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**Case Resolution Consent**

**Information for Children, Youth and Families**

Purpose of Case Resolution:

Contact Brant works closely with other agencies to coordinate Case Resolution to ensure that the community plans for and responds to children age 0 - 18 when they are considered to have complex support needs that cannot be fully met. The Case Resolution Team is responsible for:

* Conducting reviews and making recommendations for ongoing support using local services wherever possible
* Supporting transition planning and coordinated services, as applicable
* Recommending when a specialized support plan is required to stabilize the situation due to imminent risk of harm to self or others
* Determining eligibility for Complex Special Needs Funding, and regular review and confirmation of continued eligibility for Complex Special Needs Funding.

Case Resolution for Complex Special Needs funding can only make recommendations for supports to **stabilize** the situation through a clinical treatment plan for a **short-term** period of time. The same level of service cannot be guaranteed for the long term. It is expected that there will be a return to existing services when the immediate risks have been addressed.

To facilitate Case Resolution reviews, relevant personal information is gathered, shared, and kept on file by Contact Brant. We collect information for the following reasons:

* To provide sufficient information to the Case Resolution Team to make decisions to improve coordination of services and any resource allocations
* Regularly review your child’s/youth’s needs and results of supports being provided
* Maintain communication with your service team
* Writing a Case Resolution Report that summarizes your situation and the meeting. Contact Brant must submit this report to the Ministry of Children Community and Social Services.
* To determine eligibility for Complex Special Needs Funding and seek approval from the Ministry of Children Community and Social Services, as well as ongoing review, re-approval and reporting.

Contact Brant protects the privacy of this information and does not share or discuss with any other persons or organizations without consent, unless required by law. All service providers participating in Case Resolution comply with applicable privacy legislation.

**What to expect**:

* A meeting with senior representatives from cross-sectoral service agencies form the Case Resolution Team reviews:

Brantwood Centre HNHB Local Health Integration Network

Brant Family and Children’s Services Lansdowne Children’s Centre

Community Living Brant McMaster Children’s Hospital, Brokerage Services

Contact Brant St. Leonard’s Community Services

Family Counselling Centre of Brant Woodview Mental Health and Autism Services

MCCSS Probation Services

* Your worker will develop a package of information about your current situation and history. Your worker will review the package of information with you and ask you to provide **consent** for Contact Brant to share this information package with the Case Resolution Team for purposes of the review.
* You are invited to attend the Case Resolution meeting and can bring a support person with you. Before the meeting starts, you should meet with your worker and discuss anything you want to say in the meeting. You do not have to speak if you do not wish to.
* The Case Resolution meeting will be about 15 - 30 minutes. You will be introduced to everyone on the Case Resolution Team. The Team members have already read the package of information, so there will not be a presentation of all the information. The Team might ask you and your worker some clarifying questions. **You can provide any additional information or ask any questions**.
* The Case Resolution Team will meet in-camera to decide about the allocation of resources.
* Your worker will inform you of any recommendations made by the Case Res Resolution Team, and will give you a copy of the Case Resolution Report. Agencies involved in the meeting will also get a copy of the Case Resolution Report for the purpose of future reviews.

*For more information about Case Resolution, call Contact Brant, 519-758-8228*

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Consent to Share Information for case resolution review

In respect of ,

(Child/Youth’s Name) (Date of birth)

I give my consent to Contact Brant to obtain and share the Case Resolution package information with the Case Resolution Team for the purpose of Case Resolution reviews.

I also give consent for Contact Brant to submit the Case Resolution Report outlining personal information and recommendations shared at Case Resolution to the Ministry of Children Community and Social Services, to Case Resolution Team members, and to my worker.

I understand that the information collected is stored securely at Contact Brant.   
I also understand that information collected is used in a non-identifying summary form for community planning.   
I understand that I may revoke this consent in writing at any time.

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| Print Name of Consenter: | Relationship: | Print Name of Consenter: | Relationship: |
| Signature of Consenter | | Signature of Consenter | |
| Date | | Signature of Staff receiving Consent | |