

	WEST VIRGINIA DIVISION OF JUVENILE SERVICES	<u>POLICY NUMBER:</u> 	<u>PAGES:</u> <p style="text-align: center;">2</p>
<u>CHAPTER:</u> Aftercare Services	<u>REFERENCE AND RELATED STANDARDS:</u> WV Code Chapter §49-5E-1 et seq.; ACA JPAS 2-7132; 2-7134; PbStandards Reintegration #4 – 5		
<u>SUBJECT:</u> Community Contact with Former Residents			
<u>DATE:</u> January 1, 2013			

POLICY

This Policy provides for Community Resource Coordinators (CRC) to monitor a former resident’s progress at school and in the community and meet with school personnel, parents and other concerned parties on a regular basis. It is designed to provide an opportunity for the CRC to help the former resident succeed within the community by working with the school and family to resolve any problems that may arise.

CANCELLATION

This policy has been reviewed and supersedes Policy 703.00 dated July 1, 2009.

APPLICABILITY

This Policy applies to all Division of Juvenile Services’ adjudicated programs.

PROCEDURES

1. School Visits

- a. Pre-release: For any resident returning to school following release from custody, the CRC will conduct a school visit, if approved, with the resident prior to release. Additional visits will be outlined in the Aftercare Plan.
 - i. The CRC will work with school personnel at the facility and in the community to assist in transition to public or private school.
 - ii. The CRC will also make sure that the juvenile has appropriate clothing to wear for the visit and has eaten at the institution prior to leaving.
 - iii. The CRC will document the visit in the appropriate database.

Chapter	Subject	Policy #	Page
Aftercare Services	Community Contacts with Former Residents	703.00	2 of 2

- b. Post-Release: The CRC will conduct a school visit with the juvenile at the public school during the juvenile's first week of school and monthly thereafter.
 - i. The CRC will ask school personnel for an appropriate location to visit with the former resident to discuss his/her progress.
 - ii. If, for any reason, the school or former resident refuses to allow the school visit, the CRC will document the attempted contact in the appropriate database.
2. Pre-Release Family Visits will be conducted to introduce the CRC and the Aftercare Program to the family.
- a. The CRC will initiate contact with the resident's family and will attempt to schedule a family visit within thirty (30) days after the resident's intake date.
 - b. Subsequent pre-release family contacts will be conducted at least quarterly, until the resident is released from DJS custody. All information will be entered in the appropriate database.
3. Home contacts are conducted with the former resident and/or parent/guardian after he or she has been released from DJS custody. The CRC will provide, in writing, the conditions of Aftercare supervision to the former resident and parent/guardian.

RIGHTS RESERVED

The Director reserves the right to modify, suspend or cancel any provision herein in part or entirety, without advance notice, unless prohibited by law.

APPROVED:


 Director

2-1-13
 Date