**Tips for Caseworkers**

*Developed by Project Everlast-Norfolk*

*November 2012*

1. Be knowledgeable about opportunities and resources. Share that knowledge with us.
2. Put us with family, whenever possible.
3. Be upfront and honest from day one.
4. Keep siblings together. If impossible, talk to us and let us help plan the placement splits.
5. Keep things confidential. If you’re going to share about us, let us know first.
6. Be accessible. Answer your phone or call back quickly.
7. Be open-minded about who we are. Accept our strengths and our faults.
8. Be yourself. Being who you are means we can be who we are.
9. Check in with us more often than once a month. Let us see you.
10. Show us that you about us like we were your only case.