



## DCYF Standard Operating Procedure

### 1565.2 REUNIFICATION - JJS

Policy Directive: **21-20**

Effective Date: **August 2021**

Implements Policy: **1565**

Approved:

Joseph E. Ribsam, Jr., DCYF Director

This SOP defines the steps for reunification in Juvenile Justice Services cases.

#### Procedure

*The following information is to support the implementation of the above referenced policy. This document shall not preclude staff from using their professional judgement based on individual circumstances, consistent with the requirements of the policy.*

- I. The following should be considered in determining when reunification is appropriate:
  - A. Case/treatment plan goals have been accomplished;
  - B. The youth has a safe home to go to and there has been a consistent pattern of successful home visits;
  - C. Appropriate services to promote safety can be arranged; and
  - D. The sending school district has identified an educational plan for the youth.
- II. When the decision is made to recommend reunification, the JPPO ensures that the court report/legal pleading and proposed orders indicate that the Division is recommending that physical custody be returned to the parent/guardian(s) and that the Division continue supervision (when/if appropriate).
- III. Upon notification that the Court has ordered reunification, the JPPO:
  - A. Notifies the Fiscal Specialist Unit (FSU) within 24 hours (via email) and advises of the reunification;
  - B. Provides a copy of the orders to the FSU as soon as possible;
  - C. Notifies the school district(s);
  - D. Updates the legal status screen; and
  - E. Enters a contact in the DCYF electronic information system under the child's name indicating the child has returned home.

- IV. The JPPO will engage the family and update the [conditions of release](#) form, change the [case plan](#) to an in-home plan (within 30 days), and update all other required JJS documents as appropriate.
- V. The JPPO puts appropriate and individualized services, based on assessment of the needs of the family, in place to support the reunification.
- VI. JPPOs will not recommend to close a case immediately upon reunification without supervisory consultation.
- VII. Decisions about reunification are documented in the case file and the DCYF electronic information system.

**Glossary and Document Specific Definitions**

A - B    C - D    E - F    G - I    J - L    M - N    O - Q    R - S    T - V    W - Z

<b>Document Change Log</b>			
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