
FORENSIC COUNSELING SERVICES

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Program Director

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SUPERVISED VISITATION REFERRAL CHECKLIST

Thank you for your interest in our Supervised Visitation services. The first step in registration is to obtain a court order or formal agreement for all parties to utilize our Supervised Visitation services. The order or agreement should specifically name "Forensic Counseling Services" as the supervision provider. "Aaron Robb, Forensic Counseling Services," "Aaron Robb or his staff" and similar variants are also acceptable.

Before we can begin services we will need to the parties to complete the following:

- _____ 1. Provide a copy of the **full** court order or agreement. Please include any formal findings of domestic violence or copies of protective orders if either exists. Court orders **must** include specific language as outlined in our sample order.
- _____ 2. Each party must submit **fully completed** intake information. This includes the intake form, a color copy of each party's ID, and pictures of each child involved in our services.
- _____ 3. Provide a signed and initialed copy of the Visitation Guidelines from the custodial parent and each person who is authorized by the court to visit the children.
- _____ 4. Submit the registration fee and initial retainer from each party involved.
- _____ 5. After the parties have completed their documentation each party will need to contact us to schedule an orientation appointment to complete the intake process. This appointment lasts approximately 1 hour and will need to be completed prior to the first visit.

*Please do **not** send any information to our interviewing office. All correspondence should be sent to our mailing address above.*