



Phone 972-238-8888 Fax 972-702-0760

www.hannahshouse.org

OFF SITE VISITATION ADDENDUM

- ___ 1. Hannah's House does not provide transportation to children or families. Hannah's House staff may ride in private vehicles, but not transport children in their vehicles. The visiting party will be required to pay the transportation for the worker and the children.
- ___ 2. The supervisor will contact the parties prior to the visit to make final arrangements with the clients for pick up and drop off of the child or children at a designated time and location. This location will be separate from the location where the supervisor will meet the visiting party to prevent the clients from interacting. As an example this could be meeting the transporting person at one entrance to a shopping mall, and meeting the visiting person at another nearby location in the mall. Exact arrangements are made on a case by case basis. Final arrangements for this part of the visit are up to the supervisor, and parents are expected to comply with the supervisor's instructions in regard to final arrangements.
- ___ 3. The party receiving supervised visitation must not have any contact with the children until the worker arrives. The transporting party will immediately depart after the exchange.
- ___ 4. All transportation must be coordinated in advance with notice to Hannah's House at least 48 weekday business day hours prior to the visit.
- ___ 5. Hannah's House will fax copies of the visitation reports to the attorneys if requested to do so. Any other information sent to the attorneys from the case file, or requests to produce the case file with a business records affidavit will be billed at the usual rate.

I HAVE READ AND RECEIVED A COPY OF THESE RULES AND HAVE A COPY FOR MYSELF. MY SIGNATURE BELOW INDICATES I UNDERSTAND AND AGREE TO FOLLOW THESE RULES. I UNDERSTAND THAT IF I DO NOT COMPLY WITH THESE RULES VISITATION OR EXCHANGE SERVICES MAY BE SUSPENDED OR TERMINATED AND A REPORT PROVIDED TO THE COURT.

Signature

Date