

Probation Frequently Asked Questions

- *How do I get in to contact with my Probation Officer?*
Once you are placed on probation, a Probation Officer will reach out to you soon. You should receive a letter in the mail with the location of your probation office and the contact information of the manager of that unit. If there is an emergency, please call 911. If it is not an emergency and it is after normal work hours, either contact the main court number at 216-443-3300 or Home Detention at 216-443-3330.
[Probation Department Directory](#)
- *What should I bring to my first probation appointment?*
Please have copies of the youth's Social Security Card, Birth Certificate, Insurance Card, Immunization Record, and School Transcripts if you have not already provided these to court personnel. Guardians should have their ID and any other paperwork proving guardianship of the youth placed on probation. Please be prepared to share your current address and phone number/email. Any documents/evaluations related to services the youth is involved in are appreciated as well.
- *I would like to get a youth on probation involved in community-based services.*
Below is the link to the resource guide of services available to youth in the community.
[Resource Guide](#)
- *Who do I contact if I have a community service question?*
Your Probation Officer may be able to assist you in this area. If you were ordered to complete community service hours, you should have been assigned a Community Service Coordinator based on your area of residence.
[Community service coordinator directory/What office's they cover](#)
- *I am a victim looking for information about my case/restitution.*
Here is the information for the Victim Advocate Office of the Juvenile Court Prosecutor.
[Victim Advocate Office](#)
- *How do I have a case sealed or expunged from my record?*
There is paperwork that needs to be filed in the Clerk's Office located on the 2nd floor of the Juvenile Court Building. Please contact the Clerk's Office for more specific information related to your case.
[Clerk's Department](#)