

**DeKalb County Youth
Service Bureau
General Referral Packet**

330 Grove Street
DeKalb, IL 60115

Phone: 815-748-2010

Fax: 815-748-2019

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General Referral Packet

How to Make A Referral to the Youth Service Bureau

1. Contact the parent/guardian and inform them of that you are referring their youth to YSB. If possible, give them a pamphlet concerning the services available at the Youth Service Bureau.
2. Let them know you will be sending some information to the YSB concerning their child, but they should contact the agency to set up services.
3. Complete the back of this form and mail/fax it to the Youth Service Bureau (see below)
4. If YSB receives information on a child but is not contacted by that family directly, YSB will contact the referral source in order to discuss the situation and decide the next step of action.
5. If you are a **police officer** and you are making a referral for a runaway or lockout situation, please use the separate form titled **Referral for Runaway/Lockout Crisis Intervention**.

Mail/Fax pages 1 & 2 to: DeKalb County Youth Service Bureau, 330 Grove St., DeKalb, IL 60115, or **Fax to:** (815) 748-2019. For Questions/Comments regarding this form, please call Andrea Broska, Clinical Director at (815) 748-2010.

Authorization for Release of Information

I, _____ (Parent/Legal Guardian) hereby authorize the exchange of information between _____ (Referring Agency) and the DeKalb County Youth Service Bureau concerning _____ (Name of Child) for the purpose of making a referral for services.

Authorization for release of information will expire one year from the signed date unless written notification to revoke authorization is submitted before that time. YSB is authorized to contact the family regarding this referral.

Minor _____	Date _____
(Age 12 & above)	
Parent/Guardian _____	Date _____
(Relationship)	
Witness _____	Date _____
(Position)	



Youth Service Bureau General Referral Form

Today's Date: _____

Youth Info:

Name: _____ D.O.B. _____ Age: _____ Sex: _____ Race: _____	
Address: _____ City: _____ Zip: _____	
Email Address: _____ Permission to Email You? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Home Phone: _____ Alternate Phone: _____	
Emergency Name and Phone: _____	

Family Info:

Mother _____ Work # _____ Ok to call work? <input type="checkbox"/> Yes <input type="checkbox"/> No Ok to leave msg? <input type="checkbox"/> Yes <input type="checkbox"/> No	Father _____ Work # _____ Ok to call work? <input type="checkbox"/> Yes <input type="checkbox"/> No Ok to leave msg? <input type="checkbox"/> Yes <input type="checkbox"/> No	Sibling name/age _____ Sibling name/age _____ Sibling name/age _____ Step Parent _____ Step Parent _____
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Referral Source:

Name: _____	Agency: _____
Phone: _____	Best time to contact you: _____
Date which parent was notified of YSB referral: _____	
Was parent interested in services from YSB? Yes No Possibly	

Reason for Referral: (brief narrative)

(Check all that apply)

1. Intrapersonal	2. School	3. Family	4. Legal	5. Substance	6. Social
<input type="checkbox"/> Self-Esteem <input type="checkbox"/> Suicide <input type="checkbox"/> Self-Injury <input type="checkbox"/> Homicidal <input type="checkbox"/> Death/Loss <input type="checkbox"/> Sexual Issues	<input type="checkbox"/> Truancy <input type="checkbox"/> Grades <input type="checkbox"/> Attendance <input type="checkbox"/> Suspension <input type="checkbox"/> Behavioral	<input type="checkbox"/> Divorce/Separation <input type="checkbox"/> Abuse <input type="checkbox"/> Family Conflict/Violence <input type="checkbox"/> Parenting Related Issues <input type="checkbox"/> Behavioral Issues <input type="checkbox"/> Custody Issues <input type="checkbox"/> Poverty/Homeless	<input type="checkbox"/> Runaway/Curfew <input type="checkbox"/> Probation <input type="checkbox"/> Diversion <input type="checkbox"/> Stealing	<input type="checkbox"/> Youth <input type="checkbox"/> Parent/Family Please ID substance: _____ _____ _____	<input type="checkbox"/> Gang <input type="checkbox"/> Peer conflict <input type="checkbox"/> Peer violence <input type="checkbox"/> Mental Health

Quick Reference Guide **YSB Programs**

Youth & Family Counseling (YFC)

Youth & Family Counseling offers individual and family counseling to youth aged 8-18 and their families. YFC is designed to address the specific needs of those experiencing difficult situations in their lives. In addition, youth can be referred for a comprehensive assessment to determine if additional services are needed.

Girls Empowerment Group (GEG)

The Girls Empowerment Group encourages girls to seek and celebrate their “true selves” by giving them a safe space, encouragement, structure and support to embrace their important journey of self discovery. A strength based approach helps girls identify and apply their power and voice as individuals and as a group focusing on issues that are important in the lives of adolescent girls. Topics include learning about self, connecting with others, exploring healthy living and planning for the future. The aim of the program is to provide education and supportive counseling geared toward the specific needs of adolescent girls.

DeKalb County Youth Project (DCYP)

Youth Project is geared toward youth between the ages of 11 and 18. The program was developed for the purpose of equipping youth with the skills to identify, manage, and appropriately express anger and other intense emotions, in order to prevent aggressive and abusive tendencies, promote pro-social skills, improve anger control, and reduce the frequency of acting out behaviors. Youth can be referred for counseling or META (**M**anaging **E**motions, **T**houghts, & **A**ctions), an educational group that focus on three components: Anger Control (the Emotional component), Moral Reasoning (the Thoughts component), and Social Skills (the Actions component).

Alcohol / Drug Early Intervention Programs (EIP)

Early Intervention is designed to educate teens about alcohol, drug, and tobacco-related issues. A two-session screening assessment is used to gather drug/alcohol history and make recommendations for services. This program uses group education to provide accurate information regarding alcohol/drug use and exploration of the decision-making process involved in making healthy choices. It also offers process groups in our DeKalb County schools.

Tobacco Intervention Program (TIP)

Tobacco Intervention is designed to provide assessment, education, and guidance to youth who are using tobacco products. TIP can be provided through EIP groups as well as on a case by case basis. Youth referred to this program are able to identify smoking patterns and learn tobacco facts and strategies for making changes which promotes a healthier lifestyle.

Alternative to Suspension Program (ASP)

Alternative to Suspension offers services to youth suspended out of school in lieu of spending unsupervised time at home. The curriculum includes academic assistance, service learning, assessments, suspension prevention, anger management, drug/alcohol prevention, peer conflict, career exploration, and physical fitness components. ASP collaborates with schools to help youth maintain academic and attendance status.

Crisis Intervention Program

Crisis Intervention assists families when a youth is refusing to return home, has run away from home, or during a lock-out crisis situation by providing immediate intervention 24 hours a day as well as follow-up counseling. Referrals for this program generally come from police stations in DeKalb County when families are unable to reach a solution in which everyone feels safe and understood. Families who qualify for this program will receive four free sessions of counseling. The goal for services through this program is to keep families together and to prevent DCFS and/or court involvement through counseling.

Juvenile Diversion

Juvenile diversion is a program for youth who are first time offenders in the Juvenile Court System in lieu of legal ramifications. Youth are referred to this program by the DeKalb County State’s Attorney’s Office. This program assists youth by linking them with comprehensive services, which can include counseling, assessments, and community service amongst others.

Unified Delinquency Intervention Services (UDIS)

The Unified Delinquency Intervention Services (UDIS) program provides intensive services for court-involved youth at risk of commitment to the Illinois Department of Corrections. The youth participates in the program for six months, which includes weekly individual and family counseling, mentoring, and job exploration. A team approach with the youth, family, the program coordinator, therapist, mentor, and probation officer is utilized to divert the youth from deeper involvement in the criminal justice system. Youth must be court-ordered by a judge into the UDIS program.

VolunTEEN

The VolunTEEN Program will provide DeKalb County youth ages 12-18 with ongoing, organized opportunities to volunteer in their community while enhancing their civic awareness. YSB will provide coordination of volunteer experiences, collaboration with other community organizations, and supervision of the youth that are volunteering.

Active Parenting of Teens (APT)

APT is a six-session skills-building workshop for parents of teens. The video-based workshop is designed to help parents learn how to more effectively communicate with their teens in ways which foster responsibility, successful conflict resolution and self-esteem. (group offered on an as-needed basis)

TeenREACH

TeenREACH is an after-school program offered by the Sycamore School District for academic and life skill enrichment. The program is offered to Sycamore Junior High students as well as some Sycamore Elementary School students. DCYSB contracts with the TeenREACH program to provide mentoring services, career exploration, volunteerism opportunities and experiential therapy. Youth are referred to the program by school district personnel.

YSB Speakers Bureau

YSB offers staff members as speakers to social service agencies, schools, community organizations and others as a way to increase knowledge about specific topics related to staff expertise. Topics include: Parenting issues, drug/alcohol issues, emotional management, working with adolescents, juvenile justice, bullying, and many others. Most speaking engagements are conducted for free or at a minimal cost.

General Counseling Fees	Special Services:	Fee
<p>YSB offers services on a sliding fee basis. Our base rate is \$75 per session; however fees can be adjusted based on gross family income. Please call 815-748-2010 to discuss any concerns you may have regarding session fees.</p>	<input type="checkbox"/> Counseling Assessment	\$75
	3 sessions – Payment due before 3rd session.	
	<input type="checkbox"/> Drug & Alcohol Assessment*	\$50
	1 to 2 session assessment & 8 week group	
	<input type="checkbox"/> Youth Project Assessment*	\$50
	90 minute assessment for META or GEG & 10 week group	
	<input type="checkbox"/> Tobacco Intervention*	\$30
1 hr assessment and 6 week group		
<input type="checkbox"/> Active Parenting of Teens*	\$50	
Orientation, book, & 6 week group		
	<input type="checkbox"/> Urine Screen*	\$20
*Payment due at time of service.		

