

Post Permanency Case Assessment Benchmarks

Family Name:

Family ID#:

Swan ID#:

Case Assessment Affiliate agency:

Case Assessor:

Respite/Support Group Provider:

Benchmark	Date Requested/ Initiated	Date Completed	Worker (name)	Comments
<p>1. Affiliate receives a referral for case assessment from SWAN.</p> <p>* SWAN Program Components, Section E: Post-Permanency Services</p>				
<p>2. Affiliate assesses current workload</p> <ul style="list-style-type: none"> ● If the affiliate rejects the referral, the affiliate worker notifies the Prime Contractor within 2 business days of receiving referral 				
<ul style="list-style-type: none"> ● If the affiliate accepts the referral, the assigned worker will contact the family within 2 business days and establish an appointment time <ul style="list-style-type: none"> ○ During the telephone contact, the family will be requested to gather any information on the child related to the adoption (i.e. child profile), mental health needs, education or medical issues, and previous counseling services. 				
<p>3. Affiliate begins assessment activities which will include, but not be limited to:</p> <ul style="list-style-type: none"> ● Discussion on presenting problem with parents and child (interview child and parents individually and together) 				
<ul style="list-style-type: none"> ● Gather information for social history 				
<ul style="list-style-type: none"> ● Conduct FACES III (See Packet) 				
<ul style="list-style-type: none"> ● Conduct the Child and Adolescent Functional Assessment Scale (CAFAS). (See Info Sheet) 				

<ul style="list-style-type: none"> ● Conduct the Child Safety Assessment / Safety Plan (See Template) 				
<ul style="list-style-type: none"> ● Conduct the PA Risk Assessment (See Info Sheet) 				
<ul style="list-style-type: none"> ● Establish a Family Support Plan with the family. (Plan should be developed based on the CAFAS, FACES III, risk and safety assessments, the IASP, and the family's definition of need). 				
<p>4. Electronically submit the Post Permanency Assessment, Form and invoice to the Prime Contractor within 30 days (See Form)</p>				

***** Case responsibility remains with the assigned assessment worker until the case is assigned to a case manager.