

Setting Up Your First Visit

Contact the child(ren)'s **placement**. Introduce yourself, provide your contact information, clarify your role, and schedule a time to meet your youth. If in a group home, please confirm visiting hours and what the process is for visiting the child(ren) and taking them on outings. If placed with their parent(s), ask what would be the most convenient times to arrange visits.

- *You may **not** share confidential information with these individuals.*

Schedule a time to meet your new case child(ren). You may want to keep your first visit or two short (15-20 minutes), but feel free to use your best judgement. For the initial visit, stay at their placement and have them show you around. This will also give you a chance to observe where they are living and get to know the caregivers.

- *Don't forget to take a copy of your court order and the Voices for Children appointment letter with you.*
- *If jurisdiction has not been taken on your case, please do not take your case child on an outing until after the Court takes jurisdiction or until you have discussed it with your advocacy supervisor.*
- *After the first visit, plan to visit your case child(ren) every month. Check-in with the caregiver for updates and concerns.*