

CHAPTER 133D**CASE MANAGEMENT****Authority**

N.J.S.A. 30:4C-25 and 44 and 9:6-8.15.

Source and Effective Date

R.1998 d.523, effective October 8, 1998.
See: 30 N.J.R. 2418(a), 30 N.J.R. 3963(b).

Executive Order No. 66(1978) Expiration Date

Chapter 133D, Case Management, expires on October 8, 2003.

Chapter Historical Note

Chapter 133D, Case Management, was adopted as R.1993 d.534, effective November 1, 1993 and R.1993 d.587, effective November 15, 1993. See: 25 N.J.R. 2209(a), 25 N.J.R. 4934(a), 25 N.J.R. 2210(a), 25 N.J.R. 5168(b).

Pursuant to Executive Order No. 66(1978), Chapter 133D, Case Management, was readopted as R.1998 d.523, effective October 8, 1998. As a part of R.1998 d.523, Subchapter 4, In-Person Visits With Clients and Substitute Care Providers, was recodified as Subchapter 3, effective November 2, 1998. See: Source and Effective Date. See, also, section annotations.

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SUBCHAPTER 4. (RESERVED)**SUBCHAPTER 1. (RESERVED)****SUBCHAPTER 2. CASE PLAN****10:133D-2.1 Purpose**

The purpose of this subchapter is to describe the process of developing a case plan, to identify the participants in the development of the case plan, and to identify the contents of the case plan.

10:133D-2.2 Scope

The provisions of this subchapter shall apply to each client, family member, out-of-home placement provider, Division representative, and other person participating in the case plan development.

Amended by R.1998 d.523, effective November 2, 1998.
See: 30 N.J.R. 2418(a), 30 N.J.R. 3963(b).

Substituted "out-of-home placement provider" for "caregiver" following "member,".

10:133D-2.3 Definitions

The definitions in N.J.A.C. 10:133-1.3, Definitions, are hereby incorporated into this subchapter by reference.

10:133D-2.4 When a case plan is developed

(a) A case plan shall be developed for each family for whom services will be provided. The Division representative shall prepare the case plan:

1. Within 45 calendar days of receipt of a referral or application; or
2. Within 30 calendar days of a child entering out-of-home placement, whichever comes sooner.

(b) The Division representative shall also prepare the case plan at least once every six months after the previous case plan.

(c) The case plan may be revised more often than the standard set in (a) and (b) above, if the case situation warrants.

Amended by R.1998 d.523, effective November 2, 1998.
See: 30 N.J.R. 2418(a), 30 N.J.R. 3963(b).

Rewrote the section.

10:133D-2.5 Participants in developing the case plan

(a) The Division representative shall develop the case plan with the child's parent, unless he or she is unwilling to participate, any person appointed by the court for this purpose and the child, if the Division representative determines that the child is willing and able to participate in the development of the case plan, in accordance with this subchapter. Other interested parties or service providers may be invited to participate.

(b) In addition to (a) above, when the child lives in an out-of-home placement, the Division representative shall develop the case plan in consultation with the child's out-of-home placement provider.

Amended by R.1998 d.523, effective November 2, 1998.

See: 30 N.J.R. 2418(a), 30 N.J.R. 3963(b).

In (b), substituted "provider" for "caregiver" at the end.

10:133D-2.6 Process of developing the case plan

(a) Participation in developing the case plan shall include providing information, identifying problems, identifying services and actions which are needed to resolve the problems and achieve the case goal, suggesting the time frames for beginning and completing the identified services and actions and specifying who is responsible for completing the identified services and actions.

(b) The participants in the case plan may participate by:

1. Meeting together with the Division representative to discuss the case plan;
2. Meeting individually with the Division representative;
3. Providing written information to the Division representative; or
4. Talking with the Division representative by telephone.

(c) The Division representative shall prepare a written case plan.

10:133D-2.7 Contents of the written case plan

(a) The written case plan for a family with the child living at home shall include:

1. The reasons for the Division's involvement with the family;
2. The case goal for each family member receiving services;
3. The schedule for contacts between the Division representative and the family members, pursuant to N.J.A.C. 10:133D-3, In-Person Visits with Clients and Out-of-Home Placement Providers;

4. The services offered to and used by the family since the last case plan was developed, for each case plan after the initial case plan and if any service is court-ordered;

5. The behavioral and other changes expected;

6. The services or activities which are intended to facilitate the changes and who will accomplish or provide them; and

7. Progress toward achieving the case goal for each family member receiving services.

(b) The written case plan for a child in an out-of-home placement shall include:

1. Whether a court ordered the placement or the parent signed a voluntary agreement authorizing the placement;

2. The efforts made to prevent placement, the reasons for making the placement or for continuing the placement, all efforts made to reunify the family and the impact of those efforts;

3. The case goal for the child, the progress towards its achievement, and any obstacles to reaching it;

4. An assessment of the safety and appropriateness of the current placement;

5. The efforts made to find a missing parent or relative, pursuant to N.J.S.A. 30:4C-12 et seq.;

6. The schedule for contacts between the Division representative and the family members, pursuant to N.J.A.C. 10:133D-3, In-Person Visits with Clients and Out-of-Home Placement Providers;

7. The plan for visits between the child and parents, siblings and other relatives (see N.J.A.C. 10:122D-1);

8. The views of the child, family, and out-of-home placement provider concerning the placement and the case plan;

9. The needs of the child, the parent, and the child's out-of-home placement provider in order to meet the case goal;

10. The behavioral and other changes expected; and

11. The services or actions intended to meet the identified needs and who is responsible to provide the services and complete the activities, with projected time frames. See N.J.A.C. 10:122D-2, Services to Children in Foster Home Placement.

(c) The written case plan for a child in an out-of-home placement and whose case goal is either adoption, long-term foster care custody or permanency with a relative or family friend, shall include the steps the Division representative is taking to find an adoptive or other permanent family for the child, including the use of adoption resource exchanges in accordance with N.J.A.C. 10:121C-2.4.