

Dependency Court Youth Substance Abuse Treatment Program

To The CSW:

You have received this referral as the identified youth has been referred to the Dependency Court Substance Abuse Treatment Program. The youth has voluntarily agreed to participate in substance abuse treatment/counseling. A referral has been made to an Adolescent Intervention Treatment, Recovery and Prevention Agency. (AITRP)

Included in this Packet:

- Copy of the AITRP referral
- Youth's signed Consent Form (when available)

Court Officer Responsibilities:

The court officer has already completed the AITRP referral. The AITRP agency has been selected and contacted. Juvenile Court Services has faxed the referral and Youth's Consent form to the AITRP agency.

CSW Responsibilities:

Once you receive the AITRP referral from the court officer, you must do the following.

1. Work with the identified AITRP agency to coordinate the appointment for the Intake Evaluation. You will find the name of the agency and Intake Coordinator on the AITRP referral. The court will set an appearance hearing within 30-days of the initial screening order.
2. Arrange for the youth to be transported to the Intake Evaluation. The CSW, caregiver, FFA agency or parent if appropriate may transport the youth to the appointment. Ultimately, it is the CSW's responsibility to ensure that the youth is transported to all scheduled appointments.
3. The AITRP agency will contact the CSW and/or the youth's attorney to obtain information that may be helpful in completing the screening. Five working days before the hearing, the AITRP agency will provide you with a copy of the *Screening and Assessment Report and Recommendation form* that indicates the need for *alcohol and other drug (AOD)* services and any intervention/treatment objectives. If you do not receive the report five working days before the hearing, contact the AITRP agency.
4. You **MUST** attach the AITRP report to your Progress report and submit it to the court. The report must be sent to the court 48 hours prior to the scheduled hearing date. If the AITRP agency fails to send the report, notify the court of your efforts to obtain the report. (Include the dates and times you called the agency and whom you spoke with.) Do not wait until the day before the hearing to attempt to get the report.

5. Participation in the Youth Substance Abuse Treatment Program is voluntary. If the youth ultimately changes his/her mind about participation in the program and/or refuses to attend treatment, you must document this information in your Progress report.
6. If the youth agrees to treatment, the CSW must work with the AITRP agency and caregivers to ensure that the youth has transportation to attend all counseling sessions.
7. The youth must be present for the Progress hearings. The CSW must ensure that caregivers or the DCFS Court Transportation Unit is notified and the youth is transported to court.
8. For all future Progress Hearings, five working days before the hearing the AITRP agency will provide the CSW with the *Youth Progress Report form*. The Progress report will contain:
 - 1) Number of completed sessions.
 - 2) Treatment progress to date.
 - 3) Comments on protective factors and risk factors for substance abuse use.
 - 4) Comments on recent substance abuse.

You MUST send all AITRP Progress reports to the court. The CSW remains responsible for arranging transportation for the youth for all Appearance hearings.

Refer to Procedural Guide 0600-508.00 - Foster Youth Substance Abuse Services