

CHILD'S INFORMATION CHECKLIST

The Journey Placement Notebook was developed to provide the foster/pre-adoptive parent with a mechanism to receive information about a child they care for. There may be times when the child's DHHR worker may not have all the information about a child at the time of placement; however, it is expected that it should be forthcoming as soon as the information is made available. The Child Information Checklist is not a comprehensive list as each child's circumstances are unique. The information provided may be contained in a report or document. The following is an example of what you should expect to receive from the child's DHHR worker.

- Child's SafeKids PIX photo ID and information on how to obtain the SafeKids PIX ID**
- Notice of Next MDT Meeting**
- Notice of Next Court Hearing**
- Copy of Placement Agreement (SS-FC-6A/FSC-0031)**
 - Child's Demographics
 - Date of Placement
 - Boarding Care Rate
 - Placement Clothing Allowance (if applicable)
 - Visitation Plan
 - Any Anticipated Problems
 - Placement Needs
 - Placement Goals
 - Agreement (this form must be signed)
- Medical Card or**
- Temporary Medical Card and Authorization Letter (SS-FC-40 and 40A)**
- Child Summary**
 - Child Demographics
 - Removal Conditions
 - Medical History
 - Development and Educational Information
 - Daily Routine and Personality
 - Sibling Information (if applicable)
 - Family History (maternal and paternal)
- Birth Parents Background Information (SS-FC-12)**
- Birth and Medical History of Child (SS-FC-12A) Immunization Record**
- Child, Youth and Family Case Plan**
 - Child's Identification Information
 - Parties to Civil Action
 - Reasons for Custody
 - Safety Plan/Visitation Plan
 - Placement Information
 - Child's Special Needs
 - Services Needed/Provided
 - Child's Medical History
 - Educational Information
 - Sibling Information (if applicable)
 - Child Support
 - Independent Living Plan (if applicable)
 - Treatment Plan
 - Permanency Plan
- Clothing/Personal Property Inventory**
- Child's Savings Account Information (if applicable)**
- Daniel Skill Plan and the Phillip Roy Modules of deficient areas identified in the Daniel Assessment and Lesson Record Book (if applicable)**
- Life Book**
- Community Resources**

- Placement/Departure Wardrobe and Personal Item Inventory**
- Child's Daily Schedule**
- Child's Daily Behavior Observation Chart**
- Medical/Dental Health Care Providers**
- Medical Equipment/Sales**
- Therapists: Health Care/Service Providers**
- Medication Record**
- Medication Side Effects Checklist**
- Schools Attended**
- Child Care Attended**
- Respite Providers**
- Appointment Log**
- Communication List**
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