



**Court Appointed Special Advocate Volunteer Duties for my Children:**

*A CASA Volunteer will:*

- 1) Visit my children at least monthly in their placement.
- 2) Gather records from doctors, therapists, schools, CHFS and other agencies involved with my children.
- 3) Interview teachers, therapists, doctors, CHFS workers and other professionals involved with my children.
- 4) Write court reports for the Judge (when applicable) that make recommendations for my children’s care and needs.
- 5) Keep my children’s information confidential except in situations mandated by law.

**Court Appointed Special Advocate Volunteer Duties regarding biological parents:**

*A CASA Volunteer will:*

- 1) Meet with me to discuss family history and case plan progress.
- 2) Verify my case plan progress with community partners that I report working with.
- 3) Report on case plan progress to the Judge, including any situation where there is a lack of progress that may occur.
- 4) Distribute written court reports to my attorney prior to the court date as dictated within the Family Court local rules.
- 5) Keep my and my children’s information confidential except in situations mandated by law.

If I believe that my child’s CASA volunteer has not treated me or my children with dignity and respect regardless of age, race, religion, ethnicity, family background, sexual orientation or disability, I have the right to contact the CASA of Lexington office and speak with the Program Director regarding my grievances.

**Signed:**

\_\_\_\_\_ Date

\_\_\_\_\_ Date

\_\_\_\_\_ Date