

Parent's Tool To Organize Information And History
 (Complete this form while reviewing the CPS redacted record –
 include detailed information on each child if a sibling group.)

Name of family completing case file review:

Date of Review:

Name/age/ethnicity of children:

Birth Mother: Whereabouts: On-going contact: Birth Father: Whereabouts: On-going contact:	
How/When came into care: Where did case originate:	
Allegations/Type of abuse: Description of events regarding abuse	
Siblings (not being included with adoption): Name, age, gender: Location: Visits: when, where, how often	
Extended family contact:	
Describe personality:	
Strengths:	
Interests/Hobbies: Extracurricular activities:	

Dailey routine:	
Relationship with current caregivers: (length of time in home)	
Describe significant issues/behaviors (frequency/intensity): Motivating reinforcements used by current caregiver: Need meeting and redirection methods used by current caregiver: Behavioral forecast:	
Describe PAST significant issues/behaviors:	
Placement history/number of homes:	
Child's level of care history:	
Psychological Evaluation Diagnoses: (date) IQ: Global Assessment of Functioning (GAF) score:	
Therapy:	
Medications:	

Educational information: Grade; ARD; special services	
Medical/Dental needs: Disabilities: Allergies:	
Development: Note any delays	
Church preference and history of attendance:	
Termination of Parental Rights: Mediated agreement:	
Adoption preparation/ understanding:	

Answer the questions below specifically and thoroughly, addressing for each child being considered for adoption:

- What matching features have you identified (i.e. why are you a good fit for this child)?
- What specific resources are in your area that can be used to help the child?
- What are the overall behavior challenges you noted from reading the record?
- What do you think is the underlying issue driving these behaviors (could it be an unmet need, sensory issues, over stimulating environment, or based in anger about harmful past)?
- What are the top 3 behavior challenges you expect from the child? Indicate how you plan to

respond to the child when each of these behaviors occur? How would you be able to implement redirection, time-in, and or reasonable consequences when warranted?

- What can you do to help prevent the behavior? What will you do at the first sign of dysregulation?
- Describe the greatest losses this child has experienced. In what ways can you identify and offer comfort?
- What adjustments to your routine do you expect (i.e. taking off work initially; leaving work if the school calls, etc.)?
- What activities will you use for building your relationship with the child?
- What and when do expect reciprocation and attachment from the child (i.e. when and how do you anticipate the child to be grateful, loving, and open with you)?
- What parts of the child's foster care routine can you try to use in your own home?
- What impact do you expect on the birth order if you are taking a sibling group?
- What will the impact be on children already in the home? Describe (if applicable).
- How do you plan to manage your relationship with children already in the home (maintaining some one-on-one time)? (if applicable)
- What can you do to assist with the child's transition into the new school?
- What can you do to assist with the child's transition into your church (if applicable)?

- How do you plan to have couple time and/or alone time once the child arrives? Be specific.
- Note any additional information or insights you believe to be important.

Also remember –

1. Develop a list of questions to ask the foster parent.
2. Develop a list of questions for CPS and CASA.
3. Note any additional questions.

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