

**T. A. F. C. A. R. / Treatment Alternatives for Children at Risk**

**Center for Family Services Inc.  
584 Benson Street.  
Camden NJ, 08103  
( 856 ) 964-1990 phone  
( 856 ) 964-1993 Fax**

**Jamie O'Brien Program Supervisor  
Wendy Alexander MS, Director**

**REFERRAL PROCESS**

- 1.) Fill out attached referral form to its entirety.**
- 2.) Fax the referral to Jamie O'Brien or Wendy Alexander at Center for Family Services Inc. 584 Benson Street Camden, NJ. 08103 Fax # ( 856 ) 964-1993. Upon receiving the referral, a fax response will be sent to the DCPD worker In reference to the status of the referral, i.e. put on waiting list, assigned to a TAFCAR worker, and /or an initial visit need to be scheduled between TAFCAR worker and DCPD worker.**
- 3.) A notice will be sent to the DCPD worker when the case has been assigned to a TAFCAR worker. At this time both parties would need to contact one another to schedule an initial visit with the family to officially open the case.**
- 4.) A second notice will be sent to the DCPD worker if there has been no response from the previous letter. If there is no response after the second letter, a recommendation for closing the referral will be sent due to lack of contact.**
- 5.) During the initial visit the goals / objectives of the intervention will be established, agreed upon and signed by all parties involved.**
- 6.) There should be ongoing contact between all parties regarding the status of the intervention. TAFCAR will send monthly updates to DCPD workers regarding Family's progress.**
- 7.) Quarterly case conferences are schedule to discuss family's progress towards goals/objectives throughout the intervention.**

**If you have any questions please feel free to call Noemi at 856-964-1990 ext.144 or Jamie 856-964-1990 ext. 141.**



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**FAMILY INCOME: UNDER \$10K \_\_\_ \$10-\$19 \_\_\_ \$20-\$29 \_\_\_ \$30-\$39 \_\_\_ \$40-\$49 \_\_\_**

**HAS FAMILY BEEN INFORMED ABOUT TAFCAR SERVICES? YES \_\_\_ NO \_\_\_**

**If yes, is Family available for services from 9:00am to 6:00pm? Yes \_\_\_ If family isn't available during these hours this case may not be appropriate for TAFCAR. TAFCAR Supervisor will conference case with DCPD Staff.**

**High Risk: What makes this case HIGH RISK and what should TAFCAR be monitoring?**

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**Brief Family History: \_\_\_\_\_**

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**Goals of TAFCAR Services for Family:**

**1. \_\_\_\_\_**

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**2. \_\_\_\_\_**

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**3. \_\_\_\_\_**

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**DATE OF LAST HOME VISIT BY DCPD \_\_\_\_\_**

**ATTACHMENTS REQUIRED:**

- MOST RECENT ASSESMENT
- MOST RECENT CASE PLAN

**ATTACH IF THESE PERTAIN TO THE CASE:**

- PSYCHOLOGICAL OR PSYCHIATRIC REPORTS
- ANY COURT INVOLVEMENT
- Any other documentation that you feel may be helpful to TAFCAR

**ARE THERE OTHER SERVICES IN THE HOME? PLEASE LIST**

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