

Guide to scheduling a parent child visit with Family Resource Center (FRC)

- 1) Please contact the respective FRC to discuss the time, length of visit, number of visiting parties, any safety concerns, provide your contact information AND your supervisor's contact information, etc. (see guide with listed FRC locations, staff contact).
- 2) Please note that parent child visits will not run at a time concurrent with other groups, etc. to preserve confidentiality of the family/visitors involved. Special requests to have participation in on site offerings would need to be discussed in advance.
- 3) Please start and end the visit as scheduled, as there are other visits and/or groups that could be scheduled before or after. If you anticipate there will be a change please communicate with staff.
- 4) Prepare enough time for the family/visitors to allow time for the space to be cleaned, and prompt the family/visitors to restore the space as it was entered into.
- 5) Please be aware of center closings as it relates to weather.
- 6) If a contracted agency is providing a visit please review these expectations; any concerns will be shared with the DCF clinical team.
- 7) Please inform the family members/visitors of the FRC rules and expectations in advance of the parent child visit.
- 8) The FRC will request a meeting with Social worker and/or supervisor if there are any concerns that surface.