

Child in Need of Supervision Complaint Process

Law Enforcement Officers may file a Child in Need of Supervision (CINS) Complaint with the Department of Juvenile Services (DJS). CINS complaints may be filed with DJS in accordance with local procedures directing how delinquency complaints are filed.

DJS Contact Information



Step 1: Identify if a CINS Complaint is Appropriate

1. Assess if the young person's situation may benefit from the filing of a CINS complaint.
2. The Law Enforcement Officer may file a CINS complaint directly with DJS, or notify a citizen that they can directly file a CINS complaint at the local DJS office.



Step 2: DJS CINS Intake



- Once DJS receives a CINS complaint the following will occur:
1. DJS will schedule a meeting with the young person & family
 2. Complete screening/assessments

Step 3: Within 25 Days DJS Makes An Intake Decision

Resolve/Decline the Complaint

After review DJS closes the intake either with/without service referrals

The referring agency or person will be notified and may appeal the decision to the DJS Regional Director



*Filing a CINS complaint DOES NOT replace a mandatory reporter's duty to report alleged abuse or neglect to the local DSS CPS.

Pre Court Supervision

The young person and family are referred to interventions / services with DJS community supervision

Forward to Juvenile Court

DJS will file a petition with the juvenile court if pre-court supervision / community supports have failed and it is in the best interest of the young person or the public



Step 4: Juvenile Court Action

Upon receipt of a CINS petition the court will schedule an adjudication hearing and if the court finds the facts to be true will schedule a disposition hearing.

At disposition the court may:

1. Place the young person on community supervision
2. Refer the young person back to Intake for Pre-Court Supervision
or
3. Place a young person in a residential treatment program. (e.g., group home, therapeutic group home, behavioral health facility)

"Child in Need of Supervision" is a child who requires guidance, treatment, or rehabilitation and:

- (1) Is required by law to attend school and is habitually truant;
- (2) Is habitually disobedient, ungovernable, and beyond the control of the person having custody;
- (3) Acts in a way that is dangerous to self or others; or
- (4) Has committed an offense applicable only to children.

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Frequently Ask Questions



Can only law enforcement file CINS complaints?

No. Law enforcement, citizens, family members, or child-serving agencies may file a CINS complaint.



Can a CINS complaint be filed for a youth at any age?

There are no age limits. Any child under the age of 18 may be the subject of a CINS complaint.



Can a young person be detained if a CINS complaint is filed?

No. State law prohibits the use of detention when CINS complaints are filed. DJS may utilize shelter care if appropriate.



What type of services can young people receive in response to a CINS complaint?

A young person and their family are eligible for any community-based DJS services, interventions, or contracted programs that meet the young person's needs such as behavior health services, substance use interventions, family supports, and evidence-based services.



If Law Enforcement files a CINS complaint, and there are allegations of abuse or neglect, does law enforcement still have to make a CPS report?

Yes. Filing a CINS complaint with DJS does not alleviate a mandatory reporter's duty to make a CPS report if there is an alleged abuse or neglect.



If a young person fails to complete pre-court supervision will DJS file a petition with the court?

If a young person fails to engage or complete their pre-court supervision agreement, DJS may petition the court if it is in the best interest of the child.

