



STATE OF WASHINGTON  
DEPARTMENT OF CHILDREN, YOUTH, AND FAMILIES  
LICENSING DIVISION

Dear \_\_\_\_\_,

Thank you for your family home study application. I look forward to working with you.

**The boxes checked below show the documents needed to complete the home study process.**

- DCYF 10-354 Application for Family Home For Children in Out-of-Home Placements
- DCYF 09-653 Background Authorization for
- DCYF 15-276 Personal Information for
- DCYF 15-128 Verification of Indian Status for
- DCYF 13-001 Applicant Medical Report – Confidential for
- DCYF 09-979 Marital History
- DCYF 14-452 Financial Worksheet
- Copies of current driver licenses and insurance for all who transport foster children.
- Names and contact information of all of your children (minors and adults).

**Additional requirements if taking placement of a child under the age of two years:**

- Tdap verification for all household members ages seven (7) years and above
- DTaP verification for all household member ages 0 - 6 years
- Influenza immunizations for all household member ages six (6) months and above

**If you wish to be licensed for foster care, the documents checked below are also required:**

- DCYF 10-406 Employed Foster Parent Child Care Plan
- DCYF 10-290 Policy Agreements
- DCYF 16-204 Emergency Evacuation Plan
- Copy of well test, if on private water source
- TB test results for
- Training documentation
  - Current first aid and CPR training cards for all who will have sole care of foster children at any time. The CPR training must apply to the ages of the children who will be in your care.
  - Verification of HIV / Bloodborne Pathogens training for
  - Orientation
  - Pre-Service Caregiver COre Training

I will contact you to schedule a home visit. Submitting all the required documents in a timely fashion will help us complete the home study and/or licensing process efficiently.

Please call me with any questions.

Sincerely,

Licensors  
Phone:  
Email: