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**STATE DIRECTOR'S MEMORANDUM # 2011-25**

**TO:** All Probation Directors/Commissioners

**FROM:** Robert M. Maccarone, Deputy Commissioner and *R.M.M.*  
Director, Office of Probation and Correctional Alternatives

**DATE:** December 16, 2011

**RE:** Adolescent Diversion Parts (ADP)—YASI User Guidance

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Please find attached a brief guidance document developed by OPCA which outlines recommended protocols for use of YASI with the nine (9) ADP pilot projects in NYC, Nassau, Westchester, Onondaga, and Erie counties. This guidance was developed as part of OPCA's training with the Office of Court Administration (OCA) on the ADP Program held at the Judicial Institute in White Plains last week. OPCA recognizes that probation departments in pilot jurisdictions are working with judiciary to implement the ADP Program, and that models vary somewhat among jurisdictions. Several Probation Departments in pilot jurisdictions have requested that OPCA provide guidance on the use of the YASI protocol which is validated for use with individuals up to age 18, and is the foundation for evidence based probation work at all stages--intake/diversion; investigation; and supervision.

The YASI Pre Screen can assist with initial case triage by low, medium, or high risk, and the Full Assessment can provide for deeper understanding of the youth's risk, need, and protective factors. This information is then utilized by trained probation officers to develop evidence based case plans with the focus on the top priority risk areas for each youth giving rise to the presenting behavior. This information, in turn, helps probation to refer the right youth to the right services.

This guidance is being provided to all Probation Directors should the ADP Model be expanded to include additional jurisdictions, or if local criminal justice policy makers implement similar ADP Models at their initiative.

For questions, please contact Patti Donohue at either 518-485-5168 or [Patricia.Donohue@dcjs.ny.gov](mailto:Patricia.Donohue@dcjs.ny.gov).

Attachment

cc: Honorable Judy Harris Kluger  
Bruna DiBiase  
Jacquelyn Greene