

NEPENTHEAN HOMES FOSTER FAMILY AGENCY THE SIX STEPS TO CERTIFICATION

STEP I: APPLICATION AND FINGERPRINT (LIVESCAN) SUBMISSION

1. Complete Application (NH 200) and return to Nepenthean Homes
2. Have fingerprints taken at a Livescan Location (800) 315-4507
3. Return signed Livescan receipt to Nepenthean Homes

STEP II: ORIENTATION AND TRAINING

1. Attend informational foster parent orientation (3hrs.)
2. Attend additional foster parent orientation trainings (6-9 hrs.)
3. Attend First Aid and Adult, Child and Infant CPR course (4-6 hrs.)
4. Attend Water Safety Class (required if you have a pool, live near a body of water, go to the water frequently, etc.)

STEP III: APPLICATION PACKET

1. Submit all required forms
2. Obtain health exam and have TB test
3. Submit photocopies of additional documentation
 - a. DMV printout and copy of current driver's license
 - b. Lease/rental agreement or property deed (homeowners)
 - c. Copy of Homeowners' insurance policy
 - d. Auto insurance policy
 - e. Rabies vaccinations for all domestic pets
4. Return of items mailed out by Nepenthean Homes
 - a. Personal References
 - b. Financial Information Release and Verification (LIC 400)

STEP IV: INTERVIEWS AND INSPECTIONS

1. Contact local fire department with request for Fire Clearance
 - a. Applies to homes desiring to accept non-ambulatory children
2. Social Worker visits home for home evaluation (physical plant)
 - a. Includes fire and safety inspection
3. Social Worker conducts home study in the home
 - a. Interviews with all family members

STEP V: MUTUAL SELECTION

1. DOJ, FBI and Child Abuse Index Clearances (CAIC) received
2. Review and sign Foster Family Agreement
3. Family makes a final decision to request certification with Nepenthean
4. Nepenthean Homes makes a final decision to certify the home
5. Signing of the Certificate of Approval

STEP VI: ALL STATE AND AGENCY REQUIREMENTS ARE MET

1. Certified Family Home file is given to the family to keep in home
2. Agency Social Worker is assigned