

SWAN Post Permanency Case Advocacy Benchmark

[Printable Post Permanency Case Advocacy Benchmark \(Post Permanency Case Advocacy Benchmark.PDF\)](#)

Family Name:

Family ID#:

SWAN ID#:

Case Advocacy Affiliate Agency:

Case Advocate:

Respite/Support Group Provider:

Benchmark	Date Completed	Worker (Name)	Comments
1. Initial Referral			
<ul style="list-style-type: none"> Affiliate receives referral from SWAN <p>*SWAN Program Components, Section E: SWAN Services, 1) Direct Services, g) Post-Permanency Services, Advocate for Post-Permanency Services</p>			
<ul style="list-style-type: none"> Mediation services for post-adoption contact agreements, PACA, can be delivered under this unit of service 			
<ul style="list-style-type: none"> Affiliate worker must accept case advocacy within 5 business days of receiving referral 			
<ul style="list-style-type: none"> If the affiliate accepts the referral, assigned worker contacts family within 5 business days of accepting referral 			
<ul style="list-style-type: none"> If affiliate rejects referral, they notify SWAN regional technical assistant, RTA, within 5 business days of receiving referral 			
<ul style="list-style-type: none"> If assigned affiliate did not perform initial assessment: <ul style="list-style-type: none"> Worker requests signed releases of all assessment information from the family within 10 business days of initial contact If requested records are not received within 10 business days, affiliate notifies Post-Permanency program technical assistant, PTA Worker reviews the Post-Permanency Family Support Plan completed during the assessment. If appropriate, worker revises support plan <p>NOTE: Home Safety Assessment form must be completed for child's home once a month, if a visit occurs during a 30-day period (See Template)</p> <ul style="list-style-type: none"> Child Safety Assessment must be completed once every 6 months (See Template). Worker must complete Child Safety 			

Benchmark	Date Completed	Worker (Name)	Comments
Assessment Update each time they visit the child (See Template)			
2. Post-Permanency Support Plan and Activities			
<ul style="list-style-type: none"> Affiliate begins activities to assist family in meeting the goals identified in their Post-Permanency Family Support Plan <p>*SWAN Program Components, Section E: SWAN Services, 1) Direct Services, g) Post-Permanency Services, Advocate for Post-Permanency Services, Enhancements, Bullet #4</p> <ul style="list-style-type: none"> Coordinates services with various systems (education, mental health; juvenile court; residential treatment facility, RTF; medical, etc) Provides supportive services (education, interventions, facilitations, etc.) Arranges systemic advocacy services on behalf of adoptive; permanent legal custodianship, PLC; subsidized, permanent legal custodianship, SPLC, and formal kinship families 			
<ul style="list-style-type: none"> Completes Supportive Service monthly report after each instance of case advocacy (See Template) 			
<ul style="list-style-type: none"> Worker completes Child Safety Assessment Update each time they visit the child (See Template) 			
3. Reassessment			
<ul style="list-style-type: none"> The worker completes the reassessment during the last instance of case advocacy <ul style="list-style-type: none"> If current referral came through Helpline, reassessment is completed during instance #5 If current referral came through current assessment, complete reassessment during instance #6 Worker uses the following reassessment tools and submits assessment form (See Form) <ul style="list-style-type: none"> FACES III (for household members 12 and older) (See Packet) Child and Adolescent Functional Assessment Scale, CAFAS (for the identified school age child) (CAFAS Site) Child Safety Assessment / Safety Plan (See Template) PA Risk Assessment (See Info Sheet) Parent Questionnaire (See Template) Based upon the assessment information, worker determines if family is eligible for continued SWAN Post-Permanency services following the 2012 Revised Reauthorization Protocol 			

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4. PACA Mediation			
<ul style="list-style-type: none"> According to the Act 101 bulletin, adoptive family may access SWAN Post-Permanency services for mediation. Some SWAN affiliates have trained mediators who may provide mediation through Post-Permanency units of service <p>*Act 101, A) Voluntary Post-Adoption Agreement, Section II: Agreement, Mediation</p>			
5. Invoicing			
<ul style="list-style-type: none"> After completing each instance of case advocacy, affiliate submits invoice to SWAN prime contractor 			
<ul style="list-style-type: none"> After completing final instance of case advocacy: <ul style="list-style-type: none"> Affiliate submits completed benchmark and final invoice to SWAN prime contractor <p>*SWAN Program Components, Section E: SWAN Services, 1) Direct Services, g) Post-Permanency Services, Advocate for Post-Permanency Services</p>			

*Instance refers to the services delivered within a month's time period