

THE EIGHTH JUDICIAL CIRCUIT OF FLORIDA  
ADMINISTRATIVE ORDER NO. 6.08

**JUVENILE DETENTION HEARING PROCEDURES**

Because the Alachua Regional Juvenile Detention Center (ARJDC) is a regional registered detention facility in Alachua County with a catchment area consisting of all counties in the Eighth Judicial Circuit and Columbia, Dixie, Hamilton, Lafayette, and Suwannee counties in the Third Judicial Circuit; and Because the Juvenile Community Resource Center (JCRC), a juvenile diagnostic screening facility, is located in Alachua County; and Because all juveniles detained in the ARJDC are entitled to timely detention hearings, holding such hearings on weekends and holidays in Alachua County regardless of where the juvenile was arrested or charged (county in which the petition for delinquency was filed) is in the best interest of the juveniles;

**IT IS ORDERED:**

All juveniles detained in ARJDC shall be presented for timely detention hearings.

**HEARINGS FOR JUVENILES CHARGED WITHIN THE TERRITORIAL  
JURISDICTION OF THE EIGHTH JUDICIAL CIRCUIT**

During weekdays, detention hearings for juveniles charged in Alachua, Baker, Bradford, or Union counties shall occur at the Alachua County Family and Civil Justice Center. Weekday detention hearings for juveniles charged in Levy or Gilchrist County will occur in the county where charged.

Weekend and holiday detention hearings for juveniles charged in Alachua, Baker, Bradford, Levy, Gilchrist, and Union counties shall occur at the Alachua County Criminal Justice Center.

At the detention hearing, the JCRC screener shall file with the Court:

1. The arrest report.
2. The Face Sheet.

3. The Department of Juvenile Justice's DRAI Scoring Instrument.
4. The PACT Screening Instrument results.
5. The date for the review hearing.
6. Any other applicable documents.

If the presiding judge orders that the juvenile be held in secure detention at ARJDC, the Eighth Judicial Circuit Public Defender's Office shall be appointed as counsel for the juvenile. The order of appointment shall be presented to the judge by the JCRC screener at the detention hearing.

Every detention order shall include the juvenile's next scheduled court date, which shall be a detention status review hearing. This date will be the next regularly scheduled juvenile docket day in the charging county. JCRC staff shall provide the date at the detention hearing.

After the hearing, the clerk of court shall electronically deliver a copy of the signed appointment order and signed detention order to the JCRC screener at the hearing, the Department of Juvenile Justice Juvenile Probation Officer Supervisor, and the Juvenile Alternative Sanctions Coordinator. On the same day, the JCRC screener will electronically deliver the detention hearing orders and all other screening documents presented at the detention hearing to the:

1. Juvenile Probation Officer Supervisor (JPOS) in the charging county.
2. Senior Juvenile Probation Officer (JPO) in the charging county.
3. Assistant Chief Probation Officer in the Eighth Circuit.
4. Clerk of Court in the charging county.
5. The Judicial Assistant for the Juvenile Court judge in the charging county.
6. Juvenile Alternative Sanctions Coordinator for the Eighth Judicial Circuit.

The Alachua County Clerk shall deliver the original paperwork, including the original detention orders and orders of appointment for juvenile charged outside of Alachua County, to the Juvenile Delinquency Judge. The judicial assistant for the Juvenile Delinquency Judge shall mail these originals to the appropriate clerk of court on the first business day following the detention hearing.

Upon electronic receipt of the documents from the juvenile detention hearing, the Clerk of Court in the charging county shall ensure that the juvenile is added to the docket indicated by the signed detention order. The juvenile judge is encouraged to review the documents at the time they are electronically delivered to determine if an earlier special detention review hearing is appropriate.

**WEEKEND/HOLIDAY HEARINGS FOR JUVENILES CHARGED WITHIN THE  
TERRITORIAL JURISDICTION OF THE THIRD JUDICIAL CIRCUIT**

On weekends and holidays, detention hearings for juveniles charged in Columbia, Dixie, Hamilton, Lafayette, and Suwannee counties shall occur before a judge at the Alachua County Criminal Justice Center.

At the detention hearing, the JCRC screener shall present and file with the Court:

1. The arrest report provided by law enforcement.
2. The Face Sheet.
3. The DRAI Scoring Instrument with scoring results.
4. The PACT Screening Instrument results.
5. The date for the review hearing.
6. Any other applicable documents.

The Eighth Judicial Circuit Public Defender shall be appointed to represent the juvenile for the purposes of the detention hearing only. If the presiding judge orders that the juvenile be held in secure detention at ARJDC, the Third Judicial Circuit Public Defender's Office shall be appointed as counsel for all subsequent hearings. The order of appointment shall be presented to the presiding judge by the JCRC screener at the detention hearing.

After the hearing, the clerk of court shall electronically deliver a copy of the signed order of appointment and the signed order of detention to the JCRC screener in attendance at the hearing, the Department of Juvenile Justice Juvenile Probation Officer Supervisors for the Third and Eighth Circuits, and the Juvenile Alternative Sanctions Coordinator. On the same day, the JCRC screener will electronically deliver the orders from the detention hearing, along with all other screening documents presented at the detention hearing, to the:

1. Juvenile Probation Officer Supervisor (JPOS) in the charging county.
2. Senior Juvenile Probation Officer (JPO) in the charging county.
3. Assistant Chief Probation Officer in the Eighth Circuit.
4. Clerk of Court in the charging county.
5. The Judicial Assistant for the Juvenile Court judge in the charging county.
6. Juvenile Alternative Sanctions Coordinator for the Eighth Judicial Circuit.

The Alachua County Clerk shall deliver the original paperwork, including the original detention orders and orders of appointment for juvenile charged in the Third Judicial Circuit to the Juvenile Delinquency Judge. The judicial assistant for the Juvenile Delinquency Judge shall mail these originals to the appropriate clerk of court on the first business day following the detention hearing.

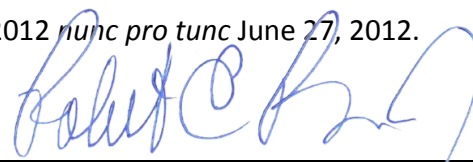
The Eighth Judicial Circuit Juvenile Alternative Sanctions Coordinator shall keep a record of all juveniles charged outside of Alachua County whose initial detention hearing was held in Alachua County. The Juvenile Alternative Sanctions Coordinator shall ensure that all juveniles are accounted for.

All subsequent hearings shall be scheduled in the county in which the juvenile was charged. The cost of care shall be decided in the county in which the juvenile was charged.

This order revises and supersedes Administrative Order No. 5.280(A), entitled "Juvenile Detention Hearing Procedures" and dated September 23, 2010.

This order renumbers and reformats prior Administrative Order No. 5.280(B) entitled "Juvenile Detention Hearing Procedures."

**ORDERED ON** this 5<sup>th</sup> day of October, 2012 *nunc pro tunc* June 27, 2012.



Robert E. Roundtree, Jr., Chief Judge