



CASE MANAGERS & WORKERS

WORKING TOGETHER WITH NEW LEAF
ALTERNATIVE

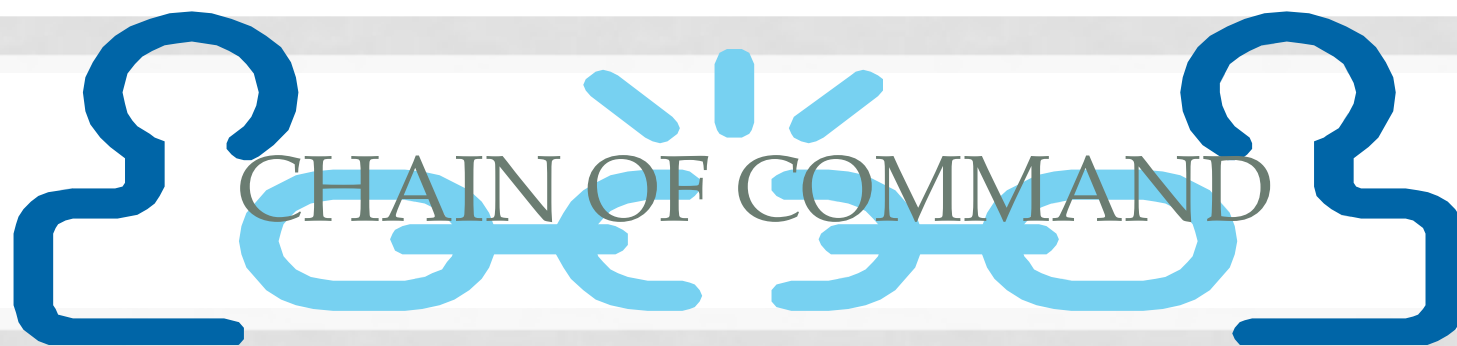


CASEWORKERS ARE IN CHARGE OF THE CASE AND ITS DIRECTION

➤ DCFS is assigned to the client to meet their needs

➤ *DCFS then assigns the case/client to a caseworker to preside as their legal guardian and provide the direction of the case*





- Your role is **first** to take any issues to your supervisor within New Leaf and your tracker to solve what can be solved
 - To alert the caseworker to anything that is pertaining to their role and duties
 - To alert the team when there are safety or behavior issues
 - To attend meetings and lend support
- Remember that the Caseworker is using an agency to help shoulder the many needs of the client not for us to add to their burden by over-running their time with concerns and needs.

YOUR RESPONSIBILITY TO THE CASEWORKER

- Be a responsible and reliable party
- To act professionally, (they are not used for your personal complaint or needs).
- To attend to the daily needs of the client (general transport, medical, home/family parenting, etc).
- Report and answer emails or questions
- Report items of business that will help them be informed, and alert to the needs of the case and the client.
- Be respectful of their time and resources
- Assist and be helpful
- To follow the rules & regulations of doing foster care



YOUR SUPPORTS

- Remember you are a part of a team and the Agency is here to support you, help you understand what is being asked of you, and educate you of the best way to meet the needs of your families and the desires of the case-management divisions

