# BFH BFH space <https://us001.blueworkslive.com/scr/processes/29d46d8c0> Last modified on Nov 12, 2016 3:02 PM

## 1. Identification

### 1.1. Contact

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### 1.2. Record

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### 1.3. Assign

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## 2. Intake

### 2.1. Release Form

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### 2.2. Schedule

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### 2.3. Receive

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### 2.4. Intake Interview

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### 2.5. Triage

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### 2.6. Record File

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| --- | --- | --- |
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|  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  | | --- | | Participants | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | Case Worker | | | | Business Owners | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | Case Coordinator | | | | Systems | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | BFH | | | | |  | | --- | | Inputs | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | Prioritized Case | | | | Outputs | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | Validated Profile | | | |  . | |  |
|  |  |  |

## 3. Monitor

### 3.1. Incident Reporting

|  |  |  |
| --- | --- | --- |
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|  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  | | --- | | Participants | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | Case Worker | | | | Business Owners | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | Case Coordinator | | | | Experts | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | Certified Social Worker | | | | Systems | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | BFH | | | | |  | | --- | | Suppliers | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | Ad-Hoc | | | | Inputs | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | Incident Type | | | |  | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | Victim Identifier | | | |  | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | Incident Location | | | |  | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | Incident Status | | | |  | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | Incident POC | | | |  | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | Incident Severity | | | |  | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | Incident Title | | | |  | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | Incident Notes | | | | Outputs | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | Incident Report | | | | Customers | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | Case Worker | | | |  | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | Case Coordinator | | | |  . | |  |
|  |  |  |

### 3.2. Medical Visits

|  |  |  |
| --- | --- | --- |
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|  |  |  |

### 3.3. Recovery Counseling

|  |  |  |
| --- | --- | --- |
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|  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  | | --- | | Participants | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | Case Coordinator | | | | Business Owners | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | Case Worker | | | | |  | | --- | | Experts | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | Certified Social Worker | | | | Suppliers | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | Victim | | | |  . | |  |
|  |  |  |

## 4. Discharge

### 4.1. Exit Interview

### 4.2. Exit Evaluation

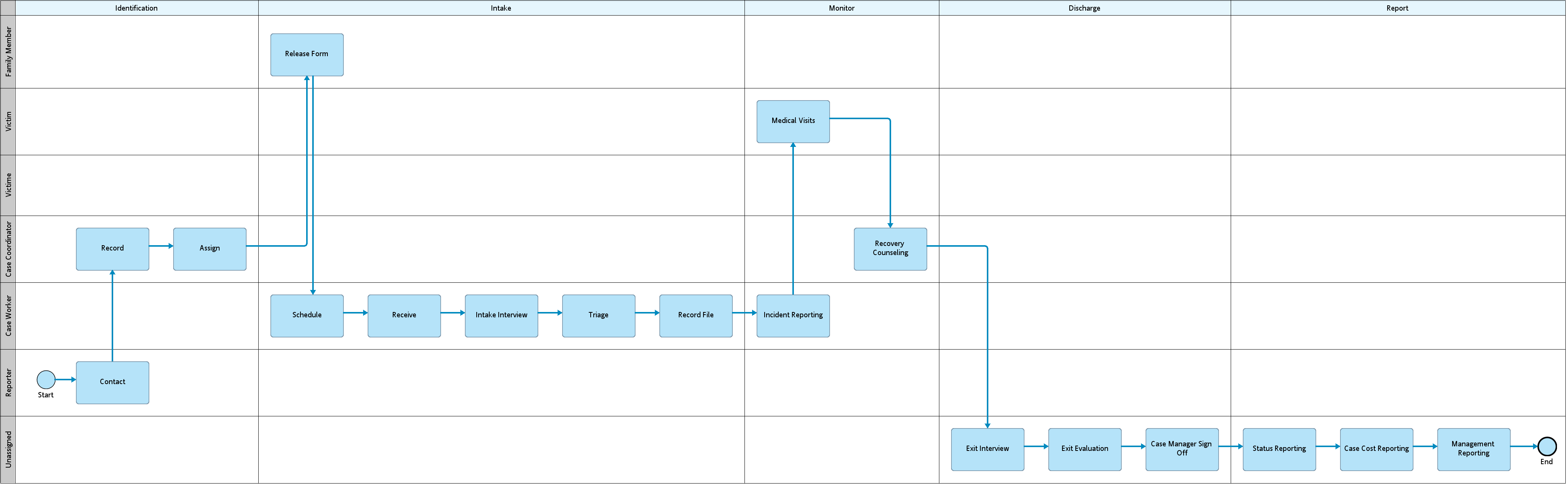
### 4.3. Case Manager Sign Off

## 5. Report

### 5.1. Status Reporting

### 5.2. Case Cost Reporting

### 5.3. Management Reporting



# Glossary

### Participants, Business Owners, Experts

|  |  |
| --- | --- |
| **Value** | **Description** |
| ABI |  |
| Case Coordinator |  |
| Case Manager |  |
| Case Worker |  |
| Certified Social Worker |  |
| Family Member |  |
| Law Enforcement |  |
| Medical Experts |  |
| Other Recovery Agency |  |
| Reporter |  |
| Social Services / CPS |  |
| Victim |  |

### Inputs, Outputs

|  |  |
| --- | --- |
| **Value** | **Description** |
| Age |  |
| Assigned Case |  |
| Assigned Resources |  |
| Career/Job Placement Goals |  |
| Completed Victim Profile |  |
| Contact Agency |  |
| Contact Email |  |
| Contact Name |  |
| Contact Phone |  |
| Desired Transfer Date |  |
| Desired Transfer Location |  |
| Education Goals |  |
| Education Level |  |
| Gender |  |
| Housing Needs |  |
| Incident Location |  |
| Incident Notes |  |
| Incident POC |  |
| Incident Report |  |
| Incident Severity |  |
| Incident Status |  |
| Incident Title |  |
| Incident Type |  |
| Initial Victim Profile |  |
| Known Family Relations |  |
| Legal Needs |  |
| Location of Origin |  |
| Location of Rescue |  |
| Material Needs |  |
| Medical Event |  |
| Medical Needs |  |
| Mental Health Needs |  |
| Mode of Victim Identification |  |
| Name |  |
| Notes |  |
| Orientation |  |
| Personal Goals |  |
| Present Location |  |
| Prioritized Case |  |
| Religious Affiliation |  |
| Scheduled Pickup |  |
| Special Needs |  |
| Time & Date of Contact |  |
| Transfer POC |  |
| Type of Trafficking |  |
| Validated Profile |  |
| Victim |  |
| Victim Background Information |  |
| Victim Home Location |  |
| Victim Identifier |  |
| Victim Profile |  |
| Victim Received |  |
| Work Experience |  |

### Systems

|  |  |
| --- | --- |
| **Value** | **Description** |
| BFH |  |
| Direct Contact |  |
| Email |  |
| Phone Call |  |

### Suppliers, Customers

|  |  |
| --- | --- |
| **Value** | **Description** |
| Ad-Hoc |  |
| Case Coordinator |  |
| Case Manager |  |
| Case Worker |  |
| Medical Facitlity |  |
| Reporter |  |
| Victim |  |

### Problems

|  |  |
| --- | --- |
| **Value** | **Description** |
| Distance of Victim |  |
| Wrong Number |  |
| Wrong Scenario - Should be contacting Law Enforcement |  |