



**OREGON YOUTH AUTHORITY**  
**Policy Statement**  
**Part II – Youth Services (Facilities)**



*Subject:*

**Court-ordered Financial Obligations - Facility**

*Section – Policy Number:*

**F: Justice – 2.4**

*Supersedes:*

**II-F-2.4 (03/13)**  
**II-F-2.4 (07/08)**

*Effective Date:*

**06/07/2022**

*Date of Last Review/Revision:*

**None**

**Related Standards and References:**

- [ORS 419C.450](#) (Restitution)
- [ORS 18.048](#) (Judgment in criminal action that contains money award)
- [ORS 137.106](#) (Restitution to victims)
- [OAR Chapter 416, Division 260](#) (Youth in Custody Welfare and Trust Accounts)
- [OYA policy](#): I-B-3.0 (Trust Accounts)  
I-E-2.5 (Crime Victim Notification and Communications)
- [JJIS policy](#): Condition Tracking in JJIS  
OYA Decision Points
- [OYA form](#): YA 2218 (Trust Fund Disbursement Request)

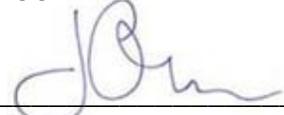
**Related Procedures:**

- None

**Policy Owner:**

Facility Services Assistant Director

**Approved:**

  
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 Joseph O'Leary, Director

**I. PURPOSE:**

This policy provides guidelines to ensure and monitor youth payment of court-ordered financial obligations in OYA facilities. These obligations include assessment fees, fines and restitution ordered by the court.

**II. POLICY DEFINITIONS:**

**Multidisciplinary Team (MDT):** A team of individuals working collaboratively to develop and maintain a comprehensive individualized case plan that is culturally competent and gender-specific for each youth committed to the Oregon Youth Authority (OYA). The MDT is based on a core team membership consisting of the youth, OYA primary case manager, placement representative, QMHP (facility)/treatment provider (community), tribal representative (for youth enrolled in one of one of Oregon’s federally recognized tribes) and the parents/guardians. Additional team members are identified by the core team based on the youth’s Risk Needs Assessment, identified criminogenic needs and placement.

**OYA Primary Case Manager:** OYA juvenile parole/probation officers (JPPO) are primary case managers for all juvenile commitments. OYA case coordinators are primary case managers for Department of Corrections (DOC) commitments.

### III. POLICY:

OYA encourages all youth to make payments toward their court-ordered financial obligations. OYA staff may establish or modify an adjudicated youth's payment plan if authorized by the juvenile court. OYA staff may **not** establish or modify a payment plan for DOC youth.

Regular monitoring of payment plans holds youth accountable to their financial obligations, provides opportunities for reformation, and supports crime victims' rights to receive prompt restitution payments.

### IV. GENERAL STANDARDS:

- A. A youth's OYA primary case manager must review the youth's judgment order(s) for mention of any court-ordered financial obligations and payment plans.

Court-ordered financial obligations must be reflected in JJIS under "conditions."

- B. Juvenile Court Cases

If authorized by a juvenile court, OYA may establish a payment plan or modify a payment plan when an adjudicated youth's ability to pay changes.

1. When authorized by the court, the Multidisciplinary Team (MDT) must consider the following when establishing or revising a payment plan:
  - a) The constitutional right of crime victims to receive prompt payment of restitution;
  - b) The availability of monetary incentive awards or other income earning opportunities while the youth is committed to a close-custody facility;
  - c) The youth's financial resources and the burden that the payment of restitution has on other obligations (e.g., preparing for living expenses upon release);
  - d) The youth's present and future ability to pay the restitution on an installment basis; and
  - e) The rehabilitative effect on the youth for payment of restitution owed to victims.

2. The juvenile parole/probation officer (JPPO) must document the payment plan (as described by either the court or the MDT) in the youth's case plan.
  3. The payment plan must be reviewed quarterly during MDT meetings and modified as needed. The obligation balance and progress toward completion must be noted in the youth's case plan.
  4. Staff may refer to ORS 419C.450 for guidance on relief from court-ordered restitution.
- C. Accounting staff must receive a Trust Disbursement Request (YA 2218) to withdraw funds from any youth's special sources trust account to pay restitution.

The payment must be made directly to the county clerk of the court ordering the financial obligation.

**V. LOCAL OPERATING PROTOCOL REQUIRED: NO**