

Looking After Children

15+ Care and Transition Plan

Young person's details

CRIS* number:

CRISSP† number:

Name:

Gender:

Date of birth: / /

Young person's contact details/mobile number:

Placement type:

kinship care foster care
 residential care lead tenant

Service provider:

Date placement commenced:

/ /

How long can this placement continue?

Is the young person Aboriginal or Torres Strait Islander? No Yes

Is the young person on a court order?

No Yes

Has case management been contracted to a CSO? No Yes

Contracted service provider name:

Is the placement subject to a Child Care Agreement? No Yes

Is the young person in the Disability Services target group? No Yes Not known

Does the young person have a Disability Services case manager? No Yes

Name:

Contact:

Date Care and Transition Plan completed:

/ /

Care team members' details

(CSO**-based) care manager's name:

Position:

Contact number:

Carer's name:

Role:

kinship carer foster carer
 key residential worker lead tenant

Contact number:

Child Protection **or** contracted case manager's name or disability service case manager's name:

Position:

Contact number:

Mother's name:

Contact number:

Currently participating in care team?

No Yes

Father's name:

Contact number:

Currently participating in care team?

No Yes

Other care team members' names:

Role:

Contact number:

(continue overleaf if required)

* CRIS Client Relationship Information System
 † CRISSP Client Relationship Information System for Service Providers
 ** CSO Community Service Organisation

Other care team members' names:

Role:

Contact number:

Other care team members' names:

Role:

Contact number:

Other care team members' names:

Role:

Contact number:

Other care team members' names:

Role:

Contact number:

Other care team members' names:

Role:

Contact number:

Other care team members' names:

Role:

Contact number:

Purpose of the 15+ Care and Transition Plan

The 15+ Care and Transition Plan¹ **records** what this young person's out-of-home care team members have all agreed to do to provide good day-to-day care for the young person as they grow and mature through their adolescence.

It also documents how they are helping this young person prepare for the future and make a successful transition to adulthood.

How to use the 15+ Care and Transition Plan

You should use this document together with the *Guide to Developing 15+ Care and Transition Plans*² and *Transition planning for leaving care: Victorian Practice Framework*.³

You should use the young person's most recently completed 15+ Looking After Children (LAC) Assessment and Progress Record as the basis for care and transition planning – along with the information from their last review of their Care and Transition Plan (or Care and Placement Plan).

If they have only recently entered care, use relevant information provided in their Placement Referral Record.

Aboriginal and Torres Strait Islander young people

Tick here if this young person is of Aboriginal or Torres Strait Islander heritage.

Aboriginal or Torres Strait Islander young people on Guardianship orders must have a Cultural Plan developed, to ensure they remain connected, or re-connect, to their family, culture and community.

NB: Goals and tasks must be also reflected in the young person's CRIS record.

Tips for completing the 15+ Care and Transition Plan

- Use the *Guide to developing care and transition plans* to prompt your plans and actions based on the seven LAC domains.
- Make sure the young person understands and is engaged in developing this plan for their good care and future good life.
- Build on the young person's aspirations and strengths.
- Make sure that day-to-day care and transition planning is consistent with the direction of overall case planning (and implements the Cultural Plan for Aboriginal young people).
- Use dot points and plain English.
- Specify who will have primary responsibility for each planned action – if this involves a group of people, underline who will coordinate.
- Specify when the service will be provided or the action taken – 'as soon as possible' is not an appropriate description of timelines.
- Make sure their Essential Information Record is up-to-date and the carers also have an up-to-date copy.
- Determine the next review date for the young person's 15+ Assessment and Progress Record subject to their needs and circumstances but no later than 6 months.

1 <http://www.dhs.vic.gov.au/funded-agency-channel>

2 www.dhs.vic.gov.au/leavingcare/guidetocareandtransitionplanning

3 www.dhs.vic.gov.au/leavingcare/transitionplanningforleavingcare

Name:

Date:

Health plan – see the Guide to Developing 15+ Care and Transition Plans

Young person's needs	Actions	Who?	By what date?

Notes

Name:

Date:



Emotional and behavioural development plan – see the Guide to Developing 15+ Care and Transition Plans

Young person's needs	Actions	Who?	By what date?

Notes

Name: Date: 

Education training and employment plan – see the Guide to Developing 15+ Care and Transition Plans

Young person's needs	Actions	Who?	By what date?

Notes

A large, empty rectangular area with a light green background, intended for writing notes.

Name: Date: **Family and social relationships plan – see the Guide to Developing 15+ Care and Transition Plans**

Young person's needs	Actions	Who?	By what date?

Notes

Notes area for recording observations and actions.

Name:

Date:

 Identity plan – see the Guide to Developing 15+ Care and Transition Plans

Young person's needs	Actions	Who?	By what date?

Notes

 Social presentation plan – see the Guide to Developing 15+ Care and Transition Plans

Young person's needs	Actions	Who?	By what date?

Notes

 Self-care skills plan – see the Guide to Developing 15+ Care and Transition Plans

Young person's needs	Actions	Who?	By what date?

Notes

Name:

Date:

Completion of the 15+ Care and Transition Plan

Name of person responsible for completing the plan:

Role of person completing the plan:

Date completed: / /

Has the young person been involved in the development of this plan? No Yes

If yes, how has she or he been involved? If no, please explain why not and describe the efforts made to involve the young person.

Date the young person was given a copy of this plan: / /

Does the young person know what action they can take if they disagree with any part of this plan? No Yes

Record care team members' involvement in the development of this plan:

Name	Relationship to the young person	Extent involved in plan? Fully/Partly/Not	Date given a copy of this plan

Date this plan will be reviewed: / /

Date next Assessment and Progress Record will be completed:

 / /

Has the EIR been updated: No Yes

British Crown copyright materials adapted for developmental use in Victoria by the Department of Human Services, Government of Victoria, Australia under Commercial Licence arrangements with the Controller of Her Majesty's Stationery Office, the University of Loughborough, and the Department for Education and Skills, United Kingdom.

