

**Pilot Parents  
Referral Procedure**

1. New parents will call the GOARC office or a professional may call for them.
2. GOARC will obtain some basic information about the family and talk to them briefly about the pilot parent program.
3. For new parents who are interested in this service, GOARC will call one of the two pilot parent assignment people.
4. GOARC will provide the assignment person with some basic information which the assignment person will write on a new parent card.
5. The assignment person receiving the information will then call the other person working with them on assignments. Both of these people will have a file of pilot parents and notation of which parents already have assignments. They will decide on a parent to work with the new family and call that pilot parent.
6. The pilot parent will start filling out the new parent application form by jotting down on the form all the information they receive regarding the new parent
7. Call the new parents as soon as possible.
8. Refer to helpful hints.
9. There will be monthly meetings to discuss your experiences and determine any further educational meetings that are needed.
10. In case problems that you are unsure of how to handle and for which you would like immediate direction, contact:

Bob Perske, phone 556-1180

Shirley Dean, phone 558-1115