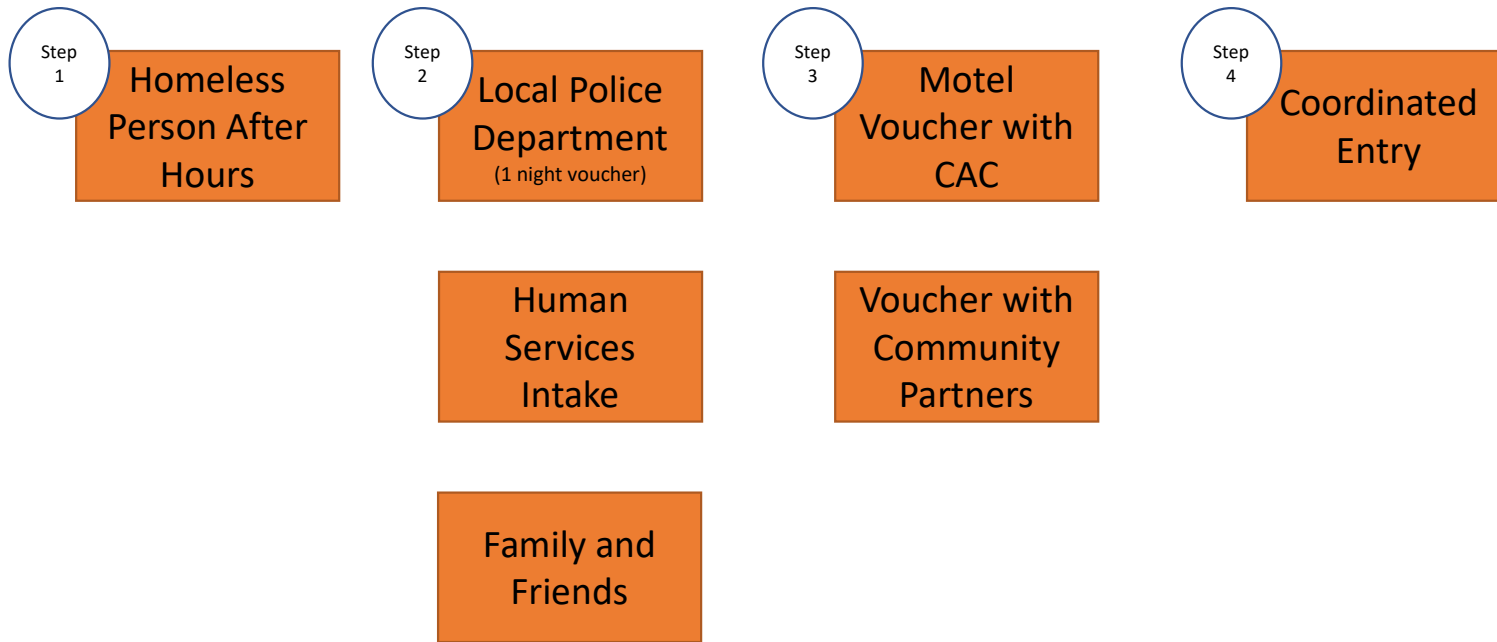


After Hours Plan  
Coordinated Entry Referral In Jefferson County



## After Hours Plan Coordinated Entry Referral In Jefferson County

Agencies within Jefferson County have typical business hours from 8:00am to 4:30 pm, CACSCW's intake line is open from 6:30 am to 5:00 pm, Monday thru Friday. During normal business hours CAC will ensure that assessments are completed with anyone who is currently experiencing homelessness and will then make a referral to any agency who currently has motel vouchers.

Jefferson County does not have a dedicated shelter, and therefore has partners within Jefferson County who can issue motel vouchers. If a household presents to a partner agency after hours in need of shelter, there are three main locations that the household may contact:

1. Local Police Department (who can issue one night motel vouchers) 2. Jefferson County Human Services Intake hotline 3. Family and Friends. Diversion from shelter is a very important piece and providers will work with households to reach out to family and friends to see if a safe location can be provided.

Partner agencies including police stations are given updated "Where to find guides" which is a complete list of current resources within Jefferson County. Partner Agencies will then instruct households to contact CAC intake line the next morning to start the process of Coordinated Entry.

CAC continues to make every effort to increase partner agencies to participate in the "No Wrong Door" approach and reviews the After-Hours Plan annually at the Jefferson County Coalition Meeting. Updates to this plan are made as needed.