

DEPARTMENT OF SOCIAL WELFARE & COMMUNITY DEVELOPMENT

Our ref: DSW&CD/KK/SS/001

Your ref: _____

Tel: _____



REPUBLIC OF GHANA

Asunafo South District Ass.
P. o. Box 2
kukuom – Ahafo

03/01/2022

LIST OF SOCIAL SERVICES DELIVERY BY THE DEPARTMENT OF SOCIAL WELFARE & COMMUNITY DEVELOPMENT

Assist and Facilitate Provision of Community Care Services Including:

- Registration of Persons with Disabilities
- Personal social welfare services
- Hospital welfare services
- Socio-economic and emotional stability in families
- *Integrated social services*

Support Families and Individuals in the Handling of:

- Non - Child Maintenance cases
- Child Abuse
- Custody
- Paternity
- Family Reconciliation
- Case Management

JUSTICE ADMINISTRATION

- Provide probation services to juveniles and families
- Write Social Enquiry Report
- Partake in Family tribunal sittings
- Conduct social investigation and home study reports to the courts and regional office
- Liaise with police, hospitals and prepare social investigation and/or home study

CHILD AND FAMILY WELFARE

General case work management including;

- Support to families and individuals in non-child maintenance cases, child abuse, custody, paternity and family reconciliation;
- Provide alternative care for children without parental care
- Supervise, monitor and facilitate the registration of Day Care Centers
- Prepare and submit social enquiry reports.

Specific Responsibilities Related to the Department

- Facilitate the implementation of the Livelihood Empowerment Against Poverty (LEAP) activities
- Assist in registering and renewing NHIS for indigents and other vulnerable groups
- Mediation in cases of children in Worst Forms of Child Labour
- Provide alternative care for children without parental care such as foster care and adoption
- Identify, register and keep update data on Persons with Disabilities
- Facilitate livelihood empowerment programmes for PWDs
- Family tracing and reintegration of discharged child offenders and discharged psychiatry/mental related patients
- Submit Social investigation and Home Study Reports in favour of Orphans and Vulnerable children (OVCs) to Regional Director of Social Welfare for placement on adoption or fostering

**FOR ANY OF THE LISTED SERVICES, KINDLY CONTACT
THE DEPARTMENT OF SOCIAL WELFARE AND
COMMUNITY DEVELOPMENT – KUKUOM
@ ROOM 7 OR ON OUR
HOTLINE**

0593730881

**FOR LEAP RELATED ISSUES CONTACT THIS
HOTLINE**

***Prepared & submitted by
Lovelace Eyram Kpogo
(HOD-SW&CD)***