

## **Administrative Case Review Locations**

### **ACR INFORMATION LINE**

(312) 328-2763

### **NORTHERN REGION**

8 East Galena, Suite 300  
Aurora, Illinois 60506  
(601) 801-3400

1619 West Jefferson  
Joliet, Illinois 60435  
(815) 730-4110

107 North 3rd Street  
Rockford, Illinois 61101  
(815) 987-5241

### **CENTRAL REGION**

2001 North East Jefferson  
Peoria, Illinois 61603  
(309) 671-7930

2900 North Oakland Avenue  
Decatur, Illinois 62526  
(217) 875-6577

### **SOUTHERN REGION**

5601 State Street  
East St. Louis, Illinois 62203  
(618) 394-7259  
(618) 394-7262

### **COOK CENTRAL**

2020 West Roosevelt Road  
Chicago, Illinois 60612  
(312) 793-7780

Eisenhower Tower  
1701 South First  
Maywood, Illinois 60153  
(708) 338-6757

### **COOK NORTH**

8100 McCormick Boulevard  
Skokie, Illinois 60076  
(847) 745-3168

2550 West Bradley Place  
Chicago, Illinois 60618  
(773) 866-5635

1921 South Indiana Avenue  
Chicago, Illinois 60616  
(312) 808-5000

### **COOK SOUTH**

6201 South Emerald Avenue  
Chicago, Illinois 60621  
(773) 371-6000

15115 South Dixie Highway  
Harvey, Illinois 60426  
(708) 210-2800

**PARENTS: Please contact your  
Caseworker or their Supervisor for  
any information concerning your  
Administrative Case Review.  
Contacting them will assure your  
confidentiality.**

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## *Administrative Case Review*

### *Answers to Frequently Asked Questions*



## What is the purpose of an Administrative Case Review?

Administrative Case Review (ACR) is the independent review process required by Federal and State law in Illinois.

An administrative case review is held every six (6) months for all families with children in substitute care under temporary custody, custody or guardianship of the State of Illinois. An independent review process, foster care cases are reviewed to ensure the safety, permanency and well-being of children in care.

## What are the responsibilities of the Administrative Case Reviewer?

The Administrative Case Review (ACR) meeting is lead by an Administrative Case Reviewer. The Administrative Case Reviewer is not responsible for the case management of, or delivery of services to either the child or parent.

The Administrative Case Reviewer has the responsibility:

- To assure that foster care plans are family-focused.
- To assure there is progress in achieving permanency and there is continuity of care for every child in out of home care.

- To assure that substitute care is essential and that every effort to provide in-home care has been made.
- To assure that every effort is made to involve the family in the development of the service plan for the child and family.
- To assure that all parties involved in out-of-home care have an opportunity to participate in an objective review.
- To assure that a case plan moves forward, reducing and/or alleviating delays and barriers in the system.
- To promote and provide feedback concerning needed changes in systems to provide more effective treatment and care for children and families.
- To help shape public policy and actively promote conditions which ensure every child lives in a safe, secure, healthy and permanent home, preserving families whenever possible.

## Who participates in an Administrative Case Review?

Administrative Case Review is convened for the participation of children and their parents. Parents may bring representatives to assist them through the review process. Children able to contribute to the process should also have an opportunity to participate.

The administrative case review is open to the participation of other professionals involved in assessing or treating the child, any legal representative of the parent or child, and the foster parents.

Participants may include the following:

- Biological mother
- Biological father
- Children in substitute care
- Substitute care givers (foster parents)
- Family/child's worker
- Child's attorney
- Attorney for parents
- Service providers
- CASA volunteers

The Administrative Case Review process is a review of your service plan and provides another opportunity to measure the progress towards the goals to be achieved for your family. Your worker should inform you of all upcoming ACRs. In addition, you will receive an invitational letter from Administrative Case Review notifying you of the date, time and location of where your ACR will be held. Please be sure that your caseworker is aware of your current address. If you do not have transportation to the ACR, please notify your caseworker so he/she may assist you to help ensure your participation. It is possible that you may be able to participate in the ACR by telephone. Your involvement in the ACR process is desired and welcomed.