

## Relative Caregiver / Suitable Other Placement Fact Sheet and Home Study Checklist

Relatives and other important adults in a child's life play a key role in helping to meet the needs of children who are unable to live with their parents. The bond to family, relatives, and community is vital to the health and well-being of a child.

**Thank you for your willingness to be a Relative Caregiver or Suitable Other Placement resource for a child or children who need you!**

Those wishing to care for a child who cannot live at home due to abuse, neglect, abandonment, or parental inability must meet certain requirements, including:

- Pass background check
- Obtain fingerprinting
- Provide health information
- Provide financial information
- Take part in interviews
- Pass a home inspection
- Provide marital / partner history information
- Tdap and/or DTap for all household members (if taking placements of children under the age of two years)

These actions are all part of a home study. Home study application packets are reviewed at orientation classes. Orientation is **NOT required**, but available for additional information on the home study process. The class schedule is posted on Children's Administration's foster parenting training website at <http://www.dshs.wa.gov/ca/fosterparents/preservice.asp>. Click on the map for the classes in your area.

Department of Social and Health Services policy allows up to 120 days to complete a unified home study. To meet this timeline, we ask that you please send in the required information promptly.

We encourage all caregivers to become licensed. Your home study worker will review the licensing requirements with you if you are interested in being a licensed foster parent.

**If you have any questions about the home study process, please contact the Division of Licensed Resources at:**  
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### Unified Home Study Checklist for Unlicensed Applicant(s)

ACTION ITEM	<input checked="" type="checkbox"/> COMPLETED
1. Background check for anyone over 16 and fingerprints within 10 days of placement for those over 18 in the home.....	<input type="checkbox"/>
2. Medical reports .....	<input type="checkbox"/>
3. Financial paper work showing adequate family income apart from foster care funds .....	<input type="checkbox"/>
4. Marital history, including marriage certificates and/or divorce decrees.....	<input type="checkbox"/>
5. At least three in-person interviews .....	<input type="checkbox"/>
6. Contact with your children (minor and adult) .....	<input type="checkbox"/>
<b>If you do not have the following items, you will need to buy them if <u>required</u>.</b>	
<b>Please contact the DCFS social worker for financial assistance for these items.</b>	
7. Smoke detectors (required) .....	<input type="checkbox"/>
8. Fire extinguisher(s) (recommended) .....	<input type="checkbox"/>
9. Fire ladders for multi-story residences (recommended).....	<input type="checkbox"/>
10. Beds for children in care (required) .....	<input type="checkbox"/>
11. Locked storage for weapons (required).....	<input type="checkbox"/>
12. Fencing for risks such as wood stoves or swimming pools if needed.....	<input type="checkbox"/>

**Home Studies must be completed for the continued placement of all children**