**(Name of CASA Program)**

**Child Sex Trafficking**

**Care Coordination Team Response**

**J. (Name of Program) CASA (Court Appointed Special Advocates)**

(Name of Program) CASA volunteers advocate for the best interests of abused and neglected children under the protective care of the state, so they will have safe, permanent homes where they can thrive. CASA volunteers are trained and supervised to gather information and make recommendations that help judges decide the best possible outcome for children in foster care.

CASA volunteers know the children they serve, review records, research information and talk to everyone involved in a child’s life — parents, family members, social workers, attorneys, judges, and teachers. The volunteers then make recommendations to the court that help judges decide the best permanent home for the children. For CASA volunteers, the goal is to help ensure that all the children in protective care find safe, permanent homes where they can thrive.

A CASA volunteer can be assigned only to children who are involved in an open Child Protective Services (CPS) case.

1. Determining if CASA is Assigned to a Case
2. When the Care Coordinator learns that a child identified as an at-risk or a confirmed victim of sex trafficking is named in a CPS case in a (County Name) County court, the Care Coordinator reaches out to the assigned child’s caseworker. The caseworker or other DFPS staff contacts the CASA Program Director and/or other designated staff to determine if CASA has already been assigned to the child’s case.
3. If CASA is not yet assigned, the judge, at that point, can decide whether to appoint CASA. CPS, the child’s Attorney/Guardian ad Litem (GAL), and any other party to the legal case can also ask for a CASA to be appointed.
4. New Cases
5. When the court appoints (Program Name) to a case involving a child who is also identified as being at-risk or confirmed of trafficking, the CASA program will route this case to the appropriate Team Lead to assign a specialized CASA ACT volunteer, if available/applicable, or will provide training and resources to the assigned volunteer.
6. CASA will notify the Care Coordinator of the appointment and provide contact details of those assigned to the case. CASA will also inform the youth’s GAL and caseworker so that all parties can communicate.
7. The Care Coordinator will let the CASA program know who the CSEY advocate is on the case.
8. Existing Cases
9. If it learned that a child already being served by (Program Name) has been identified as clear concern based on a CSE-IT screen or on the child’s outcry, the CASA program will immediately contact the child’s caseworker who will complete a referral to Care Coordination if in operation. The CASA program will also call the DFPS Hotline to notify of the clear concern finding.
10. If a child is already assigned to a non-specialized volunteer or volunteer not previously trained in CSEY, the CASA program staff or leadership trained will be available for consultation and support. They will provide information, perform the CSE-IT screening if appropriate, and ensure the volunteer or their supervisor is involved in the care coordination process. CASA program staff may also reach out to Texas CASA for services, resources, and training.
11. Ongoing Responsibilities of the Specialized CASA ACT Volunteer, If Applicable
12. There will be monthly face-to-face contact with children placed within 60 miles of the local CASA office, located at (address here).
13. If a child resides in placement more than 60 miles away from the local CASA office, CASA will visit the child on a quarterly basis or more frequently based on the volunteer’s ability. Monthly contact by phone or video chat will occur in months when face-to-face contact does not occur. CASA volunteers will communicate with CSEY Advocates about their contact, any change of legal status, or other transitions.
14. The CASA volunteer will attend all court hearings and provide recommendations on services, placement, safety, education, and medical care to the judge presiding over the civil case. These recommendations will also be made available to the parent’s attorney, GAL, and CPS.
15. The CASA volunteer will attend CPS staffings, Permanency Conferences, Circle of Support meetings, Family Group Conferences, adoption staffings, Care Coordination staffings, and any other meetings that arise pertaining to the child.
16. The CASA volunteer will seek input from and discuss with the CSEY Advocate and Care Coordination Team CASA’s opinion on placement and recommended specialized services prior to each court hearing, CPS staffing, and as appropriate for other relevant meetings.
17. CASA volunteers will keep in contact with the CSEY advocate.
18. CASA programs cannot provide a rapid response if a child from their program is recovered by law enforcement or other first responders. If an assigned youth is picked up or recovered in an emergency, the Care Coordinator will email the CASA program to pass along critical information, including the whereabouts of the child. The CASA volunteer or their team lead will contact the child within 24 hours of receiving the information.
19. The Ending of the CASA Volunteer’s Appointment
20. At the point that the court no longer has jurisdiction over the child, (program name) cannot remain on the case, and the appointment will end.
21. When the CASA appointment ends, the CSEY Advocate would assume full responsibility for the advocacy of the child.
22. The CASA volunteer will meet with the child and explain the reason for the transition. The CASA volunteer and the CSEY Advocate will coordinate this to promote a smooth changeover.