

Department of Community Justice

Juvenile Services Division

CASE PLAN FOR YOUTH AND FAMILY

The goal of the Case Plan is to ensure community protection, fulfill obligations to the victim and community, clarify expectations and court ordered conditions, and help youth and family be successful. Juvenile Court Counselors are required to jointly develop the Case Plan with the youth and the family. The youth and family are expected to participate in developing the Case Plan and reviewing to monitor progress toward completion of the Case Plan.

YOUTH INFORMATION						
Name:		Race/Ethnicity:	Gender:	DOB/Age:	JJIS #:	JCC:
Date of current JCP:	JCP Score:		Supervision Level:		Initial Plan Date:	
Supervision Type/Disposition () FAA () Probation Other () _____				Disposition Start/End Date:		
Language (Youth):				Language (Parent):		

SCHOOL INFORMATION			
School:		Address:	
City:	State:	Zip:	
Grade:	Status	IEP: <input type="checkbox"/> YES <input type="checkbox"/> NO	

HEALTH INFORMATION	
Immunization Record on File: <input type="checkbox"/> YES <input type="checkbox"/> NO If not, please state reason(s): If 'YES' is checked, a copy must be in the social file under the External tab. The 'record' may come in one of the following forms: <ul style="list-style-type: none"> • An official copy from a physician • A handwritten or typed list tracked by the family. • A list dictated to the JCC by the parent 	Medical Information on File: <input type="checkbox"/> YES <input type="checkbox"/> NO If not, please state reason(s): If 'YES' is checked, a copy must be in the social file under the External tab. The 'record may come in one of the following forms: <ul style="list-style-type: none"> • A summary of the medical information in the Court Report • Medical information in a professional assessment report, e.g., Psychological or psychiatric evaluation.

<p>If 'NO' is checked, type an explanation similar to one of the following:</p> <ul style="list-style-type: none"> • In progress - Requested and waiting for a copy • Mom/dad reported that X is up-to-date with immunization. Youth is enrolled at XXX school. School has a copy. • Mom/dad refused to provide a copy. • Mom/dad reported that the family does not practice immunization due to religious/cultural value. • Mom/dad reported that they have not had insurance. Unsure if immunization is up-to-date. • Mom/dad reported that they have had different doctors over the years and have not tracked X's immunization record. • School reported that X's immunization is up-to-date. • Other..... 	<ul style="list-style-type: none"> • Medical information in other reports, e.g., DHS report, youth's IEP. <p>If 'NO' is checked, type an explanation similar to one of the following:</p> <ul style="list-style-type: none"> • No known medical concerns reported • In progress - Requested and waiting for a copy • Mom/dad refused to discuss family medical information. • X's is in the process of being evaluated for meds. • Mom/dad reported prior ADHD meds prescribed but X has not been on it for the last # of years. Youth may need to be re-evaluated. • Other.....
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ACCOUNTABILITY CONDITIONS			
Goals	Strategies/Services	Phase/Date	Outcome/Progress
<p>1. Complete \$ 150 of Restitution</p> <p>2. X's payment plan is \$50 per month</p> <p>OR</p> <p>X's payment plan is \$25 from each paycheck every two weeks</p> <p>Note: Payment plan is required.</p> <p>A Payment Plan should be realistic based on the totality of the case and youth's ability to pay.</p>	<ul style="list-style-type: none"> • N/A • JCC XXX will refer youth to Payback Program before case is transferred to the Field • X will meet with Field JCC XXX to decide specific dates • X will complete \$150 restitution within 4 months • X will complete \$150 restitution within 6 months • X will pay at least \$45 from each paycheck from McDonalds. • X is currently placed at Portland Outreach. X's payment is to be determined 		<p>1/8/13 JCC XXX completed Payback Program referral. Youth is to start on 1/19/13. Gave X a copy of Payback rules & instructions.</p> <p>1/14/13 Grandma gave X \$100 for Xmas and X paid \$80.</p> <p>1/26/13 X missed the bus for Saturday payback but called and scheduled for Sunday instead.</p> <p>2/15/13 X made two payments last month totaled \$100. Remaining balance is \$50.</p> <p>3/3/13 X did not earn credits from Payback on 3/2 because X did not follow the rules.</p> <p>Discussed with X and mom to focus the goal of completion. Brainstormed options to handle conflicts.</p>

	<p>by Field JCC XXX.</p> <ul style="list-style-type: none"> • X will meet and discuss with Field JCC XXX regarding next steps. 		<p>3/28/13 X made the last remaining payment of \$24.95 today. X paid in full and successfully completed \$150 of restitution. Gave X a copy of State Clerk's Accounting information to keep as verification. A copy is in the social file.</p> <p>12/12/12 The family has been homeless until recently so now X will be able to start working off X's fine over Winter vacation 2012.</p>
	<ul style="list-style-type: none"> • X will complete \$150 restitution within 3 months • X will sign up and attend Payback every Saturday starting 01/26/13 until finished • Grandma will transport X to/from Payback OR Mom will take X to Payback and X will take the bus home. 		
<p>1. Complete \$ _____ Monetary Fines</p> <p>2. _____'s payment plan is _____</p>	See examples above		See examples above
<p>1. Complete ___ hrs of Community Service</p>	See examples above		<p>See examples above</p> <p>12/12/12 X is currently working on paying Restitution as planned; X will work on CS after restitution is paid off in Feb 2013.</p>
<p>Other:</p> <p>Note: 'Other' conditions may include:</p> <ul style="list-style-type: none"> • CD/EM conditions as part of the probation sanction/supervision. • Traffic fines • Adult conditions for youth on dual supervision. • Restitution owed from prior, expired probation orders, etc. 			

SPECIAL CONDITIONS	
No weapons/firearms: YES	Follow Safety Plan: See copy attached

No contact with co-defendant(s): Karl Johnson, Debra Mead, and Lonnie Nettles	Other:
No contact with victim(s): Vickie Parker	Other:

Note: Based on the youth's Juvenile Crime Prevention risk assessment, select the top three areas to focus at a time. Areas to focus, goals, strategies and services may change over time base on the youth's re-assessment.

NOTE: Some goals are more task specific that have deadlines, e.g., complete A/D assessment in 30 days and some are more skill building and on-going, e.g., attend Academic Center at school after school for tutoring. Therefore, the time frame can be established either under the Goals column or the Strategies/Services column. Some strategies may be broken down even further into smaller steps with more concrete deadlines that you need to include on the Action Form and it also depends on the functioning level of the youth. This approach allows for flexibility where the timeframe can be linked as long as you have a time frame to work from.

This list of examples is designed as a springboard and not intended to answer all of your scenarios or 'what if' situations. It is designed to offer you a sense of how varied a case plan can be on case-by-case basis especially depending on where the youth and family are at. Therefore, do not feel compelled to use these examples verbatim. Be sure to write in a language that is simple, makes sense, and has meaning to the youth and family.

ALSO SEE CASE PLAN PROTOCOLS (DRAFT pending Management approval. Will communicate and save in shared drive once it is approved).

INTERVENTION STRATEGIES/SERVICES			
<input type="checkbox"/> Driver 3.0 PEER & OTHER RELATIONSHIPS	Service:		Phase/Date:
Goals	Strategies/Services	Outcome/Progress	
<ul style="list-style-type: none"> • X will develop positive peer group • X will develop pro-social peer group • X will hang out with positive peers 	<ul style="list-style-type: none"> • X will complete ZZ Program by October 2012. • X will identify 2 students who are attending and doing well in school in the next 2 weeks • X will identify 1 positive peer in the neighborhood to hang out like playing basketball, etc. within the next 2 weeks • X will not spend time with co-defendants listed above • X will attend the Academic 	<p>08/12/12 X has been attending ZZ Program for two weeks straight.</p> <p>09/01/12 X spent some time with ZZ playing basketball in the neighborhood once.</p>	

		08/08/14 X reported that X has been going to the gym 5 times a week.
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<input type="checkbox"/> Driver 5.0 FAMILY FUNCTIONING		Service:	Phase/Date:
Goals	Strategies/Services	Outcome/Progress	
<ul style="list-style-type: none"> X family will demonstrate an ability to have positive interactions. X and family will develop and practice better communication skills, and will be able to problem solve. Mom and Dad will attend family counseling as recommended and as scheduled Family to obtain stable housing at the earliest possible. 	<ul style="list-style-type: none"> Family and X will practice taking turns talking and listening and then checking for understanding. Family will practice communicating without yelling or swearing. Family and X will family counseling to learn and practice problem solving Mom and Dad will attend Parenting Class at Kaiser starting __ (date) __ Grandmother commits to attending family counseling as available. Grandmother will attend when requested by the therapist. X will tell Dad his whereabouts on a daily basis Dad and X will text each other daily to tell each other to "have a good day!" and check in for 10min at the end of the day to see how things went. Grandpa will leave a note for X in the morning to tell X what his/her chore of the day is. 	<p>11/15/12 JCC XXX provided Mom a list of shelters that may to stable housing. Also made a referral to ZZZ Program for housing options.</p> <p>11/21/12 The family entered Shelter YYY on 11/16/12.</p> <p>11/21/12 The family moved into their own apartment on 11/19/12</p> <p>12/15/12 ATYF MHC reported that Mom is struggling with following through with the practice assignments.</p> <p>06/10/12 DHS reported that the family has completed the Voluntary Agreement and case will be closed next week.</p> <p>02/30/12 Attended Treatment at Albertina Kerr. X's progress is up and down. Dad is now in the picture and has had a major impact on X adjusting.</p>	

<input type="checkbox"/> Driver 7.0 ATTITUDES, VALUES & BELIEFS		Service:	Phase/Date:
Goals	Strategies/Services	Outcome/Progress	
<ul style="list-style-type: none"> X and family will understand how beliefs and values impact attitude - and 	<ul style="list-style-type: none"> Family and X will work with Morrison Center therapist to explore their understandings of their personal, family and community values and beliefs. 	<p>03/18/13 X attended the 'Check Your Attitude at the Door' program on 02/29, 03/04, and 03/06.</p> <p>01/01/13 Morrison Center therapist reported that s/he met</p>	

<p>therefore behaviors – that lead to criminal actions.</p> <ul style="list-style-type: none"> • X and family will commit to adopting beliefs that aid X in choosing positive behaviors at home, at school, and in the community. • X will develop empathy toward others • X will become a good citizen as discussed with Mom on (date) about work ethics and what it means to contribute to the society. 	<ul style="list-style-type: none"> • Family and X will identify how those values and beliefs have impacted their attitude – toward family, school, friends, and community and how that has led to involvement in the criminal system. • Family and X will also identify other attitudes, values and beliefs that have led to positive outcomes at home, in school with friends and in the community. • X will complete draft of the letter of apology to the victim by 1/16/13. (See Instructions Sheet provided • X will complete Theft Talk at the earliest session offered. • Mom & Dad will discuss with X regarding their survival in refugee camp • X will volunteer 12 hours of community service at the Ngoc Chau Temple • Mom will volunteer with X at the next Temple's major event in April and another one the weekend of Labor Day in September and also volunteer for small events in between. • X will go with Mom driving and delivering breads to the elderly at least 2 times a month 	<p>with the family and X for Intake on 12/25/12 and started their first session on 12/30/12. They have some goals identified but will fine tune at the next session.</p> <p>05/25/13 X completed draft of letter as instructed. JCC XXX made suggestions to revise. X revised the letter right the way and a final copy was given to this JCC at the end of the appointment yesterday.</p>
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<input type="checkbox"/> Driver 6.0 SUBSTANCE USE		Service:	Phase/Date:
Goals	Strategies/Services	Outcome/Progress	
<ul style="list-style-type: none"> • X will complete a D/A assessment within the next 30 days. • X will demonstrate clean time from drugs and/or alcohol. • X will attend 	<ul style="list-style-type: none"> • X will identify people, places, and things (triggers) that lead to substance use. • X will develop and practice a plan to avoid triggers that lead to use. • X will learn and practice avoidance, refusal, and coping skills. • Family will increase monitoring X's whereabouts and will randomly administer 	<p>1/2/13 X did not attend the D/A assessment appointment on 1/1/13.</p> <p>1/8/13 X did not complete the D/A assessment on 1/6 because grandpa was hospitalized and mom didn't transport X.</p> <p>3/23/13 Dad attended parents group while X attended the</p>	

<p>recommended A&D treatment after the assessment is done.</p> <ul style="list-style-type: none"> • X will cooperate with A&D testing. • X will understand patterns and consequences of substance use. • X will complete outpatient services as ordered 	<p>UAs and alcohol swabs.</p> <ul style="list-style-type: none"> • Family will develop and consistently implement consequences for continued use of substances • Family will develop positive acknowledgement of any refusal, avoidance and clean A&D samples. • X will report to JCC XXX on progress at each scheduled appointment • X will attend Weds & Thurs sessions, from 5:30pm-7:00pm. • X will attend for 6 weeks to complete the program • X will cooperate with random UA • X will submit random UA once a week 	<p>youth group at Kaiser on 3/13/13.</p> <p>4/1/13 Lifeworks confirmed that both mom and dad have been attending family counseling consistently. X has been making progress scheduled to graduate next week.</p> <p>1/15/13 X was placed at DePaul on 12/20/12 for inpatient services. Youth ran from DePaul on 12/14/12, and picked up on WRT on 01/14/13. Youth is now in RAD.</p>
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<input type="checkbox"/> Driver 2.0 SCHOOL		Service:	Phase/Date:
Goals	Strategies/Services	Outcome/Progress	
<ul style="list-style-type: none"> • X will complete GED program this school year • X will attend school regularly • Family will develop and follow a routine to monitor and support X for ongoing school attendance and success. • X will pass 10th grade this year • X will enroll and attend school regularly 	<ul style="list-style-type: none"> • Family will monitor school attendance on a weekly basis • Family will develop and implement clear expectations about school routines (morning, during, after school). • Family will provide incentives and consequences in response to X's positive attendance each day. • Family will attend school functions with X • Family will have a name of a contact person at X's school and will communicate with that person. • JCC ZZZ will refer X to the Mentor Program within the next two weeks • The Juvenile Department will support X in getting to school by providing X the opportunity to earn a bus pass. • JCC ZZZ will monitor X's progress by communicating with X, family, and school 	<p>7/8/13 X took English and Math tests but only passed Math. X will re-take English next week.</p> <p>5/5/13 Mom and dad attended family counseling with X. With the help of therapist ZZ, they worked out a monitor and communication routine. They also worked out a consequence/incentives chart.</p> <p>10/19/12 X has consistently attended school but struggled with completing homework assignments on time. Discussed with Mentor to meet with X more frequently.</p> <p>11/07/12 JCC ZZZ, school officials, mom, and X met to discuss assignment issues and some behavioral concerns. The school counselor will increase check-in from bi-weekly to weekly.</p>	

	<ul style="list-style-type: none"> • Mom will enroll X to attend POIC • Parents, youth, and JCC will attend IEP on XX/XX/XXXX • Dad will remind X to set alarm for two weeks • After two weeks, X will set alarm for him/herself • X will take the bus at 8:30am everyday at the corner of 131st and Raymond to get to school on time. • X will improve one grade level in reading at the end of December • X will work with Tutor XXX as scheduled to complete homework • X will listen to audio stories and read along at least 30min each time, 3 times a week. • X will take his meds every morning before s/he leaves for the school bus • X will not use profanity when speaking with teachers • X will ask for a 10min timeout to go to the Resource Room when upset. • X will check-in with each teach at the end of each class to make sure there is no confusion about homework assignment. 	
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<input type="checkbox"/> Driver 8.0 MENTAL HEALTH INDICATORS		Service:	Phase/Date:
Goals	Strategies/Services	Outcome/Progress	
<ul style="list-style-type: none"> • X will complete a mental health assessment as referred 	<ul style="list-style-type: none"> • JCC XXX will refer X to ATYF • X will attend as scheduled • Dad will transport X to/from the mental health assessment appointment. 	09/01/15 JCC XXX submitted a referral packet via JuST system on 08/20/15. Appointment is scheduled for 09/03/15.	

MEDICAL/INDEPENDENT ¹ /OTHER INDICATORS		Service:	Phase/Date:
Goals	Strategies/Services	Outcome/Progress	
<ul style="list-style-type: none"> • X and family will provide X with medical attention: • Family will make sure youth has medical attention for illness or injury, as required by school, as recommended by medical providers and in response to risk behaviors. • X will complete the Culinary Arts training program. • X will learn independent, daily living skills within the next 3 months. • X will explore college/career options • X will gain independent living skills and explore interest in cosmetology. 	<ul style="list-style-type: none"> • JCC XXX will assist family apply for OHP through the DHS staff in the juvenile department; • X and family will set up and follow through with any needed, required or recommended medical or dental appointments. • Through Life Works therapist, X and family will understand risk behaviors that may require medical intervention and/or testing, e.g. unprotected sex, needle use, etc. • X will attend Culinary Arts Orientation as scheduled on April 11, 2013 • X will complete the 6-week program as scheduled • X will report to JCC XXX on progress at each scheduled appointment or when inquired. • Mom will show X how to do laundry 3 times • X will assist mom in house duties at least once a week. • X will bring and show to JCC ZZZ 2 job applications. • X will contact 2 community colleges for information by the end of March 2013. • Mom/Dad will take X to YYY college for a tour in Feb. 2013 • X will meet with YYY to talk about nursing. (Appointment to be scheduled in 1 week. • JCC will provide X and parents resources information on _____ before the next 	<p>5/8/13 Mom/dad took X to the Dr. complaints of back pain. 11/3/13 JCC XXX walked X and Dad to DHS cubicle and talked with ZZ. Dad filled out the OHP application.</p> <p>4/14/13 X attended the Orientation on 4/11 as scheduled. First class scheduled to start 4/15/13</p> <p>5/15/13 X attended 3 of 4 classes. X missed 1 class due to family funeral.</p> <p>7/4/14 Family and X agreed on a list of weekly house chores where X can earn \$5.00 each. Thus far, X earned \$15.00 by doing laundry and organizing the utility bills.</p>	

¹ Independent Living Skills Goals are for youth who are 16 or older.

	<p>scheduled appointment.</p> <ul style="list-style-type: none"> • X will meet with independent barber to ask about owning his/her own business. • JCC will provide contact info. for vocational training. 	
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TITLE IV-E CANDIDACY

- JCP Risk Assessment
 JSD Assessment/Court Report
 DHS/Investigative Report
 MH Assessment/Psy Eval.
 Other _____

Choose One Below: Based on the above-referenced report(s), it is determined that the youth

- IS** a foster care/out-of-home placement candidate. The youth is at imminent risk of foster care/out-of-home placement, absent effective preventive and intervention services.
 IS NOT a foster/out-of-home placement candidate.

SIGNATURES

We, (Youth) and (Parent) have reviewed this Case Plan with the Juvenile Court

Counselor and understand what it says. We also understand the expectations as outlined and the plan is to help our family be successful.

Youth	Date
Parent/guardian	Date
Parent/guardian	Date
JCC	Date

Other (DHS, OYA, etc.)

Date

Community Justice Manager

Date

SIGNATURE EXEMPTION

No parent available. Date _____

Parent reviewed/declined to sign. Date _____

Youth declined to sign. Date _____

If any box above is checked, please explain:

The Case Plan was developed with X and mom. Mom refused to sign because she said she's not the one who is on probation, the youth is.

CASE PLAN REVIEW

The Case Plan is to be reviewed and discussed frequently to monitor and document progress and to adjust goals and services as appropriate. A formal review and updated signatures are required every six months or if the goal is changed after foster care/out-of-home placement to return youth home.

Date Review: _____ Review Reason: 6 Month 12 Month Other _____

Review Outcome:

Case Plan (check one): remains appropriate is modified

Youth is remained in the home and continued preventive services are necessary because:

SIGNATURES

We, (Youth) and (Parent) have reviewed this Case Plan with the Juvenile Court Counselor and understand what it says. We also understand the expectations as outlined and the plan is to help our family be successful.

Youth Date

Parent/guardian Date

Parent/guardian Date

JCC Date

Other (DHS, OYA, etc.)

Date

Community Justice Manager

Date

SIGNATURE EXEMPTION

No parent available. Date _____

Parent declined to sign. Date _____

Youth declined to sign. Date _____

If any box above is checked, please explain:

The Case Plan was developed with _____ and mom. Mom refused to sign because she said she's not the one who is on probation, the youth is.

SAMPLE