



HJDC Intake Form

(Fax to 276-466-7812)

Estimated Time of Arrival: _____

Juvenile's Full Name: _____ JTS#: _____
Last First Middle

Address: _____
Street Apt./Unit # City State Zip

Home Phone: _____ Work Phone: _____

Insurance Provider: _____ Medication(s)? Yes
Group/Policy #: _____ No

Prescription Policy #: _____ Drugs/Alcohol used
in last 24 hours: _____

DOB: _____ Age: _____ Sex: Male Female Ethnicity: _____

Juvenile's Charge(s): _____ ICN No.(s): _____

Legal Guardian(s): _____ Phone: _____

Probation Officer: _____ Phone: _____

Attorney: _____ Phone: _____

Locality: _____ Next Court Date: _____

Additional Information: _____

If Post-Dispositional

Number of Days Sentenced: _____ Release Date: _____

To whom can the Juvenile be released at the end of sentence? _____

Additional Required Information

- **The Detention Order.**
- **The Juvenile's Alert Sheet.**
- **An Order or Petition stating number of days Juvenile is sentenced (if applicable).**
- **If a Juvenile is to be placed on Court ordered lockdown status, the HJDC will need the order to state that in writing, as well as whether or not the Juvenile will be allowed to attend/not attend school while at HJDC.**
- **Records of Court proceedings and any updated orders upon a Juvenile's return to the HJDC from Court.**
- **A copy of the release order upon a Juvenile's release from HJDC.**