

POLICY

The juvenile justice specialist (JJS) is responsible for a ward's case from the time it is assigned until the ward's discharge regardless of the placement.

The JJS ensures that parents are involved in the development of case plans for their child.

PURPOSE

To ensure that all Department of Human Services and legal requirements are met and that effective communication and collaboration is maintained with all parties involved in the youth's treatment.

AUTHORITY

The Social Welfare Act, 1939 PA 280 of 1939, (MCL 400.115b (1)).

**CASE
MANAGEMENT
FUNCTIONS**

The JJS or Care Management Organization (CMO) worker must develop, write, implement, monitor, maintain and ensure completion of all case service plans including, but not limited to:

- Pre-Sentence investigations (see JJ2 210).
- Initial service plans (ISP), updated service plans (USP), supplemental updated service plans (SUSP) (see JJ2 230).
- Hearing reports, review reports, release reports and any other required reports (see JJ4 410).

**PARENTAL
INVOLVEMENT IN
THE
DEVELOPMENT
OF CASE
SERVICE PLANS**

The JJS must engage the family in the development of initial and updated service plans. This means that the JJS must include the parent(s) in discussions regarding the needs and strengths of the youth and family and must reach an understanding of what is

required of the youth and family to meet the goals of the case service plan.

The treatment plan section of the case service plans must be:

- Specific to the individual needs of the youth and family.
- Written in a manner that is easily understood by all parties.

Note: If the parent(s) is not involved in the development of an ISP or USP, the reasons why must be documented in the plan.

The JJS ensures that the parents are provided a copy of each ISP and USP.

Documentation of Parental Involvement

The JJS must document the nature and extent of parental involvement in the case service plans:

- There must be at least one documented telephone contact and/or face-to-face visit with a parent prior to completing each ISP, USP or SUSP.
- A home visit is necessary for the JJS to evaluate the possibility of the child's return to the parental home.
- The JJS must encourage parental involvement in the child's treatment plan by such methods as arranging meetings at times and places convenient to the parent(s).