



THE NATIONAL COURT APPOINTED
SPECIAL ADVOCATE ASSOCIATION

National CASA Pre-Service Volunteer Training Curriculum
CHAPTER 4
Local/Program Handouts

WASHINGTON COUNTY CASA APPOINTMENT

IN THE COURT OF COMMON PLEAS OF WASHINGTON COUNTY, PENNSYLVANIA
JUVENILE DIVISION

IN THE INTEREST OF:

Minor child.

Case No.

FILED
2020 JAN 14 PM 1:3
CLERK OF COURTS
WASHINGTON CO PA

CASA APPOINTMENT ORDER

And now, on this 6 day of January, 2020, it is ORDERED, ADJUDGED, and DEBQUEED as follows:

1. CASA for Kids, Inc. is hereby appointed as a Court Appointed Special Advocate ("CASA") in the above-referenced case subject to all applicable laws, orders of court, and code of ethics governing members of CASA. CASA for Kids, Inc. shall appoint in writing a specific volunteer or volunteers to act as CASA on behalf of the child in this case.
2. The CASA volunteer shall assist the court in determining the best interests of the child named in the foregoing caption. The CASA volunteer shall gather facts related to the past and current situation of the child, determine what services previously have been provided or now should be provided to prevent continued placement, assess what services are necessary to meet the needs of the child, promote or maintain reunification of the family, if possible, and otherwise assist in developing and promoting a permanency plan.
3. The CASA volunteer shall initiate and maintain contact as well as work and cooperate with any guardian ad litem and/or attorney representing the child.

4. The CASA volunteer shall have complete access to all information related to the child and their care including, but not limited to, records of social services agencies, all law enforcement agencies (whether State, Municipal or School related), courts, schools, public health, medical providers, licensed health care practitioners, licensed mental health professionals, certified treatment specialists and/or counselors for drug and alcohol and or mental health substance abuse treatment and mental health history, without the consent of the parent or child. With regard to the Washington County Children and Youth Services (CYS) paragraph 7 of this Order shall govern disclosure.

5. FOR GOOD CAUSE SHOWN, as more fully set forth and established in the record of the above captioned confidential proceedings the following is directed. Upon presentation of this Order to any Agency, hospital, school, organization, health care provider, mental health care provider, drug and alcohol treatment provider, person or office including but not limited to any child protective services entity or authority, human services agency, pediatrician, psychologist, psychiatrist, police and/or sheriffs department, mental health clinic, Clerk of Courts, Prothonotary, Register of Wills, Clerk of the Orphan's Court, Community based care agencies or corporations(public, private and or charitable), Commissions such as the Washington Drug and Alcohol Commission (WDAC), the aforementioned shall permit the named CASA to inspect and or copy any records relating to the identified Child, to conduct necessary interviews and to further provide the requested information without the consent of the Child or the parents of said Child or the legal custodian for such Child. Such information shall be provided regardless of the confidentiality or classification status of the requested records or information and shall be deemed to include protected health information.

6. To the extent this Order requires a covered entity subject to HIPAA (Health Insurance Portability and Accountability Act, 45 C.F.R., [Parts 160 through 164) to provide

protected health information, such information is "confidential" and shall be exempt from public disclosure, unless such disclosure is otherwise mandated by prevailing law.

7. The CASA volunteer, while acting under this Court Order, shall have immunity from liability when performing the duties described in this Order, pursuant to law.

8. The CASA volunteer shall submit written reports to the court outlining findings and recommendations appear at all court hearings concerning the child, and will closely monitor the situation of the child while the child is under the jurisdiction of the court.

9. CYS shall cooperate with and provide information to the CASA volunteer. CYS shall not be obligated to divulge to the CASA volunteer the name of the person who has reported any abuse or physical mistreatment of any children. CASA shall be permitted to inspect a paper copy of the family file and abuse file maintained by CYS and shall be permitted to receive a digital copy of those documents. As an exception to this disclosure no portion of a document which sets forth the identity of the person making a report of suspected child abuse or the person who cooperated in a subsequent investigation shall be disclosed.

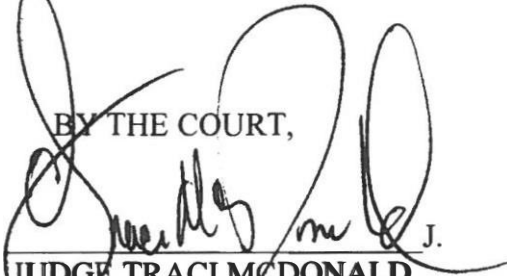
10. The CASA volunteer shall be notified of and given the opportunity to attend any hearing or other proceeding concerning the child, shall be notified of any action to be taken on behalf of the child that includes any change of placement or placement goal by any party. The CASA volunteer shall receive a copy of any reports, including hearings, generated in relation to the child's case.

11. The CASA volunteer shall not be compelled to testify or give information in any proceeding other than the juvenile dependency proceeding.

12. The CASA volunteer shall be informed of any agreement or plan entered into on behalf of the child.

13. The CASA volunteer assigned to this case shall maintain any and all information received, from any source, as confidential and will not disclose such information except in reports to the court and other parties to this cause, unless otherwise directed by the court. The CASA assigned to

this case shall maintain confidentiality of any information obtained from any source in the course of this appointment pursuant to Pennsylvania and Federal Law. The CASA may disclose information to providers of professional services, if such disclosure is necessary for the evaluation, treatment or diagnosis of the Child.

BY THE COURT,

JUDGE TRACI McDONALD

WASHINGTON COUNTY CASA ASSIGNMENT



CASA for Kids, Inc.

382 West Chestnut Street Suite 108B
Washington, PA 15301
Phone: 724-228-0414 Fax: 724-225-9714
www.casawashington.org

To: Juvenile Hearing Officer/Judge
Guardian ad Litem (GAL), Esq.
Parent Attorney, Esq.
Parent Attorney, Esq.
Children and Youth Services Solicitor, Esq.
Children and Youth Services Caseworker
Mother/Father/parents
Foster/Kinship home

From: **CASA Staff**

Date:

Re: Assignment of CASA Volunteer

In the Matter of:

Child/Children's: **Name:** **DOB:** **DP:**

This letter is to announce the assignment of a CASA volunteer, Washington County Court Appointed Special Advocate (CASA), for the above-named children by Judge on {Date}. The CASA volunteer assigned to this case as of {date} is {volunteer name}.

CASA is appointed by the court to serve as an independent and unbiased advocate for children, who are victims of abuse and/or neglect. CASA volunteers are carefully screened and specifically trained to assist the court in determining the best interest of the children and are involved in legal proceedings involving the children. This necessitates gathering information from parents, relatives, foster parents, friends, school personnel, counselors, and others having knowledge relevant to the children's situation. All information gathered by the CASA volunteer will be held in strict confidence but must be shared with the court and parties to the case for the purpose of planning for the child.

If you have questions concerning the CASA Program or the volunteer appointed to this case, please contact the CASA office at 724-228-0414.

CASA for Kids, Inc's commitment to equal opportunity is an important part of our core values. In order to provide the best quality advocacy for children in our community, we believe that we must be responsible to the needs of everyone who may provide, receive or be affected by our services. To that end, all policies, practices, and recommendations are administered without discrimination on the basis of race, religion, color, sex, age, national origin, disability, military/veteran status, sexual preference, political affiliation, or any other protected status as defined by law. If you believe you have experienced illegal discrimination or harassment, or have witnessed such an incident, you should promptly notify the program's Executive Director or can file a complaint alleging discrimination with PCCD and the Office for Civil Rights at: www.ojp.usdoj.gov/ocr