

# **PASS PROGRAM APPLICATION- 2018**

## **Prevention, Access, Self-Empowerment and Support**

### **MAIL OR FAX APPLICATION by May 14<sup>th</sup>, 2018**

**ADDRESS: CCSI – PASS Program**  
1099 Jay Street, Bldg.-J, 3<sup>rd</sup> Floor  
Rochester, NY, 14611.

**FAX: (585) 328-5211**  
**Attn: PASS Program – Neville Morris**

### **CONTACT INFORMATION**

**Program Manager:**  
**Neville Morris MBA**  
**Phone: (585) 690 - 6260 work**  
**Phone: (607) 765 – 5656 cell**  
**Email: [NMorris@CCSI.org](mailto:NMorris@CCSI.org)**

#### **Additional Information:**

- **Reach out to the Program manager**
- **Visit the website at CCSI.ORG, Programs, PASS Program**
  - **Graduate parent and adolescent perspectives.**
  - **Program objectives, awards etc.**



**P.A.S.S. PROGRAM 2018 APPLICATION**  
**(PREVENTION, ACCESS, SELF-EMPOWERMENT AND SUPPORT)**

## PARENT, GUARDIAN, PRIMARY CARE GIVER – SECTION 1

**Form - Must be completed by: Parent, Guardian, Primary Care Giver etc.**

\*Please print or type

**PARENT OR GUARDIAN INFORMATION:**

Name \_\_\_\_\_  
(last) (middle) (first)

Address\_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Primary Phone (\_\_\_\_) \_\_\_\_\_ (Please Circle Primary: Home, Cell, Work)

Phone (\_\_\_\_) \_\_\_\_\_ (Home) Best time to call: \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ (Cell) Best time to call: \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ (Work) Best time to call: \_\_\_\_\_

Email address \_\_\_\_\_

Relationship to Applicant \_\_\_\_\_

**OTHER PARENT/GUARDIAN:**

Name \_\_\_\_\_  
(last) (middle initial) (first)

Address \_\_\_\_\_

Email: \_\_\_\_\_

Primary Phone (\_\_\_\_) \_\_\_\_\_ (Please Circle Primary: Home, Cell, Work)

Phone (\_\_\_\_) \_\_\_\_\_ (Home) Best time to call: \_\_\_\_\_

Phone ( ) (Cell) Best time to call:

Phone ( ) (Work) Best time to call:

Email Address \_\_\_\_\_

Relationship to applicant \_\_\_\_\_

P.A.S.S. Applicant: \_\_\_\_\_ Confidential Information

Does applicant have a parent or a relative with a mental health challenge? ☐ Yes ☐ No

With whom does adolescent/applicant reside? NAME \_\_\_\_\_

Organization: \_\_\_\_\_ Phone: \_\_\_\_\_

☐ Mother ☐ Father ☐ Both ☐ Other- please specify: \_\_\_\_\_

Does applicant have any siblings who currently reside at the same address? If yes, please provide us with their names, age and sex.

NAME	AGE	SEX

Does your child smoke cigarettes? ☐ Yes ☐ No

Does your child have permission from you to smoke cigarettes? ☐ Yes ☐ No

***If yes, please be advised that your child will not be allowed to smoke in the sleeping rooms or any rooms related to P.A.S.S. events.***

***Your child must agree to stay in the non-smoking room provided and adhere to the hotel's requirements where smoking is concerned.***

Are you supportive of applicant's participation in this program? ☐ Yes ☐ No

Please explain:

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Is there an IEP or 504 Plan in place for the applicant? \_\_\_\_\_

Please describe accommodations or supports currently being provided:

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Additional information on applicant or any concerns you may have as

Parent, page 3 of 14

<b><u>P.A.S.S. PROGRAM - WORKSHOPS 2018</u></b>			
	<b>WHEN</b>	<b>WHO</b>	<b>WHERE</b>
<b>Workshop #P</b>	<b>July 13<sup>th</sup> - 15<sup>th</sup> Friday – Sunday Noon</b>	<b>Parents/Guardians</b>	<b>Grand Island, NY</b>
<b>Workshop #1</b>	<b>Aug 23<sup>rd</sup> – 26<sup>th</sup> Thursday – Sunday Noon</b>	<b>Adolescents</b>	<b>Grand Island, NY</b>
<b>Workshop #2</b>	<b>October 11<sup>th</sup> – 14<sup>th</sup> Thursday – Sunday Noon</b>	<b>Adolescents</b>	<b>Grand Island, NY</b>
<b>Workshop #3</b>	<b>December 6<sup>th</sup> – 9<sup>th</sup> Thursday- Sunday Noon</b>	<b>Adolescents</b>	<b>Rochester, NY</b>
<b>Graduation</b>	<b>December 8<sup>th</sup> 6:00pm Saturday</b>	<b>Parents, Guardians, Family &amp; Friends</b>	<b>Rochester, NY</b>

**\*All parents of selected applicants are expected to attend the Parent & Mentor Training and Orientation Workshop in July (Parents and Guardians only.)**

**\*Transportation, lodging and food will be provided for the Parent & Mentor Training and Orientation Workshop.**

**\*Please begin to make tentative arrangements – i.e. Time off work if applicable, and Daycare arrangements, etc. to attend.**

**\*Selected applicants usually do much better when parents attend this workshop and also take an integral role in the adolescent's participation in the program.**

**Please submit (mail or fax) completed application by [Monday May 14<sup>th</sup> 2018](#).**

### **MAIL or FAX APPLICATION**

**Coordinated Care Services Inc.  
Cultural Competency & Diversity Initiatives  
Attn: PASS Application & Recruitment  
1099 Jay St. Building J, 3<sup>rd</sup> Floor, Rochester, NY 14611  
or**

**FAX: (585) 328-5211**

### **CONTACT:**

**Neville Morris at (585) 690-6260 work, (607) 765-5656 cell, Email: [Nmorris@ccsi.org](mailto:Nmorris@ccsi.org)**

**P.A.S.S. PROGRAM**  
**(PREVENTION, ACCESS, SELF-EMPOWERMENT AND SUPPORT)**

**LUGGAGE CHECK**

Form - Must be completed by: PARENT, GUARDIAN/PRIMARY CARE GIVER, etc.

\*Please print or type

The P.A.S.S. Program makes every effort to provide a safe and drug free environment for all participating adolescents, mentors, staff, consultants, and guests.

**Parent Note:**

Please ensure that your child's luggage is free from illegal substances and/or weapons. This procedure ensures the safety of all involved with the P.A.S.S. Program.

***Parents please read carefully and sign below. Your child will not be permitted to attend any P.A.S.S. related events without the receipt of this signed document/form.***

I \_\_\_\_\_ ensure that \_\_\_\_\_ luggage  
Parent Name (please print) Adolescent

has been searched by me (parent/guardian). He/She is free from any illegal substances and/or weapons being carried to the bus and to the hotel.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

**Note:**

***\*Parents, this form must be completed and collected for the application and at the time of pick up for each P.A.S.S. related events (Adolescent Workshops). It will be included in all correspondence pertaining to upcoming workshops. If this form is not signed and received at pick up, your child will not be able to board the bus.***

**P.A.S.S. PROGRAM**  
**(PREVENTION, ACCESS, SELF-EMPOWERMENT AND SUPPORT)**

**PERMISSION TO REQUEST INFORMATION**

Form - Must be completed by: PARENT, GUARDIAN/PRIMARY CARE GIVER, etc.

\*Please print or type

Please complete the permission form below and give it to the appropriate institution along with the Information Request Form. Some of the information requested, both from your child's mental health professional and school, is considered confidential and permission is needed before it can be shared with P.A.S.S.

I \_\_\_\_\_  
Parent/Guardian name

give permission to: \_\_\_\_\_  
Name of school / organization

Mental health professional: \_\_\_\_\_

to share information about \_\_\_\_\_  
Applicant name

to the Coordinator of the P.A.S.S Program. This information is needed so my child can be considered for participation in the program.

\_\_\_\_\_  
Parent/Guardian Signature Date

**P.A.S.S. PROGRAM 2018**

**(PREVENTION, ACCESS, SELF-EMPOWERMENT AND SUPPORT)**

**MEDICAL AGREEMENT**

Form - Must be completed by: PARENT, GUARDIAN/PRIMARY CARE GIVER, etc.

\*Please print or type

Adolescent Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

I/We being the parent/guardian of the above youth, \_\_\_\_\_do \_\_\_\_\_do not appoint the P.A.S.S. PROGRAM to act on our behalf in authorizing emergency or otherwise necessary medical, dental, surgical care and hospitalization for the above named youth.

I/We understand that we will be notified in advance of the specific times, dates and chaperones/mentors for events as they are scheduled and will be requested to sign permission slips for each such event.

I understand that in some instances travel to another community may be a part of the P.A.S.S. program.

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I agree to have my child included in these activities \_\_\_\_\_yes \_\_\_\_\_no

Signature of Parent/Guardian \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone # \_\_\_\_\_ Work Phone #: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_ Phone # (       ) \_\_\_\_\_

**Hospitalization Coverage for the applicant:**

*\*Please complete Hospitalization Coverage Information on the next page*

P.A.S.S. Applicant: \_\_\_\_\_ Confidential Information

**Hospitalization Coverage for the applicant:**

Insurance Co. or other Program: \_\_\_\_\_

ID or Contract # \_\_\_\_\_

Family Physician Name \_\_\_\_\_ Phone # \_\_\_\_\_

Please describe any specific illness that applicant is experiencing. If necessary, please attach special instructions for applicable illness (e.g. if child is diabetic):

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\_\_\_\_\_  
Parent(s)/Guardian Signature

\_\_\_\_\_  
Date

***THIS FORM WILL BE RETAINED BY EVENT SUPERVISOR  
AND WILL ACCOMPANY THE ADOLESCENT ON EACH WORKSHOP TRIP.***



**P.A.S.S. PROGRAM**  
**(PREVENTION, ACCESS, SELF-EMPOWERMENT AND SUPPORT)**

**TRANSPORTATION AGREEMENT**

Form - Must be completed by: PARENT, GUARDIAN/PRIMARY CARE GIVER, etc.

\*Please print or type

Adolescent Name: \_\_\_\_\_

As parent/guardian of the above youth, I hereby consent to participation by my child in the P.A.S.S. sponsored workshops.

I understand that in some instances travel to ANOTHER COMMUNITY may be a part of the P.A.S.S. program.

I agree to have my child included in these activities \_\_\_\_yes \_\_\_\_no

Based on your location, I understand that this activity will involve my child traveling by either:

\_\_\_\_plane \_\_\_\_car \_\_\_\_bus \_\_\_\_train

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I understand that my child may share a hotel/motel room with another child of the same sex.

I understand that my child will be under the supervision of the P.A.S.S. PROGRAM. While at this event, my child is subject to all rules and regulations with respect to the P.A.S.S. PROGRAM.

Name of Parent/Guardian: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_ Date:\_\_\_\_\_

Home Phone #\_\_\_\_\_Work/Emergency Phone #\_\_\_\_\_

Transportation is provided for applicants selected for the program by PASS designated representatives or vendors. Please provide us with the following information for use in making travel arrangements:

Residence/where adolescent will be picked up:

Contact Person: \_\_\_\_\_ Phone:\_\_\_\_\_

*\*Transportation Agreement: continued on Next Page*

**P.A.S.S. PROGRAM**  
**(PREVENTION, ACCESS, SELF-EMPOWERMENT AND SUPPORT)**

**FAMILY AGREEMENT**

Form - Must be completed by: PARENT, GUARDIAN/PRIMARY CARE GIVER, etc.

\*Please print or type

I accept \_\_\_\_\_ as a CHAPERONE/MENTOR for my child in the P.A.S.S. PROGRAM. The Coordinator of the P.A.S.S. PROGRAM has given me a copy of the Guidelines for Family, Youth and Chaperones/Mentors and discussed them with me. I understand them and agree to abide by them. I understand that the CHAPERONE/MENTOR is a non-professional volunteer.

I have listed here any information or concerns about my child, such as activities to do or avoid allergies, dietary limitations, fears likes/dislikes, medications, and any other special needs:

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Allergies: \_\_\_\_\_ No \_\_\_\_\_ Yes - \*If yes, please specify and print below:

Specify: \_\_\_\_\_  
\_\_\_\_\_

Requires a Special Diet: No \_\_\_\_\_ Yes - \*If yes, please specify and print below:

Specify: \_\_\_\_\_  
\_\_\_\_\_

\*Family Agreement: continued on Next Page

P.A.S.S. Applicant: \_\_\_\_\_ Confidential Information

Takes Medications: No \_\_\_\_\_ Yes \_\_\_\_\_ -*\*If yes, please specify and print below.*

Specify: \_\_\_\_\_

\_\_\_\_\_

Can your child administer his/her own medication? No \_\_\_\_\_ Yes \_\_\_\_\_

What is the dosage of the medication he/she is taking? \_\_\_\_\_

\_\_\_\_\_

When is the medication taken? \_\_\_\_\_

Activities to avoid: \_\_\_\_\_

Fears: \_\_\_\_\_

Likes: \_\_\_\_\_

Dislikes: \_\_\_\_\_

Special Needs: \_\_\_\_\_

\_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Phone # \_\_\_\_\_

Relationship to my child: \_\_\_\_\_

Hospitalization Coverage for the above-named youth:

Insurance Co. or another Program: \_\_\_\_\_

ID or Contract # \_\_\_\_\_

Family Physician Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Primary Care Physician: \_\_\_\_\_ Phone # \_\_\_\_\_

Signature of Parent/Guardian \_\_\_\_\_ Date: \_\_\_\_\_

**P.A.S.S. PROGRAM  
(PREVENTION, ACCESS, SELF-EMPOWERMENT AND SUPPORT)**

**MEDIA RELEASE AGREEMENT**

**Form - Must be completed by: ADOLESCENT and PARENT, GUARDIAN/PRIMARY CARE GIVER, etc.**

\*Please print or type

From time to time adolescents are in media (photo, video, etc.) taken at P.A.S.S. events. These Medias are sometimes used in conjunction with the P.A.S.S. project, in a published format, overheads, pamphlets, flyers, etc. At no time will Medias or names be used for sale; gains of profit or in any derogative manner i.e. to ridicule, scandal, reproach, scorn or in dignify adolescents. P.A.S.S. hereby requests the right and your permission to copyright and/or use, reuse and/or publish, and republish Medias in which the media may sometimes be distorted in character, or form, in conjunction with their own or a fictitious name, on reproductions thereof in color, or black and white made through any media by an assigned P.A.S.S. Affiliate, for any purpose whatsoever; including the use of any printed matter in conjunction therewith.

I waive the right to inspect to approve the finished format-Medias - photograph, video, or advertising copy or printed matter that may be used in conjunction with the P.A.S.S. Program. I grant the P.A.S.S. Program the following rights in the use of my child's likeness, voice or materials supplied by me or P.A.S.S. assigned Affiliate, in a production to be produced by P.A.S.S. P.A.S.S. will have total ownership of the production and material submitted, the right to edit the production and materials, the right to broadcast the production and materials; may use my name or my child's, likeness, appearance, voice, biological information and the material supplied by me or my child for purposes of advertising, publicity and/or sales promotion. P.A.S.S. retains the rights to all materials provided or produced (as described above), and the use of these materials will not violate the rights of any person or organization and will not incur any liability for payment to any person or organization.

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I hereby release, discharge and agree to hold harmless, P.A.S.S. Program, P.A.S.S. representatives, their assigns, employees or any person or persons, corporation or corporations, acting under their permission or authority, for whom P.A.S.S. might be acting including any firm publishing and/or distributing the finished product, in whole or in part, claims, costs, injuries, losses or damages of any kind arising out of or in connection with the P.A.S.S. Program from and against all liability. Except where prohibited, participation in the P.A.S.S. Program constitutes participants consent to the publication of his or her name, biographical information and likeness in any media for any commercial or promotional purpose as it relates to the program, without limitation or for compensation.

I have read the foregoing release, authorization and agreement, before affixing my signature below, and warrant that I fully understand the contents thereof.

Dated: \_\_\_\_\_ Parent/Guardian Name: \_\_\_\_\_

I hereby certify that I am the parent and/or guardian of \_\_\_\_\_ participating adolescent under the age of twenty-one years. I hereby consent that any Media which are taken at P.A.S.S. events may be used in conjunction with the project, signed by the adolescent with the same force and effect as if executed by me.

\_\_\_\_\_  
Parent or Guardian Signature

\_\_\_\_\_  
P.A.S.S. Participating Adolescent Signature

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**P.A.S.S. PROGRAM**  
**(PREVENTION, ACCESS, SELF-EMPOWERMENT AND SUPPORT)**

**CONSENT AGREEMENT**

Form - Must be completed by: PARENT, GUARDIAN/PRIMARY CARE GIVER, etc.

\*Please print or type

I have read the program information, forms and application and I have had the opportunity to ask questions and share my concerns.

I voluntarily agree to submit the application, forms and complete the program process.

Parent/Guardian Name: \_\_\_\_\_  
Please Print

Parent/Guardian Signature: \_\_\_\_\_  
Signature

Today's Date: \_\_\_\_\_

**SECOND PARENT SIGNATURE AS NEEDED:**

Parent/Guardian Name: \_\_\_\_\_  
Please Print

Parent/Guardian Signature: \_\_\_\_\_  
Signature

Today's Date: \_\_\_\_\_

**P.A.S.S. PROGRAM**

**(PREVENTION, ACCESS, SELF-EMPOWERMENT AND SUPPORT)**

**ASSENT FOR CHILDREN 13-17 YEARS OF AGE**

Form - Must be completed by: ADOLESCENT and PARENT, GUARDIAN/PRIMARY CARE GIVER, etc.

\*Please print or type

**MY PARENT/GUARDIAN KNOWS ABOUT THIS PROGRAM AND WANTS ME TO PARTICIPATE IF I WANT TO.**

**I KNOW THAT I DO NOT HAVE TO PARTICIPATE IF I DO NOT WANT TO.**

**I DO WANT TO PARTICIPATE IN THE PROGRAM AND KNOW THAT I CAN WITHDRAW MY PERMISSION TO PARTICIPATE AT ANYTIME.**

**MY PARENT/GUARDIAN OR I CAN CALL THE PEOPLE LISTED ON THIS FORM IF WE HAVE ANY QUESTIONS.**

Adolescent Name: \_\_\_\_\_  
Please Print

Adolescent Signature: \_\_\_\_\_  
Signature

Parent/Guardian Name: \_\_\_\_\_  
Please Print

Parent/Guardian Signature: \_\_\_\_\_  
Signature

Today's Date: \_\_\_\_\_

**SECOND PARENT SIGNATURE AS NEEDED:**

Parent/Guardian Name: \_\_\_\_\_  
Please Print

Parent/Guardian Signature: \_\_\_\_\_  
Signature

Today's Date: \_\_\_\_\_

## P.A.S.S. PROGRAM

## P.A.S.S. PARTICIPANT APPLICATION – SECTION 2

**Form - Must be completed by: ADOLESCENT**

\*Please print or type

Applicant's Name \_\_\_\_\_  
(last) (middle initial) (first)

Phone (     ) \_\_\_\_\_ (Place of residence) Email: \_\_\_\_\_

Best time to call ☐ Daytime ☐ Evenings ☐ Weekends

Current Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Sex: ☐ Male ☐ Female ☐ Other: \_\_\_\_\_

Ethnicity: ☐ African American/Black ☐ Asian American ☐ Native American  
☐ Latino/Hispanic American ☐ Bi-Racial American \_\_\_\_\_  
☐ European American (Caucasian) ☐ Other: \_\_\_\_\_

If bi-racial, circle the group you identify with the most? \_\_\_\_\_

If not currently living at home, how often do you have contact with your family?

☐ Frequently                      ☐ Occasionally                      ☐ Rarely

If you have contact with family members:

Name	Address	Telephone Number	Relationship
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Do you have children? ☐ Yes ☐ No

If yes, what are the ages: \_\_\_\_\_

Are your children living with you? ☐ Yes ☐ No

Would you have adequate child care if you participated in this program? Please explain:

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**PLEASE DESCRIBE YOURSELF:**

Are you currently involved in any activities or programs in your community (e.g. school, church, agency etc)? If yes, please describe:

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Please tell us about school and your feelings towards school and learning:

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Do you have an IEP or 504 Plan in place? ☐ Yes ☐ No

Please describe accommodations or supports currently being provided:

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P.A.S.S. Applicant: \_\_\_\_\_ Confidential Information

Tell us about your interests and hobbies (what do you like to do in your spare time?):

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Do you smoke cigarettes or E-Cigarettes? ☐ Yes ☐ No

Do you have permission from your parent(s) or guardian to smoke cigarettes?  
☐ Yes ☐ No

***If yes, please be advised that you will not be allowed to smoke in the sleeping rooms or any rooms related to P.A.S.S. events.***

***You must agree to stay in the non-smoking room provided and adhere to the hotel's requirements where smoking is concerned.***

Do you have any physical limitations or medical conditions? ☐ Yes ☐ No  
Please explain:

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Do you have any food allergies or special food requirements? ☐ Yes ☐ No  
Please explain:

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Do you have any challenges/problems that your mentor needs to know about? If so, please explain:

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\* Adolescent Participant Application: continued on Next Page

What are your reasons for wanting or not wanting to be a participant in this program?  
(Please be specific)

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Is it important that your mentor be of a specific age range, or ethnic background? If yes, please specify (every attempt will be made to satisfy your wishes but there's no guarantee on your specific requests):

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Are you able and willing to travel? ☐ Yes ☐ No

If you are chosen as a participant, do you agree to actively participate? ☐ Yes ☐ No

Are you willing to share your experiences? ☐ Yes ☐ No

If on medication, do you take your medication independently? ☐ Yes ☐ No

***If chosen as a participant, you will be sharing a room (sleeping room with two double beds) with another participant of the same sex.***

Are you currently seeing someone who is helping you with any challenges you may have keeping friends, getting along with your family and other adults (for example, teachers, religious leader (Pastor, Iman, Rabbi, coaches, etc.)? ☐ Yes ☐ No

If yes, please describe in your own words the reason(s) for seeing this person:

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**List three (3) things you want to accomplish by being involved in this program:**

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_

How did you hear about this program? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of person who referred you \_\_\_\_\_

Phone Number \_\_\_\_\_

What can you share that would contribute to a successful relationship with your assigned mentors?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Participate in any Team Sports: \_\_\_\_\_

Are you working or Volunteering? \_\_\_\_\_

If accepted for the PASS Program, kindly notify your depending teams and jobs of the dates for accepting the PASS offering.

Applicant's signature: \_\_\_\_\_ Date \_\_\_\_\_

**P.A.S.S. PROGRAM APPLICATION  
(PREVENTION, ACCESS, SELF-EMPOWERMENT AND SUPPORT)**

**SCHOOL ADMINISTRATOR – SECTION 3**

Form - Must be completed by: School Administrator

\*Please print or type

**SCHOOL INFORMATION**

Applicant's name \_\_\_\_\_

School attending \_\_\_\_\_

Address \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

E-mail \_\_\_\_\_

Current Grade: \_\_\_\_\_

School Counselor \_\_\_\_\_

School Principal/Administrator \_\_\_\_\_

Assigned Staff Member/School contact person: \_\_\_\_\_

Is there an IEP or 504 Plan in place for the applicant? \_\_\_\_\_

Please describe accommodations or supports currently being provided:

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Please describe applicant's attendance and attitude towards school and learning:

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\* School Administrator Application Section: continued on Next Page

P.A.S.S. Applicant: \_\_\_\_\_ Confidential Information

Why do you think applicant should be selected to participate in this program? Please explain:

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Additional comments:

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Is there any additional information that might be helpful? If yes, please specify:

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**Would you like to learn more about the PASS program**

☐ **Yes**

☐ **No**

**NOTE FOR SCHOOL ADMINISTRATORS:**

Participating adolescents are given a Project assignment book in which they are expected to write in assigned school work that they would miss because of their absence from school. Workshops are usually held three times a year, Thursday through Sunday-Noon. One and one half to two hours per day of the workshop is allotted to homework. Mentors and program personnel monitor and help with homework during this time. It is helpful to us if the school assigns a member of their staff to assist us in this area. Please indicate the person to be contacted for school assignments:

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

*\* School Administrator Application Section: continued on Next Page*

**Below is a general schedule for P.A.S.S. 2018 Workshops:**

<b>P.A.S.S. PROGRAM - 2018 WORKSHOPS</b>			
Workshop	Workshop	Workshop	Workshop
<b>A</b>	<b>1</b>	<b>2</b>	<b>3</b>
Parent & Mentor	Adolescent	Adolescent	Adolescent
July 13 - 15	August 23 - 26	October 11 - 14	December 6 - 9

\*Location and additional information for the (4) P.A.S.S. Workshops will be provided under separate cover.

*\* All involved in the Participant's life are invited to the graduation*

On occasion, the adolescents may have the opportunity to speak at conferences related to P.A.S.S. Program. If the family or child is selected, we will ensure that you are notified with a letter with the date of the conference along with a brochure/invitation (if supplied) before the event.

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If there is any additional information needed for an excused absence, please notify Mr. Neville B. Morris at (585) 690-6260 work, or (607) 765-5656 cell, or via e-mail at: [Nmorris@ccsi.org](mailto:Nmorris@ccsi.org).

For additional program information, parents/adolescents perspectives and videos can be found at the CCSI.ORG website in Programs/PASS Program. Feel free to reach out to the program manager for additional questions.

P.A.S.S. Applicant: \_\_\_\_\_

Confidential information

**P.A.S.S. PROGRAM APPLICATION  
(PREVENTION, ACCESS, SELF-EMPOWERMENT AND SUPPORT)**

**MENTAL HEALTH PROFESSIONAL – SECTION 4**

Form - Must be completed by: Therapist, Counselor, Direct Care Service Individual

\*Please print or type

\* Note: Information provided does not preclude adolescent from participation in the PASS Program.

**P.A.S.S. Applicant Name** \_\_\_\_\_

**Primary Contact Person – MUST SEE APPLICANT REGULARLY**

Date \_\_\_\_\_

Staff Name \_\_\_\_\_

Title \_\_\_\_\_ Credential(s) \_\_\_\_\_

Agency Affiliation: \_\_\_\_\_

Address \_\_\_\_\_

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Phone (\_\_\_\_\_) \_\_\_\_\_ Best time to call ☐ AM ☐ PM

Primary Therapist Name (if different from above)

\_\_\_\_\_

Title \_\_\_\_\_ Credential(s) \_\_\_\_\_

Agency Affiliation: \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone (\_\_\_\_\_) \_\_\_\_\_ Best time to call ☐ AM ☐ PM

E-Mail Address: \_\_\_\_\_

\* Mental Health Professional Application Section: continued on Next Page

P.A.S.S. Applicant: \_\_\_\_\_

Confidential information

**LOCALITY INFORMATION**

Applicants County of Residence: \_\_\_\_\_

County Mental Health Director: \_\_\_\_\_

County where services are provided: \_\_\_\_\_

Address of County Mental Health Director:

\_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

E-mail Address \_\_\_\_\_

**PLEASE DESCRIBE THE APPLICANT:**

Social Functioning/Interpersonal skills:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Please describe applicant's strengths:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are you aware of any social activities the applicant is involved in? If yes, please describe:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



P.A.S.S. Applicant: \_\_\_\_\_

Confidential information

Are you aware of the applicant's interests and hobbies? If yes, please describe:

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Are you aware of any physical limitations or medical conditions that are a challenge to applicant?  
If yes, please describe:

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Does applicant exhibit any behaviors the mentors and staff need to understand?

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☐ Yes

☐ No

If yes, please describe:

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Does applicant currently take prescribed medication?

☐ Yes

☐ No

If yes, can applicant manage his /her own medication?

☐ Yes

☐ No

Note: medication must be handed to an adult and be in the proper bottle with proper dosage.

*\* Mental Health Professional Application Section: continued on Next Page*

Does applicant have a history of aggressive/assaultive behavior?

☐ Yes☐ No

If yes, please describe: How recently was behavior exhibited?

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Does applicant have a history of suicidal or self-destructive behavior?

☐ Yes☐ No

If yes, please explain: How recently was this behavior exhibited?

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Does applicant have a problem with substance use?

☐ Yes☐ No

If yes, please explain: How recently has the applicant used this substance?

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Is the applicant experiencing challenges with establishing and maintaining friendships,  
interpersonal interacting with peers, neighbors, parents/guardian, family members, teachers, etc.?

Establishing and maintaining friendships

☐ Yes☐ No

Interpersonal interacting with peers

☐ Yes☐ No

Interpersonal interacting with neighbors

☐ Yes☐ No

Interpersonal interacting with parents/guardians

☐ Yes☐ No

Interpersonal interacting with family members

☐ Yes☐ No

Interpersonal interacting with teachers

☐ Yes☐ No

a) To what extent has these behaviors impacted the child or the family?

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b) If known, please list his/her most recent diagnosis:

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Are you aware if applicant finds it challenging to focus for long periods of time; are there behavioral control issues, developmental delays, impaired decision-making abilities, lack of appropriate judgment or similar issues we should know about?    ☐ Yes    ☐ No

Please explain:

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Is applicant generally responsive to rules and direction?    ☐ Yes    ☐ No

Please explain:

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P.A.S.S. Applicant: \_\_\_\_\_

Confidential information

Do you know if applicant has a parent or immediate relative with a serious mental illness?

☐ Yes      ☐ No

Why do you believe this applicant should be selected to participate in this program?

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Additional comments: \_\_\_\_\_

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