

REWARDS AND INCENTIVES

GENERAL STATEMENT

Incentives are one of the main links between people and change. Incentives should be used to encourage and reinforce pro-social behavior. Effective incentives must be individualized to the youth so as to be meaningful. The goal is for the youth to learn intrinsic responses through this process. All staff shall recognize positive youth activities and may offer youth goods and opportunities as rewards for cooperation, good behavior, and achievement of treatment and case plan goals.

All rewards given out by field staff shall be documented in a COMPAS note / module as to what type of reward was given and reason for it.

POSITIVE AFFIRMATIONS/REINFORCEMENT

- Provide more affirmations than criticisms at, at least a 4:1 ratio (i.e. thanks for reporting, being on time, waiting patiently, making a payment, attending programming, completing community service, engaging in skill practice).
- Make sure the reward is individualized so as to be meaningful to the youth.
- "Stack" the rewards so that the youth receives consistent positive feedback in the first few months of supervision.
- Apply them frequently for optimal learning.
- Offer only incentives that can be administered and avoid those that cannot due to cost or policy.
- Use positive feedback more frequently in place of silence or negative feedback.
- Establish a positive rapport employing respect, effective listening, strength-based guidance, and authenticity to create a professional alliance that is inherent in its authority.

TYPES OF REWARDS/INCENTIVES

Internal incentives (i.e. maintain freedom, ability to attend college, maintain family relationships).

External incentives (i.e. extra time out, travel permit, extended curfew, gift cards, reduced reporting).

1. Specific items or gift cards as a reward specific to the individual youth may be purchased.
 - Field staff shall send an email to the CFS requesting a specific item, the youth's name and DOC number, and the reason(s) for the request.
 - Upon approval of the CFS, the CFS shall email the Regional Chief for permission to purchase.
 - The amount of the reward shall not exceed \$10.00 per week.
 - Upon approval of the Regional Chief the P-Card holder shall make the purchase according to P-Card and purchasing rules.
2. Recreation activities may be used as an incentive or reward.
 - Field staff shall discuss the activity request and merits of the reward.

- The Agent shall send an email to the CFS requesting a specific activity, the youth's name and DOC number, and the reasons(s) for the request.
- The agent shall document the activity allowance and activity in a COMPAS note.
- The amount of the reward shall not exceed \$10.00 per item.

Staff supervised activity:

- Field staff may take a group of youth to a recreational activity.
- Staff shall discuss the activity to determine appropriateness of the activity, cost, and safety issues.
- If the CFS approves the activity, the CFS shall email the Regional Chief for final approval.
- Staff shall have approval from the CFS and Regional Chief prior to the recreational activity.
- The staff requesting the activity shall document the request in a COMPAS note.

The Regional Chief or designee may solicit donations to be used for incentives.

- Solicitations shall be made on DOC Letterhead.
- The CFS may accept donated tickets to events.
- The donated items shall be documented on the DOC-2164.