

Big Bend Community Based Care Policy & Procedure

Series: 600: Legal Issues

Policy Name: Legal Services

Policy Number: 604

Origination Date: 03/09/2009

Revised: Board Meeting of 12/13/2018

Regulation: 39.701, F.S.
CFOP 170 -9

Policy

It is the policy of Big Bend Community Based Care, Inc. (BBCBC), to ensure that the assigned Children's Legal Services (CLS) attorney be advised timely of significant changes in cases and receives timely copies of documents contained in the client record. All questions or communications regarding court related case activity will be directed to the CLS attorney or designee.

Procedure

- A. BBCBC will be responsible for maintaining and updating the Working Agreement between BBCBC and the DCF's CLS.
- B. The current Working Agreement between BBCBC and CLS shall be collaboratively updated annually.
- C. The Working Agreement between BBCBC and CLS shall be distributed by e-mail to all BBCBC and CMO Staff any time there are revisions.