



Clark County Family Services

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Clark County Family Services

Policy and Procedures

SUBJECT:

Independent Living Program

Effective Date	Amendment Number	Amendment Effective Date
May 1, 2025	NA	NA

SCOPE:

Preparation, assessment and enrollment of foster youth aged fourteen (14) and older into the Independent Living Program.

SPECIFIC LEGAL and OTHER REFERENCES:

Social Security Act Section 477 [42 USC.677]

John H. Chafee Foster Care Independence Program

Case Plan Facilitation – Supervision Policy and Procedures

Children under Court Jurisdiction who turn Eighteen (18) Years Old Policy and Procedure

Eligibility CPE

Independent Living - Casey Life Skills Assessment Policy and Procedures

Independent Living - Credit Reports and Monitoring Policy and Procedures

Independent Living Services for youth who Attain Adoption or Guardianship while aged Sixteen (16) – Eighteen (18) Policy and Procedures

LifeSet Policy and Procedures

NAC 432 (100-160)

NAC 432B

NRS 432B

Nevada System of Higher Education Foster Youth Fee Waiver Policy and Procedures

PROGRAMS IMPACTED:

Adoption-Permanency

Independent Living

LifeSet

Permanency

SUMMARY OF CHANGES:

New

Supersedes:

- Independent Living Policies and Procedures (Effective 08/12/2011)
 - Section 11200 Eligibility for ILP
 - Section 11300 ILP Referral and Enrollment
 - Section 11310 Obtaining Youth Consent
 - Section 11320 ILP Referral Process
 - Section 11330 ILP Case Assignment and Information Collection
 - Section 11400 ILP Youth Orientation and Engagement
 - Section 11410 Scheduling the Introductory Orientation
 - Section 11420 Orientation Resource Packet
 - Section 11430 Structured Interview and Engagement
 - Section 11700 ILP Case Management
 - Section 11710 IL Monitoring
 - Section 11720 Case Coordination

- Section 11730 Facilitation of ILP Activities
- Section 11800 ILP Service Options

DEFINITIONS:

For a list of acronyms and a glossary of terms used throughout CCFS refer to Acronyms and Glossary located on DFSNet.

FORMS, PUBLICATIONS, AND INSTRUCTIONAL (FPI) DOCUMENTS:

Casey Life Skills Assessment (FPI Library)
 Casey Life Skills Resources to Inspire (FPI Library)
 Chafee Balance History Log (maintained by IL)
 Chafee Case Assignment Log (maintained by IL)
 Foster Care Bill of Rights (FPI Library)
 Foster Club's Transition Tool Kit (FPI Library)
 Independent Living Case Log (maintained by IL)
 Independent Living Referral Form (Screen In UNITY)
 Independent Living Transitional Plan (in UNITY)
 Participation in IL Services Form (FPI Library)
 Placement Change &/or Movement Form (in UNITY)
 Referral sheet (printed from UNITY windows)
 Exit Packet (maintained by IL)
 Welcome Packet (maintained by IL)

POLICY:

I. Overview

- A. CCFS prepares foster youth aged fourteen (14) and older for successful transition to adulthood. The Independent Living Program unit offers youth-development activities that are supplemental to permanency case management and school-based learning. These activities include:
 1. Assessment,
 2. Case planning,
 3. Enrichment activities and life skills instruction,
 4. Leadership development opportunities,
 5. Supporting social connections in the community, and
 6. Access to post-foster care services and supports.
- B. The purpose of Independent Living Programs are to:
 1. Identify youth who are likely to remain in foster care until eighteen (18) years of age and to help these youth make the transition to successful adulthood by providing services such as assistance in obtaining a high school diploma, career exploration, vocational training, job placement and retention, training in daily living skills, training in budgeting and financial management skills, substance abuse prevention, and preventive health activities (including smoking avoidance, nutrition education, and pregnancy prevention).
 2. Help youth who are likely to remain in foster care until eighteen (18) years of age receive the education, training, and services necessary to obtain employment.
 3. Help youth who are likely to remain in foster care until eighteen (18) years of age prepare for and enter postsecondary training and educational institutions.
 4. Provide personal and emotional support to youth aging out of foster care, through mentors and the promotion of interactions with dedicated adults.
 5. Prepare youth who are transitioning to support programs between the ages of eighteen (18) and twenty-one (21) years to complement their own efforts towards self-sufficiency in adulthood.
 6. Ensure that program participants transitioning to support programs recognize and accept their personal responsibility for preparing for and then making the transition from adolescence to adulthood.

7. Provide information about supportive services for education and training, including postsecondary training and education, to youth who are eligible.
- C. CCFS engages youth aged fourteen (14) and older in planning and activities to prepare for the possibility of independent living. Youth participation in Independent Living services is voluntary.
- D. The Independent Living Staff provide assistance through individualized assessment and case planning with the youth. The Independent Living Staff coordinates, monitors, and facilitates support/services and activities such as:
 1. Comprehensive, strengths-based life skills assessment.
 2. Youth-driven and future-oriented planning for independent living.
 3. Formal recognition and celebration of youth's strengths and accomplishments.
 4. Life skills development, vocational skills training, and job readiness.
 5. Interest-based activities that promote self-esteem and self-confidence.
 6. Development of healthy life choices and habits.
 7. Academic development and enrichment.
 8. Development of a unique support network of peers and adults.
 9. Citizenship and civic activities.
 10. Community service participation.
 11. Participation in Clark County's Foster and Adoptive Youth Together (FAAYT) and/or the state's Nevada Life advisory councils.
 12. Spirituality exploration and development.
- E. The goal of the Independent Living Program's service array is to prepare the youth to become a healthy and productive member of the community as an adult.
- F. For youth placed outside of Clark County under the Interstate Compact on the Placement of Children (ICPC), CCFS provides equal opportunity for assessment, case planning, training, and self-advocacy opportunities that exist for youth in the custody of CCFS.
 1. Youth placed in Clark County under ICPC may access training and community services beginning at the age of fourteen (14) unless otherwise specified by the sending state.
- G. Independent Living Services must be offered to all eligible youth. Youth may decline participation.

II. Eligibility Criteria for Independent Living Program

- A. To be eligible for the Independent Living Program, all of the following criteria must be met:
 1. The youth is in the legal custody of Clark County Family Services;
 2. Is age fourteen (14) years old or older; and
 3. Resides in an out-of-home placement setting.
- B. A youth may be ineligible for the Independent Living Program if one (1) or more of the following apply:
 1. They remain or have been returned to the care of their parents/legal guardians through an in-home safety plan, trial home visit, or reunification.
 2. They have a developmental delay, medical condition, or behavioral and/or mental health needs that impact their ability and capacity to participate in independent living services.
 3. They are missing or currently on runaway status at the time of referral.
 4. They are placed in a long-term locked facility at the time of referral and discharge is not planned in the next thirty (30) calendar days.
- C. Youth initially determined to be ineligible for the Independent Living Program are reassessed every (30) calendar days for program eligibility until the case is closed or the youth reaches age eighteen (18) whichever occurs first.

III. Independent Living Case Management

- A. The purposes of Independent Living case management are to:
 1. Track youth progress toward independence and offer direct guidance and assistance when needed.
 2. Initiate formal Independent Living Transition Plan (ILTP) meeting planning sessions when plan modifications are required.
 3. Provide support for the youth as they build family and community connections.
- B. Independent Living case management activities are continuous until the child welfare case is closed, or the youth withdraws from the Independent Living Program.

- C. Independent Living Staff assist youth with the implementation of the Independent Living Transition Plan through monitoring, performing case coordination, and facilitating the youth's participation in Independent Living Program activities.
- D. Support is provided to the youth in practical matters, such as:
 - 1. Understanding the youth's established goals/objectives in concrete terms (i.e., related "steps").
 - 2. Researching and selecting activities and resources that are likely to promote achievement of the goal/objective.
 - 3. Supporting the coordination of the logistics (e.g., enrollment, scheduling, transportation) of the activity.
 - 4. Reporting participation and completion of activities.
 - 5. Evaluating the value of the activity and youth's participation in it.
- E. Youth participate in both structured, curriculum-driven (e.g., school, life skills classes) and youth-directed (e.g., FAAYT, employment) learning and development activities.
- F. CCFS and caregiver(s) encourage and support youth's completion of high school.
- G. Youth aged fourteen (14) and older in foster care are provided information to access funding for completion of accredited postsecondary education (i.e., college or vocational training).
- H. Current and former foster youth are educated about the availability of general and specialized resources for housing, healthcare, mental health treatment, education (including continuing developmental supports), career preparation, job training, and employment as part of the exit planning process.
- I. CCFS promotes youth empowerment by encouraging older adolescents to assert and advocate for their own interests in planning their futures. This includes youth identification of allies, support services, and financing that they will need following their exit from custody.

Frank Prado, Director
Clark County Family Services

March 25, 2025

Approved Date