



CASA VOLUNTEER MONTHLY REPORT

This report is due for the prior month's activities on the 5th OF EACH MONTH.

CASA Name: _____ Month/Year: _____

Child(ren) Name(s): _____

Next Court Date: _____ Hearing Time: _____ Last Case Plan: _____ Attended? Y N

Individual Case Contacts:

Please list below the dates, contacts, types of contacts, amount of time spent, and miles. Include any attempted contacts that were not completed. Insert another row or use another page if necessary.

DATE	NAME OF CONTACT <i>List role of contact</i>	A T T E M P T	P H O N E	E M A I L	I N P E R S O N	TOTAL MILES	TIME SPENT <small>15-minute increments</small>	CONTACT NOTES
TOTALS								

Group Case Contacts:

Please list below the dates, meeting participants, meeting type, amount of time spent, and miles. Insert another row or use another page if necessary.

DATE	MEETING PARTICIPANTS	MEETING TYPE	TOTAL MILES	TIME SPENT 15-minute increments	CONTACT NOTES

Please check the correct boxes.

Explanation, if necessary.

Has there been a change in placement?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	
Are visits taking place as ordered by the Court?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	
Are other court orders being followed?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	
Has this child been abused within the last 30 days? If so, report by whom.	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	

WORK DESCRIPTION	TIME SPENT 15-minute increments
Driving	
Note-taking, Review of Records, Report Writing	
Interviews	
Continuing Education	
TOTAL	

Additional notes for CASA Staff or updates regarding the case:

What other changes have occurred in the case or updates about the child that are not listed in the sections above?
