



**OREGON YOUTH AUTHORITY**  
**Policy Statement**  
**Part III – Youth Services (Community)**



*Subject:*

**Unauthorized Absence from Assigned Community Location or Escape from an OYA Facility**

*Section – Policy Number:*

**A: General Administration – 7.0**

*Supersedes:*

III-A-7.0 (10/22)  
III-A-7.0 (07/20)  
III-A-7.0 (04/18)  
III-A-7.0 (04/16)  
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III-A-7.0 (11/11)  
III-A-1.0 (07/06)

*Effective Date:*

**10/29/2024**

*Date of Last Review/Revision:*

**None**

**Related Standards and References:**

- [ORS 420.910](#) (Arrest and detention of escaped, absent or paroled youth offenders)
- [ORS 420A.023](#) (Authority of director to authorize youth correction officers to exercise power of peace officer)
- [OAR 416-320](#) (Arrest Orders and All Points Bulletins)
- [OYA policy](#): I-E-1.0 Director's Incident Notification and Report  
I-E-2.5 Crime Victim Notification and Communications  
II-A-1.4 Apprehension of Escaped Youth from OYA Facilities  
III-A-1.0 Youth Incident Reports (Community)


**Related Procedures:**

- [COM III-A-7.0](#) Unauthorized Absence from Assigned Location

**Policy Owner:**

Community Services Assistant  
Director

**Approved:**

  
Joseph O'Leary, Director

**I. PURPOSE:**

This policy delineates OYA staff actions and reporting requirements in response to a youth's unauthorized absence from a community placement while on parole/probation or escape from an OYA close-custody facility.

**II. POLICY DEFINITIONS:**

**All Points Bulletin (APB):** A notice sent to Oregon law enforcement agencies to advise them of a youth's escape from a close-custody facility or unauthorized absence from parole status in the community.

**Escapee:** A youth who resides in an OYA facility:

- Who has left the grounds of a facility or work crew area without authorization;

- Whose location remains unknown after a reasonable search time regardless of whether they have gone beyond the perimeters of the facility;
- Who has physically escaped during a secure transport or from a hospital commitment; or
- Who has failed to return from an authorized leave at the specified date and time.

**Juvenile Justice Information System (JJIS):** A statewide integrated electronic information system designed, developed, and implemented to support a continuum of services and shared responsibility among all members of the juvenile justice community. In a collaborative partnership between the Oregon Youth Authority (OYA) and Oregon's county juvenile departments, JJIS is administered by the State of Oregon through OYA.

**Substitute care placement:** Any out-of-home care and treatment program authorized by OYA to serve youth in OYA custody, including contracted residential treatment programs and certified foster homes. Substitute care placements exclude OYA's close-custody facilities.

**Unauthorized absence:** To run away or to leave an assigned location (e.g., employment, school), approved placement, or substitute care placement without the consent of the parent, guardian, OYA, or court.

**Warrant:** An order issued by a judicial court to authorize the arrest and detention of a youth described in the order.

### III. **POLICY:**

OYA's mission is to protect the public and reduce crime by holding youth accountable and providing opportunities for reformation in safe environments. Critical to this mission is the protection of the public and need to take appropriate action when a youth is absent without authorization from an assigned community location. Youth who run away pose a risk to community safety and themselves.

OYA has identified diversity, equity, and inclusion as an agency priority and initiative, with a goal to build a respectful, diverse, equitable and inclusive environment for youth and staff that is free from harassment, discrimination and bias. Data shows youth of color and LGBTQ+ youth are disproportionately represented in the juvenile justice system. While OYA is only one part of that system, it plays a critical role in addressing the historical and systemic inequities it perpetuates. When a youth's location is unknown, staff must respond to the unauthorized absence based on the youth's risk and need, not on their personal bias.

It is imperative that staff notify the Director's Office if a significant incident occurs during a youth's unauthorized absence. See OYA policy I-E-1.0 Director's Incident Notification and Report for more information.

#### IV. GENERAL STANDARDS:

- A. Designated staff must request a warrant or All Points Bulletin (APB) when a youth is absent without permission from an assigned location, the youth's current location is unknown, and there has been no contact with the youth that would reasonably indicate return to the assigned location.

The youth's reason for commitment to OYA, risk factors, or case-specific circumstances may dictate immediate action must be taken to apprehend the youth regardless of the length of time the youth has been absent from the location.

- B. Staff must **immediately** notify their field supervisors or the field officer-of-the-day (OD) when they become aware of a youth's unauthorized absence from an assigned location. Staff will communicate with their field supervisor to establish probable cause to request a warrant or APB.

1. Staff must ensure that a representative from the community placement has made a run report to local law enforcement for youth under age 18.
2. Youth on probation: Staff must request a warrant for arrest no later than the next judicial day following an unauthorized absence, according to the local court process.
3. Youth on parole: The field supervisor or field OD must request an APB through agency designated LEDS-certified staff.

Staff must follow OYA policy I-E-2.5 Crime Victim Notification and Communications regarding victim notification.

4. Staff must notify the youth's parent or guardian of the youth's unauthorized absence from a community location.
5. Staff must designate the youth's location status as "runaway" in JJIS.
6. Staff must document in JJIS notes the circumstances of the runaway.

- C. Apprehension and contact efforts

Staff must attempt communicating with the youth or collateral contacts who the youth may contact or who may receive information concerning the youth's location at least monthly. Communication efforts must be documented in JJIS as a "contact note."

Staff must forward any information they learn regarding the youth's location to law enforcement to assist with the youth's apprehension.

- D. Youth escapees

1. Staff must be aware of the assigned Oregon State Police (OSP) investigator and report number.
2. If staff learn of the youth's location, staff must not attempt to take the youth into custody.
3. Staff must report any information learned about the potential location of the youth to OSP and the OYA Professional Standards Office.

E. Documentation of a youth's apprehension or return

Staff must document a youth's apprehension or return to OYA custody or supervision in JJIS by changing the location status from "runaway" to the youth's current location.

F. JJIS Notifications

Staff may subscribe to automated daily JJIS reports on youth who have active runaway locations in JJIS, and youth whose locations have changed from runaway to another location.

**V. GENERAL OPERATING PROCEDURE REQUIRED: NO**