

# Pre-Screening Readiness Assessment



NATIONAL  
**Juvenile**  
INFORMATION SHARING  
INITIATIVE

*The Center for Network Development*

## Introduction

State and local jurisdictions across the United States are working to improve information sharing among key agencies responsible for community safety and the health and well-being of at-risk youth and juvenile offenders. The Office of Juvenile Justice and Delinquency Prevention (OJJDP) identified juvenile information sharing (JIS) as an essential tool to assist juvenile justice, education, health, human services, and other youth-serving agencies for at-risk and delinquent youth and their families.

The National Juvenile Information Sharing Initiative (NJISI) institutes new processes and procedures for information sharing and requires the development and application of new knowledge and skills. To share information appropriately, OJJDP recommends that a collective of agencies attain certain practices for effective collaboration, privacy and confidentiality, technology, and outcomes. These practices are based on the Center for Network Development's (CND) revised *Governance Guidelines for Juvenile Information Sharing* of which funding for development was provided by OJJDP.<sup>1</sup> With these revised Governance Guidelines in mind, successful implementation of any JIS initiative begins with an honest and objective assessment of the current state of the initiative's infrastructure, resources, and context.

## Groupings

The guidelines are grouped into several categories: 1) Collaborative, Organization and Governance; 2) Strategy and Planning; 3) Technology and Tools; 4) Evidence-based Approaches and Performance Measures; 5) Law and Policy; and 6) Disclosure and Consent. The scoring of this assessment will provide a mean score overall and within each of these grouping for the essential revised governance guidelines that have been deemed as critical aspects of juvenile information sharing. Without addressing these guidelines, effective information sharing will not be possible. Thus, this self-assessment is a first step towards not only establishing a collaborative work plan but also assessing readiness and/or potential need for resources or assistance in the critical areas that must be addressed to move the JIS initiative forward.

It is suggested that each collaborative assemble a representative team who meet on a regular basis to complete this assessment. The team should discuss each item and then indicate a mutually agreed upon answer of the current situation. As a collaborative work proceeds, a reassessment periodically can also document progress. Please note: *When completing this assessment, there are no right or wrong answers.*

<sup>1</sup> Rondenell, S, Duclos, C, McDonald, J. (2011). *Governance Guidelines for Juvenile Information Sharing*. October 2011: [www.juvenileis.org](http://www.juvenileis.org).



## Read the following questions and indicate your level of agreement with each statement.

Assessment Statement	I don't think we can do this.	I don't think we manage well on our own.	I believe we are managing.	I believe we could manage	I am confident we are succeeding
A. A. We have an established collaborative that includes: child welfare, community services, education, juvenile justice, law enforcement, mental health, health, substance abuse, technology (1-1).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B. We engage youth and family in the JIS collaborative (2-1).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
C. We agree on and institute effective, evidence-based JIS collaborative approaches (3-4)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
D. We designated an individual or team to provide centralized project management (4-2).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
E. We have a governance structure for planning, implementation, and maintenance of JIS (5-1).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
F. We have an agreed upon shared vision, mission, purpose, goals, objectives and outcomes (6-1)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
G. We completed an inventory of what information is currently collected by JIS participating agencies and is necessary to collect (8-2).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
H. We identified and defined data exchanges (9-3).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I. We conducted a legal analysis to identify information that can be shared by participating agencies (10-3).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
J. We agree that the information that each agency discloses is based on legal authority and/or informed consent/authorization for release (12-6)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
K. We have policies and procedures that ensure that information disclosed by participating agencies is accurate and complete (13-6)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
L. We assessed the existing data systems and systems infrastructure of the JIS Initiative (15-5).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
M. We formulated a strategic plan to implement juvenile information sharing (16-3).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
N. We identified and directed staff and funding resources that will be used for implementing cross-agency information sharing (17-2).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
O. We have informed consent and authorization processes (19-6)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
P. We have a JIS policy framework that establishes or enhances information sharing standards and guidelines for information management (21-5).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Q. We determined a set of measurable youth, family, and community outcomes with agency commitment to provide data for evaluation (27-4)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
R. We have performance measures and benchmarks to achieve juvenile information sharing and agree that participating agencies will provide the necessary data (28-4).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
S. We have a JIS collaborative communications plan and media strategy to educate the public, lawmakers and policy makers about the JIS initiative (30-5)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

## Pre-Screening Readiness Assessment Scoring

Each response category is divided into levels showing various stages of readiness or completion with a range from 1 to 5. The higher the point value (rating) assigned within each statement indicates a higher level of readiness and lower need of resources or assistance for that item.

STATEMENTS	RATING
<b>I. Collaborative Organization &amp; Governance</b>	
A. Guideline 1	
B. Guideline 2	
E. Guideline 5	
F. Guideline 6	
Subrating	
Average Collaboration Subscore	

STATEMENTS	RATING
<b>II. Strategy and Planning</b>	
D. Guideline 4	
G. Guideline 8	
N. Guideline 17	
Subrating	
Average Strategy & Planning Subscore	

STATEMENTS	RATING
<b>III. Technology and Tools</b>	
H. Guideline 9	
I. Guideline 10	
M. Guideline 16	
Subrating	
Average Technology and Tools Subscore	

STATEMENTS	RATING
<b>IV. Evidence-based Approaches &amp; Performance Measures</b>	
C. Guideline 3	
Q. Guideline 27	
R. Guideline 28	
Subrating	
Average Outcomes Subscore	

STATEMENTS	RATING
<b>V. Law and Policy</b>	
L. Guideline 15	
P. Guideline 21	
S. Guideline 30	
Subrating	
Average Law and Policy Subscore	

STATEMENTS	RATING
<b>VI. Disclosure and Consent</b>	
J. Guideline 12	
K. Guideline 13	
O. Guideline 19	
Subrating	
Average Disclosure and Consent Subscore	

STATEMENTS	RATING
<b>Overall Score</b>	

### If your score is less than 3.0:

This indicates that your site may need some specialized assistance in these areas. Save a copy of the JIS Self Assessment scoring sheet for your records and email it to: [info@juvenileis.org](mailto:info@juvenileis.org) to request Training and Technical Assistance (TTA) from the Center for Network Development or, your team can request TTA at: [http://www.juvenileis.org/ta\\_request.html](http://www.juvenileis.org/ta_request.html) through filling out the Training and Technical Assistance Request Form online. A CND team member will contact you to discuss possible TTA.

### If you score 3.0 or above:

Congratulations on your success! Continue following your process and if your team believes that there is anything that may require specialized Training or Technical Assistance, go to: [http://www.juvenileis.org/ta\\_request.html](http://www.juvenileis.org/ta_request.html) and fill out a TTA Request Form online. If your site would like to become part of our Promising JIS Site, please send a copy of your scoring sheet from the JIS Readiness Assessment to: [info@juvenileis.org](mailto:info@juvenileis.org).