

Caseworker Pre-visit Checklist

Discussion with Parent(s):

- logistics - time, duration and place
- who can be present at the visit
- parent input on parent/child activities
- ensure face coverings are worn during the visit
- social distancing discussion; support them in understanding that physical distancing means safety for their child
- ask prescreening questions before every visit
- suggestion to bring single serve water/juice and/or snacks
- review guidelines that would result in early close of visit

Discussion with Substitute Care Provider:

- logistics, time, duration and place
- Guiding foster parent to prepare youth in care for the visit
- suggestion to provide single serve water/juice and/or snacks and sunscreen
- ensure each child has face covering
- ask prescreening questions before every visit
- provide instructions for cleaning vehicles and transportation equipment (if applicable).

Discussion with youth (based on age):

- logistics, time, duration and place
- who will be present at the visit
- ideal way to protect each other (face covering, social distancing, use of hand sanitizer)
- support them in understanding that physical distancing does not mean parent rejection, it means safety
- ask prescreening questions before every visit

Discussion with Transporter:

- logistics, time, duration and place
- inform who will be at the visit and what to do if unable to meet the DCFS requirements of a visit
- ensure they have hand sanitizer items and additional disposable face coverings in the event of damage or loss during visitation
- ask prescreening questions before every visit
- provide instructions for cleaning vehicles and transportation equipment

Discussion with Supervisor of the visit:

- logistics, time/duration/frequency and place
- who will be included in the visits
- who is providing transportation to the visit
- ensure they use a face covering and face coverings are worn by all individuals
* The supervisor of visitation should distribute face coverings or masks to anyone who presents for the visit without a face covering
- hand sanitizer available for use of all visitation participants
- ask prescreening questions before the visit
- ensure social distancing of 6 ft.; provide reminders and redirection during visitation if needed
- suggest visitation occurs outside
- wipes/disinfectants to clean area before and after visit
- prepare for activities and toys
- prepare for outdoor weather; shade, sunscreen, portable chairs
- After the visit- encourage parent to help child(ren) with hand hygiene, staff follow hand hygiene, and sanitize vehicle upon child exit
- Document visitation cancellation, the above information, and quality of the visit in a contact note