

# DCF Administrative Case Review Instrument and Instructional Guide

## Outcome Mapping for Emerging Adults (OMEGA) Assessments and Services Post Majority (SPM) Reviews

### Overview and General Instructions

The SPM Administrative Case Review instrument and instructions are used to review the work completed during the six-month period under review (PUR) for those young adults who remain involved with the Department beyond the age of 18. To complete the review instrument, ACR supervisors conduct qualitative case record reviews and facilitate ACR meetings.

Use of this review instrument allows the agency to assess practice as well as the quality of work completed as part of the agency's continuous quality improvement (CQI) process. It is intended to build on the strength of the agency's existing quality assurance.

The review instrument is organized into case information, risk and safety, well-being, permanency, case planning and case review summary. The ACR SWS answers each question and provides a brief case review summary at the end of the review instrument. This summary should clarify any identified areas of need and note key areas for follow-up during the next case planning period.

### Reviewing the Case

ACR Supervisors must respond to all the questions using their professional judgment based on the relevant information available in the electronic case record and information obtained during the administrative case review meeting. Staff should read all questions and applicable instructions and definitions carefully before responding to questions.

Should an ACR SWS identify any safety or well-being concerns that require Regional Management attention, it should be brought to management's attention immediately to ensure appropriate and timely follow-up.

### Administrative Case Review Instrument for Services Post Majority Youth

#### Case Information

Case name: \_\_\_\_\_ Case #: \_\_\_\_\_

Young Adult DOB: \_\_\_\_\_ Race: \_\_\_\_\_ Ethnicity: \_\_\_\_\_

ACR SWS: \_\_\_\_\_

Date of last ACR: \_\_\_\_\_ Date of review: \_\_\_\_\_ Date tool completed: \_\_\_\_\_

ACR participants: \_\_\_\_\_

**SAFETY:**

**Purpose of Assessment:** to determine whether, during the period under review, the agency made concerted efforts to assess and address the risk and safety concerns relating to the young adult.

1. During the period under review, did the agency conduct ongoing assessments that accurately assessed all of the risk and safety concerns for the young adult?

Yes

No

**Question 1 Definitions:**

**“Risk”** is defined as a situation causing exposure to harm or danger to the young adult and the likelihood of harm or danger occurring in the future.

**“Safety”** is defined as the environment where there are no threats that pose a danger, risk, or injury. An assessment of safety is made to determine whether the young adult is in a safe environment.

If young adult is suspected to be a victim of human trafficking, please consider the safety protocol.

**Instructions:** If the ACR SWS identifies a safety issue and it is unaddressed, consultation with the ACR Manager is required, and the CPS staff need to be advised the same day. This should be noted in the case review summary. Significant issues related to unaddressed Risk factors should also be brought to the attention of the ACR Manager.

**Instructions:** Immediate safety issues need to be brought to the ACR Program Supervisor and communicated to the assigned SW/SWS/PS and documented in this item.

**Question 1 Instructions:** In responding to question 1, determine whether ongoing assessments (formal or informal) were conducted during the period under review. If the agency did not assess for risk and safety concerns on an ongoing basis and at critical times in the case (for example, when there were new allegations of abuse or neglect, change in placement/residence, additions to living situation, or at case closure) then the answer to question 1 should be No.

If no, comment:

2. During the period under review, was there a concern for the young adult’s safety related to the caregivers, members of the household, other children in the home or facility, or facility staff members that was not adequately or appropriately addressed by the agency?

Yes

No

**Question 2 Instructions:**

- Answer Yes if you determine that, during the period under review, the young adult was in at least one placement in which they were unsafe, and appropriate action was not taken (such as providing closer monitoring of the placement, placing fewer children in the home, providing services to address potential problems or existing problems, or finding a more appropriate placement).

## WELL-BEING:

**Purpose of Assessment:** to determine whether, during the period under review, the agency (1) made concerted efforts to assess the needs of the young adult to identify the services necessary to achieve case goals and adequately address the issues relevant to the agency's involvement and (2) provided the appropriate services to address the need(s). If more than one selection applies, pick the primary barrier.

**Definition:** "Concerted Efforts" for the purpose of questions 3-16 refers to facilitating the young adult's access to needed services and working to engage the young adult in those services.

### Instructions for Applicable Questions 3 – 16:

- If the case was opened during the PUR, focus on whether the agency conducted an initial comprehensive assessment as a basis for developing a case plan, and whether ongoing assessment was conducted as appropriate.
- If the case was opened before the PUR, focus on whether the agency conducted periodic comprehensive needs assessments during the PUR to update information relevant to case planning needs.
- Assessment of needs may take different forms. For example, needs may be assessed through a formal evaluation conducted by another agency, a contracted provider or through a more informal case planning process involving intensive interviews with the young adult.
- Answer questions 6-13 based on the determination of whether the agency made concerted efforts to achieve an in depth understanding of the needs of the young adult, regardless of whether the needs were assessed in a formal or informal manner.
- **Check Yes**, if quality assessments were completed and the identified need is or has been addressed.
- **Check No, concerted efforts made but young adult refused services** If the agency can support that ongoing efforts were made despite the young adult's refusal to engage/complete services.
- **Check No, No referral made** if the agency identified a need prior to or during the PUR and a referral was not made to address the need.
- **Check No, lack of engagement and/or assessment** if during the PUR, the agency did not engage the young adult to conduct quality assessments or during engagement there is no information to support that assessments were done (informally or formally).
- **Check No, No available services** if the agency identified a need prior to or during the PUR and no service provider is available within the young adult's area/region to address the identified need timely.
- **Check No, Changed provider** if during the PUR provider was changed without supporting information as to why.
- **Check No, Insurance issue** if during the PUR, the young adult did not have proper insurance in place to receive services.
- **Check No, placement provider issues** if during the PUR, the provider did not fulfill contractual obligations (i.e. meeting with young adult as scheduled, providing monthly reports, etc).
- **Check NA**, when the agency has completed a quality assessment and there is no need.

3. Did the agency make concerted efforts to assess and, if applicable, address the young adult's resource management needs?

- Yes
- No, concerted efforts made but young adult refused services
- No, No referral made
- No, lack of engagement and/or assessment
- No, No available services
- No, changed provider
- No, insurance issue
- No, OOH provider issue
- NA

4. Did the agency make concerted efforts to assess and, if applicable, address educational needs?

Education services include special education, Post-Secondary Educational planning, etc.

- Yes
- No, concerted efforts made but young adult refused services
- No, No referral made
- No, lack of engagement and/or assessment
- No, No available services
- No, changed provider
- No, insurance issue
- No, OOH provider issue
- NA

5. Is the young adult enrolled in PSE?

- Yes
- No
- NA

6. Has the young adult completed PSE?

- Yes
- No
- NA

7. Did the agency make concerted efforts to assess and, if applicable, address vocational needs of the young adult?

- Yes
- No, concerted efforts made but young adult refused services
- No, No referral made
- No, lack of engagement and/or assessment
- No, No available services
- No, changed provider
- No, insurance issue
- No, OOH provider issue
- NA

8. Did the agency make concerted efforts to assess the young adult's eligibility for the CHEER program?

- Yes
- No, concerted efforts made but young adult refused services
- No, No referral made
- No, lack of engagement and/or assessment
- NA

9. Did the agency make concerted efforts to assess and, if applicable, address the social support and Lifelong Connection needs of the young adult?

Social Support and Lifelong Connections relate to the connections within the young adults community to develop their interpersonal relationships as needed and assist with adjustment/coping/stressors.

- Yes
- No, concerted efforts made but young adult refused services
- No, No referral made
- No, lack of engagement and/or assessment
- No, No available services

- No, changed provider
- No, insurance issue
- No, OOH provider issue
- NA

10. Did the agency make concerted efforts to assess and, if applicable, address the physical health care needs of the young adult?

Physical Health Care – assessment of health care needs including dental, physical, and vision, in addition to education on STI, hygiene, prenatal and follow up needs.

- Yes
- No, concerted efforts made but young adult refused services
- No, No referral made
- No, lack of engagement and/or assessment
- No, No available services
- No, changed provider
- No, insurance issue
- No, OOH provider issue
- NA

11. Does the young adult have health insurance?

- Yes
- No

12. Did the agency make concerted efforts to assess and, if applicable, address the Mental Health or emotional/coping needs of the young adult?

Mental Health – Consider any trauma endured or exposure, IPV, diagnoses, etc.

- Yes
- No, concerted efforts made but young adult refused services
- No, No referral made
- No, lack of engagement and/or assessment
- No, No available services
- No, changed provider
- No, insurance issue
- No, OOH provider issue
- NA

13. Did the agency make concerted efforts to assess and, if applicable, address the substance abuse needs of the young adult?

Substance Abuse - Consider any exposure to substances and alcohol.

- Yes
- No, concerted efforts made but young adult refused services
- No, No referral made
- No, lack of engagement and/or assessment
- No, No available services
- No, changed provider
- No, insurance issue
- No, OOH provider issue
- NA

14. Is this young adult pregnant or parenting?

- Yes
- No
- NA

15. Did the agency make concerted efforts to assess and, if applicable, address the parenting needs of the young adult?

Parenting – assessment of young adults parenting skills (formal or informal),

- Yes
- No, concerted efforts made but young adult refused services
- No, No referral made
- No, lack of engagement and/or assessment
- No, No available services
- No, changed provider
- No, insurance issue
- No, OOH provider issue
- NA

16. For DMHAS-YAS young adults, is the current level of service meeting the young adult's special Mental Health or Substance Abuse needs?

- Yes
- No, concerted efforts made but young adult refused services
- No, No referral made
- No, lack of engagement and/or assessment
- No, No available services
- No, changed provider
- No, insurance issue
- No, OOH provider issue
- NA

**PERMANENCY/TRANSITION PLANNING:**

**Purpose of Assessment:** To determine whether, during the period under review, concerted efforts were made to address permanency needs with the young adult including stable living arrangements, finances, transition planning, maintaining healthy connections and post-agency care.

17. Did the young adult have a permanency hearing within the last 12 months?

- Yes
- No
- NA

**Instructions:** Consider if there was a court hearing held to discuss the permanency planning for the young adult within a 12-month period? Motion for Continuation in Care is filed once, the Motion to Review Permanency plan is done yearly.

18. Is the young adult's current living program (CHAP, SWETP, Group Care, Non-CHAP Arrangement, etc.) appropriate?

- Yes
- No
- NA, Young Adult Refused Placement
- NA, Young Adult is AWOL
- NA, Young Adult is Incarcerated

**Instructions:** Based on the needs (development, mental health, behaviors, safety/risk) of the young adult, determine if the current living program is appropriate?

19. Is the young adult receiving any housing assistance from the government (e.g., public housing, vouchers)?

- Yes
- No
- NA

20. For young adult involved in a housing program, is there documentation that the contract has been reviewed with the young adult during the PUR?

- Yes
- No
- NA

**Instructions:** Prior to placement, determine if there is evidence in the case record or supporting information that the agency reviewed the housing contract with the young adult.

**Instructions:** Prior to placement, determine if there is evidence in the case record that the agency reviewed the CHEER program contract with the young adult.

21. Does the current LIST identify the young adult's top priority domains?

- Yes
- No
- NA, Young adult is Refusing Services

22. Is there a need for additional work on the LIST?

- Yes
- No
- NA, Young adult is Refusing Services

23. Does young adult have a bank account?

- Yes
- No

**Instructions:** If unable to determine from the case record, ask at ACR meeting.

24. Were resources provided to the young adult to educate them on how to obtain their credit report?

- Yes
- No

### **TRANSITION PLANNING:**

#### **DEFINITIONS:**

For the purpose of questions 19-26, "**Transition**" refers to preparing young adults for success post DCF oversight. Planning has occurred to ensure the young adult has connections post DCF, is stable financially, mentally, and physically and their permanency goal is being met successfully.

"**Transition Plan**" refers to a written document that is completed in collaboration with the identified young adult and includes, but not limited to, information that ensures young adults education, mental health, employment status, housing, life-long family ties or any other needs young adult may have are stable to transition from agency oversight.

25. For young adult transitioning out of care, has a quality and timely transition plan been developed 90 days prior to case closure?

Yes

No

NA, Young Adult is not Transitioning within 90 days of the review.

**Instructions:** Determine if there is clear documentation that outlines a quality transition plan that includes it was discussed with the young adult.

26. Are concerted efforts being made to provide the young adult with information and/or supports regarding his/her race, culture, religion to allow the young adult to maintain their connections?

Yes

No

NA, Young Adult is not Transitioning within 90 days of the review.

**Instructions:** Determine if the young adult verifies that they have ongoing support surrounding their race, sexuality, culture, and/or religion.

27. Does young adult have a State issued driver's license?

Yes

No

28. Has the young adult been given the appropriate documents he/she is entitled to upon transition, such as but not limited to:

- Educational records
- Medical records, including family medical history
- Original birth certificate and an extra copy
- Original social security and an extra copy
- Passport
- Immigration and citizen papers

Yes

No

No, no educational records

No, no medical records

No, no birth certificate

No, no social security card

No, no passport

No, no immigration and citizen papers

NA, Young Adult is not Transitioning within 90 days of the review.

29. For young adult declining services or having services being discontinued due to non-compliance, has a transition plan been developed and/or discussed?

Yes

No

NA, Young Adult is not declining services or non-compliant with services offered.

**Instructions:** Determine if there is clear documentation that supports the transition plan was discussed with the young adult declining services

30. Has the re-entry process been shared with the young adult?

Yes

No

NA, Young Adult is not Transitioning within 90 days of the review.



**Instructions:** Determine if there is information that supports the agency provided the young adult information on the re-entry program prior to his/her transition. The re-entry program allows eligible young adults to return and re-enter care for educational, vocational or employment services. NOTE: Young adults who have already participated in two post-secondary educational or employment programs are not eligible for re-entry to the Adolescent Services Program.

31. Has documentation been completed with the DDS/DMHAS agency to determine eligibility for SSI by using the adult definition of disability?

- Yes
- No
- NA

**Instructions:** Determine if documentation has been done timely. Consider if there were discussions with SSI liaison, if needed.

### CASE PLANNING:

32. Were concerted efforts made to ensure that young adult was actively engaged in their case planning and achievement of their case plan goals?

- Yes
- No
- NA

33. Was the young adult invited to participate in the ACR?

- Yes
- No, Not notified timely

**Instructions:** Determine if there is information in the case record or other supporting information that supports young adult was invited timely (letter, phone call, email, text) to their scheduled ACR.

34. Is there documentation of an "Appointment of Health Care Representative" for the young adult?

- Yes
- No

**Instructions:** Determine if an AHCR (DCF-3013) was provided to young adult and their attorney prior to the scheduled ACR to allow the young adult to consult with their attorney and make an informed legal decision regarding whether to execute the document. Those young adults who do not have legal representation may request assistance with understanding and completing the form. Once this has been completed and this question answered yes, it does not require an answer again.

35. Is there documentation in the case record or the case plan of a signed acknowledgement by the young adult of the Children in Care Bill of Rights (DCF 780 form)?

- Yes
- No

**Instructions:** Any youth/young adult under the responsibility of the State who has attained 14 years of age shall be informed of their rights regarding their case planning, therefore the case plan should include documentation of this and/or there should be a signed document acknowledging this.

36. Did the young adult elect to have up to 2 members of the case planning team involved in the case plan and transition planning?

- Yes
- No, not offered
- No, young adult has chosen not to involve anyone
- NA

**Instructions:** For youth 14+/young adults, the plan developed shall be in consultation with the youth/young adult and, at the option of the youth/young adult, with up to 2 members of the case planning team who are chosen by the youth/young adult and who are not a foster parent of, or caseworker for the youth/young adult. A State may reject an individual selected by a youth/young adult to be a member of the case planning team at any time if the State has good cause to believe that the individual would not act in the best interests of the youth/young adult.

If youth/young adult has cognitive limitations, response is NA.

37. Did the young adult elect to have an advisor involved in the case plan and transition planning?

- Yes
- No
- NA

**Instructions:** One individual selected by a young adult to be a member of the young adult's case planning team may be designated to be the young adult's advisor and, as necessary, advocate, with respect to the application of the reasonable and prudent parent standard to the young adult.

If young adult has cognitive limitations, response is NA.

38. Does the young adult have a lifelong family tie identified?

- Yes
- No
- NA

**Instructions:** For young adults who cannot identify who will support them post DCF, this should be noted in the summary as next steps in the upcoming PUR.

39. For young adults in any placement setting, does the Department receive monthly written reports from the case manager?

- Yes
- No
- NA

**Instructions:** For young adults who are in placement, determine if the agency was provided monthly reports from the provider which discusses young adult's status, progress and services from CHAP, CHEER, DDS/DMHAS.

### **CASE REVIEW SUMMARY:**

(Instructions/Guidance as to what should be included in a Case Review Summary will be developed)

## Considerations for OMEGA Assessments and ACR meetings

### Outcomes Mapping Emerging Adults (OMEGA)

Complete Omega assessments are administered once after a young adult's 16<sup>th</sup> birthday. Abbreviated Omegas (i.e., those without the supplemental questionnaires) occur at federally mandated benchmarks through age 23. The purpose of the Omega is to develop a youth guided functional assessment that informs transitional planning. This is informed by a positive youth development framework.

The Omega conversations should take approximately one hour to complete when preparation is completed in advance. Additional questionnaires are available on the V.I.T.A.L. Resources for Youth and Caregivers website.

#### **Suggested preparation for the full Omega Conversation (for the Regional Team):**

- ✓ Assemble youth's Catalyst Team. The Catalyst Team includes significant others, friends, family members. The Youth Ambassadors from the Office of Community Relations can be invited to attend and/or help participate.
- ✓ Ask the young adult to complete the Youth Profile ("Get to Know Me") in advance. The young adult can bring information to the meeting. This can be found on the V.I.T.A.L Resources for Youth and Caregivers website (*Additional Documents*).
- ✓ Have young adult prepare questions in advance.
- ✓ Collect the completed LIST and review in advance.
- ✓ Consider having the young adult complete supplemental questionnaires in advance of the conversation. These are **the Youth Connection Scale, and the Positive Youth Development Sustainability Scale**. These can be found on the V.I.T.A.L Resources for Youth and Caregivers website (under *Additional Documents*). These scales are brief and are only used to prompt discussion and to help guide planning. The Youth Connection Scale is an assessment of relationships/connections and strength of relationships. The positive youth development scale surveys important domains related to well-being.
- ✓ Regional Team: Talk to the young adult in advance about basic work readiness. Those skills include time management, communication skills, identifying problems and potential solutions to problems, assisting others in group projects/teamwork, work ethic (e.g., dependability, conscientiousness, ability to meet deadlines).
- ✓ **After the first complete Omega at age 16, the supplemental scales are ad-hoc only. Abbreviated Omegas are meetings without the supplemental scales.**

#### **Suggested Ground Rules for conversation (for the ACR meeting):**

- ✓ The Catalyst Team leader co-leads the discussion with the young person.
- ✓ The purpose of the Omega is to have an individualized goal setting conversation. Both parties will leave with a set of expectations for each other.
- ✓ Start with a discussion of the youth's strengths.
- ✓ Establish that the process occurs in a safe space.
- ✓ Allow one person to speak at a time.
- ✓ Allow room for questions.
- ✓ Demonstrate respect for everyone at the table.
- ✓ Recap the conversation at the end.

## Topics for discussion

- What does the young adult see as strengths and what do others consider strengths?
- Ask the youth: What are your positive coping skills when under pressure or stress? (Can the youth identify positive coping skills?) If yes, what are they?  Yes  No
- Ask the young adult to discuss where he/she/they feels the most confident in abilities? Where are they most confident and comfortable in skills? Would the young adult's overall confidence level be considered high/medium/low?
- What sort of milestone events (special events) will be in the foreseeable future? How would the youth like to celebrate? (Please note that the TSS Division can help sponsor these events).
- Does youth participate in local YAB? If not, consider connecting the youth to the local YAB.  Yes  No
- If the youth does not have a bank account what steps need to be taken to secure an account?
- When will the youth completed financial literacy (this is in the LIST)? If not, is a LIST referral needed? Also, please note the V.I.T.A.L. Resources for Youth and Caregivers contains a list of financial literacy courses at local banks and credit unions.
- Is youth on track to graduate high school in four years?  Yes  No
- What are the barriers (if any) to the youth completing education?
- Are there missing credits? What are the youth's grades like? What are the academic interests? Please note if there is a need for tutoring, the regional team may want to consider a referral to Wesleyan tutors through the USD-2 Superintendent. And if there is a need for educational advocacy, the region may consider a referral to Connecticut Justice Foundation through the USD-2 Superintendent.
- If there is a need for college support and advocacy, would the team consider referring to the Sun Scholars? (if so, the regional team can contact the PSE educational team for a referral)
- Is there a need for a mentor? If so, would the team consider referring to local mentoring agencies in the state? (The V.I.T.A.L. Resources for Youth and Caregivers website has mentoring resources)

- As the launch (discharge) from DCF approaches the regional team may want to review the Youth Launch Inventory with the young adult. (This can be found on the V.I.T.A.L. Resources for Youth and Caregivers website)
- If there is a need for a vocational assessment, career exploration, can the team consider a referral to a credentialed provider or to the Sun Scholars? (Contact the Transitional Supports and Success Division for information)
- What are the sources of the young adult's income? What is the monthly amount?
- Does the youth have health insurance?  Yes  No
- What are the youth's plans to work? What type of work would the young adult be interested in?
- Has youth held a job before? If so, for approximately how long has a youth held a certain job?
- If youth would like a job and may be ready to start working, can the team consider a referral to the Year-Round Employment program? (Contact the Transitional Supports and Success Division for information)
- Is youth in a D.O.C. facility? If yes, what are the plans to support the youth post-discharge?  Yes  No
- Is youth on probation? (If yes, is there a need to secure any information from CSSD for planning?)  
 Yes  No
- How does the youth identify their race/ethnicity?

Individualized goals:

- What are your goals for the future? Talk about possible short term and long-term goals.
- Discuss some possible plans to achieve those goals.
- How confident is the young adult in their ability to pursue a goal even when different paths must be taken? What does the group think of the youth's overall ability to persist and be flexible in solutions to achieve a goal?
- Is there any information from the Positive Youth Development Sustainability Scale that may be very helpful to discuss at this point? (The prompts assess the elements of PYD: connections [relationships], competence [skills], self-confidence, contribution ['making a difference' on teams, clubs, in a community], character.)

Relationships:

- Who are you close to?
- Who do you admire in life and why?
- Are you in a relationship with someone who means a lot to you? If so, ask: What is that person like? Tell me what you like to do together?
- Are there people in your life you would like to contact more and interact with more?
- Does youth have at least one non-paid relationship that they can rely on?
- If the youth identifies as LGBTQIA+ ask if there is a need for support/resources?
  - If so, consider offering the V.I.T.A.L. Resources for Youth and Caregivers website--the site includes various resources. There is also a Safe Harbors advisory group through the TSS division that may assist.
- Does anyone in the youth's network need to be guided through how to serve as a lifelong support? If so, can the region consider arranging for the Permanency Pact work to be completed in the future.
- Ask the youth: How confident are you that you have what you need to be successful in the future? (eg., Very confident, somewhat confident, not confident)? If not, what do you need to be successful?

Living arrangements:

- How would the young adult describe their current living arrangement?
- Is the young adult receiving any public food assistance?
- Can the young adult stay where he/she/they are living now as long as wanted?  Yes  No
- Has the young adult ever been homeless?  Yes  No
- Has the young adult ever couch-surfed or moved from house to house because they didn't have a permanent place to stay?  Yes  No

### Natural Supports:

- Currently is there at least one adult in your life, other than your caseworker, to whom you can go for advice or emotional support?  Yes  No
- Does the young adult currently have a close relationship with any members of their biological family?  
 Yes  No
- Ask the youth: How much has been done since your time in care to help maintain or strengthen relationships with the family members?
  - A lot was done to help me maintain or strengthen my relationships with these family members.
  - Some, but not enough was done to help me maintain or strengthen my relationships with these family members.
  - Nothing was done to help me maintain or strengthen my relationships with these family members
- Does the young adult currently have a relationship that is trusting, supportive, and unconditional with at least one adult who will always be there?  Yes  No  Unable to tell
- Is young adult living with family members?  Yes  No
  
- If the youth is in a group/congregate arrangement [Including SWETs) what does the Team think about how the placement is preparing the youth for success?
  
- Satisfaction with team: On a scale of 1-10 (10 is best), how satisfied is the youth with the treatment team?

### Community activities:

- What community activities does the young adult enjoy?
  
- What community activities does the young adult participate in? (e.g., teams, music, clubs, faith-based groups?)
  
- Is there anything the young adult would like to do but hasn't started doing yet?
  
- Would the young adult enjoy outdoor experiential education for skill building and possibly confidence building? (If yes, would the team consider a referral to the Wilderness School)
  
- Is a referral needed for specialized supports if the youth is undocumented?

**Does the youth have any questions?**

**What expectations does the youth have for the team?**

**What follow up is needed before the next time we meet?**

Signatures:

Participant

Date