

# Kingdom

Parent Education & Family Services

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*The Lowcountry's Premier Family Education Resource*

## Referral Process - DSS

- Kingdom Parenting accepts clients into services based on Referral. We are a Referral-Only agency and when a referral is made for services, we do ask that a brief Social Summary, Court Order, or CIS (if it is a court case) as well as a complete Criminal History (if applicable) is forwarded to us as part of the referral process. A brief email will suffice for the Social Summary. As long as the email includes a summary of the incident that led to DSS Involvement, DSS recommendations for the client and any additional areas of concern, it is acceptable.
- After receiving the referral information, an Eligibility Review is conducted to highlight any areas of concern, and to determine the acceptance, or rejection of the referral.
- After the Eligibility Review is completed and the client is cleared for services, ***The client is required to contact our office to initiate their portion of services.*** This allows us to assess client-readiness.
- The Case Manager is contacted to be informed about the client's status in services, start date, etc.
- The Referral/Email should indicate whether, or not DSS is going to fund the services for the client, if DSS is going to pay for 1/2 of the services for the client, or if the client is totally responsible for paying for all of their services. We DO offer a payment plan for those clients who need/request it in the event they are required to pay for their services. We DO NOT bill Insurance, or Medicaid.
- Our services range from General Parenting classes to Intensive In-Home services being our highest level of care. We work very closely with DSS to address concerns and incorporate solutions.
- Our Certified Services are both DSS and Family Court Approved for both the **English AND Spanish-Speaking population.**
- Please visit our website at [www.KingdomParenting.com](http://www.KingdomParenting.com) for a comprehensive view of our services.
- Please submit referrals to [KingdomParenting@yahoo.com](mailto:KingdomParenting@yahoo.com) .

Thank You!