

TO: STAFF
FROM: DR. RIDDILE *DR*
DATE: 16 DECEMBER, 1982
RE: COP-OUTS AND 18 or OLDER POTENTIAL CLIENTS

It has come to my attention that some staff may be misinformed about how to counsel parents of copout kids. Here is the procedure for dealing with parents.

Staff should always advise parents to be strong with copouts. Parents should not offer financial aid, emotional support, food, clothing, shelter, and should return kids to the program immediately upon notifying staff when a copout returns home.

Staff are never permitted to go after a copout kid to bring him/her back to the program. Staff is to advise parents who ask for help or advice to use dime therapy numbers and contact other parents for assistance. No specific parent or parents by name should be recommended. No suggestions or recommendations to parents should be made regarding the use of handcuffs or other restraints.

Any parents who would be returning a copout to a host home rather than the Straight building because of night or weekend hours needs to have Executive Staff permission to do so. The chain of command should be followed in this case.

If staff receives information that a copout has returned home and parents have not brought him/her back to Straight, staff should consult an Executive through C.O.C. to receive authority to give time ultimatums or discuss termination.

NOTE: This should be put in the observation book.