

# INTERACTIVE PARENTING SUPPORT REFERRAL PROCESS

Interactive Parenting Support was formerly named "Supervised Visitation".

IPS services provide visitation opportunities for children & parents. IPS encourages positive and active interactions between parents & children and provides hands-on modeling and educational interventions as needed in the visit setting.

## STEP 1

### CLIENT IN NEED OF RFS SERVICES IS IDENTIFIED

The DSS worker will start the process of obtaining funding, case is added to the FAPT Agenda

### REFERRAL SUBMITTED ON RFS WEBSITE

## STEP 2

The RFS director will receive the referral and await the Purchase Order before beginning services.

RFS will receive referral & await the Purchase Order before beginning services.

**RFS cannot begin services unless a Purchase Order has been received by RFS per CSA and RFS policy.**

## STEP 3

### RFS WORKER WILL FOLLOW UP ON THE REFERRAL

RFS worker follows up with the referring (DSS/CPS/CSB) worker on the referral to determine necessary information before starting services.

(Example: frequency/duration of visits, in-office or community visits, foster parent contact info, protective order information etc.)

### FAMILY ASSESSMENT IS SCHEDULED

## STEP 4

A Family Assessment is scheduled to determine the needs of the family and areas of focus for RFS services.

RFS workers will discuss visit expectations and procedures with the visiting parent(s)/party. This is necessary before visits begin as a Visitation Agreement must be signed by visiting parties to ensure expectations are understood.

## STEP 5

### SERVICES BEGIN

In the event that the family is ready to transition to the next level of visitation, the decision will be made in collaboration with the referring party.

*See the RFS IPS levels infographic for more information.*