

IMPORTANT ATTACHMENTS AND LINKS:

- The **GREAT Program Pacing Guide**, specific to this cohort.
 - We hope it will provide further clarification of GREAT expectations, cohort schedules, and helpful reminders on when things are due!
- **Provider Support Call GREAT Presentation.**
- **EBA [RSC Service Definitions](#) for GREAT**
- Remember to closely look at your **Purchase Order Service Orders (POSO)** for dosage reminders.
- **[Provider Report Template](#)**, with instructions included.
 - GREAT Reports are **submitted with billing**
 - Label them with the CSU#, youth's name and GREAT
 - The **[Billing Calendar](#)** and the **Billing Dates** are noted in your pacing guide.

INDIVIDUAL CASEY LIFE SKILLS

Casey Life Skills for GREAT Program: *This one-on-one intervention is a supplemental service to support participants enrolled in DJJ's Gang Resistance Education and Training (GREAT) Program. Provider staff delivering the service must utilize the Casey Life Skills (CLS) Assessment and Resources to Inspire Guide. The assessment must be completed in the initial sessions and the results shall be utilized to create the youth's individual service plan. A copy of the assessment results must be provided to the PO with the first monthly report. Sessions must include interventions outlined in the CLS Resource Guide and will include activities to enhance daily living skills, self-care, relationships, healthy lifestyle, and looking forward. Sessions will also support completion of GREAT Program assignments and the youth's community service project. Service must be delivered individually within the home and/or community. Service must be delivered for 5 hours per week for 18 weeks, beginning one week prior to the GREAT Program Orientation and ending one week after the GREAT Program graduation. Service is billed at an hourly rate.*

1. Individual CLS **MUST** start one week prior to orientation; this provides staff time to meet the youth and family and complete an intake.
2. Submit the results of the **Casey Life Skills Assessment** with the first monthly report.
3. Remember individual **CLS can only occur ONE-ON-ONE**, with no other youth present.
4. Individual hours will be used to help youth achieve their service plan goals and to complete the **Make my Community GREAT Project**.
5. All **Make My Community Great Projects** are shared and displayed at the graduation ceremony.
6. Individual CLS for a youth **CANNOT EXCEED 2 hours on Group** days.
7. Individual CLS authorization **ends one week AFTER graduation**. The PO will submit a new referral if additional services are needed or clinically indicated.

CASEY LIFE SKILLS GROUP

Casey Life Skills Group for GREAT Program: *This group intervention is a supplemental service to support participants enrolled in DJJ's Gang Resistance Education and Training (GREAT) Program. Provider staff delivering the service must utilize the Casey Life Skills (CLS) Assessment and Resources to Inspire Guide. Sessions must include interventions outlined in the CLS Resource Guide and will include activities to enhance daily living skills, self-care, relationships, healthy lifestyle, and looking forward. Sessions will also process GREAT Program session topics and support completion of GREAT Program assignments to promote positive outcomes. Service must be delivered for 2 hours per session for a total of 16 weeks. Service is billed per session. Provider may bill this service for GREAT Program Orientation and Graduation.*

1. Provider may bill Casey Life Skills Group for GREAT for **orientation and graduation sessions**.
2. Groups must be **2 hour sessions**.
3. While service projects are individual projects, the group may work on their posters together during group.

CASE COORDINATION

Case Coordination for GREAT Program: Supplemental service to support participants enrolled in DJJ's Gang Resistance Education and Training (GREAT) Program. Service will be conducted during the GREAT Program group. Service includes case staffing with GREAT facilitators, assisting with youth supervision during group, assisting with group assignments or activities, and additional GREAT facilitator needs during the GREAT group. Service is billed per session, per youth for no more than 3 youth per coach. Documentation of case coordination activities during each GREAT group is required within the monthly progress reports to bill for service.

1. Case Coordination is how the provider is compensated for **participating in GREAT Groups led by CSU staff.**
2. Coordination is billed per GREAT group session, per youth, with no more than three youth per coach.

TRANSPORTATION

Transportation for GREAT Program: Supplemental service to support participants enrolled in DJJ's Gang Resistance Education and Training (GREAT) Program. Service combines travel cost and mileage into a single service fee for transportation round-trip to and from GREAT Group and Casey Life Skills Group for GREAT Program. Service is allowed for GREAT Program participants as well as parents/guardians of GREAT Program participants for orientation and graduation. Documentation of each transportation session is required within the monthly progress reports in order to bill for service. Service is billed as a flat fee once per group day per youth transported.

1. Generally, the family and youth both attend Orientation and graduation. Travel is **not generally** needed for orientation, but please coordinate with PO and families to make sure everyone is in attendance.
2. Make sure you **log your travel** on the monthly report, including duration, starting, and ending times.
3. Most providers chose to **pick up youth from school** to conduct individual CLS sessions or transport to groups.
 - If you are picking up youth from school, make sure you have a **release** to do so.
4. If you are **transporting one youth**, you may bill this time as either Individual CLS **or** transportation, not both.
 - If you are transporting two youth, you may only bill for transportation.
 - You may then adjust to an individual CLS session when only ONE youth is in the car (e.g., picking the first youth up, dropping off the last youth - depending on distance/time available).
 - Many providers coordinate individual sessions around the groups and transportation service.
5. Transportation is **ONLY billed once per day, per youth, for GREAT Groups and CLS Groups.**
 - For example: If a parent drops a youth off at GREAT Group and you take them home, you bill transportation as normal.

When setting group dates and times, consider school calendars, holidays, school release times and proximity.

January							February							March						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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5	6	7	8	9	10	11	2	3	4	5	6	7	8	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28		23	24	25	26	27	28	29
														30	31					

April							May							June						
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6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
27	28	29	30				25	26	27	28	29	30	31	29	30					

July							August							September						
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		1	2	3	4	5						1	2		1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28	29	30	28	29	30				
							31													

October							November							December						
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							30													

* DJJ Holidays Noted: in BOLD BOXES

Sample Documentation:

Session Details	<i>Total units during the current reporting period:</i> enter units
<p>Date: Monday, February 3, 2025 Time: 2:45pm-5:45pm Duration: 3 hours</p> <p>Participants: Staff Bob and Tom</p> <p>Description: CASEY LIFE SKILLS: Open discussion, active and reflective listening and positive affirmations were used to help Tom work on his Casey Life Skills Assessment. Tom completed the assessment and together with this writer reviewed the outcome. Tom set his goals to work on his current interactions to get off probation and to plan for a future career and employment</p>	
<p>Date: Tuesday, February 4, 2025 Time: 2:30- 3pm Duration: 30 minutes</p> <p>Participants: Tom and peers</p> <p>Description: TRANSPORTATION: To Group from school with Tom and peers. Individual service held after group when returning home.</p>	
<p>Date: Tuesday, February 4, 2025 Time: 3- 5 pm Duration: 2 hours</p> <p>Participants: Staff Bob, Tom and peers</p> <p>Description: CASEY GROUP: In-Person, Probation Office Conference Room A review of self-care items was facilitated. Worked on relationship building within the group and community/looking forward. An outdoor activity was also completed to gauge social interactions</p>	
<p>Date: Tuesday, February 4, 2025 Time: 5:20 -7:20 PM Duration: 2 hours</p> <p>Participants: Bob and Tim</p> <p>Description: CASEY LIFE SKILLS: Open discussion, active and reflective listening and positive affirmations were used to help Tom work on his Casey Life Skills, specifically dealing with work and study skills, and focusing on getting schoolwork turned in on time, and where to go for help with schoolwork. Tom and Casey Life Skills Coach engaged in the community and discussed his long-term career and education planning. We discussed how current/ and recent choices impact future goals. Tom completed role play.</p>	
<p>Date: Thursday, February 6, 2025 Time: 2:30-3PM and 4:15-4:30 Duration: 45 minutes</p> <p>Participants: Staff, Tom and peer</p> <p>Description: TRANSPORTATION: Picked up Tom and peers from school and transported to group, then home following group at the CSU.</p>	
<p>Date: Thursday, February 6, 2025 Time: 3-4:00 pm Duration: 1 hour</p> <p>Participants: Tom, peers and PO</p> <p>Description: CASE COORDINATION/GREAT Group: Group held at the CSU, led by PO NAME; Tom was reserved in the group session, but responded to questions and became more involved throughout the group</p>	