



MARYLAND DEPARTMENT OF JUVENILE JUSTICE

SUBJECT: Youth Travel Outside Maryland

UNIT OR AREA: ALL DJJ Units and Facilities

APPLICABLE TO: All DJJ Employees

POLICY NUMBER: 01.16.27

REF: See Authority

EFFECTIVE DATE: June 14, 1999

APPROVED: _____

A handwritten signature in cursive script, appearing to read "Robert L. Jones", written over a horizontal line.

I. Policy: The Maryland Department of Juvenile Justice allows youths on probation and those committed to the care and custody of the Department the opportunity to participate in supervised activities outside the State. Because out-of-state travel is a significant privilege, only those youths with positive program records who have shown no significant flight risk and are not otherwise a significant public safety risk may participate in activities requiring such travel.

II. Authority: Article 83C§2-102, Annotated Code of Maryland

III. Definitions:

Out-of-State Travel: Travel outside of Maryland, but not including Interstate Compact actions or traveling through another state when the starting and ending points are in Maryland.

IV. Procedures:

- A. Youths awaiting adjudication, youths placed in committed programs that are less than three months in duration, and youths in sex offender programs shall not leave the State.
- B. When youths are new to committed programs or in programs for youths on probation, they shall be subject to a waiting period for out-of-state travel.
1. Youths in secure committed programs who have been in residence less than six months shall not leave Maryland.
 2. Youths in non secure committed programs who have been in residence or enrolled for less than thirty days shall not leave Maryland.
 3. Youths in programs while on probation who have been enrolled in the program for less than thirty days shall not leave Maryland.

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- C. Because some court orders prohibit youths from leaving the State, program staff shall review the court orders for all youths in the program before planning activities requiring out-of-state travel.
1. Youths with court orders prohibiting out-of-state travel shall not leave Maryland.
 2. Youths with court orders restricting out-of-state travel shall be subject to the terms of those restrictions.
- D. Program staff shall advise parents and case managers that youths may travel outside Maryland.
1. Program staff shall advise case managers about the potential for out-of-state travel during the intake process and while the youths' service plans are being developed.
 2. Case managers shall advise parents about the potential for out-of-state travel when youths are committed for placement, enrolled in a non-residential program or assigned to probation group activities.
 3. Case managers shall advise program staff whenever a youth's court order prohibits out-of-state travel.
 4. Program staff shall secure approval from the Assistant Secretary responsible for their program for all individual and group activities involving out-of-state travel.
- E. Youths whose residence is in another state shall be permitted home visits when those visits are part of a program designed to facilitate the transition to aftercare.
- F. Youths may travel out-of-state for interviews at programs located outside Maryland. If the youth's court order prohibits or restricts out-of-state travel case managers arranging such interviews shall secure court permission for the travel.

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G. Criteria for Travel

1. Group trips to other states for educational or training purposes shall be permitted in accordance with this policy.
2. In cases of natural disasters, youths permitted to travel in accordance with this policy shall be permitted to travel to nearby communities outside Maryland to perform disaster relief community service.
3. Recreation trips outside Maryland shall be prohibited.

H. Public Safety and Security Requirements

1. Normal staff to youth ratios shall be maintained.
2. Staff supervising youths traveling outside Maryland shall adhere to all procedures for head counts and eye contact.
3. Out-of-state travel shall be restricted to the hours of 8:00 a.m. to 6:00 p.m.
4. Mixed sex groups shall be prohibited.
5. Travel through another state shall be permitted if the trip begins and ends in Maryland.

I. This policy shall not effect the operations of the Interstate Compact Program.

J. Exceptions to this policy may be approved by the Secretary or by the Deputy Secretary upon recommendation from the Assistant Secretary responsible for the program.