

INFORMATION FOR PARENTS:

**The LCCS Caseworker and the CASA®/Guardian ad Litem**

We want you to have a clear understanding of the roles of two people who will be working with you while your family is involved with the Court and Children Services. These people are your Court Appointed Special Advocate/Guardian ad Litem (CASA®/GAL) and your Lucas County Children Services caseworker. The CASA®/GAL has the responsibility to advocate for your child's best interest. The LCCS caseworker has the primary responsibility for management of your family's case. It is your responsibility to cooperate with both your caseworker and the CASA®/GAL. The descriptions below are general. They are not meant to be the only things that the CASA®/GAL and/or the caseworker might do on your child's case. Both the CASA®/GAL and the caseworker carry identification, which you should request to see.

**The CASA®/GAL will:**

- Conduct a thorough, independent, on-going investigation and submit written findings and recommendations to the Court.
- Represent your child's best interest when the case comes before the Court.
- Visit your child wherever he/she is placed.
- Meet with the parent(s) to discuss your concerns and plans.
- Communicate with the LCCS caseworker regarding any changes in the family's circumstances.
- Observe visits between parents and child.
- Maintain contact with those caring for your child.
- Contact service providers for feedback on your family's progress in services.
- Maintain contact with your child's attorney, should one be appointed.
- Attend Court hearings and other meetings as an advocate for your child.
- Visit your child on a regular basis and be available to the child when needed.

**Name of Your Child(ren)'s CASA®/GAL is:**

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**CASA®/GAL's Telephone: 419-213-6753**



**The LCCS Caseworker will:**

- Continue to assess the family situation and recommend services to help the family.
- Prepare a case plan and monitor its progress.
- Provide a suitable relative placement or foster home for your children.
- Per Court order, arrange visits between your child and you, if your child is out of your home.
- Offer constructive feedback to parent(s).
- Maintain communication with the CASA/GAL regarding any changes in the family's circumstances.
- Help the family to maintain independence and to become self-sufficient.
- Assist family with obtaining needed community resources.
- Communicate with your service providers regarding your participation and progress.
- Attend Court hearings, LCCS staffings and administrative reviews regarding your family's case.

**Your Caseworker's Name is:**

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**Their Telephone:**

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Lucas County Children Services  
705 Adams St.  
Toledo, Ohio 43604  
**419-213-3200**