

Coordination Between Courts and the CRB

Basic Principles Of Effective
Administrative Review And Coordination Between
The Court And Citizen Review Board

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Principle One:

- The CRB findings and recommendations document **must** be a **useful tool** for Judges when conducting hearings.



Principle Two:

- The CRB **must be responsive to guidance** from Judges regarding the **focus** of reviews and **content** of the findings and recommendations document.



Principle Three:

- CRB Field Managers and Judges **must meet face to face regularly** and/or as needed to discuss administrative review timelines, the review process, findings and recommendations document, and any related matters.



Principle Four:

- The findings and recommendations **must be brief, direct and on point** in part because Judges do not have time to read lengthy documents.



Principle Five:

- CRB and Court can work together to coordinate effective review/hearing of **specific types of cases** such as:
 - CRB review just prior to a permanency hearing. (Concurrent Planning Check List)
 - Specific steps for finalization of an adoption.
 - Status and progress with Comprehensive Transition Plan toward independent living. (Independent Living Review Protocol)
 - Status of Interstate Compact on the Placement of Children cases. (ICPC Review Protocol)
 - Guardianship reviews by CRB.



Principle Six:

- CRB inquires at the review whether there are cultural and/or language needs in the case **significant enough** to be incorporated into the DHS Case Plan. The findings and recommendations bring those needs to the Court's attention for inquiry at hearings. Examples of cultural and/or language needs include but are not limited to:
 - ICWA Active Efforts;
 - Limited English Proficiency (LEP) Services;
 - Americans with Disabilities Act (ADA) Services; and
 - Other cultural issues which are identified by review.



Principle Seven:

- CRB can track **compliance with court orders** and note status in the findings and recommendations document for the Judge's reference.
- This of course strengthens the relationship between the Court and CRB.



Principle Eight:

- Judges can inquire as to the **compliance with specific CRB recommendations** at hearings thereby reinforcing with all parties in the case the importance of attending and actively participating in reviews. And, as a result a more comprehensive tool is created for the Judge's reference at a hearing.



Principle Nine:

- The review and findings and recommendations document **must** be a useful **case/system management tool** for DHS Child Welfare. Such as, to strengthen the importance of DHS Child Welfare Performance Measures.



Conclusion

- This example of coordination of efforts by the OJD (Courts and CRB) and DHS is in the best interest of children and helps achieve safety and permanency for children.