

DCYF SERVICE PLANS (CASE PLANS)

- The Service Plan is a written document that outlines the responsibilities of all parties involved with a child in state care.
- Each Service Plan must include a permanency goal specific to the family.
- Each Service Plan is unique to the child or youth's individual and family needs, including identification of individual family strengths.
- Each Service Plan reflects the principles of family centered practice and identifies how the family will mobilize their strengths and resources to address concerns in a way that ensures safety, well-being and supports permanency for the child.
- The Department is responsible to locate and engage absent parents and document efforts in the Service Plans.
- If a putative father notifies the Department that he may be the father of a child in care, steps must be taken to determine paternity. Once paternity is established, the father is included in the service planning process.
- Service Plans are normally six months in duration although addendums can be added at any time.
- Progress towards progress/behavioral change by parents are reviewed/assessed ongoing as well as more formally at Administrative Reviews (ARU's) which occur every six months for a child placed outside of the home.