staff training requirements and continuing education including formal orientation and training for new team members.		
Mandatory Certification Requirement 9.1 Outline the program’s written staff training requirements. Include documentation that outlines required trainings for new court staff and team members.	Recommended Documentation Policy and Procedure Manual	Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below. Attachment(s): _____ Page(s): _____
Standard 9.6 JTC judges and staff should participate in ongoing continuing education as it is available through professional organizations such as the Institute of Continuing Judicial Education (ICJE), All Rise, OJJDP, the Georgia Council of Court Administrators (GCCA), etc.		
Best Practice Recommendation 9.6 Outline the program’s policy for team members’ ongoing education.	Recommended Documentation Policy and Procedure Manual, MOU	Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include attachment name and location below. Attachment(s): _____ Page(s): _____