



## Leaving Care - Checklist for Staff

### Phase 3 After Care – 18-25 years of age

**Practice Requirements:**

**Aftercare**

The support provided to a young person once they have left care must be a continuation of the preparation work already undertaken. Support should be flexible and viewed holistically to meet the individual needs of care leavers. The aim must be to build up a wide network of support and link young people into relevant local services.

Young people leaving care are entitled to a range of assistance options from the Department, including, financial, advisory and advocacy support. Financial support should recognise the enhanced support needs of many care leavers and be assessed and delivered to reflect their stage of personal development and needs.

Housing is a one of the key issues for young people who have left care. Maintaining suitable accommodation is paramount for young people to successfully reach independence.

The health and wellbeing of care leavers should be a primary consideration in all planning.

Underpinning this are the principles of:

- respect for the individual and racial, ethnic, religious, spiritual or cultural identity;
- consideration of the individual's views and participation in decision making;; and
- strengthening and preserving connections to family and community.

Field Workers should ensure adequate supports are in place before young people leave care to make sure they have the best possible chance to contribute positively to the community.

**The checklist below is designed to assist staff to identify and consider leaving care needs.**

GENERAL	
1.	What services is the young person engaged with to assist with the continued development of independent living skills?
2.	Which Leaving Care Service is the young person engaged with and do they have a contact there? Have they identified any additional supports required by the young person? How are these being addressed?
3.	Is the young person aware of their entitlements regarding leaving care support from the Department and other agencies?
4.	Is the young person aware of the phases of leaving care and do they understand what to expect at each phase?
5.	Does the young person have sufficient documentation to meet a 100 point identification check? Does the young person have copies of documents below? <ul style="list-style-type: none"> <li>• Birth certificate</li> <li>• Health care card</li> <li>• Medicare card</li> <li>• Student card</li> <li>• Drivers licence</li> <li>• Tax File number</li> <li>• Bank cards and account details</li> </ul>
6.	How is the young person engaged in providing input to the plan? And how are they kept aware of any changes to the plan?

7.	Are all stakeholders, including the young person, aware of their roles and responsibilities in relation to tasks outlined in the Plan for leaving care?	
<b>IDENTITY AND CULTURE</b>		
1.	Does the young person have a copy of their <i>Child History Folder</i> ?	
2.	What plans are in place to support the young person's wishes in relation to their connection with culture?	
<b>SOCIAL AND FAMILY RELATIONSHIPS</b>		
1.	Has a plan for keeping the young person's significant relationships connected and maintained been developed? What is it?	
2.	Does the young person have reliable support networks?	
3.	Are there any community groups who could assist with the development of wider social networks?	
<b>SAFETY</b>		
1.	Are there any ongoing safety needs for the young person?	
2.	Does the young person know how to contact relevant people in an emergency?	
3.	Do they have a list of emergency contacts?	
<b>HOUSING</b>		
1.	Does the young person currently have stable accommodation? Is it likely to remain stable?	
2.	What services are involved that may be able to provide ongoing or one off assistance to the young person?	
3.	Has contact been made with the Department of Housing regarding available options?	
4.	What is the contingency plan if the accommodation arrangements become untenable?	
5.	Does the young person know what to do in relation to accessing emergency accommodation?	
<b>HEALTH</b>		
1.	What are the young person's ongoing medical and dental needs?	
2.	Does the young person have mental health issues, how are these being addressed? (Counselling, etc.)	
3.	Does the young person have a Health Passport?	
4.	Does the young person have a regular GP?	
5.	Does the young person need ongoing medication? If yes, do they understand how to manage this, including obtaining prescriptions from a Dr, filling prescriptions at a Chemist, storing medications etc.	
6.	Does the young person understand their sexual Identity and health and how are they assisted to manage this?	
7.	Does the young person have alcohol or drug issues? If yes, how are these to be addressed?	
<b>EDUCATION/TRAINING/EMPLOYMENT</b>		
1.	What are the young person's plans for the future in terms of further education, training and employment?	
2.	Is the young person aware of the new requirements for people aged 15 to 20 to "earn or learn" in order to qualify for Youth Allowance.	
3.	Does the young person have a resume, and do they know how to write a job application?	
4.	Is the young person linked with a job support agency?	
<b>FINANCIAL AND LEGAL CONSIDERATIONS</b>		
1.	Has the young person been assisted to apply for the TILA?	
2.	Has the young person been assisted to apply for: <ul style="list-style-type: none"> <li>• Youth Allowance</li> <li>• Centrelink payments</li> <li>• Tax File Number</li> <li>• Enrolment to vote</li> </ul>	
3.	Do they have a bank account in their name or in the name of anyone else?	
4.	Does the young person have budget skills? If no, how is the being addressed?	
5.	Are there any outstanding legal or financial issues? What needs to be done to finalise these matters?	
6.	Has the young person considered or been advised regarding the development of a Will when they turn 18 years of age?	

7.	Has contact been made with the DCP Civil Litigation Unit to finalise any outstanding legal or financial claims? Email <a href="mailto:CivilLitigation.UnitQuery@dcp.wa.gov.au">CivilLitigation.UnitQuery@dcp.wa.gov.au</a> or phone (08) 9222 2888.	
<b>LEAVING CARE FUNDING</b>		
1.	Is the young person eligible for after care assistance as outlined in the Casework Practice Manual?	
2.	Has contact been made with Client Support Services in head office regarding access to the Leaving Care fund?	
3.	Has a submission for funding, covering a range of aftercare support needs, been completed and submitted for approval?	
4.	Has a thorough costing and justification of leaving care requirements been prepared and included in the referral?	
5.	Has a copy of the modified Care Plan been included in the submission for funding?	
6.	Is the young person aware of their aftercare entitlements from the Department?	
7.	Are they aware of how to approach the Department in the future for support?	

<sup>i</sup> Department for Child Protection – January 2012

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