

### How do I prepare for a CASSP meeting?

- ◆ Bring a copy of the completed referral and release forms you will receive before the meeting.
- ◆ Bring evaluations and information pertaining to the child.
- ◆ Bring a positive, “CAN DO” attitude.
- ◆ Bring an inventive, “outside the box” idea; not just a problem, but suggestions for a creative solution.
- ◆ Know what services the child has received in the past. . . what has worked, not worked, etc.

#### Adams County Commissioners

R. Glenn Snyder  
Lucy Lott  
Lisa Moreno

#### York County Commissioners

Lori Mitrick  
Doug Kilgore  
Steve Chronister

#### Director of Human Services

Judith Bassett

# York and Adams County Child & Adolescent Service System Program (CASSP)

### How can I contact CASSP?

#### York County

100 W. Market St., Suite 401  
York, PA 17401  
(717) 771-9347

#### Western York & Adams Counties

100 N. Stratton Street & Foth Alley  
Gettysburg, PA 17325  
(717) 634-4044 phone  
(717) 337-9981 fax

[pbstevens@york-county.org](mailto:pbstevens@york-county.org) email  
[www.york-county.org](http://www.york-county.org) website

### How much does it cost?

It's FREE! CASSP activities are funded by York/Adams Mental Health-Mental Retardation, Adams County Children and Youth, York County Children and Youth, Adams County Juvenile Probation, York County Juvenile Probation, and the Lincoln Intermediate Unit.



## What is the focus of CASSP?

The focus of CASSP is to develop and coordinate a plan of care for children and adolescents with emotional, mental health or behavioral issues. CASSP ensures that children and their families will have access to and receive a full array of services to meet their needs.

## What are the CASSP Principles?

### *Child-centered:*

Services meet the individual needs of the child, consider the child's and family's context, and are developmentally appropriate, strengths-based and child specific.

### *Family-focused:*

Services recognize that the family is the primary support system for the child and participates as a full partner in all stages of the decision-making and treatment-planning process.

### *Community-based:*

Whenever possible, services are delivered in the child's home community, drawing on formal and informal resources to promote the child's successful participation in the community.

### *Multi-system:*

Services are planned in collaboration with all the child-serving systems involved in a child's life.

### *Culturally competent:*

Services recognize and respect the behavior, ideas, attitudes, values, beliefs, customs, language, rituals, ceremonies and practices characteristic of the child's ethnic group.

### *Least restrictive/least intrusive:*

Services take place in settings that are the least restrictive and intrusive available to meet the needs of the child and family.

## What are the services of CASSP?

CASSP helps families and staff work out differences of opinion about what is best for a child with behavioral or emotional needs.

### Facilitate interagency meetings

- ◆ Identify child's strengths and needs
- ◆ Identify possible services and treatment options
- ◆ Develop a plan which meets the child's needs
- ◆ Provide follow-up contact to make sure the service plan is implemented and working
- ◆ Act as a point of contact to refer families to Family Group Conferencing

### CASSP is an advocate for children and adolescents

- ◆ Policy and program development
- ◆ Training and information sharing
- ◆ Identify gaps in children services
- ◆ Bring together agencies who work cooperatively to resolve gaps

## Who is eligible for CASSP services?

Any child from birth to 21 years old receiving multiple services, or who is unable to access services is eligible for assistance from CASSP.

## Who can make a referral to CASSP?

Referrals may be made by anyone connected with the child including family, school faculty or agency staff.

## How do I make a referral to CASSP?

1. Contact the family to inform them of your intent to refer the child and obtain a signed CASSP release of information form. NOTE: Release must be signed by parent/guardian and child if age 14 or older.
2. Complete the referral form providing as much information as possible.
3. Send referral form and release to your local CASSP Coordinator. All original forms must be received prior to the meeting.
4. The CASSP Coordinator will contact you and the other involved parties to coordinate the meeting as soon as possible.

CONTACT THE COORDINATOR IF YOU ARE UNSURE IF THE CHILD IS AN APPROPRIATE REFERRAL