



Obtaining a Driver's Permit and a Driver's License for Youth In Care (Under age 18)

Youth/Young Adult's Name:

Date of Meeting:

Substitute Caregiver's Name:

Case Name:

Persons Attending:

Case Number:

The purpose of this meeting is to discuss and develop a plan for youth in substitute care to obtain their driver's permit and a driver's license. For teens in care, it is part of their personal growth, accepting and taking responsibility for actions leading to independence. Access to education, employment, health care, and other community-based activities for older youth in care working toward independence is dependent upon access to transportation. *Note: there may also be times that a youth wants to obtain a driver's license prior to exiting foster care with no intent to actually drive a vehicle.*

• **Readiness**

The caseworker in conjunction with the other adults involved in the youth's life must agree that the youth is ready to pursue obtaining a driver's permit and then a driver's license.

Yes	No*	
		Is the youth at least 15 years of age (minimum age to obtain an instruction permit)?
		Is the youth enrolled & attending school, maintaining at least a "C" average, or is he/she actively working or receiving academic assistance to improve school performance?
		Has the youth's school attendance been regular without incidents of suspension, non-attendance, or expulsion during the last six months?
		Is the youth healthy and able to answer 'yes' to the medical questions on the application?
		Are there any documented medical or mental health recommendations that the youth not drive due to physical, mental, or emotional conditions that would significantly impair the youth's functioning and judgment when operating a motor vehicle?
		Is the youth free from any evidence of drug or alcohol use by the youth during the last year?
		Does the youth display age-appropriate behavior generally, questioning and testing with normal limits, most often using good judgment, and avoiding unsafe, violent, or criminal behavior (within the past year)?
		Does the youth have placement stability, has he or she been in the current placement at least six months or more, and no history of running away or other placement disruptions?

*If answered 'no' to any of the above questions, document the plan for addressing these issues:

Action	Responsible person(s)	Timeline

• **Required Documentation**

The DMV will need several documents prior to obtaining a learner’s permit. Check the ODOT webpage for further information. The team needs to agree on how these will be obtained.

Yes	No*	
		Verification of school enrollment, completion, or exemption (also verifies residency)
		Completed application signed by the parent or legal guardian (for all youth in Department custody, this is the District Manager or designee which is typically the Program Manager)
		Proof of legal presence in the U.S. Proof of full legal name. See the ODOT list of acceptable documents for proof. In most instances, this will be the youth’s birth certificate.
		Proof of Social Security Number
		A completed application

*If answered ‘no’ to any of the above questions, document the plan for addressing these issues:

Action	Responsible person(s)	Timeline

• **Driver’s Education & Practice Hours**

Yes	No	
		Does the youth have plans to take a Driver’s Education Course?
		If yes, who is responsible for keeping and submitting the appropriate documentation (the completed Driver’s Education Course Payments) to the ILP Desk for reimbursement?
		Does the youth have access to a vehicle for his or her practice hours?
		Who will supervise the youth’s practice driving hours? _____
		How will driving hours be logged? Who will keep these records?

Document the plan for addressing any issues:

Action	Responsible person(s)	Timeline

• **Contingency Plan (Planning for the Unexpected)**

The caseworker, youth, substitute caregiver and others need to plan for the unexpected, such as changes in placement, insurance coverage, school status, legal status of the child, obtaining and logging practice hours, and so forth.

Action	Responsible person(s)	Timeline

- The team recommends that the youth be allowed to pursue a driver’s permit/driver’s education.
- The team does not recommend the youth pursue a driver’s permit/driver’s education at this time.

If agreement cannot be reached on any of the necessary steps or resources, or the youth is not ready to pursue getting a driver’s permit/driver’s education at this time, outline the steps that will be necessary to move forward:

Action	Responsible person(s)	Timeline
Date Signed:		Caseworker:
Youth:		Supervisor:
Caregiver:		District Manager/Designee:
Parent/Guardian:		ILP Provider:
CASA/Attorney:		
Other Involved Adults/Community Partners:		

For a driver’s license in addition to the above:

- **Insurance Coverage**

Yes	No	
		Do all affected parties understand the various insurance options available?
		Is there required insurance coverage prior to the youth driving a vehicle?
		Is the substitute caregiver electing to add the youth to their personal auto insurance?
		Is the youth’s parent, legal guardian, or other responsible adult willing and able to provide adequate insurance coverage?
		Is the youth able to provide payment for his or her insurance premiums?

Document the plan for addressing any issues related to insurance:

Action	Responsible person(s)	Timeline

• **Contingency Plan (Planning for the Unexpected)**

The caseworker, youth, substitute caregiver and others need to plan for the unexpected, such as changes in placement, insurance coverage, school status, legal status of the child, obtaining and logging practice hours, and so forth.

Action	Responsible person(s)	Timeline

- The team recommends that the youth be allowed to pursue a driver’s license
- The team does not recommend the youth pursue a driver’s license at this time

If agreement cannot be reached on any of the necessary steps or resources, or the youth is not ready to pursue getting a driver’s license at this time, outline the steps that will be necessary to move forward:

Action	Responsible person(s)	Timeline
Date Signed:		Caseworker:
Youth:		Supervisor:
Caregiver:		District Manager/Designee:
Parent/Guardian:		ILP Provider:
CASA/Attorney:		
Other Involved Adults/Community Partners:		