

RULE VII-B
PROBATION DEPARTMENT—OPERATION

1. The probation department shall make such investigations, obtain such reports and perform such other duties as shall be directed by the judge or as provided in the statutes and Juvenile Rules.
2. A juvenile probation officer shall serve such process issuing from the court as may be directed to him and shall make prompt return thereof.
3. A juvenile probation officer may make arrests without a warrant upon reasonable information or upon view of violations coming within the Juvenile Court Act as amended, and detain the person so arrested pending the issuance of a warrant or other process, and may assist in the enforcement of the orders of the court respecting probation and the terms thereof; he may take any juvenile into custody for violation of any probationary order of the court respecting probation and the terms thereof; he may take any juvenile into custody for violation of any probationary order of the court and shall report such fact to the judge forthwith. He may discharge from his custody or the custody of the Sheriff of this county as provided in these rules any juvenile whom he has reason to believe will appear in court at the next session thereof as he may direct. He may call upon any other law enforcement officer to assist him in the discharge of his duties under the law or these rules.
4. A juvenile probation officer with the assistance of any staff member shall prepare and cause to be prepared such reports as shall be required by the judge or as may be directed.
5. Any staff member of the Juvenile Division may attend meetings of juvenile agency personnel, persons concerned with child welfare, juvenile delinquency and traffic safety as the court may direct from time to time and shall be compensated for the actual and necessary expenses incurred by such attendance; reimbursement shall be made from funds appropriated for the use of the court. Transportation by use of personal auto shall be at the rate established by the Pike County Commissioners, unless otherwise ordered by the Court.

6. (A) There shall be, if possible, at least one (1) juvenile probation officer on duty to accept referrals from the court between 8:30 a.m. to 4:00 p.m. Monday through Friday.

(B) Prior to dispositional hearing, the investigating community control officer shall meet with the court in conference to review the written reports, proposed terms of probation, situations, etc.

(C) If a probationer violates his terms of community control, the probation officer shall file a separate report with the court detailing the violations of community control.

Said probationer shall receive detailed information of his violation of terms of community control along with a copy of the notice of date for court hearing.

7. Receipts for all payments of funds into the probation department shall be issued upon forms as provided by the court. The depository of such funds as established shall be in any appropriate banking institution protected by FDIC in a checking account with consecutively numbered checks provided that any funds from a devise, bequest, gift or grant received by the probation department for the purpose for which property may be accepted shall be separately maintained and accounted for.