



WELCOME TO THE JENNY MILLER SAFE CHILD PARENTING TIME (SCPT) PROGRAM – SPONSORED BY KIDS' VOICE

You have been **COURT ORDERED** to participate in the Kids' Voice Safe Child Parenting Time (SCPT) Program. Kids' Voice provides a safe and secure facility for supervised parenting time. This guide lists the steps **BOTH** the Custodial and Noncustodial Parents must take to begin participation in the Program.

1. The Kids' Voice SCPT Program Manager must be provided a copy of all Court Orders relevant to the case. Documents can be submitted by:
 - Email to scpt@kidsvoicein.org
 - Fax to 317-558-2945
 - Mail to Kids' Voice SCPT Manager, 127 E Michigan St – Ste 500, Indianapolis, IN 46204
2. **Both Parents** must individually acknowledge their intent to participate in the Program by contacting the SCPT Program Manager at 317-558-2870, ext 328. If there is no answer, please leave a voice message with your name and callback number.
3. **Fees** associated with the SCPT Program:
 - \$60 Intake fee – Each Parent is responsible for his/her own Intake fee. This fee is non-negotiable and non-refundable.
 - The standard rate for Supervised Parenting Time is \$60 per hour (Monday through Thursday) or \$75 per hour (Saturday) and is paid by the Noncustodial Parent unless the Court Order states otherwise.
 - A sliding fee schedule is available to Parents who qualify. Proof of income is required. This can be discussed further during the initial phone contact or Intake Appointment.
 - All fees must be paid in advance. Kids' Voice can accept cash or money order onsite as well as EBT or credit card payment online.
4. In your initial contact with the Program Manager, any questions you may have can be addressed and an Intake Appointment will be scheduled. Intake Appointments are conducted separately for the Custodial and Noncustodial Parent.
 - Each Parent is responsible for his/her own \$60 Intake fee.
 - For identification purposes, each Parent must present a valid driver's license, state issued identification card or passport.
 - All necessary paperwork will be reviewed and completed during this 45-minute appointment.
 - Questions will be answered and the SCPT area can be toured.
5. Scheduling Supervised Parenting Time Visits.
 - Parenting time is offered Monday through Thursday morning, afternoon and evening, as well as Saturday morning and afternoon.
 - At the Intake, your availability will be noted and Kids' Voice will attempt to coordinate a day and time that works for both Parents as well as the Kids' Voice calendar.
 - Most families can begin parenting time within two weeks of both Parents completing their Intakes; however, if we are unable to immediately accommodate your request, you may be placed on a waitlist.