

ADOLESCENT SERVICES

Adolescent Transition Planning

42-7

Policy

DCF shall develop an [Adolescent Transition Plan \(DCF-2092\)](#) for each youth in DCF care at age 16 for the purpose of permanency planning and preparation for transition from care. Transition planning shall be youth-driven and based on the youth's identified needs prior to and at the time of transition. The Transition Plan shall be reviewed at the first Administrative Case Review after the youth's 16th birthday.

Plans shall include specific options on housing, health insurance, education, personal and community supports, work force supports and employment services.

Transition Plans shall be updated, revised and reviewed at subsequent Administrative Case Reviews for youth who remain in DCF care.

A Transition Plan shall be reviewed for each youth transitioning from DCF care after age 16, even if he or she is being terminated from DCF services due to non-compliance.

Legal reference: [42 U.S.C. § 675\(1\)\(D\)](#).

Cross-reference: [DCF Policy 36-3, Contents of the Child in Placement Case Plan](#).

Contents of the Transition Plan

The Transition Plan shall be personalized in collaboration with the youth, and be as detailed as the youth chooses and shall include specific options for:

- the anticipated date the youth will leave DCF care;
- names and contact information for at least three significant family members or other adults;
- the youth's anticipated living arrangements;
- an estimated budget;
- sources and amount of income;
- health insurance;
- education;
- local opportunities for mentoring;
- continuing support services, including application for benefits and how to access them;
- workforce supports;
- employment services;
- immigration services, to the extent not previously addressed; and
- any other needs the youth may have.

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Health Care Proxy

In addition to the Transition Plan, all youth committed abused, neglected or uncared for, or dually committed, shall be given the option to execute an "[Appointment of Health Care Representative](#)" (DCF-3013) or a "[Living Will](#)" (DCF-3014) and shall be informed of related legal rights. The youth and his or her attorney shall be provided with the health care proxy documents prior to the ACR by the Social Worker. If a youth does not have legal representation, he or she may request legal assistance with these forms from DCF.

Legal reference: Conn. Gen. Stat. [§19a-577](#); [17a-540](#); Conn. Gen. Stat. [§19a-575](#).

Youth 18 and Older Discharging from DCF Care

For youth age 18 and older who are discharging from DCF care, DCF, during the 90-day period immediately prior to the date on which the youth will leave care, shall hold an Administrative Case Review for the purpose of ensuring the youth has a concrete Transition Plan. This ACR shall be known as the Adolescent Transition Plan Conference.

The ACR shall be held at a place and time that meets the youth's needs.

Adolescent Transition Plan Conference

Adolescent Transition Plan Conference invitees shall include:

- the Social Worker;
- the Social Work Supervisor;
- the youth;
- any significant individuals, as requested by the youth;
- the youth's attorney, if any;
- the youth's guardian ad litem, if any;
- the foster parent or other caregiver;
- the Regional Education Consultant or LEA representative;
- Regional Resource Group staff, if applicable;
- community service providers; and
- ACR staff.

The Adolescent Specialist shall document the invitations in LINK.

Information to be Provided to Discharging Youth

The Social Worker shall consult with the Office of Fiscal Services and shall document any trust account funds owed to the youth. If there are trust funds, the Social Worker shall assist the youth in obtaining proper financial management services and arrange for the funds to be disbursed at the time of the youth's transition.

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Information to be Provided to Discharging Youth (continued)

Upon transition from care, each youth who is over 18 years of age, and the legal guardian of a youth who is under 18 years of age, shall be given a copy of the youth's:

- educational records;
- medical records, including medical history of biological family members, to the extent known and obtained from DCF records and as permitted by law;
- original birth certificate and an extra copy;
- original Social Security card and an extra copy;
- passport; and
- immigration and citizenship papers.

The Social Worker shall consult with the Area Office legal staff before turning over confidential records.

If the youth's whereabouts are unknown, the Social Worker shall send a [DCF-800, "Notice of Proposed Denial, Suspension, Reduction or Discontinuance of Department of Children and Families Benefits,"](#) to:

- the youth at his or her last known address;
- the youth's most recent caregiver;
- the youth's attorney and guardian ad litem; and
- any person, including a provider, who may have knowledge of the whereabouts of the youth.

If the youth chooses to appeal DCF's decision to discontinue benefits, he or she may request a Fair Hearing pursuant to the instructions on the DCF-800.

Youth's Decision to Decline Services

Any youth who is age 18 or older may decline services following an Adolescent Transition Plan Conference. DCF shall not accept a decision to decline services by committed youth who are younger than 18 years of age, unless a transition from DCF care has been sanctioned by a court order such as revocation of commitment or emancipation.

Youth Older than 18 years of Age

If a youth age 18 or older declines further DCF services, he or she shall be apprised of continuum of care opportunities as well as services available if he or she remains in care. Issues to be discussed shall include:

- medical coverage;
 - behavioral health services;
 - educational opportunities; and
 - the identification, development and support of lifelong connections and permanent family relationships.
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Youth Older than 18 years of Age (continued)

If, after discussion of the above topics, a youth who is over the age of 18 still wishes to decline further services, an Adolescent Transition Plan Conference shall be held.

A youth who is older than 18 years of age may be transitioned at his or request by:

- receiving the [DCF-800](#); and
- signing the [DCF-800A, "Client's Agreement to Suspend, Reduce or Terminate Department of Children and Families Benefits."](#)

Youth who decline services after turning 18 years of age may be eligible:

- to re-enter the Adolescent Services Program and shall be informed of this option and provided with the policy;
- for continued medical benefits and shall be informed of these rights and their responsibilities.

The [DCF-MA1, "Medical Assistance Form,"](#) shall be completed by the Adolescent Specialist and forwarded to the DCF Medical Assistance Unit when the youth passes from care. Youth shall be responsible for remaining in contact with DSS when they pass from care in order to remain eligible for medical coverage.

Eligible youth will automatically continue to receive medical insurance coverage through the month of his or her 26th birthday without having to re-determine. It is, however, up to the youth to keep his or her address current with the Department of Social Services (DSS) after he or she leaves DCF care.

Cross reference: DCF Policy [16-4, "Medical Coverage."](#)

Uncooperative Youth Under Age 18

The Social Worker shall conscientiously pursue efforts to advise a committed youth who:

- is on runaway status;
- is experiencing a placement disruption;
- is presenting with signs and symptoms of adverse childhood experiences or child traumatic stress including Post Traumatic Stress Disorder (PTSD);
- is disengaged from services; or
- has sought alternative placement not approved by DCF.

Best efforts shall be employed to persuade the youth to remain in care.

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**Uncooperative
Youth Under
Age 18
(continued)**

The Adolescent Specialist shall file a Motion to Revoke Commitment with the Superior Court for Juvenile Matters if the youth is committed to DCF as abused, neglected or uncared for and is under 18 years of age. The Adolescent Specialist shall nevertheless continue to engage the youth regarding services even after the Motion to Revoke Commitment has been filed.
