

CRB CASE NOTES SHEET

Child: _____ Age: ___ Review Date: _____ Last Review: _____

Child: _____ Age: ___ Mother: _____ Status: _____

Child: _____ Age: ___ Father: _____ Status: _____

Child: _____ Age: ___ Father: _____ Status: _____

Shelter Date: _____ Date of Jurisdiction: _____

Caseworker: _____

CASA: _____

Attorney (child): _____

Attorney (mother): _____

Attorney (father): _____

Goal: _____

Concurrent Plan: _____

Current Placement: _____

Date of Placement: _____

Basis for Jurisdiction
Mother:

Father(s):

Voluntary Custody/Placement: _____
ICWA Status (mother): _____
ICWA Status (father(s)): _____

Questions to Consider:

Findings:

DHS: Please tell us what efforts DHS made to prevent removal and what, if any, services were offered.

1. Reasonable (Active) efforts to avoid placement were made. (*First review only)

DHS: What is the date/status of referrals to services that address the basis of jurisdiction?

Services	Mother	Father
Drugs/alcohol		
Domestic Violence		
Counseling		
Psychological Evaluation		
Parent Training		
Other		

2. Reasonable (Active) efforts have been made to provide services to make it possible for the child to safely return home.

Are services culturally appropriate?

Date of last Family Decision Meeting:

Date of service agreement or letter of expectation with each legal parent or guardian:

Has an absent parent search been completed?

Has the need for services for other members of the household been assessed and necessary services offered?

Has a relative search been completed?

Have necessary services affecting reunification been provided to the child(ren)?

Parent(s)/Parent's Attorneys: Do you have any concerns about services offered by the agency? Are there any barriers that need to be addressed?

- * Make this finding only if the goal has been return to parent for any part of this review period.
- * This finding refers to efforts made by DHS.
- * You may wish to refer to the "Reasonable or Active Efforts when the Plan is Reunification" document for further information to use in determining this finding.

<p>DHS: Is the child in a permanent placement? If so, when was the child placed there?</p> <p>If not in a permanent placement, what steps have been taken to find a permanent placement?</p> <p>What steps are needed to finalize the permanent plan? What is the timeline for each step?</p> <p>If the plan is another planned permanent living arrangement, what are the steps necessary for the child to be able to leave foster care?</p> <p>If the plan is emancipation, has a referral for independent living been made? Has an assessment been completed? Has a written independent living plan been completed?</p> <p>Have you discussed the financial/legal differences in permanency plans with the potential permanent family?</p> <p>What steps have you taken to check on the status of the adoption? When?</p>	<p>3. Reasonable efforts have been made to place the child in a timely manner and complete the steps necessary to finalize the permanent plan.</p> <p>* Do not make this finding if the goal has been return to parent for the entire review period.</p> <p>* You may wish to refer to the ‘Reasonable Efforts When the Plan is Other than Reunification’ document for further information to use in determining this finding.</p>
<p>DHS: Are you providing the services outlined in the case plan?</p> <p>Has the agency complied with court orders and agency policies?</p> <p>Did Face-to-Face contact meet DHS requirements?</p> <p>Was a written visitation plan developed? Does the visitation plan address safety issues and sibling contact?</p> <p>Was the relative search completed within 60 days?</p> <p>Was the mental health assessment completed for the child(ren) within 60 days of intake.</p>	<p>4. DHS is in compliance with the case plan and court orders.</p>
<p>Parent(s): Tell us about your participation in services and how you have benefited from them.</p> <p>Parent(s) Attorney: What are the parent(s)’ successes? Do you have other recommendations to help the parent be successful?</p> <p>How much contact have you had with your client? When did you last see your client?</p>	<p>5. The mother/father are in compliance with the case plan and court orders.</p>
<p>Caseworker/CASA/Attorneys: Could the child currently be safe in his/her own home?</p> <p>Have minimally adequate standards been met?</p>	<p>6. Out of home placement is still necessary.</p>

<p>Foster parent: What information did DHS provide you regarding the child's history?</p> <p>How are the child's health, educational, cultural and safety needs being met?</p> <p>How are the child's treatment needs being met?</p> <p>Are there other children in the home? Do they present a safety risk to the child?</p> <p>Do you have the necessary training to safely care for this child?</p> <p>Are other services necessary to support the placement?</p> <p>DHS: Is the child placed with siblings? If not, why not? Are there regular visits between siblings?</p> <p>When did you last visit the child in the foster home?</p> <p>What was the reason for any change of placement during this review period?</p> <p>DHS/Child's Attorney/CASA:</p> <p>How much contact have you had with your client?</p> <p>What is your position regarding DHS' case plan?</p> <p>All: Does anyone have any concerns about the child's safety?</p>	<p>7. The current placement is the most appropriate and least restrictive.</p>
<p>DHS: Have the issues that brought the child into care been addressed?</p> <p>Does the child have a disabling condition that will require on-going placement?</p> <p>If the goal is no longer "Return to Parent", what progress has been made towards permanency?</p>	<p>8. Progress has been made to alleviate the need for placement.</p>
<p>DHS: Is the plan selected the most permanent plan available to the child(ren)?</p> <p>Is the plan able to meet the health, safety and well-being needs of the child through their childhood and into their adulthood?</p> <p>(If the goal is not return to parent, achieve adoption or guardianship) Why did you rule out return to parent, adoption, or guardianship as permanency options in this case?</p> <p>If the child has been in care for 15 of the last 22 months, what are the compelling reasons not to file a petition to terminate parental rights?</p>	<p>9. The permanency plan is the most appropriate plan for the child.</p>

<p>Parent: What is your understanding of the concurrent plan in this case?</p> <p>DHS: What specific steps have you taken to achieve the concurrent plan?</p> <p>What have you done to identify a permanent resource?</p>	<p>10. Progress has been made on the concurrent goal of _____.</p>
	<p>11. The likely date DHS expects to leave substitute care is _____.</p>
	<p>Additional Findings:</p>
<p>DHS: What is the date of the next permanency hearing?</p> <p>What recommendation will the agency make regarding the permanent plan?</p> <p>If the goal is reunification, will the agency ask for more time for the parents to complete services? If so, what specific services do the parents need to complete and in what time frame?</p>	<p>Permanency Hearing</p>
<p>Critical Issues:</p>	<p>Previous CRB recommendations</p>

Recommendations:

Documents needed:

Goal:

Placement:

Services to Parents:

Services to Child(ren):

Visits: