

# WHAT IS INTAKE?

You may have noticed a yellow slip of paper when you received your Court summons requesting that you arrive at the Courthouse one hour prior to your hearing to complete an Intake Interview.

When you arrive at Court, you will meet with the Intake Department Officer. This Officer is responsible for gathering information, such as mental health history, drug and alcohol history, school attendance, grades, and social history. The Intake Department Officer will then provide that information to the Court prior to the First Appearance Hearing.

The purpose of this Intake Interview is to assist the Judge and/or Magistrates to determine the best services or programs needed for the Juvenile and their family.

The Intake Department Officer will continue to monitor your case until you return for a Disposition Hearing.



The Honorable Kevin W. Dunn is one of four Common Pleas Court Judges in Medina County. Judge Dunn was appointed in 2013.

The Medina County Juvenile Court has jurisdiction over all cases involving persons under age 18, including those categorized as unruly, delinquent, abused, neglected or dependent.

In addition to serving as our county's Juvenile Judge, Judge Dunn is the Probate Judge.



**KEVIN W. DUNN**

**MEDINA COUNTY  
JUVENILE COURT JUDGE**



**INTAKE  
DEPARTMENT**

**COMPLIANCE OFFICER  
MONITORING**

*The Intake Department office is located on the first floor of the Medina County Courthouse in Juvenile Court.*



**Medina County Juvenile Court  
93 Public Square  
Medina, OH 44256**

**Phone: (330) 764-9709  
Fax: (330) 764-8718**

**Monday—Friday  
8:00 AM—4:30 PM**

**[www.MedinaJuvenile.org](http://www.MedinaJuvenile.org)**

## **INTAKE INTERVIEW TOPICS**

### **Contact Information & Family History**

This information will give the Court an idea of the family dynamic, who has custody or guardianship of the Juvenile, visitation schedules between divorced parents, as well as contact information.

### **Mental Health & Drug and Alcohol History**

If a Juvenile is currently using drugs or alcohol, has a history of depression or suicidal thoughts, or has experienced abuse, the Court will use that information to provide the best services to the Juvenile and their family for treatment and counseling.

### **School Attendance & Grades**

This information helps the Court determine if the Juvenile is experiencing problems at school and what steps need to be taken to ensure educational progress.

### **Social History**

The Intake Department Officer will ask the Juvenile about their hobbies, talents and special interests. This information helps the Court understand the Juvenile's activity and social level, or if they spend a majority of their time on the computer, playing video games or watching television.

## **COMPLIANCE OFFICER MONITORING**

The Intake Department Officer also works as the Compliance Officer for Medina County Juvenile Court.

Similar to Probation Officers, a Compliance Officer's job is to ensure that a juvenile offender is completing all Court orders. Compliance Officer Monitoring does not include visits with Juveniles at their home or school, but this Officer does keep in communication with parents and school officials to ensure compliance.

Similar to Traditional Probation, the Compliance Officer may issue a Violation of Court Order for any juvenile not following Court orders. A Violation of Court Order may include the following sanctions:

- Community Service hours
- Requirement to return to Court for a Violation of Court Order Hearing
- A warrant for arrest for placement at the Juvenile Detention Center

Those who receive a Violation of Court Order may be required to return to Court for further sanctions, including more intense Court supervision.

## **FREQUENTLY ASKED QUESTIONS**

### **Who needs to attend the Intake interview?**

The Juvenile and at least one parent or guardian are required to attend the Intake Interview. Attorneys are also welcome to attend the interview, although information specific to your case will not be discussed.

### **How long will the interview take?**

The Intake Interview typically lasts about 20-40 minutes.

### **How often will I meet with my Compliance Officer?**

The Compliance Officer does not visit you at home or school which means communication is typically done over the phone. The Compliance Officer may call to set up an appointment at the Courthouse if necessary for a drug screen or to discuss any issues.

### **How long will I be on Compliance Officer Monitoring?**

Compliance Officer Monitoring typically lasts for the term of your Dispositional Court Order. However, if you do not complete your Court orders or if you are not compliant, your Compliance Officer Monitoring term may be extended or you may be required to return to Juvenile Court for further action.