



Successful Youth • Strong Leaders • Safer Communities

MARYLAND Department of Juvenile Services

POLICY

POLICY: Global Positioning System (GPS) Policy
NUMBER: CS/RS-919-19
APPLICABLE TO: All Community Detention Officers, Community and Facility Case Management Specialists, Rapid Response Workers, their respective Supervisory Staff, Facility Administrators and Regional Directors

APPROVED: _____ /s/ signature on original

Sam Abed, Secretary

DATE: _____ 9/18/19

I. POLICY

The Department of Juvenile Services (DJS) establishes this Global Positioning System (GPS) policy and its accompanying standard operating procedures for the supervision of youth who are placed on GPS.

II. AUTHORITY

Md. Code Ann., Hum. Servs., §§ 9-203, 9-204, 9-216, 9-239 and 9-241

III. DIRECTIVES/POLICIES RESCINDED

Global Positioning System (GPS) Policy, CS-07-14

IV. FAILURE TO COMPLY

Failure to obey this policy and its standard operating procedures shall be grounds for disciplinary action in accordance with the DJS Standards of Conduct, up to and including termination of employment.

V. STANDARD OPERATING PROCEDURES

Statewide standard operating procedures have been developed and are attached.

VI. REVISION HISTORY

DESCRIPTION OF REVISION	DATE OF REVISION
<p>New policy issued.</p> <p>Policy number changed.</p> <p>Added/revised procedures for:</p> <ul style="list-style-type: none"> • AWOL • Escalation Notification • Home Pass 	<p>2/15/18</p>
<p>Policy number changed.</p> <p>Revised the Home Pass procedures:</p> <ul style="list-style-type: none"> • Added new procedures for CD Administrator III • Changed the requirement to email the GPS Request Form in 24 hours to 48 hours in advance to the RRW Team and the Facility Superintendent • Changed the number of pictures required to be taken from 4 to 3 with the removal of the requirement for a close-up ankle picture with the worker showing the vendor standard finger in the strap test. • Added procedure requiring staff to review the GPS Program Guidelines (new Appendix 3) with the youth following installation of the GPS device. 	<p>9/18/19</p>

PROCEDURES

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APPROVED: _____ /s/ signature on original
Betsy Tolentino,
Executive Director of Pre-Adjudication and Reform Services

REVISION DATE: _____ 9/11/19

I. PURPOSE

To provide procedures for the supervision of youth who are placed on GPS.

II. DEFINITIONS

Command Center means the center located in Baltimore City that handles and stores all of the electronic information for the GPS program for the state. The Command Center is part of the Community Detention/Electronic Monitoring program.

Community Detention/Electronic Monitoring (CD/EM) means the program monitored by DJS in which a youth is placed at home and in the community rather than in detention.

Designated Office Contact means the Inventory Specialist in Baltimore City and the CD Supervisor in the remaining DJS regions.

Global Positioning System (GPS) means a satellite-based tracking system used by DJS to monitor and track youth movement when placed in the community.

Home Pass means the court-ordered authorization given for a committed youth placed in an in-state staff and hardware secure facility or an out-of-state placement to visit home.

Inventory Specialist (IS) means the DJS employee at the Command Center responsible for maintaining the statewide inventory of equipment for the CD/EM and GPS programs.

Rapid Response Team (RRT) means the team of DJS employees who work in the CD/EM and GPS programs.

Rapid Response Workers (RRW) means the DJS employees who are responsible for connecting youth to GPS and conducting home visits to resolve/troubleshoot, replace or retrieve GPS devices as necessary.

SafeMeasures means analytic software that helps improve DJS case management effectiveness by using raw data from ASSIST and SMART to identify gaps in service and prioritize case work.

III. **PROCEDURES**

A. **Populations Served**

Global Positioning System (GPS) devices are used for the following populations:

1. Intensive level youth - during the first 90 days following court disposition or as a sanction set by the Case Management Specialist (CMS);
2. Intensive level youth - during the initial 90-day period following discharge and return from in-state staff and hardware secure facilities and all out-of-state placements;
3. Court-ordered youth - while on approved leave of absence or home passes from staff or hardware secure in-state facilities;
4. All other youth - during the initial 30-day period following discharge and return from in-state hardware secure and out-of-state staff and hardware secure facilities; and
5. Specific court ordered youth in the community - length of stay depends on court order.

B. **Staffing – Roles and Responsibilities**

1. **The Community Case Management Specialist (CMS) shall:**

- a. Submit a **GPS Request Form** for each youth to the designated office contact, three to five (3-5) business days prior to the GPS request being sent to the court; the form shall include a detailed schedule of the youth's school attendance, CMS appointments, employment, community service, treatment appointments, and curfew/leave times;
- b. E-mail a copy of the completed **GPS Request Form** to the Case Management Specialist Supervisor (CMSS) for approval;
- c. Request the court order for the youth to be placed on GPS;
- d. Once the youth is connected to GPS, monitor the youth for compliance, impose sanctions for noncompliance, request writs/warrants, and notify the court as needed (VOP, emergency hearing, etc.);
- e. Respond immediately by e-mail to the Rapid Response Team (RRT);
- f. Notify the designated regional office contact when the youth is to be released from GPS; and

- g. Coordinate with the designated regional office contact for GPS unit retrieval.

2. The Designated Office Contact shall:

- a. Receive the **GPS Request Form**, assign equipment, enter the needed information into the vendor database, and make an appointment for youth to be connected to GPS;
- b. Notify the CMS or CMSS of any issues with the **GPS Request Form**;
- c. Notify the Inventory Specialist when equipment is needed;
- d. Complete all returns, repairs, and inventory reductions to be sent to the GPS vendor;
- e. Maintain the GPS inventory;
- f. Review the inventory spreadsheet sent by the Inventory Specialist daily for accuracy and cross check it with ASSIST GPS Placement Admissions and the GPS report in SafeMeasures®;
- g. Work with the Inventory Specialist to maintain accurate GPS inventory;
- h. Review e-mails sent by the RRW and CMS to support GPS compliance and involve the CMSS when youth is not in compliance and responses are not being received from the CMS;
- i. Remove designated youth from GPS upon receiving e-mail from the CMS;
- j. Ensure the GPS unit is properly shut down; and
- k. Clean all equipment and prepare for re-assignment to another youth.

3. The Rapid Response Worker (RRW) shall:

- a. Review the **GPS Expectation Form** with the youth and parent or guardian, and when available, have the youth sign and retain a copy for the youth's records;
- b. Connect and remove the youth from GPS when instructed by the designated office contact;
- c. Monitor the youth for compliance, including monitoring compliance of youth while on a home pass, responding to any violations while on the home pass and performing any needed equipment repairs;
- d. Open a GPS Placement Admission in ASSIST the same day that the youth is connected to GPS;
- e. Send e-mails to the CMS, CMSS and other employees as stated on the **GPS Request Form** indicating the violations that need to be addressed and any sanctions needed for noncompliance;
- f. Notify the CD Supervisor and CD Administrator III when a response is not received from the CMS regarding a youth who is noncompliant on GPS;

- g. Send out current status checks on a routine basis to notify CMS when a youth is not in compliance;
- h. Work with law enforcement to apprehend GPS violators (if allowed in the court order);
- i. Follow **GPS Escalation Notification Protocol (Appendix 1)** for violations requiring management support;
- l. Complete the following steps when a youth goes AWOL from GPS;
 - 1) Confirm with the parent/guardian/custodian by phone or a visit to the home that the youth has removed his GPS device or is AWOL;
 - 2) Confirm law enforcement apprehension language is in the most recent court order for GPS;
 - 3) In Baltimore City, email the Command Center and include all necessary information requested in the Watch Center Protocol when the youth has removed the GPS device and whereabouts are confirmed unknown;
 - 4) Call the On-call Administrator to brief them and wait for approval to proceed with the Watch Center Notification;
 - 5) Send a GPS intervention/escalation email and include the information from preceding steps (1-4); include the required GPS screen shot and youth information as with all interventions;
 - 6) Complete the GPS violation summary report;
 - 7) Email the GPS violation summary report and the GPS escalation email to the assigned CMS, CMSS, Assistant Regional Director and Regional Director (RD) of the region in which the youth resides advising of the youth's current AWOL and request a Writ be issued;
 - 8) Place an AWOL alert in ASSIST and place the youth's name on the GPS white board;
 - 9) Forward a copy of the GPS intervention/escalation email to the Command Center and call them at 1-800-260-4075 or 410-464-2427 and alert them of the AWOL; and
 - 10) Include all required information in the End of Shift email;
- j. Provide GPS summary reports upon request;
- k. Retrieve units as needed;
- l. Remove GPS and properly shut down the unit when instructed by the designated office contact;
- m. Close the ASSIST Placement Admission the same day the youth is removed from GPS; and
- n. Immediately return GPS units to the designated office contact for re-assignment.

4. **The CD Officer shall:**
 - a. Respond to GPS violations, connect youth to GPS, and conduct repairs as directed by their Regional CD Supervisor or Director of Community Detention;
 - b. Notify the CMS and CMSS on the availability of equipment;
 - c. Notify the CMS or CMSS of any issues with the **GPS Request Form**; and
 - d. Notify the Director of Community Detention when equipment is needed.

5. **The Command Center staff shall:**
 - a. In Baltimore City, send out the **Watch Center Protocol (Appendix 2)**;
 - b. Support the RRW as needed; and
 - c. Support the designated office contacts as needed.

6. **The CD Administrator III shall:**
 - a. Work with the Inventory Specialist to ensure equipment availability;
 - b. Coordinate with RDs to ensure escalation emails are addressed; and
 - c. Work daily with the designated office contacts and CD Supervisor, to ensure all GPS requests are fulfilled in a timely manner.

7. **The Director of Community Detention shall:**
 - a. Attend regional managers' meetings to determine efficient ways of implementing GPS;
 - b. Identify areas for improvement of the GPS program;
 - c. Work with the GPS vendor to confirm accurate inventory tracking and approve invoices; and
 - d. Fulfill all GPS requests.

8. **The Regional Director shall:**
 - a. Ensure staff respond to escalation emails;
 - b. Notify the Director of Community Detention when a case requires immediate or emergency connection to GPS; and
 - c. Work with the Director of Community Detention to address employees who are not responding to GPS alerts and intervene as needed.

C. Home Pass Procedures

1. The Facility CMS shall:

For youth on a home pass for 24 hours or longer,

- a. Email a **GPS Request Form** 48 hours in advance to the RRW Team and the Facility Superintendent and include:
 - 1) Name/PID of the youth
 - 2) Duration of the pass;
 - 3) Address of where youth will reside;
 - 4) Facility person assigned;
 - 5) Special GPS supervision conditions; and
 - 6) the court order for a home pass.
- b. Complete the installation of the GPS device for the **youth in a committed DJS facility** prior to the youth leaving the facility.
 - 1) Enter the youth's information, schedules and zones in the GPS vendor database.
 - 2) Open the GPS Placement Admission in ASSIST.
 - 3) Take three (3) pictures:
 - a) A full body picture showing the anklet intact on the left ankle;
 - b) A close up face picture;
 - c) A close up ankle picture; and
 - d) Review the **GPS Program Guidelines (Appendix 3)** with the youth.
 - 4) Email the pictures to the appropriate RRT and in the subject line of the email enter– “Youth’s PID/GPS Home Pass Pictures”;
 - a) For Baltimore City, send to DLGPS-BALTIMORECITY_DJS@MARYLAND.GOV, and
 - b) For all other Regions, send to DLGPSRRSTATEWIDE@MARYLAND.GOV
- c. Upon the youth’s return to the facility, remove and un-assign the GPS device and close the GPS Placement Admission in ASSIST.
- d. Review issues of compliance with the youth upon his/her return to the facility.

2. The CD Officer or RRW shall:

- a. Complete the installation of the GPS device for the **youth in a committed residential placement (i.e., group home)** prior to the youth leaving the placement.
 - 1) Enter the youth's information, schedules and zones in the vendor database.
 - 2) Open the GPS Placement Admission in ASSIST.
 - 3) Take three (3) pictures.
 - a. A full body picture showing the anklet intact on the left ankle;

- b. A close up face picture;
 - c. A close up ankle picture; and
 - d. Review the **GPS Program Guidelines (Appendix 3)** with the youth.
- 4) Email the pictures to the appropriate RRT and in the subject line of the email enter– “Youth’s PID/GPS Home Pass Pictures”;
 - a) For Baltimore City, send to DLGPS-BALTIMORECITY_DJS@MARYLAND.GOV; and
 - b) For all other Regions, send to DLGPSRRSTATEWIDE@MARYLAND.GOV.
 - b. Provide supervision and monitor compliance issues for **all** youth on home passes.
 - c. Complete the following steps when a youth on a home pass goes AWOL from GPS.
 - 1) Confirm with the parent/guardian/custodian by a phone call or visit to the home that the youth has cut his strap or is AWOL.
 - 2) Call the On-call Administrator to brief them and wait for instruction to ensure the Command Center receives information for the Maryland Coordination and Analysis Center (MCAC) from the facility.
 - 3) Call the facility and report the AWOL information to a Supervisor.
 - 4) Send a GPS intervention/escalation email and include the information from preceding steps; include the required GPS screen shot and youth information as with all interventions.
 - 5) Complete the GPS violation summary report.
 - 6) Forward the GPS violation summary report and the GPS escalation email to the assigned Community CMS, CMSS, Assistant Regional Director and Regional Director of the region in which the youth resides to notify the staff of the youth’s current AWOL and request a Writ be issued.
 - 7) Place an AWOL alert in ASSIST and place the youth's name on the GPA White Board.
 - 8) Forward a copy of the GPS intervention/escalation email to the Command Center and call them at 1-800-260-4075 or 410-464-2427 and alert them of the AWOL.
 - 9) Complete a DJS Incident Report in accordance with the *DJS Incident Reporting Policy* and send a copy to GPS Supervisor and On-call Administrator for review.
 - 10) Include all required information on the End of Shift email.
3. **The RRW shall** save the three pictures, the GPS request, the signed GPS Expectation Sheet and court order for GPS to the Google drive.

D. GPS Records

GPS records are considered confidential records and may only be released upon approval of the Director of Community Detention. Staff who receive an inquiry requesting GPS records shall email the request to the Director of Community Detention. Include in the email, the contact information of the person or parties requesting the GPS information. The Director of Community Detention shall respond to the request and provide any GPS records as appropriate.

IV. RESPONSIBILITY

Facility Administrators and Regional Directors are responsible for implementation and compliance with these procedures.

V. INTERPRETATION

The Deputy Secretary of Operations shall be responsible for interpreting and granting any exceptions or changes to these procedures.

VI. LOCAL OPERATING PROCEDURES REQUIRED

No

VII. DIRECTIVES/POLICIES REFERENCED

DJS Incident Reporting Policy

VIII. FORMS

All forms referenced in the policy can be found on the DJS Intranet under Forms/Youth Related/GPS.

APPENDICES

1. GPS Escalation Notification Protocol
2. Watch Center Protocol
3. GPS Program Expectations



DJS POLICY AND STANDARD OPERATING PROCEDURES

Statement of Receipt and Acknowledgment of Review and Understanding

POLICY: Global Positioning System (GPS) Policy

NUMBER: CS/RS-919-19

APPLICABLE TO: All Community Detention Officers, Community and Facility Case Management Specialists, Rapid Response Workers, their respective Supervisory Staff, Facility Administrators and Regional Directors

REVISION DATE: September 18, 2019

I have received and reviewed a copy (electronic or paper) of the above titled policy and procedures. I understand the contents of the policy and procedures.

I understand that failure to sign this acknowledgment form within five working days of receipt of the policy shall be grounds for disciplinary action up to and including termination of employment.

I understand that I will be held accountable for implementing this policy even if I fail to sign this acknowledgment form.

SIGNATURE

PRINT FULL NAME

DATE

WORK LOCATION

SEND THE ORIGINAL, SIGNED COPY TO DIRECTOR OF THE DJS OFFICE OF HUMAN RESOURCES FOR PLACEMENT IN YOUR PERSONNEL FILE.

Anthony G. Brown
Lt. Governor

Martin O'Malley
Governor

Sam Abed
Secretary

TO: CD and GPS Operations

FROM: Lisa Reynolds
Director of Community Detention Operations

RE: GPS Escalation Notification Protocols

DATE: August 22, 2019

The following GPS violations will require that the intervention be immediately escalated to the Regional Director once the violation cannot be resolved:

- Master Tamper (MTPR)
- Exclusion Zone (EZ)
- Dead Battery (DBATT)

The intervention emails shall:

- Have a subject line that reads – Youth Last Name, First Name, PID – GPS ESCALATION
- Include the following introduction into the body of the email – “The Regional Management Team has been included on this escalation email in an effort to obtain follow up regarding this violation.”
- Include the CMS chain of command

On the third attempt to address any other GPS violation that shows repeated noncompliance the same intervention email shall be sent out as outlined above.

If a response is not received by the end of your shift and before 11:00 p.m. call the OCA. After 11:00 p.m. place all of the notes in the system and await OCA response the next day. Safety issues and GPS violations that require secure detention shall be immediately reported to the OCA.

Regional Directors and Assistant Regional Directors are as follows:

City:

Bernice Walker
Anjelene Branch
Oleseun Adetayo
George Proctor

Central:

Matthew Fonseca
Celena Falline
Tracy Whitaker

Eastern Shore:

Cory Fink
Jennifer Winbrow
Chris Dulik

Southern:

Doug Mohler
Kimberly Atkinson

Metro:

Delmonica Hawkins
Frank Duncan
Wanda Frink

Western:

Singleton Golden



WATCH CENTER PROTOCOL

When the following has been confirmed, youth has cut his anklet and absconded, confirmed safety issue, or a an AWOL that does not apply to the CD Program Violation Re-Engagement Plan, that requires law enforcement assistance in Baltimore City, the CD/RR Staff, GPS/ RR Staff, Watch Center Liaison, and MYRC Command Center staff shall adhere to the following protocol:

1. **RR Staff** - Shall immediately notify the MYRC Command Center that the youth has incurred a CD/GPS violation that requires law enforcement assistance and that they are requesting an affidavit. For GPS youth it is the responsibility of CMS to request a warrant.
2. **MYRC Command Center Staff** – Upon notification from CD staff, shall:
 - a. During business hours, immediately notify the Watch Center Liaison via email that the youth is in violation and provide them with the youth’s name, DOB, address, and PID
Contact Info: Charles Whitfield
Charles.whitfield@maryland.gov
 - b. After 4 pm, on holidays, and on weekends, email the Court Order, Field Face Sheet and Photo (if available in ASSIST) to the following for **GPS youth**:
 - 1) Gary.Tuggle@baltimorepolice.org
 - 2) Deron.Garrity@baltimorepolice.org
 - 3) Richard.worley@baltimorepolice.org
 - 4) Joel.Fried@baltimorepolice.org
 - 5) Sharon.Talley@baltimorepolice.org
 - 6) Akinlawon.sullivan@baltimorepolice.org
 - 7) Sterling.price@baltimorepolice.org
 - 8) Thomas.Moore@baltimorepolice.org
 - 9) Watch.Center1@baltimorepolice.org
 - 10) Lisa Reynolds
 - 11) Paul Castle
 - 12) Darren Hare
 - 13) David Smallwood
 - 14) Charles Whitfield
 - 15) Anjelene Branch
 - 16) Oluseun Adetayo
 - 17) Bernice Walker
 - 18) George Proctor
 - 19) Olusola Ogunranti
 - 20) Crystal Moore
 - 21) DJSDL.GPS-BaltimoreCity@maryland.gov
 - 22) DLbaltimorecityintake_djs@maryland.gov
 - 23) Leo Zilka
 - 24) The duty Officer at the Baltimore City Police Department (BPD) Watch Center (get email address when you call 410-396-2040).

WATCH CENTER PROTOCOL

- c. Email the Court Order, Field Face Sheet and Photo (if available in ASSIST) to the following for **CD youth**:
- 1) Gary.Tuggle@baltimorepolice.org
 - 2) Deron.Garrity@baltimorepolice.org
 - 3) Richard.worley@baltimore.org
 - 4) Joel.Fried@baltimorepolice.org
 - 5) Sharon.Talley@baltimorepolice.org
 - 6) Akinlawon.sullivan@baltimorepolice.org
 - 7) Sterling.price@baltimorepolice.org
 - 8) Thomas.Moore@baltimorepolice.org
 - 9) Watch.Center1@baltimorepolice.org
 - 10) Lisa Reynolds
 - 11) Paul Castle
 - 12) Darren Hare
 - 13) David Smallwood
 - 14) Charles Whitfield
 - 15) Olusola Ogunranti
 - 16) Corliss Walker
 - 17) Cheryl McCormick
 - 18) Laressa Feldman
 - 19) Lisa Gibbs
 - 20) Leo Zilka
 - 21) Assigned CD Officer
 - 22) DLbaltimorecityintake_djs@maryland.gov
 - 23) DLCDRR_DJS@maryland.gov
 - 24) The duty Officer at the Watch Center (get email address when by calling 410-396-2640)

3. **Watch Center Liaison** shall:

- a. Email Court Order, Field Services Face Sheet and Photo (if available) to the designated BPD and DJS staff during regular business day.
- b. Prepare a BOLO wanted posted regarding the AWOL youth and disseminate via email, to the designated BPD and DJS staff. The Watch Center Liaison will also add the youth to the BPD BOLO database.

4. **Rescinding Watch Center**

a. For GPS youth:

- 1) The RR Supervisor will verify with the CMSS that the WCP can be rescinded
- 2) The RR Supervisor will notify the Command Center using the “reply all” email function advising the Command Center to rescind the WCP.
- 3) The Command Center shall rescind the WCP.
- 4) When the RR Supervisor is unavailable, the CD Director or OCA will do steps 4. a. (1) and 4. a. (2)

b. For CD youth:

- 1) The CD Supervisor or Iesha Hemby will verify that the WCP can be rescinded.
- 2) The Command Center shall rescind the WCP.

WATCH CENTER PROTOCOL

- 3) When the CD Supervisor is unavailable the CD Director or OCA will do step 4. b. (1).

SPECIAL NOTES

- The attached WCP email format shall be used for all WCP notifications sent by the Command Center.
- For all CD unauthorized leaves where it has not been confirmed that the youth is AWOL, the assigned CDO or CD/RR will address the violation using the appropriate CD response per the CD Program Violation Re-Engagement Plan.
- If the BPD duty officer refuses to give their email to add to the WCP, document the refusal in the WCP email that is sent.
- If the DJS email system is not working, the Command Center shall fax the WCP information and follow up with the WCP email once it is functioning noting that a fax was sent and the time it was sent.
- WCP shall **NOT** be rescinded until the youth is apprehended and appears in court to answer to the violation(s). A supervisor, however, can override this and have the WCP rescinded if warranted.

GPS Program Guidelines

All youth on GPS Monitoring **MUST** adhere to the below listed **GPS Guidelines**:

- ❖ Follow ALL daily schedule requirements. Arrive on time to school, to all designated appointments, and do not leave early.
- ❖ Follow all curfew and home detention restrictions.
- ❖ Failure to charge the equipment or replace the battery in the device appropriately will result in an **IMMEDIATE** GPS Violation.
- ❖ Upon **initial** arrival to the home plug the power supply into the wall and charger. **Do not remove charger from wall outlet. (place the charger in the middle of the home on a stable surface).** The PWR LED (*Light closes to the power cord*) turns **GREEN** indicating the charger has power.
- ❖ Place the extra battery in the charger and the **Charge LED** (*Light next to the PWR LED light*) will turn **Red**.
- ❖ The battery is fully charged when the **Charge LED** (*Light next to the PWR LED light*) is **GREEN**. **Do Not** remove the battery from the charger until you are ready to use it.
- ❖ **Change / Charge battery every morning and night.** (*Place the charged battery you just removed into your tracking device and the removed battery into the charger.*)
- ❖ Failure to replace the battery into the device will result in an **IMMEDIATE** GPS violation.
- ❖ If the Tracking device vibrates and/or emits a tone, **double-tap** the device to acknowledge a pending message, listen to the message, **double-tap** again to acknowledge that you received the message.
- ❖ **IMMEDIATELY** contact the DJS Command Center at **410-464-2427** for **ALL** questions and concerns.
- ❖ **ALL GPS violations will be addressed.** Sanctions will be imposed for non-compliant behavior up to and including possible secure detention.
- ❖ ALL GPS violations will be reported to the Court as necessary.
- ❖ You are responsible to ensure that the equipment is not broken, damaged, or lost. **Equipment that is lost or damage will be reported to the Court.** Report any equipment related matters to the DJS Command Center at **410-464-2427**.
- ❖ **DO NOT TAMPER WITH OR REMOVE THE GPS EQUIPMENT FOR ANY REASON.** DJS STAFF WILL GIVE YOUTH DIRECTION WHEN GPS SUPERVISION WILL BE TERMINATED. ONLY AUTHORIZED DJS STAFF CAN REMOVE THE EQUIPMENT.
- ❖ All of your GPS equipment **MUST** be returned at the time of removal.

Please sign below acknowledging that you have read the above and understand the GPS monitoring expectations.

Youth: _____ Date: _____

Parent/Guardian: _____ Date: _____

DJS Signature: _____ Date: _____



410-230-3333 / Toll Free: 1-888-639-7499 / TDD: 1-800-735-2258
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