



Thank you for your partnership with Cape Assist and the IMPACT6 Program. IMPACT6 is offered as a part of the station house adjustment agreement for Cape May County youth ages 11-17. The program extends beyond underage alcohol use and accepts most non-violent, first-time offenders. Some examples of these offenses include shoplifting, vandalism, theft, fighting, and possession of marijuana. Cape Assist offers one class for middle school students and one for high school students each month to enable easy scheduling. **The program is facilitated virtually; however, the commitment, accountability, and participation requirements of the youth referred remain the same as if it were held in person.**

After receiving a referral, Cape Assist will allow seven days for the youth's guardian to contact the agency directly to schedule a class. Once the youth is scheduled for a class and completes it successfully, Cape Assist will return the updated referral form and certificate of completion to the referral source.

Please see the attached documents to help with the referral process.

1. Quick guide and steps for referring agencies
2. IMPACT6 Referral form for schools, law enforcement agencies and family court
3. Program overview
4. Scheduling Instructions (to be provided to guardians at the time of referral)

We look forward to continuing our work with you and serving the youth of Cape May County. If you have any questions, please do not hesitate to contact me.

Lisa Harczak

Prevention Educator/IMPACT6 Coordinator

3819 New Jersey Ave.

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www.capeassist.org

lisa@capeassist.org



Quick Guide for Referring Agencies

1. The referring agent will complete both pages of the IMPACT6 referral form and fax or email the form to Cape Assist.

ATTN: IMPACT6 Program

Fax: 609-522-4074

Email: impact@capeassist.org

2. The referring agent will provide parent or guardian of the youth a copy of the **scheduling instructions**. This letter will instruct them to contact Cape Assist within seven days to register the youth for the course.
3. Once contacted, Cape Assist will schedule the youth for class and notify the referring agent once the youth has completed the program. Cape Assist staff will complete the bottom portion of the referral form and return it to the referring source along with a certificate of completion.
4. Cape Assist will communicate with referring agents and notify them when/if any juvenile, parent, or guardian refuses to complete the program or if the youth does not show up to their scheduled class.



IMPACT6 REFERRAL FORM

Return completed form to Cape Assist- IMPACT6
Fax: (609) 522-4074 Email: impact@capeassist.org

Referral Source (circle one): SCHOOL POLICE DEPT. FAMILY COURT OTHER

First/Last Name of Juvenile: _____

Date of Referral: _____ County/Municipality: _____

Address: _____

Phone Numbers: Home: _____ Cell: _____

Email Address: _____

School: _____ Grade Level: _____

Age: _____ Date of Birth: _____ Gender: M F Other Prefer not to say

Ethnicity: Caucasian African American Latino/Hispanic Asian Native American
Hawaiian/Pacific Islander Two or More Other/Unknown Prefer not to say

Parent/Guardian Name: _____

Parent/Guardian Phone: _____ Email: _____

Referral Source Contact Information:

Name of Referral Agent: _____

Referral Source/Dept./School: _____

Phone Number: _____ Email Address: _____

Describe the actions of the juvenile that led to this referral:

Juvenile's Name: _____ Signature: _____

Parent/Guardian: _____ Signature: _____

Officer's Name: _____ Signature: _____

NOTICE OF COMPLETION

To be filled out by Cape Assist upon completion of the program. An agency representative will complete the section below and return to the referring agency along with a certificate of completion.

Class Date: _____

Please Check One: Successful Completion: _____ Unsuccessful Completion: _____

Comments: _____

Name of Cape Assist Designee: ___ Lisa Harczak _____

Signature: _____ Date: _____



IMPACT6 is a one-day class offered to all Cape May County middle and high school youth as a part of the station house agreement. Youth ages 11-17 can be referred to the program by local law enforcement and their schools. Referral reasons range from vandalism and fighting to cyberbullying and poor behavior at home or school. Youth also can be referred for underage alcohol and marijuana use. Cape Assist offers one class for middle school and one for high school students each month to enable easy scheduling. **The program is facilitated virtually; however, the commitment, accountability, and participation requirements of the youth referred remain the same as if it were held in person.**

The program uses the evidence-based curriculum *Botvin's Life Skills* and focuses on risk and consequence, decision-making, communication skills, conflict resolution, stress management, positive self-image, and peer choices. The dangers of underage drinking, tobacco use, and substance misuse are discussed. The program is used to educate and empower our middle school and high school students while providing a safe place to begin a healthy conversation.

Middle School: Open to Cape May County residents aged 11-14 years old

High School: Open to Cape May County residents aged 14-17 years old

Out of County: Open to out of county youth aged 11-17. This option has a program cost of \$100.

For more information, please contact Cape Assist at 609- 522-5960 or by emailing impact@capeassist.org



IMPACT6 Scheduling Instructions

Referring Police Department/School: _____

Name of youth: _____ Date: _____

The IMPACT6 program is a youth diversion program for first-time offenders offered as an alternative to entering the family court system. This program serves Cape May County middle school-aged youth, Cape May County high school-aged youth, and out-of-county middle/high school-aged youth.

If you are receiving this letter, you have been referred to this program and must contact the agency to register for a class. Please call 609-522-5960 within seven days of referral.

Cape Assist staff will work with you to schedule the appropriate course. Classes are held a minimum of once a month, **virtually**, and require active participation. After speaking with the IMPACT6 Coordinator, you will be provided the documentation necessary to register your child for class. The registration process includes a complete registration form and a parental consent form. These forms **MUST** be completed for the youth to attend the scheduled class.

If the youth referred lives outside of Cape May County, there is a \$100.00 fee for the program.

Once the youth is scheduled for a class, a confirmation email with the time, date, and virtual instructions will be sent to the email address provided. **After the youth has completed the program**, a notice of completion and certificate will be sent to the referring agency. It will be up to the youth and their parents to follow up with the referring police department to ensure all other requirements have been met.

**For more information, please contact Cape Assist at 609- 522-5960 or
by emailing impact@capeassist.org**