**5.1.36 Assessment / Case Planning / Aftercare Planning**

Issued By: The Executive Director

Effective Date: May 1st, 2011

Updated: June 15, 2017

Upon intake, regardless of which Residential Department the Resident may be assigned to, all Belkin House Residents will have an Assessment completed by their assigned Caseworker. Assessments will be in the format established within the department and as per program and funding requirements.

The assessment process is meant to gather information about an individual’s background and general profile, life experience, health history, functional abilities, needs and program qualifications in order to develop a case plan. The case plan establishes short term and long term goals and objectives of the client and the strategies that the Belkin House case management staff will use to enhance, restore or maintain a person's forward progress and which will address the clients spiritual, physical, and mental well-being in order to achieve those goals and objectives.

The detailed and comprehensive information provided in the case plan will also identify case management particulars and connections (ie: Parole Officer, Mental Health and Medical Support, Drug & Alcohol Counsellor, etc) and will provide Belkin House staff with the basis of a move forward or “treatment” plan. Reassessments will occur at routine intervals or when required. It is expected that the client will participate in the assessment, reassessment and the planning process.

The case plan will also include a transition plan into the community – addressing such particulars as:

* permanent housing, employment or education
* connection with a church or community group
* connection with addictions support and/or mental health support
* other necessary or critical supports in the community
* post residential follow-up plan by the Belkin House case management staff

Within 6 months prior to the conclusion of the Resident’s stay, the aftercare plan will be reviewed by the case management team and with the resident and updated as necessary.