Six Core Elements – Quick Guide for Local Health Departments

1. Transition Policy
   - Clear and simple language
   - Logical Framework with clear beginning and end
   - Purpose Statement
   - Goals
   - Intended Outcomes
   - Quality Improvement

2. Identify Transitioning Youth
   - Identify active CSHCS clients between the ages of 14 and 21
   - Conduct outreach to increase awareness of transition services
   - Monitor clients as they go through the transition process

3. Identify Needs of Youth and Family
   - Conduct “Readiness Assessments”
   - Identify needs, strengths, and preferences of youth and family
   - Understand support systems in place for youth as they enter adulthood

4. Create a Transition Plan with Youth and Family
   - Work with youth and family to determine actions to address needs
   - Plan should utilize the strengths of the youth
   - Actions must be in accordance with youth’s preferences

5. Transfer to Adult Providers
   - Ensure that transitioning youth and their families are aware of changes that occur at 18
   - Confirm that young adult will successfully transition to adult health care model

6. Evaluate and Review
   - Follow up with young adults and their families as they complete the transition process
   - Determine the successes and areas for improvement of existing transition efforts and procedures