

CHECKLIST OF DOCUMENTS For HOME STUDY UPDATE
Revision and Update of A DOMESTIC Home Study

Beginning The Home Study Update

- Release of Information From Georgia DFCS (for applicants)
Consent to Release Georgia Criminal History (for applicants)
General HIPPA Release of Child Protective Services Information (for every adult 18+)
General HIPPA Release of GA Sex Offender Registry Information (for every adult 18+)
HIPPA releases are needed for all persons in the household 18 years of age and older including applicants.
Instructions for FBI Fingerprint Cards - Registration/submittal procedure (for every adult 18+)
Instructions for Obtaining Georgia Criminal Background Check. (for every adult 18+)
FBI & Ga.Registration/submittal procedure for all persons in the household 18 years including applicants.

Adoption Consultant Name _____ Phone _____

Working documents for your Adoption Consultant (Sign one copy and keep one copy)

- Document Retention Agreement-Personal Packet of Documents
Medical Report For Adoptive Applicant (one for each applicant).
Also include: 1. Drug Screen Report on ALL household members 18 years or order.
2. A letter from any specialist or mental health professional seen in the past 2 years.
Medical Report For Others In The Home 18yrs+ (one for each person)
Medical Report For Children In The Home Under 18yrs (one for each child)
Doctor's statement of general health, immunizations, etc.
Financial Statement For Adoptive Parenting Also attach a copy of most recent mortgage statement, mortgage contract, rental agreement or lease.
Adoptive Parent Child Safety Agreement
S.I.D.S. Awareness Agreement-Policy on Sleep Position

Additional Documents for Your Adoption Consultant- (Remember to keep a copy for yourself)

In addition to copies of these documents, originals may need to be examined by your Adoption Consultant

- 911 call history from law enforcement jurisdictions of all Georgia addresses where applicants and other family members have lived for the preceding 5 years.
Sanitation inspection for non-public water/sewer. Well water and septic tank can only be inspected by an official of the local Environmental Health Department. The inspection report should include the system capacity of the home in number of bedrooms or people. (Exemption from this inspection requires a current original bill from a public water/sewer provider)
The most current state and federal tax returns. Primary pages without attached schedules.
Employment and salary verification. Letter from employer stating employment dates and salary.
Rabies shot verification of all pets.