

Home Study Checklist for: Copies and Forms

Family Name: _____

Date: _____

Copies Needed:

1. Paycheck stub(s)
2. Driver's License(s) for each member of the house 18 yrs. and older – *enlarged to ½ page*
3. Social Security Card(s) – *enlarged to ½ page*
4. Automobile insurance verification for all vehicles in the household
5. Automobile updated tag verification (can take picture of tag)
6. Current Marriage License – if applicable
7. All divorce decrees for each applicant, when applicable
8. Immunization record for each child in household who is not in DHS custody, when applicable
9. Vet vaccination record(s), when applicable
10. List of name, phone numbers, and addresses for references: must have a minimum of 6
 - a. 3 personal,
 - b. 1 supervisor,
 - c. School for each child in the home
 - d. *Above the minimum 6 references: Counselors you have seen
11. CDIB card (Certificate of Degree of Indian Blood) when applicable
12. Tribal membership card, when applicable
13. DD For 214, Certificate from Active Military Duty, for each applicant, when applicable
14. Verification of lawful residence when not born in the United States, when applicable

Initial Forms to Start Home Study: (fill out and return)

1. Resource Family Assessment Application (4 pages)
2. Background Check forms:
 - a. DHS Request for Background Checks
 - b. Motor Vehicle Report, on all household member 18 years of age or older
 - c. Fingerprint information – with cards for ink or digital fingerprints - *Sherriff's Office
3. Family Health History
4. Resource Family Financial Assessment
5. Child Needs Information List

Schedule and take forms:

1. Medical Examination Report – for each adult household member 18 years of age or older
 2. Medical Statement for each child in the household, not in DHS custody
- Create: