

APPLICATION FOR FOSTER/ADOPT HOME ASSESSMENT

PURPOSE:

To provide information about prospective foster and/or adoptive parents to the Children's Service Worker, so that the worker will have the needed factual information to begin exploring the family's individual characteristics and suitability.

NUMBER OF COPIES AND DISTRIBUTION:

One copy will be prepared by the foster/adoptive applicant for inclusion in the case record. The applicant(s) may receive a copy if they desire.

INSTRUCTIONS FOR USE:

This form is to be completed by any applicant for whom a Children's Service Worker is to conduct a foster or adoptive home assessment. Individual items on this form are self-explanatory, but the worker may want to discuss the purpose and use of this form with the applicant(s) prior to its completion as part of the explanation of the foster/adopt process.

As part of the foster parent licensure record, Form CS-42 is subject to disclosure to the general public. **Some information is protected by law and exempt from routine disclosure. This information shall not be released without a court order or without the written consent of the applicant(s).**

Information that is protected includes:

1. Social Security number
2. Juvenile records and arrest records.
3. Personally identifiable information regarding mental illness and other medical conditions and treatment. Included in this would be substance abuse, HIV and AIDS, and other information on personal health.
4. Personally identifiable information of all kinds is specifically exempt from disclosure when it is retained by the Division of Professional Registration on behalf of applicants or licensees of the agencies that are assigned to that Division.

FORM RETENTION:

The form is kept in the Forms Section of resource provider records. Record Retention and Expungement information can be found in the Child Welfare Manual, Section 5, Chapter 4.2.5 Foster/Relative Resources.

MEMORANDUM HISTORY: CS96-10; CS99-4, CD07-36, CD08-103, CD09-93, CD10-61