

Exception - Multiple CASA Case Assignments

Complete this form prior to assigning more than two (2) cases to a CASA.
Keep a copy of the form in the CASA's record.

CASA/GAL Name:

Date Sworn-In:

Date Effective:

Current Caseload:

Number of families assigned:

Number of children being served:

Number of separate placements for children currently
being served:

New case information:

Number of children in new case:

Number of separate placements for new case:

Check factors that may apply in this case:

Advocate previously assigned to this case.

Advocate's special skills match child's needs.

Other

Considerations for granting an exception:

Check all that apply

Current caseload requires minimal activity.

Advocate willing to accept a new case and
can fulfill duties.

Advocate has the ability and flexibility to
serve multiple cases.

Advocate meets deadlines and program
requirements.

Other

Approved by Coordinator:

Date: