**Intake Requirements**

**Custodial Parent**  
Picture ID  
$25 intake fee (Check or Money Order)  
Court Order  
Restraining Order  
Child’s Medical History

**Non-Custodial Parent**  
Picture ID  
$25 intake fee (Check or Money Order)  
Court Order  
Restraining Order  
Source of Income

**Intake consists of:**  
Intake Form, Assessment Form, Confidentiality of Client Records Form, Release of Information, Photo Permission, Gift Giving Policy, Fee Agreement Policy, Service Agreement and Code of Personal Conduct.

**Visitation Services** are held in our Early Education and Care Center located at 520 Dudley St. Roxbury, MA.

The visiting rooms are equipped with age-appropriate toys, games, and books. Families will also have access to our new play space outdoors. Finally, we have comfortable and attractive furnishings in order to provide a familiar and warm environment for children and their families.

Visitation Fees are based on a sliding scale and are paid upon each visit.  

**Personal Checks and Money Orders only.**

**Visitation Program Hours:**  
Thursdays 5:30pm-8:00pm  
Sundays 11:30am-5:30pm

To schedule an intake for Visitation Services, please contact Dacia Thompson at (617) 989-9484 or send an email to: dthompson@csrox.org.

Please, **NO WALK-INS.** The intake process is by appointment only. A fee of $25 for both Custodial & Non-Custodial Parents must be paid at intake. The intake process is available in English and Spanish. For more information on CSR’s Family Visitation Program, please contact:  
Dacia Thompson,  
Assistant Director, at 617-989-9484 or  
Maria Martin, Program Director at 617-989-9442

520 Dudley Street  
Roxbury, MA 02119  
Program No.: 617-989-9484  
Fax: 617-541-8178

Visit us at: [www.csrox.org](http://www.csrox.org)  
Send inquiries to: info@csrox.org
Children's Services of Roxbury's Family Visitation Program provides a safe, neutral, and professional location for supervised visits for families in the Greater Boston Area. The supervised visits between children and loved ones living outside of the home, traditionally Non-Custodial Parents, are conducted based upon the parameters designated by the referral source.

There are three types of visitation services offered by CSR's Visitation Program:

- On-site, Supervised visits
- On-site, Unsupervised visits
- Monitored pick-up and drop-off exchanges

CSR's Visitation Program provides each family with a professionally trained Case Aide in an effort to create a positive relationship between the families and CSR staff. All staff are trained in CPR and First Aid. A security guard is present during visiting hours in order to provide safety for all parties involved.

Supervised Visitation is contact overseen by a third party in which the primary focus is the protection and safety of the child and adult participants.

Since 1998, Children's Services of Roxbury has successfully provided Family Visitation services to hundreds of families.

Families can expect:
- Third party non-biased documentation
- Staggered arrival and departure times for Custodial and Non-Custodial Parents
- A focus on the child’s needs and reactions
- Information on community resources