5th Circuit CASA

Standard Exception Documentation

In-Person Contact

Standard: The CASA volunteer shall meet in-person with the child once every thirty (30) days at a minimum. An exception may be granted at the discretion of program staff; however, the justification and reasons for a decision to permit less frequent in-person contact must be documented as to the justification and reasonableness of the exception.

CASA/GAL Volunteer: **Month & Year: _____**

Child's Name:
Location of Child:
Distance between CASA Volunteer and Child:
Describe frequency of children's services' contact with child:

Indicate Situational Factors

__ Child Illness
__ CASA Illness (or family illness)
__ Runaway
__ Incarceration
__ Treatment Center with "No Contact" Policy
__ Phone Contact Sufficient
__ Excessive Distance
Provide time and mileage:
__ Other

Describe alternative plan to monitor child:

_____
_____
_____
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_____

_____ _____
Supervisor's Signature Volunteer's Signature