

Legal Assistance

Rhode Island Department of Children, Youth and Families
Division of Juvenile Correctional Services: RI Training School

Policy: 1200.0017

Effective Date: May 17, 2010

Version: 1

The Department of Children, Youth and Families (DCYF) ensures that qualified legal assistance is available, promptly and continuously, as needed to develop policy and procedure in conformance with law, to provide advice on meeting statutory requirements in institutional operations, and to provide representation in proceedings brought in state or federal court.

Related Procedure

[Legal Assistance](#)

Related Policy

[Requesting to Retain Outside Legal Counsel](#)
[Court Disposition](#)

Legal Assistance

Procedure from Policy 1200.0017: Legal Assistance

- A. Requests for legal assistance are sent to the Superintendent's Office. The Superintendent refers the matter to the DCYF Office of Legal Counsel if necessary.
- B. Whenever a law suit is filed against the Department or any Division employee is served, copies of the documents are immediately sent to the Superintendent.
 - 1. The Superintendent brings the matter to the attention of the Director and the DCYF Office of Legal Counsel.
 - 2. The DCYF Office of Legal Counsel refers the matter to the Office of the Attorney General for legal representation, as appropriate in accordance with RI General Law.
- C. Paragraphs A and B are consistent with American Correctional Association Standards 3-JDF-1A-32 and 3-JTS-1A-28.