

### Making a Family With Service Needs Referral to a Youth Service Bureau

If your child is demonstrating one of the following behaviors, a referral to your local Youth Service Bureau (YSB) may be helpful.

1. Has run away from his or her parental home or other properly authorized and lawful place of abode without just cause.
2. Is beyond control of his or her parent(s), guardian or other custodian.
3. Has engaged in indecent or immoral conduct.

As a parent or guardian, referring your child to the Youth Service Bureau (YSB) may be necessary when you believe your child needs help for certain behaviors. The YSB may be able to assist families with a child (up to age 18) who runs away, demonstrates out of control behavior or who exhibits other negative behaviors.

A YSB is a community-based organization designed to work with the child and family to address the behaviors which led to the YSB referral. The YSB process is intended to assist the child and family by providing services and supports. The parent or guardian and YSB staff, working together, are key to a successful outcome. To help you make an informed decision about filing a YSB referral, the following information is for parents and guardians. After you have filed a YSB referral you can expect:

- A no-cost screening and intake to be completed by YSB Staff to determine the appropriate services for the child and/or family.
- One or more meetings with a YSB staff/case manager to assess your family's needs.
- A request to sign Release of Information forms allowing YSB staff/case manager to contact the child's school and other agencies that you are working with now or have worked with in the past.
- Other referrals for services, if necessary, could include clinical assessments or other appropriate community supports, if they are not available at your YSB.
- All information will be kept confidential as required by federal privacy laws. YSB staff are, however, trained mandated reporters who are required to report cases of suspected child abuse or neglect to the Department of Children and Families (DCF). In some cases, a referral to DCF Voluntary services may be recommended as well.
- Initial screening and intake will be provided to you and the child at no cost. Additional services provided or offered to you may have limited costs or be covered by insurance. If the child needs inpatient hospitalization, residential placement, or other specialized care, you may be asked to pay for some of those costs.

The effort to resolve difficulties your family is experiencing will require the on-going commitment of the parent or guardian to work with the YSB and other professionals. We look forward to working together as a team.

If you have any questions before submitting this referral, you may speak with a YSB staff member. You can find the referral form on [ctyouthservices.org](http://ctyouthservices.org), at your local YSB, or at your local police department. For a listing of all Youth Service Bureaus, please visit [www.ctyouthservices.org](http://www.ctyouthservices.org).