

Coleman Professional  
Services:  
Visitation Center

# How Coleman Got Started

Coleman Professional Services is a nationally recognized, non-profit organization. Founded in 1978, we offer programs for individuals diagnosed with mental and physical disabilities to help improve their lives every day. Coleman Professional Services utilizes a social enterprise business model and has service locations in Allen, Auglaize, Hardin, Jefferson, Mahoning, Portage, Stark, Summit and Trumbull Counties. We provide services regardless of the person's ability to pay.

# Services At Coleman

1. 24/7 crisis services at our walk-in centers or via telephone
2. Behavioral health and addiction recovery services
3. Safe and affordable community housing for adults and youth transitioning to adulthood
4. Nationally recognized programs for those individuals seeking employment
5. Employment benefits for businesses
6. Adult Day Services for those who are suffering from dementia or who have developmental disabilities
7. Data entry, scanning and imaging services to businesses
8. Consultation Services for other nonprofits seeking our expertise

# Mission Statement

It is the mission of Coleman Professional Services to improve the lives of people it serves regardless of their ability to pay. Coleman delivers mental health, substance use, residential, and rehabilitation services. Coleman supports and empowers its employees through continuous improvement.

# Visitation Center

The goal of the program is to serve persons who have been declared incompetent. She noted incompetency doesn't have to last a lifetime. Coleman works to teach clients to be their own guardian.

The center is open Wednesdays and Fridays from 5 p.m. to 8 p.m. and Sundays from noon to 6 p.m.

# Job Description

Job title: Visitation Monitor

Provide assistance with safe exchanges and supervised visits for families.

- Assist in the safe exchange of children from custodial parent to non-custodial parent for scheduled/court ordered, overnight and weekend visits, and safe return exchanges
- Monitors visits between children and parents/family members ensuring a positive, safe environment; provides suggestions for a positive visit as appropriate; documents details of each visit per program procedure.

## Entrance to Kids Room

There is a chalkboard and a TV. The television is to make the room look like the living room at home. The chalkboard is painted on the wall.



## Kids Room

This room is for kids ages 3 and up. Also for bigger families. There are toys in here that were donated. The couch is to make the room feel more like a living room.





## Baby Room

There is no age limit when it comes to the visitation center. We have babies come in as young as 2 months old. The toys in here are meant for children between the ages of 6 months to 2 years.



## Waiting Room

As soon as you enter you will have to sign in at the front desk. After you sign in you make a right and the waiting area is right there. You will need to sit there and wait for the visitation coordinator or monitor to come get you.



## Front Desk

This is what you see as soon as you enter. After you enter you will make a left and go down that hall toward the visitation room.



## Conference Room

The conference room is mainly used when doing intakes. It gives more space than the office does. It can also be used for our families to eat at a table like a family.



## Back Entrance

For families who had a volatile relationship, there is a back entrance where you will never have to come in contact with the other parent.

