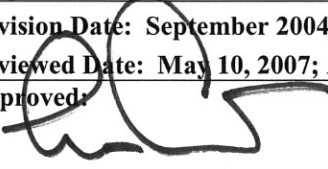




**COBB COUNTY COMMUNITY SERVICES BOARD
DOUGLAS COUNTY COMMUNITY SERVICES BOARD**

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Policy # 8110	Family Preservation
Origination Date: November 1, 2001	
Revision Date: September 2004; March 27, 2006; June 12, 2008; July 2, 2009	
Reviewed Date: May 10, 2007; August 5, 2010; March 25, 2013	
Approved: 	
Tod W. Citron, Executive Director	

POLICY:

It is the policy of the Cobb County Community Services Board and the Douglas County Community Services Board Residential Department to follow procedures established by the Promoting Safe and Stable Families” Preservation Grant Program and collect specified data and complete the Intake Exit Report and Referral as established by the funding agency.

PROCEDURE:

The Intake-Exit Report is a mandatory reporting form and is to be completed for all new clients receiving Family Preservation Services. Intake forms are completed online and on all families at commencement of services; exit forms are completed online on all clients at the conclusion of services.