

Ohio Department of Job and Family Services  
**APPLICATION FOR CHILD PLACEMENT**

AGENCY USE ONLY		
Agency	Assessor	Date Completed Application Received

<b>Applicant #1 Name (Please Print)</b>				Applying to	Email Address	
First	Middle	Last	Maiden	<input type="checkbox"/> Foster	Cell Phone #	
				<input type="checkbox"/> Adopt	Work Phone #	
<b>Applicant #2 Name (Please Print)</b>				Applying to	Email Address	
First	Middle	Last	Maiden	<input type="checkbox"/> Foster	Cell Phone #	
				<input type="checkbox"/> Adopt	Work Phone #	
Street Address			City	State	Zip Code	County
Home Phone #	Fax #	Emergency Contact Name			Emergency Contact Phone #	

HOUSEHOLD MEMBERS (Add another sheet if necessary)						
	Applicant #1	Applicant #2	Household Member	Household Member	Household Member	Household Member
<b>Name</b>						
Relationship to Applicant #1						
Date of Birth						
Race*						
Ethnic Background*						
School Grade Completed						
Area of Specialized Education			Directions to your home from the Agency			
Marital Status (if married, date of marriage)						
Employer or Source of Income						
How Long with this Employer						
Occupation						
Gross Annual Income						
Days/Hours of Work (in normal work week)						
Driver's License Number						

\* For statistical purposes only

**SLEEPING ARRANGEMENTS (Indicate where all household members sleep, and where foster/ adopted children will sleep)**  
**\*If you will obtain a crib at the time an infant is placed in the home, please indicate that below**

BEDROOM	FLOOR/LEVEL	OCCUPANT(S)	TYPE OF BED(S): Crib*, Twin, Full, Bunk, etc. (If bunk, indicate upper - U or lower - L)
1			
2			
3			
4			
5			
6			

Does any family member smoke?  Yes  No Is smoking allowed in the house?  Yes  No  
 Are there any pets in the home?  Yes  No If yes, list/describe:  
 Do pets meet local safety requirements (Vaccinations, licenses, vicious animal restrictions, etc.)?  Yes  No  
 Comments

Does applicant operate a business from the residence?  Yes  No Explain:  
 If yes, is business child care, adult day care or a rooming house?  Yes  No  
 Describe impact of home business on foster care/adoption plan:

**VEHICLES**  One car  Two or more cars  Truck/SUV  Van  Recreational Vehicle  Motorcycle  Other  
 Are vehicles in operable condition?  Yes  No If no, explain  
 Are there infant car seats?  Yes  No  Will Obtain Are there toddler car seats?  Yes  No  Will Obtain  
 Do you have proof of insurance for all vehicles?  Yes  No Name of Insurance Company?  
 Is the home on or within comfortable walking distance of public transportation system (bus, etc.)?  Yes  No  
 If yes, distance to nearest transit or bus stop  
 Describe transportation plan if family does not own an operating vehicle or live on or within walking distance of a bus stop

**MILITARY HISTORY (For any household member with military history)**

Name	Branch	Date Entered	Date Discharged	Type of Discharge
				<input type="checkbox"/> Honorable <input type="checkbox"/> Other
				<input type="checkbox"/> Honorable <input type="checkbox"/> Other

Explain if other than honorable discharge

**CRIMINAL HISTORY (Documentation verifying compliance must be received for all convictions)**

Does any household member, including juveniles 12 - 18 years of age, have a criminal history?  Yes  No If yes, explain below

Name	Offense	City and State	Convicted? Approx. Date of Conviction/ Adjudication	Sentence	On probation? Date of release from probation?
			<input type="checkbox"/> Yes <input type="checkbox"/> No Date?		<input type="checkbox"/> Yes <input type="checkbox"/> No Date?
			<input type="checkbox"/> Yes <input type="checkbox"/> No Date?		<input type="checkbox"/> Yes <input type="checkbox"/> No Date?
			<input type="checkbox"/> Yes <input type="checkbox"/> No Date?		<input type="checkbox"/> Yes <input type="checkbox"/> No Date?

**APPLICANT RESIDENTIAL, EMPLOYMENT, AND MARITAL HISTORY (Add extra sheets if necessary)**

Residential History	Applicant #1 List residences for the last 10 years	Applicant #2 List residences for the last 10 years
Date moved to current residence		
Previous address city and state		
Date moved to this city/state		
Previous address city and state		
Date moved to this city/state		
Previous address city and state		
Date moved to this city/state		
Employment History	Applicant #1 List employers for the last 10 years:	Applicant #2 List employers for the last 10 years:
Present employer		
Job title		
Length of time with present employer		
Previous employer		
Job title		
Dates of employment		
Previous employer		
Job title		
Dates of employment		
Marriage/Relationship History	Applicant #1	Applicant #2
Previous marriage/significant relationship to		
Date marriage or relationship began		
Date of separation		
Date of legal termination		
Previous marriage/significant relationship to		
Date marriage or relationship began		
Date of separation		
Date of legal termination		

**TYPE OF CHILD YOU WOULD CONSIDER (Check all that apply)**

**Age**

- |         |  |  |
|---------|--|--|
| 0 - 2   | <input type="checkbox"/> Will Consider | <input type="checkbox"/> Will Not Consider |
| 3 - 5   | <input type="checkbox"/> Will Consider | <input type="checkbox"/> Will Not Consider |
| 6 - 8   | <input type="checkbox"/> Will Consider | <input type="checkbox"/> Will Not Consider |
| 9 - 11  | <input type="checkbox"/> Will Consider | <input type="checkbox"/> Will Not Consider |
| 12 - 15 | <input type="checkbox"/> Will Consider | <input type="checkbox"/> Will Not Consider |
| 16 - 18 | <input type="checkbox"/> Will Consider | <input type="checkbox"/> Will Not Consider |

**Gender**

- |        |  |  |
|--------|--|--|
| Male   | <input type="checkbox"/> Will Consider | <input type="checkbox"/> Will Not Consider |
| Female | <input type="checkbox"/> Will Consider | <input type="checkbox"/> Will Not Consider |

**Number of Children**

- |                     |  |  |
|---------------------|--|--|
| One                 | <input type="checkbox"/> Will Consider | <input type="checkbox"/> Will Not Consider |
| Two                 | <input type="checkbox"/> Will Consider | <input type="checkbox"/> Will Not Consider |
| Three or more       | <input type="checkbox"/> Will Consider | <input type="checkbox"/> Will Not Consider |
| Teen Parent w/Child | <input type="checkbox"/> Will Consider | <input type="checkbox"/> Will Not Consider |

**Child Specific**

If you are applying to foster or adopt a specific child(ren), put his/her name(s) here

Is this child related to you by blood or marriage?  Yes  No

If applicable, specify relationship

**EXPERIENCE WITH CHILDREN**

Have you ever applied for or been certified as a foster caregiver in this state or any other state?  Yes  No

Have you ever applied for or been approved to adopt a child in this state or any other state?  Yes  No

If you answered yes to either of these questions, identify the agency involved, as well as their address or other contact information. Please include when you applied, when you were certified or approved, and discuss your experiences. If you applied or were certified or approved with more than one agency, please list all agencies and contact information here.

Has any household member ever applied for or been certified/approved for foster care or adoption in this state or any other state?  
 Yes  No If yes, please identify who in your home applied or was certified/approved, and what agency they were associated with.

Some people have had previous contact with a child welfare agency. Sometimes this is a positive experience, sometimes there are challenges. Please tell us about any contact any applicant or household member has had with a child welfare agency (Children Services, Child mental health facility, community child serving agencies, etc.). Please give the name of the agency, approximate dates of contact and what the contact involved. Include both positive and negative experiences.

Check here if you have no experience with child welfare agencies

Describe your experience with children other than your own. This may include employment and/or volunteer work. Please include contact information as well, so that they may be reached for information.

**REFERENCES**

The state requires two non-relative references from people who do not live with you. One additional reference must be from a relative. Some agencies require additional references. If the agency has filled in the blanks below, it has requirements that go beyond the state rule, and you will need to supply that number of references. If the spaces are empty, please supply the information for two non-relative references and one relative who do not live with you.

# of references required by the agency completing the homestudy

<b>Name</b>	<b>Relationship</b>	<b>Address</b>	<b>Phone #</b>	<b>Email Address</b>

**ADULT CHILD REFERENCES**

The state requires references from all adult children of the applicant(s) regardless of where they live or the amount of contact they have with the applicant. Please complete the following information for all adult children of all applicants.

<b>Name</b>	<b>Relationship</b>	<b>Address</b>	<b>Phone #</b>

## STATEMENT OF UNDERSTANDING

- I understand that this is an application only and that additional documents will be required. This will include medical statements, background checks, safety audit of the home, fire inspection, references, and other information requested by the agency. Failure of an applicant to provide required information or documentation in a timely manner will render this application incomplete and the agency's file on the application will be closed.
- I agree to complete orientation and preplacement training as required by the agency. Failure to attend required training will render this application incomplete and the agency's file on the application will be closed.
- I understand this application does not represent a final commitment by either party. Any placement of a child will be by mutual agreement.
- I certify that the information contained in this application is accurate and complete to the best of my knowledge.
- If there is any significant change affecting health, marital status, residence, family composition, employment, or criminal charges, I will notify the agency promptly, within 24 hours or the next working day.
- I give permission to the agency to contact my adult children for information applicable to the foster care and/or adoption assessment.
- I give permission to the agency to contact any personal references I provide to them for information applicable to the foster care and/or adoption assessment.
- I give permission to the agency to contact any other agency or association for information regarding any work with children or any care or supervision of children provided by myself or another household member.
- I give permission to the agency to contact any other agency for information and/or documentation regarding a previous application, certification, or approval for foster care or adoption.
- I give permission to the agency to access information in the statewide automated child welfare information system (SACWIS).
- I certify that I have been given access to or a copy of the rules and/or policies applicable to the program to which I am applying (Chapter 5101:2-5, Chapter 51012-7 and/or Chapter 5101:2-48 of the Administrative Code).
- Applications for a foster home certificate cannot be accepted for a residence that is licensed, regulated, operated under the direction of, or otherwise certified as a facility to care for unrelated persons, by the Ohio Department of Education, a local board of education, the Ohio Department of Mental Health and Addiction Services, a community alcohol, drug addiction and mental health services board, the Ohio Department of Developmental Disabilities, a county board of developmental disabilities, the Ohio Department of Health or a juvenile court.
- A person seeking to provide foster care or to adopt who knowingly makes a false statement that is included in the written report of a home study conducted pursuant to Section 3107.031 or Section 5103.03 of the Revised Code is guilty of the offense of falsification under Section 2921.13 of the Revised Code. A homestudy with a knowingly false statement shall not be filed with the court and if filed may be struck from the court's records. I understand that providing false information during the homestudy process will prevent the agency from considering my home for placement of a child and may be grounds for revocation of a foster home certificate and/or denial of adoption approval.

**STATEMENT OF ASSURANCES**

- Applicants shall not use corporal or degrading punishment.
- Applicants shall not use any illegal substances, abuse alcohol by consuming it in excess amounts, or abuse legal prescription and/or nonprescription drugs by consuming them in excess amounts or using them contrary to as indicated.
- Applicants and their guests shall not smoke in the foster home, in any vehicle used to transport the child, or in the presence of the child in foster care.
- Applicants shall adhere to the agency’s reasonable and prudent parent standard.
- Applicants shall agree to comply with their roles and responsibilities as discussed with the agency once a child is placed in their care.

Applicant Name <i>(please print)</i>	Signature	Date
Applicant #1		
Applicant #2		

Please tell us how you were referred to this agency.

**Note:** Completion of this form is required in order for the agency to carry out its obligations under Chapters 5101:2-5, 5101:2-7, and/or 5101:2-48 of the Administrative Code. Your application cannot be processed unless this form is completed in its entirety.