

**THIS REPORT IS OF A CONFIDENTIAL NATURE FOR THE BENEFIT OF THE COURT AND MAY BE DISTRIBUTED TO PARTIES OF THE PROCEEDING.**

**DATE OF REPORT: (Today's Date)**

**CASE NAME:**

**DOCKET #:**

**TYPE OF HEARING:**

**DATE: (Hearing Date)**

**Children's Name**

**Children's Date of Birth**

**SUMMARY OF REPORT:**

Brief summary of important details of report. If the Judge was to only read one section, this would be it. Make sure you give specific details that paint an accurate portrait of the case this reporting period.

Include CASA's recommendations in this section as well.

**BRIEF HISTORY:**

Why the child entered custody.

This will be taken from the DCFS case plan section of why the child entered custody.

**RECORDS REVIEWED:**

Name and date of document (List)

**PERSONS INTERVIEWED REGARDING THE SITUATION:**

*Person Contacted*

*Relation to Child*

*Date Contacted*

**CURRENT SITUATION:**

The current DCFS case plan is \_\_\_\_\_. (Reunification, Adoption, APLA, Transfer of Custody, Guardianship) The current DCFS case manager is \_\_\_\_\_ from \_\_\_\_\_. \*\*Also include any previous case managers this reporting period\*\*

**PLACEMENT:**

Where is the child placed, include town/city, and how long has the child been there? Is this a certified foster home, a family member or group home? How is the child doing overall? Has the child had any incidents or accidents? How does the child seem to be physically when you visit and what seems to be the child's disposition? What fact based observations have led to your opinion of this placement?

**HEALTH:**

What is the child's health overall? Are the health records up to date, shots, dental, eye, etc? Does the child have any special medical needs, i.e., medication, etc? How and who are addressing them? Are any doctor's appointments scheduled for the future?

**EDUCATION:**

What school does the child attend? What grade is he/she in and how is he/she doing? If the report card or progress report was recently distributed, give the specific grades. Address tutoring and learning disabilities, if any? What extra-curriculum activities is he/she involved in, if any? If the child is not school age, are they in daycare or any day type program?

**VISITATION:**

What is the visitation contract with DCFS? Are the visits happening? Who? When? And where does the child visit relatives? How is this working out? Any behavioral concerns before, during or after?

**NAME OF BIOLOGICAL MOTHER: (Mother's name here)**

What does the DCFS case plan entail? Is the mother complying with her DCFS case plan and court orders. Be extremely detailed using fact based observations and reporting. Tell whether or not the case plan addresses current issues or future issues. Are there any concerns that are not addressed in the case plan?

**NAME OF BIOLOGICAL FATHER:**

What does the DCFS case plan entail? Is the father complying with his DCFS case plan and court orders. Be extremely detailed using fact based observations and reporting. Tell whether or not the case plan addresses current issues or future issues. Are there any concerns that are not addressed in the case plan?

**NAME OF STEPPARENTS: (\*\*Delete this section if not applicable\*\*)**

What role does the stepparent play in the child's life? Tell whether or not the case plan addresses current issues or future issues. Include whether or not the mother has stable housing and a job. Does he/she pay child support?

**SPECIFIC RECOMMENDATIONS IN THE BEST INTEREST OF (Enter Child's Name Here):**

1. Always begin by telling whether or not the child should stay in custody of DCFS and what the case plan should be.
2. Put the recommendations addressing the child's first.(Including medical, educational or mental health needs)
3. Put the recommendations of the parents, DCFS and others next.

Respectfully Submitted,

Your Name  
CASA Advocate

Your Name  
CASA Advocate Supervisor