



NEW JERSEY DEPARTMENT
OF CHILDREN AND FAMILIES

New Jersey Department of Children and Families Policy Manual

Manual:	NJAC	NJ Administrative Code Excerpts	Effective Date:
Title	10	Human Services	
Chapter	37H	Youth Case Management Services	12/2/2008
Subchapter:	1	General Provisions	
Section	3	General requirements for provider agencies (N.J.A.C. 10:37H-1.3)	

§10:37H-1.3 General requirements for provider agencies

(a) Provider agencies shall comply with the provisions of this chapter and with the provisions of N.J.A.C. 10:37, 10:37D and N.J.A.C. 10:190.

(b) The provider agency shall maintain on file a written statement of purpose for the Youth Case Management program that shall reflect the following:

1. The program's philosophy, goals and objectives;
2. Characteristics of the youth to be served;
3. Types of services provided to the youth; and
4. Procedures for implementing those services.

(c) The provider agency shall have written and implemented policies and procedures which support the concept of offsite community-based service provision and outreach to youth and their families.

(d) The provider agency shall strive to maximize each youth's potential for learning, growth, and emotional stability within the family or natural support system by:

1. Respecting the rights and dignity of youth and family members;
2. Helping youth and family members or legal guardians learn to manage the youth's illness in order to prevent a relapse, rehospitalization, or placement in a more restrictive environment;
3. Empowering youth and their families to actively participate in treatment and programming in order to determine personal and program goals;
4. Helping youth and their families develop and use social support systems;
5. Advocating for youths on their behalf; and
6. Affirming each youth's strengths and abilities.

(e) Each Youth Case Management program shall give the provider agency's statement of purpose to the youth, parents or legal guardians applying for services and to staff members.

(f) The provider agency shall maintain a record of the youth's and parent's or legal guardian's receipt of the statement of purpose.

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