

### Subchapter B Qualifications for Certification and Employment

#### **§344.200 General Qualifications for Positions Requiring Certification**

Effective Date: 9/1/23

(a) **Juvenile Probation Officer.**

To be eligible for certification as a juvenile probation officer, supervisor of a juvenile probation officer, or chief administrative officer, an individual must:

- (1) be at least 21 years of age;
- (2) have no disqualifying criminal history as described in this chapter;
- (3) have no criminal history as described in §344.410(a) of this chapter unless TJJD has reviewed it and determined the person is not ineligible for certification due to the criminal history;
- (4) have acquired a bachelor's degree conferred by a college or university accredited by an organization recognized by the Texas Higher Education Coordinating Board;
- (5) never have had any type of certification revoked by TJJD;
- (6) complete the training required by this chapter; and
- (7) pass the certification exam as required by §344.700 of this chapter.

(b) **Juvenile Supervision Officer.**

To be eligible for certification as a juvenile supervision officer, an individual must:

- (1) be at least 21 years of age;
- (2) have no disqualifying criminal history as described in this chapter;
- (3) have no criminal history as described in §344.410(a) of this chapter unless TJJD has reviewed it and determined the person is not ineligible for certification due to the criminal history;
- (4) have acquired a high school diploma or its equivalent as specified in §344.204 of this chapter;
- (5) never have had any type of certification revoked by TJJD;
- (6) complete the training required by this chapter; and
- (7) pass the certification exam as required by §344.700 of this chapter.

(c) **Community Activities Officer.**

To be eligible for certification as a community activities officer, an individual must:

- (1) be at least 21 years of age;
- (2) have no disqualifying criminal history as described in this chapter;
- (3) have no criminal history as described in §344.410(a) of this chapter unless TJJD has reviewed it and determined the person is not ineligible for certification due to the criminal history;
- (4) have acquired a high school diploma or its equivalent as specified in §344.204 of this chapter;
- (5) never have had any type of certification revoked by TJJD; and
- (6) complete the training required by this chapter.

**§344.204 Education Requirements**

Effective Date: 9/1/23

**(a) Juvenile Probation Officer.**

To be eligible for certification as a juvenile probation officer, an individual must have acquired a bachelor's degree conferred by a college or university accredited by an organization recognized by the Texas Higher Education Coordinating Board.

**(b) Juvenile Supervision Officer and Community Activities Officer.**

(1) To be eligible for certification as a juvenile supervision officer or community activities officer, an individual must meet one of the following educational requirements:

(A) a diploma from a high school accredited by a generally recognized accrediting organization or from a high school operated by the United States Department of Defense. TJJJD considers the following entities as generally recognized accrediting organizations:

- (i) the Texas Education Agency or the equivalent agency in another state;
- (ii) an entity approved by the Texas Private School Accreditation Commission; and
- (iii) regional accreditation organizations such as:
  - (I) Middle States Association of Colleges and Schools;
  - (II) New England Association of Schools and Colleges;
  - (III) North Central Association of Colleges and Schools;
  - (IV) Northwest Accreditation Commission;
  - (V) Southern Association of Colleges and Schools; and
  - (VI) Western Association of Schools and Colleges;

(B) a high school equivalency certificate (e.g., GED) issued by the Texas Education Agency or equivalent agency in another state;

(C) a diploma or certificate of completion issued in a homeschool setting;

(D) a United States military record that indicates the education level received is equivalent to a United States high school diploma or high school equivalency certificate;

(E) a foreign high school diploma that meets the validation requirements established in §344.206 of this title; or

(F) unconditional acceptance into a college or university accredited by an organization recognized by the Texas Higher Education Coordinating Board.

(2) A department or facility may attempt to establish that an entity not listed in paragraph (1)(A) of this subsection is a generally recognized accrediting organization by submitting supporting documentation to the TJJJD certification office. Based on the documentation, TJJJD will determine whether the entity is a generally recognized accrediting organization.

**§344.210 Work Experience**

Effective Date: 2/1/18

~~(a) To be eligible for certification as a juvenile probation officer, an individual who does not meet the graduate study requirement in §344.204 of this title must have one year of experience in full-time paid and/or full-time unpaid case work, counseling, community, or group work:~~

~~(1) in a social service, community, corrections, or juvenile agency that deals with offenders or disadvantaged persons; and~~

~~(2) that provides the kind of experience necessary to meet this requirement, as determined by TJJJD.~~

- ~~(b) To meet the requirement for one year of full-time experience as required by this section, an individual must have worked at least 1,500 hours in one or more positions described by subsection (a) of this section in twelve months, which may or may not be consecutive months. Prior to hiring the individual, the department or facility must conduct and document a reference check to verify the dates of employment or volunteer service, the position held, and the total number of hours worked.]~~

### ~~§344.220 Exemptions from Required Work Experience or Graduate Study~~

~~Effective Date: 2/1/18~~

- ~~[(a) A department or facility may request an exemption from the requirement for one year of graduate study in §344.204 of this title or one year of full-time work experience in §344.210 of this title if the department or facility uses TJJJ's certification system to:~~
- ~~(1) submit the exemption request; and~~
  - ~~(2) document that diligent efforts were made to employ an individual who meets the graduate study or work experience requirement.~~
- ~~(b) Posting the position in a minimum of two job-posting sources for a minimum of 20 calendar days is considered to meet the diligent effort requirement in subsection (a)(2) of this section.~~
- ~~(c) The department or facility may not hire the individual as a juvenile probation officer without written verification that TJJJ has approved the exemption request.~~
- ~~(d) The exemption process described in this standard does not apply to appointment as a facility administrator or a chief juvenile probation officer.]~~

## Subchapter G Certification

### §344.866 Certification Status

Effective Date: 9/1/23

(a) **Active.**

A status that indicates a certified officer meets the current requirements of certification as set forth in this chapter and is eligible to perform the duties of a juvenile probation officer, juvenile supervision officer, and/or community activities officer, as applicable.

(b) **Inactive.**

A status that indicates an officer's certification has not expired but the officer is ineligible to perform the duties of a certified officer because:

- (1) the officer is no longer employed in a position that either requires or is eligible for the certification held;
- (2) the officer has been convicted of a disqualifying criminal offense; or
- (3) the officer's application for certification or renewal of certification is determined by TJJJ to contain deliberately false or misleading information.

(c) **Expired.**

A status that indicates an application to renew or reactivate a certification has not been submitted before the end of the grace period or any applicable extension.

(d) **Suspended.**

A status that indicates an officer's certification is actively suspended and the officer is no longer eligible for employment in a position requiring certification. If the officer's certification is suspended for failure to pay child support under Section 232.003, Texas Family Code, the suspension remains in effect until TJJJ receives an order staying or vacating the suspension.

(e) **Revoked.**

A status that indicates an officer's certification has been permanently revoked by TJJJ and that the officer is no longer eligible for employment or certification as a juvenile probation officer, juvenile supervision officer, or community activities officer. An individual who has had his/her certification revoked is not eligible for any future certification.

(f) **Voluntarily Relinquished.**

A status that indicates an officer has voluntarily relinquished his/her certification as provided in §344.884 of this title.

(g) **Provisional.**

A status that indicates an individual has been hired into a position requiring certification but has not yet been certified.

(h) **Ineligible.**

- (1) A status that indicates an individual who was never certified is ineligible for certification as a result of conduct that occurred:
  - (A) while the person had a provisional certification;
  - (B) while the person was employed by or under contract with the Texas Juvenile Justice Department; or
  - (C) prior to either time described in subparagraph (A) or (B) of this paragraph if the conduct was unknown to TJJJ.
- (2) Prior to being designated as ineligible for certification, the person will be offered the same due process as a person for whom revocation or active or probated suspension of certification is sought.