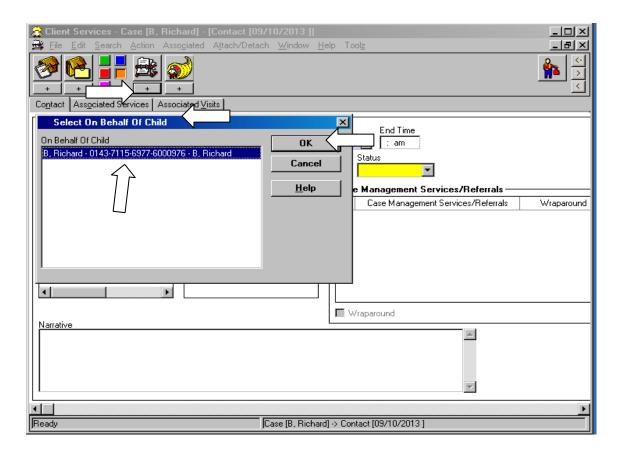
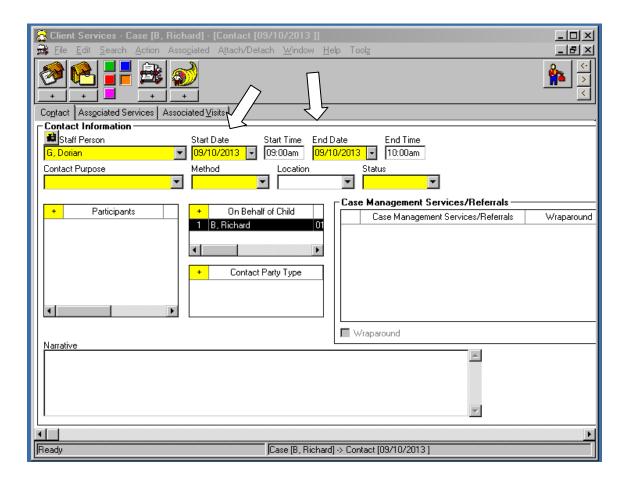
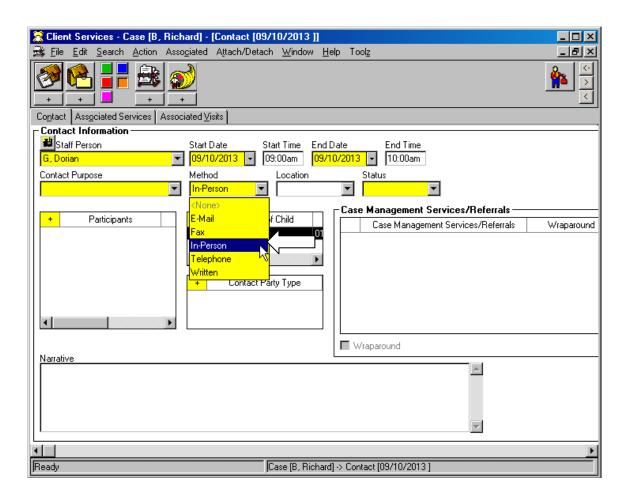
Assessing a Child/Youth Residing in a Group Home Longer Than One Year: A Screenshot Assisted Tutorial



- 1. Click the "+" button to create a new contact from the "Select On Behalf Of Child" Box.
 - Select the child/youth identified on this list.
 - Click the "OK" button.

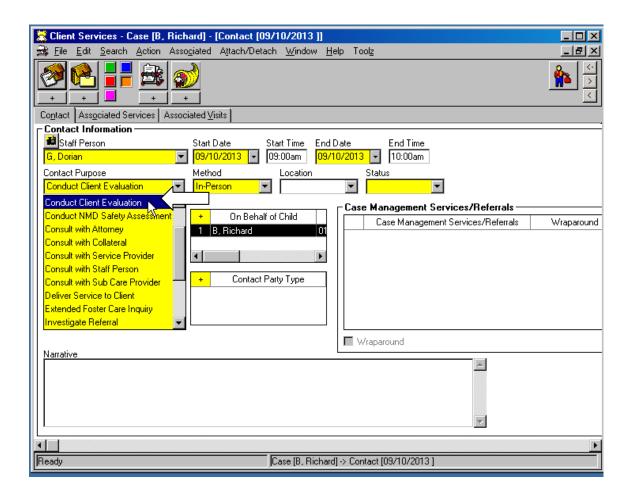


2. Enter the appropriate Start Date and End Date.

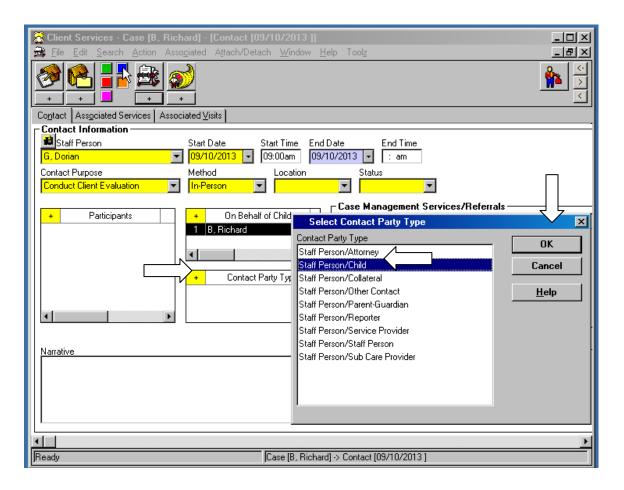


3. Contact Method should be "In-Person".

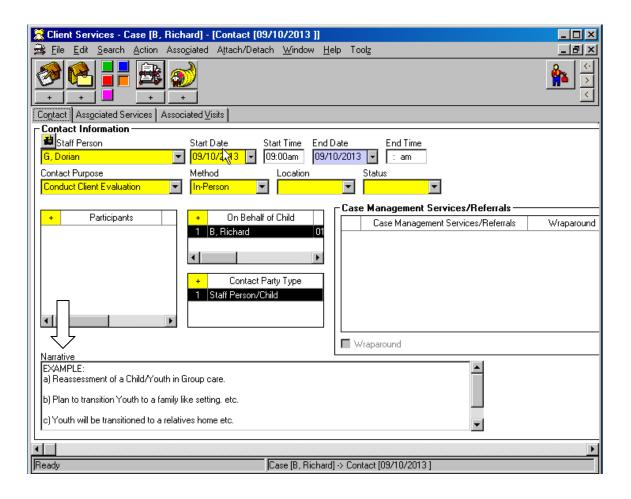
This activity can take place during the monthly caseworker visit.



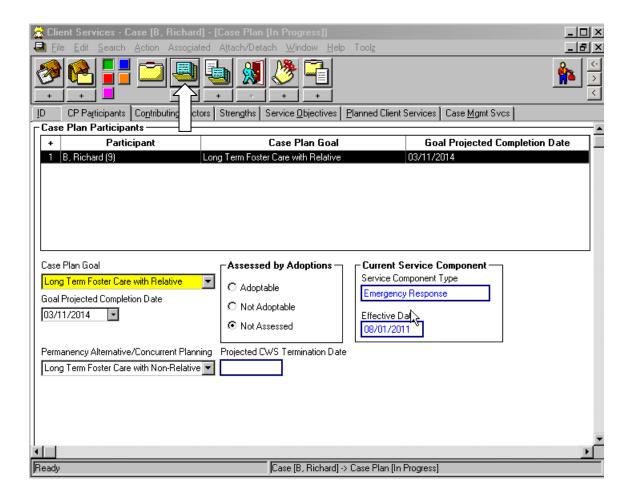
4. For the Contact Purpose Select "Conduct Client Evaluation" for the Contact Purpose.



- 5. Click the "+" button on the "Contact Party Type" grid.
 - Select "Staff Person/Child".
 - Click the "OK" button.



- 6. In the Narrative dialog box, document the following:
 - a. Begin the narrative with the phrase, "Reassessment of a child/youth in group care".
 - b. For those youth for whom it is determined that group care continues to be suitable and appropriate, include information supporting the continued placement needs of the Child/Youth and, if appropriate, the plan to transition youth to a family-like setting.
 - c. For those youth whose reassessment has determined that group care is no longer suitable or appropriate, include information regarding the plan for transition being sure to include information about when it is expected that the child/youth will transition and where the child/youth will transition to (relative, parent, Foster Family Agency with In Home Behavioral Services or Therapeutic Foster Care services).



- 7. If a transitional plan is developed or changed, then the Case Plan should be updated as necessary.
 - a. Click the "Existing Case Plan" button to open and update the Case Plan.