



**STATE OF FLORIDA
DEPARTMENT OF JUVENILE JUSTICE**

INTEROFFICE MEMORANDUM

DATE: July 24, 2009

TO: Regional Directors for Residential Services

Lois Salton
Mary Mills
Tom McFadyen

FROM: Darryl Olson, Assistant Secretary for Residential Services

SUBJECT: Escape Reviews

Escape incidents are currently being assigned for either an Administrative Review or OIG Investigation. The purpose of the "review" or "investigation" is to gather all facts related to the incident and to identify any contributing factors that must be addressed in order to reduce the risk of a future occurrence. There should be no need to duplicate this effort by also conducting an "Escape Review" at the regional level.

Plans to address any contributing factors will be developed based on the findings of the OIG Investigation or Administrative Review. The Office of Administrative Review will contact the Regional Director with regard to any "substantiated" findings before their report is completed. The Regional Director will work with the program to develop an appropriate response based on those findings. The final "action plan" will be incorporated into the AR report. Disagreement between a contract provider and the Regional Director regarding the action to be taken will also be documented in the report. Action plans developed in response to an OIG Investigation will be documented on the OIG "Incident/Complaint Disposition Form".

Cc: Fred Rhoden, Director, Office of Administrative Review

2737 Centerview Drive • Tallahassee, Florida 32399-3100 • (850) 488-1850

Charlie Crist, Governor

Frank Peterman, Jr., Secretary

The mission of the Department of Juvenile Justice is to increase public safety by reducing juvenile delinquency through effective prevention, intervention, and treatment services that strengthen families and turn around the lives of troubled youth.