



A Guide: Best Practice Methods for Youth ordered to Lincoln Hills/Copper Lake

The determination that a young person has exhausted all resources within the community and is now being sent to the most secure setting can be a very difficult time for both the youth and their family. It is critical that teams work together to ensure the transition is as smooth as possible and that support is provided during this time.

1. A care coordinator must attain a "Consent to Release Information" for Lincoln Hills/Copper Lake prior to releasing information or communicating with anyone from the facility, including attending the Official Juvenile Offender Review (OJOR).
2. Face-to-Face expectations do not change due to the youth's placement in corrections; follow contact expectations outlined in policy/procedure as it relates to youth in an out of county setting.
3. When traveling to Lincoln Hills/Copper Lake for Face-to-Face contacts, the care coordinator will need to follow the necessary approval process prior to visiting a young person. The assigned Human Service Worker should be contacted for the most up to date process requirements for professional visit approval within the correctional setting. Several days' time needs to be allotted to allow this process to take place, so care coordinators must plan ahead.
4. Attendance at the youth Official Juvenile Offender Review (OJOR) is expected. This hearing is held within the first 30 days of the young person being ordered. A care coordinator can obtain the time, date and location of this meeting by contacting the Human Service Worker directly. Systems partners encourage care coordinator attendance at OJORs to aide in a smooth transition to the correctional setting. Care coordinators should be prepared to provide historical information about the youth's mental health treatment. Parent/Legal Guardians are strongly encouraged to attend, and the care coordinator must help in facilitating their attendance at this meeting.
5. A Plan of Care Meeting, which includes all team members, must take place as a part of the transition to the correctional setting. The generated Plan of Care (POC) must specifically detail what supports will continue, which will end, and those that are new. (This includes the addition of team members from the correctional setting and any other relevant team members through DOC/DCSD.) Families must be able to review their POC and find appropriate contact information for their child and key players. As expected, and outlined within the POC Policy, the youth must participate in the Plan of Care Team Meeting – either in person, via phone or via video conference.
6. Families must be provided with Wraparound Reintegration information as a part of the transition. A brochure is available to assist with this conversation, and applicable information should be included in the Disenrollment Plan of Care. **Transition Planning:** An OJOR will determine the transition timeframe based on the youth's order and treatment completion; the transition phase typically starts 90 days from the release date. Youth and families that enter into the transition phase may be interested in returning to Wraparound programming, this could include Wraparound, REACH, CORE, or CCS. The family or the Human Service Worker can initiate a referral at this time. Families can be given the Wraparound Intake Line to make a referral – (414) 257-7607. A Screening will then occur to determine eligibility and assist the family in determining which program would be most appropriate.

If there are questions about this process, or exceptions arise, please contact Wraparound Administration or assigned Program Manager for additional support prior to the incident in question