



PERRY MULTI-COUNTY JUVENILE FACILITY

PERRY – COSHOCTON – DELAWARE – FAIRFIELD – KNOX – LICKING – MORGAN – MUSKINGUM

1625 COMMERCE DR. - NEW LEXINGTON, OH 43764 - PH: (740) 342-9700 - FAX: (740) 342-9701

Probation Officer Checklist

Forms:

- Authorization for Emergency Medical Treatment
- Community Services Waiver
- Consent for Medical Treatment
- Insurance Information Form (for residents with private insurance)
- Letter to parents regarding medical bills (signed)
- Medical Summary completed by medical professional from institution/detention
- Parent Contract
- Parent Questionnaire
- Photo Authorization
- Releases of Information medical, school, mental health
- Reporting Responsibility
- Special Accommodations Form
- Visitor Confidentiality Agreement

Required Information

- Birth Certificate (copy)
- Police Report (if available)
- Court Order/Journal Entry (makes sure school that is responsible for education cost is included)
- Social Security Card (copy)
- School Grades/Transcript
- D.I.R.
- IEP/ETR
- Psychological Evaluation (if available)
- Immunization Records
- Insurance Card and any Insurance Information
- Prior Court History/Charges

If you have any questions or need further clarification, please contact the facility

**Perry Multi County Juvenile Facility-
Director Jay Conrad
1625 Commerce Drive
New Lexington, Ohio 43764**

**Phone: 740-342-9700
Fax: 7840-342-9701**