

Education

Placement Review Team

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Policy

Each area office shall establish a Placement Review Team to:

- determine whether a child's treatment needs are such that the child must remain within the facility milieu in order to meet the child's treatment goals, and, if so, whether on a full-time or part-time basis
 - when needed, reconvene to discuss the status of the child regarding the boundaries of placement.
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Members of the DCF Placement Review Team

A DCF staff person acts as the Chairperson of the Team.

The members of the DCF Placement Review Team must include the following:

- the child's DCF Social Worker/Parole Worker
 - the DCF Social Work Supervisor/Parole Supervisor
 - the DCF Parole Services Officer (if the service coordinator)
 - the DCF Area Resource Group member (other than the Education Consultant)
 - the child's parent(s).
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Additional Participants

Representatives from the following entities shall be invited to participate in DCF Placement Review Team meetings:

- the responsible school district
- the LEA where the facility is located
- the residential facility
- Unified School District II (when placement is in a DCF facility)
- the DCF Parole Services Officer/ Area office worker (if not the service coordinator)
- the child's surrogate parent

Others who provide services to the child or who may be helpful in planning for the child may also be invited.

Note: The parents and the child have the right to give their consent to the presence of non-service providers during discussion of case information

Treatment Boundaries

The DCF Placement Review Team determines the boundaries within which services must be provided to the child in order for the child to benefit from the residential placement. Prior to the initial determination by the DCF Placement Review Team, the child must receive all services within the facility milieu.

Responsibility of the DCF Placement Review Team.

The Chairperson of the Team shall:

- notify all parties of the need for a meeting
- determine a mutually convenient time and place for the meeting, and
- provide written notice of the meeting by using Notification of Placement Review Team Meeting (DCF-2069)

The Placement Review Team shall:

- review all referrals for residential placement prior to placement whenever possible, but no later than thirty (30) days after the date of placement
- determine whether the treatment needs of the child are such that the child must remain within the facility milieu in order to meet the child's treatment goals and, if so, whether on a full-time or part-time basis.

Decision-Making Criteria

The Team shall be guided in its decision by applying any or all of the following criteria to the child's needs:

- whether the child is a danger to self and/or others
- whether the child has been identified as having a clinical condition in accordance with the Diagnostic Service Manual (DSM-III-R) and, if so, do the needs of the child require limited boundaries
- whether the child has reached an appropriate level of functioning on either the Children's Global Assessment Scale (CGAS) or the Global Assessment Functioning Scale (GAFS), and has consistently performed at least at that level, or
- an appropriate level of responsibility on the residential facility's behavioral rating system and has consistently performed at that level
- when appropriate, whether the child has agreed to receive services outside of the residential facility

Decision-Making Process

The Placement Review Team members must reach consensus regarding any change in the treatment boundaries established for the child.

In the event that a participant in the meeting who is not a member of the Team disagrees with the consensus of the Team, the Placement Review Team determination remains in effect.

In the event that the Placement Review Team is unable to reach consensus, the child's current treatment boundaries remain in effect.

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Notification of Decision

Within ten (10) days following the team meeting, the Chairperson shall notify all parties in writing of the decision of the Placement Review Team, using Determination of Placement Review Team (DCF-2070).

Reconvening of Placement Review Team

The Placement Review Team shall reconvene at least annually to discuss the child's treatment boundaries. In addition, any of the parties may request that the DCF Placement Review Team reconvene if there is a significant change in the child's condition.

Request for a Review of Determination

A request for a review, describing the specific issues, must be made in writing directly to the DCF Area Director.

The following persons may request a review of the placement review determination:

- the child's parent
- the child's surrogate parent
- the responsible LEA
- the facility, or
- the LEA in which the facility is located.

The review shall be:

- scheduled within fifteen (15) days of the receipt of the request.
- conducted by a psychiatrist or clinical psychologist mutually agreed upon by the SDE and DCF.

The decision, which shall be binding on all parties, shall be made within ten (10) days of the review.

All parties shall be notified of the decision by the Chairperson using Determination of Review Form (DCF-2086).

Responsibility of the School District (LEA or USD 2)

The responsible school district (LEA or USD II) will develop a plan for providing educational services within the treatment boundaries established by the DCF Placement Review Team.

If the child is disabled, the responsible school district will develop a plan through the Planning and Placement Team process.

**Crisis
Situation**

In the event that the person(s) providing treatment services to the child determine that the child is currently in a state of imminent danger to self and/or others, the facility must take any necessary step(s) in accordance with facility policy to protect the child.

The facility shall:

- notify the DCF Social Worker who will, as soon as possible, convene a DCF Placement Review Team meeting if the child's treatment boundaries do not require the receipt of services within the facility milieu on a full-time basis
- notify the child's school district

The child's educational plan will not change unless so determined by the child's PPT.
