

## Dependency Wellness Court Team Roles

<p>Juvenile Dependency Court Judges</p>	<ul style="list-style-type: none"> <li>• Two dependency judges are assigned to DWC, each of whom devotes one full day per week to hearing DWC cases.</li> <li>• A courtroom clerk is present for all DWC hearings and enters a minute order for each hearing.</li> <li>• The Juvenile Court Clerk’s Office prepares a docket for every DWC day.</li> <li>• The courtroom bailiff arranges for the transportation of incarcerated DWC parents.</li> <li>• A DWC judge serves as chair of the DWC Oversight Committee and convenes monthly meetings of the directors of all the partner agencies.</li> <li>• The DWC judges attend the quarterly offsite meeting of the DWC team.</li> </ul>
<p>Coordinator (Court)</p>	<ul style="list-style-type: none"> <li>• Facilitates group or team meetings and acts as liaison/representative for the Court with various service providers, community agencies and/or other related parties</li> <li>• Writes and disseminates correspondence including program bulletins, newsletters and other court related materials</li> <li>• Assists judicial officers in composing correspondence, talking points and/or presentations</li> <li>• Participates in the development and documentation of standards and policies related to the Collaborative Court Teams; develops, communicates, and implements recommended improvements when necessary</li> <li>• Maintains program data and prepares monthly reports; may assist with compiling budget status and statistical information for grant funding</li> <li>• Reviews case eligibility following established criteria</li> <li>• Monitors case loads and program participant progress</li> <li>• Attends hearings and prepare related Phase work or Graduation Certificates</li> <li>• Coordinates graduation ceremonies; invitations, and guest speakers</li> </ul>
<p>DFCS Liaison</p>	<ul style="list-style-type: none"> <li>• Provides updates &amp; reports on behalf of assigned SW</li> <li>• Takes back necessary information or conducts follow-up with assigned SW</li> <li>• Represents SW perspective and provides guidance and/or encouragement re: how to effectively develop a relationship w/ SW</li> <li>• Provides general information re: housing voucher status, bus pass status or other related DFCS service</li> </ul>
<p>DADS Assessor</p>	<ul style="list-style-type: none"> <li>• Using the DADS computerized ASAM Multidimensional Assessment tool, provide face-to-face screening for clients seeking alcohol and drug services</li> <li>• Collaborate with representatives from the SSA in analyzing the appropriate treatment needs for clients referred from SSA</li> <li>• Respond to follow-up calls from clients requesting further information.</li> <li>• Provide face-to-face crisis intervention as needed</li> <li>• Use motivational interviewing skills to engage clients in the assessment process.</li> </ul>

	<ul style="list-style-type: none"> <li>• Apply ASAM placement criteria to determine appropriate level of care</li> <li>• Make referrals and assist in linking clients to suitable provider sites</li> <li>• Maintain updated knowledge of community resources, particularly those used by drug and alcohol clients.</li> </ul>
First 5 Liaison	<ul style="list-style-type: none"> <li>• Highlight &amp; share relevant info from First 5 status reports</li> <li>• Acknowledge parent for meeting w/ PHN/ home/ visitor/therapist</li> <li>• Share developmentally appropriate educational tips &amp; topics w/ parents</li> <li>• Distribute First 5 material to parents</li> <li>• Distribute monthly FRC Calendars to parents &amp; encourage participation FRC activities</li> <li>• Facilitate First 5 referral for parents</li> <li>• Coordinate communication between DWC Team &amp; First 5 funded service providers</li> <li>• Support parent in understanding &amp; completing required activities related to their children</li> <li>• Review Phase packets when parents submit to court (in particular the parent-child activities)</li> <li>• Stock courthouse with reading materials, handouts, pamphlets &amp; DVDs</li> </ul>
Mental Health Dept. Liaison	<ul style="list-style-type: none"> <li>• Collaborate with and provide consultation to DFCS and court team on mental health needs and services.</li> <li>• Provide perspectives and recommendations on mental health issues to DFCS, court team, providers, and clients to support client recovery and success.</li> <li>• Collaborate with DFCS and court team on mental health service options and facilitate referrals and connections to service providers.</li> <li>• Provide crisis intervention to clients during court hearings when needed.</li> <li>• Attend DWC systems and offsite meetings.</li> <li>• Collaborate with First 5 and attend monthly DWC First 5 managers meeting.</li> <li>• Attend FTM meetings and provide a strengths-based view of mental health services while assessing needs for new clients.</li> <li>• Monitor client progress and service connection.</li> <li>• Coordinate subsidized housing for DWC clients in the 3 MHSA units at Boccardo Family Living Center in San Martin.</li> </ul>
Eligibility Worker	<ul style="list-style-type: none"> <li>• Provides consultation to parents, social workers, attorneys, mentor-moms, mentor-dads, relative care-givers, etc. regarding public assistance (Benefits) such as CalWORKs, Food Stamps, Medi-Cal &amp; General Assistance. Screen and make client referral to public assistance intake, work with EW to resolve clients' issues.</li> <li>• Reviews active benefit cases (CalWORKs, Food Stamps, Medi-Cal &amp; GA) for possible corrections. If corrections are required, contact the district office where the case is assigned for correction.</li> </ul>
Mentor Parents (DAC)	<ul style="list-style-type: none"> <li>• Encourage parents to engage w/ their atty, SW and other service providers</li> <li>• Introduce concept of DWC and encourage parents to apply</li> <li>• Encourage parents to sign up for a DADS assessment, when appropriate</li> </ul>

	<ul style="list-style-type: none"> <li>● Introduce &amp; provide information re: NA/AA meetings and sponsorship</li> <li>● Familiarize parents with dependency system by sharing stories</li> <li>● Provide physical/ emotional support by being present in the courtroom during hearings</li> <li>● Assist in explaining/translating the courtroom experience</li> <li>● Assist in navigating parents through the dependency system &amp; recovery community</li> <li>● Act as a liaison between parent &amp; his/her atty's office</li> <li>● Facilitate PHASE work</li> </ul>
DADS Case Manager	<ul style="list-style-type: none"> <li>● Check in with clients on calendar regarding any emerging needs.</li> <li>● Conduct follow ups on referrals provided to the clients.</li> <li>● In Department 67: connect client with MH services</li> <li>● Examples of emerging needs are: securing mental health meds, provide client with info on getting a California ID card and completed the verification for reduced fee ID card, provide information on an upcoming job fair, confirm appointment for the Career Closet, and provide housing resources, assist Spanish speaking clients with accessing community support meetings and how to utilize them</li> </ul>
Child Advocates of Silicon Valley (CASA)	<ul style="list-style-type: none"> <li>● Identify cases that may benefit from a CASA</li> <li>● Explain role of CASA to parent to assure acceptance.</li> <li>● Add children to CASA waitlist and promote case for assignment</li> <li>● Update team on CASA child's progress.</li> <li>● Represent agency communication to/from the team.</li> </ul>
DVIC Domestic Violence Liaison	<ul style="list-style-type: none"> <li>● Consult with team on any issues related to domestic violence, and traumatic impacts on adults (i.e. Safety concerns, intervention programs (Batterers Intervention, Conflict Accountability Programs, and Victim support services), best practices and protocols, standards, resources).</li> <li>● During hearings: Provide parent support and encouragement, brief therapeutic interventions as appropriate, provide information related to domestic violence services for victims / perpetrators as needed, provide information related to trauma services.</li> <li>● Immediately following hearings: Provide parents with crisis intervention, safety planning, , provide resource information, schedule additional time to meet.</li> <li>● Attend Family Team Meetings and Consult with participants about domestic violence and trauma related services, best practices and protocols. Provide support and encouragement to parents, provide crisis intervention if needed. If both parents are present and a history of domestic violence is revealed, work with FTM facilitator to safety separate parents so case plans can be addressed individually.</li> <li>● Work with Parents outside of court on safety planning, crisis intervention, facilitate applications for Victim of Crime claims, bridge with services and resources, brief trauma assessments, brief domestic violence assessments. (Formal domestic violence assessments, when court ordered, are provided by a neutral member of the DVIC team.)</li> </ul>

	<ul style="list-style-type: none"> <li>• Participate in regularly scheduled DWC meetings as a domestic violence and trauma specialist.</li> </ul>
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Legal Representation:

County Counsell (DFCS)	<ul style="list-style-type: none"> <li>• Provide legal representation to DFCS in all court proceedings.</li> <li>• Provide legal representation to DFCS at meetings as requested.</li> </ul>
DAC (Parents attorneys)	<ul style="list-style-type: none"> <li>• Connects Mentor Parent with potential DWC client at earliest possible legal hearing.</li> <li>• Introduces the concept of DWC to clients and encourages parents to participate in DWC.</li> <li>• Completes DWC application and consents with client and submits completed application to the court clerk or Sneha for calendaring.</li> <li>• Participates in DWC staffings and represents clients at DWC hearings.</li> <li>• Completes DWC reminder sheets at DWC hearings and distributes them to the appropriate parties.</li> <li>• Communicates with clients regarding the issues discussed at DWC staffing and prepares clients for each DWC hearing.</li> <li>• Prepares, distributes to DWC team, and presents Phase work to team members at the appropriate DWC hearings.</li> </ul>
LACY (Minors attorneys)	<ul style="list-style-type: none"> <li>• Advocate for the well-being and safety of children in Dependency Wellness Court through legal representation.</li> <li>• Attorney, often in collaboration with a LACY social worker, completes a comprehensive investigation to insure the best interests of the child are satisfied.</li> <li>• Participate in Systems and Oversight Committee meetings.</li> </ul>