

30. - POLICY ON THE MINIMUM STANDARD OF CONTACT

Adult & Youth

1. Prior to exit the minimum standard of contact is a face-to-face contact monthly. It will be described in Section “Client Contact Plan during Participation” of the Individual Service Strategy. At a minimum, attendance sheets will be acceptable documentation
2. Following exit, the minimum standard of contact will be the plan of contact described in the “Post Participation Plan” and “Post Participation Plan Justification” sections of the Individual Service Strategy.

Contacts in the post-exit period will continue for 6 months for Adults and 12 months for Youth.

Contractors may request that the contact requirements be modified when such contact is not reasonable. These requests must be made in writing and may be allowed at the sole discretion of DET.

Each individual will have a current Client Contact Plan during participation and post participation. These plans will be part of the Individual Service Strategy.

The documentation of all contacts will be documented in accordance with Policy 17 – “Documentation for Performance Goal Attainment” and will be contained in the client folder in accordance with Policy 26.0 – “Policy on File Structure/Contents”

Nothing in this policy on the minimum contact standard will take precedence over contractual obligations

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