



# Referral Form

Please complete all sections of this form electronically,  
then print and send by fax to (519) 679-4234

## Referral Information

Date:		Referring Agency:	
Worker:		Telephone:	Extension:
E-mail:		Supervisor:	
		Agency Lawyer:	
ADR Method Requested:	Mediation Family Group Conferencing Aboriginal Approach	Stage of Court Application:	Pre-litigation Litigation initiated Litigation in progress
Has this case been screened against exclusionary criteria of your agency?		yes	no
<b>Note: MCYS Policy Directive 005-06 dictates that the Office of the Children's Lawyer (OCL) must be notified when there is consideration by a CAS of resolution of issues by a prescribed method of ADR.</b>			
Has the Office of the Children's Lawyer been contacted?		yes	no
If yes, please attach a copy of the notification. If no, please explain:			
Have all parties consented to ADR?		yes	no
If yes, please attach a copy of the consent. If no, explain:			
Is there a Mediator/Coordinator on the roster with whom one or more of the parties might have a conflict of interest?			
yes		no	Explain:

## Case Information

Family Name(s):			
Referral suggested by:	Judge	Parents Band Other	Court Location:
	Counsel		Next Court Date:
	CAS worker/supervisor		
	CAS lawyer		

Nature of current or pending court application:	Supervision order Society wardship Crown wardship Other (define)
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Is there a concurrent Children’s Law Reform Act (CLRA) application?	yes	no	unknown
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Is there a parenting capacity assessment planned or underway?	yes	no
If yes, explain:		

Is there a matter before the criminal courts related to the safety of any family member?	yes	no
If yes, explain:		

Has there been a finding that the children are in need of protection?	
yes, all children	no finding yet, application pending
yes, some children	CAS does not plan to seek a finding
interim finding, without prejudice	not applicable (e.g., adoption case)

Anticipated issues of focus in ADR:	
child custody and/or placement	Crown wardship order/review
access to children	adoption openness arrangement
terms/conditions of a supervision order	other(s)
permanency planning	Explain:
conditions for return of child to family care	

Factors preventing dispute resolution through internal supports and services:	
severe parent/child or parent/teen conflict	low parenting capacity
high conflict between parents	addictions
worker/family conflict or poor communication	other personal challenges/struggles of parent(s)
caregiver(s)/family opposes CAS involvement	other(s)
lack of available local resources	Explain:
cultural issues	

Special Concerns: (e.g., DV, Addictions, MH issues, C&A issues, compromised cognitive abilities)

## Specific Characteristics

**Please check if any of the following apply:**

Aboriginal Band: \_\_\_\_\_

Band Rep/Contact #: \_\_\_\_\_

essential child care needs (define) \_\_\_\_\_

significant travel expenses (define) \_\_\_\_\_

wheelchair/other accessibility needs (define) \_\_\_\_\_

cultural consultant required Culture: \_\_\_\_\_

language interpreter required Language: \_\_\_\_\_

sign language interpreter required Type: \_\_\_\_\_

other unique characteristics (define) \_\_\_\_\_

Anticipated number of parties to attend mediation or family group conferencing: \_\_\_\_\_

**Hope for family, bottom lines, strengths of family, key considerations, or other relevant information:**

## Parties to the Application

(To list more parties to the application, continue on separate page and attach to this form.)

Name:		Relationship to children:	
Address:		Client Phone:	
City:		Lawyer:	
Postal:		Lawyer's Phone:	

Name:		Relationship to children:	
Address:		Client Phone:	
City:		Lawyer:	
Postal:		Lawyer's Phone:	

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Address:		Client Phone:	
City:		Lawyer:	
Postal:		Lawyer's Phone:	

## Children Named on Application

(To list more children named on application, continue on separate page and attach to this form.)

Child's Name		Current or proposed CAS Status:	
Date of Birth (d/m/y)		Temporary Care Supervision Order Society wardship Crown wardship	Other (define)
Lawyer			
Lawyer's Phone			

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Lawyer			
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Lawyer			
Lawyer's Phone			

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**Remember to include copy of the OCL notification and signed consent,  
as assignment cannot proceed without them.**

*ADR-LINK connects parties in dispute with an independent mediator or family group conference coordinator. None of the mediators or family group conference coordinators are employees of the Centre for Children and Families in the Justice System (London Family Court Clinic, Inc.) or are affiliated with the Centre. However, all mediators are certified in child protection mediation by the Ontario Association for Family Mediation and listed on its roster and all family group conference coordinators have been trained and mentored through the George Hull Centre and listed on its roster. By participating in the ADR-LINK service, you acknowledge that the ADR service is not being provided by the Centre, and agree to hold harmless ADR-LINK and the Centre for Children and Families in the Justice System (London Family Court Clinic, Inc.) for any and all claims, actions, suits, etc. brought against ADR-LINK directly or indirectly.*