

KINSHIP QUICK GUIDE



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DISCLAIMER: This resource guide was created to enhance public access to information related to kinship care. While every effort is made to ensure the accuracy of the information, we make no guarantees. The inclusion of an organization or service does not imply an endorsement of the organization or service, nor does exclusion imply disapproval.

Unless otherwise specified, the TTY number (for those with hearing impairments) for all phone numbers is 711.

Under no circumstances shall Fairfax County or its employees be liable for any direct, indirect, incidental, special, punitive, or consequential damages which may result in any way from your use of the information included in the Human Services Resource Guide.

INTRODUCTION

Kinship care families are everywhere. Millions of grandparents and other caregivers throughout the United States have stepped forward to raise children for family members or friends. According to the 2010 U.S. Census, 7,460 grandparents in Fairfax County are responsible for raising their grandchildren. Grandparents, great-grandparents, aunts, uncles, cousins, siblings, godparents and close friends have taken on the role of substitute parents to many children. Family members and close friends have raised the children of others for generations; however, the challenges facing families have changed significantly over time.

Kinship care is typically considered to be either *informal* or *formal*:

- **Informal kinship care** is when the family/kin decides that the child will live with relatives or friends. Most kinship care arrangements are informal. The caregiver may want to obtain legal custody of the child in order to have the maximum ability to make decisions about the health and welfare of the child.
- **Formal kinship care** involves parenting of children by family/kin or friend as a result of a determination by the court and the child welfare agency. The courts rule that the child must be separated from his or her parents because of abuse, neglect, dependency, abandonment or special medical circumstances. The child is then placed in the legal custody of the child welfare agency, and the kin provide the full time care, protection and nurturing of the child. The alternative to formal or informal kinship care is usually placement with a foster care provider.

As kinship care providers, you probably thought your days of raising children were over, or you were surprised by the need to raise a relative's children perhaps with your own. You are changing diapers and helping children with homework. Raising children is expensive and exhausting, but by raising these children yourselves, you are you are making a meaningful difference in their lives.

This resource guide is dedicated to all the kinship care providers in our community who make tremendous sacrifices for their families and the children they are raising, and who do so in a spirit of generosity and love.

LEGAL ASSISTANCE

What documents am I likely to need for the child I'm raising?

If possible, you should have immunization records, medical records and history, a birth certificate, current phone numbers and addresses of the parents, and a notarized statement, signed by the parents, giving authority to you to make decisions regarding the child, including authorization to seek medical care. (The notarized statement is not necessary if you have custody.)

Custody

Whether or not to pursue custody of a child can be a very complex decision. If you seek to obtain custody, you must file a petition in Juvenile and Domestic Relations District Court (typically, in the jurisdiction where the child resides, but there are exceptions). If you (the petitioner) are granted custody of the child, it does not mean that the parents' rights have been terminated. Custody orders can be changed through the appropriate court process.



Where can I file for custody or get more information?

- **Fairfax County Juvenile and Domestic Relations District Court**
4110 Chain Bridge Road, Suite 202, Fairfax, Virginia 22030
703-246-3040 | www.fairfaxcounty.gov/courts/jdr
- Consult your attorney or other commonly-used legal resources. (See “Commonly Used Resources” section, following.)

I cannot care for the child, but neither can his parents. What should I do?

Contact the local Department of Family Services (DFS) where the child lives. The local DFS is mandated to work with the family of a child-at-risk to develop a plan to ensure the child's safety. This includes exploring options with non-custodial parents and other relatives, foster care placement being the last resort.

- **Fairfax County Department of Family Services**
703-324-7500; TTY 703-222-9452 www.fairfaxcounty.gov/dfs
If you have concerns about abuse or neglect of a child, call the Child Protective Services Hotline at 703-324-7400; TTY 703-222-9452.

If I live in Falls Church city, where can I file for custody or get more information?

- **Falls Church Juvenile and Domestic Relations District Court**
Intake: 401 Great Falls Street, Falls Church, VA 22046, 703-248-5430; FAX 703-248-5437
Court of Clerk: 300 Park Ave, Falls Church, VA 22046; 703-248-5096
www.courts.state.va.us/

Commonly Used Resources:

- **Legal Services of Northern Virginia (LSNV)**
4080 Chain Bridge Road, 2nd floor, Fairfax, VA 22030
703-778-6800; FAX 703-778-4790 | www.lsnv.org | email: help@lsnv.org
LSNV is a nonprofit law firm offering free legal assistance to individuals who are elderly, low income, or who have mental or physical disabilities or HIV/AIDS.
- **Lawyer Referral and Information Service (LRIS)**
703-246-3780; FAX: 703-273-1274 | www.fairfaxbar.org | email: fa@fairfaxbar.org
LRIS is a non-profit public service of the Fairfax Bar Association. LRIS offers two services to the public: helping clients determine whether their problems are truly of a legal nature or whether other service agencies would be more appropriate, and providing clients with referrals to attorneys who have experience in the areas of law appropriate to their needs.
- **Legal Services Network (LSN) of the American Association of Retired Persons (AARP);**
1-866-330-0753 | www.aarplsn.com
LSN is a benefit for AARP members that provides easy access to more than 1,000 attorneys nationwide. This service reduces legal fees for AARP members and their spouses/partners.
- **Northern Virginia Pro Bono Law Center**
4110 Chain Bridge Road, Suite 216, Fairfax, VA 22030
703-246-2952 | <http://fairfaxlawfoundation.org> | email: abeckerman@fairfaxbar.org
The *pro bono* program was developed to provide legal services to the underserved with serious legal problems who cannot afford to pay for the services of an attorney. Please note, phone number is only for family law matters.

FINANCIAL ASSISTANCE

What types of financial assistance are available?

You may apply for public assistance programs online (www.fairfaxcounty.gov/dfs/apply/), by phone or in person.

- **Temporary Assistance to Needy Families (TANF)**
703-324-7500; TTY 703-222-9452 | www.fairfaxcounty.gov/dfs
This federal/state program provides temporary cash assistance to eligible families with minor children (under 18). Contact the Department of Family Services for eligibility requirements.
- **Supplemental Nutrition Assistance Program (SNAP) formerly known as Food Stamps**
703-324-7500; TTY 703-222-9452 | www.fairfaxcounty.gov/dfs
This program enables eligible families to have a more nutritious diet by supplementing their food budget.
- **General Relief (GR)**
703-324-7500; TTY 703-222-9452 | www.fairfaxcounty.gov/dfs
This program is designed to provide financial assistance for those who do not qualify for other programs (such as TANF or Social Security).

How do I get child support for my child(ren)?

Provides services to help establish a legal financial assistance order for children from a non-custodial parent.

- **Division of Child Support Enforcement (DCSE)**
Fairfax Executive Park, 3953 Pender Drive, Fairfax, VA 22030
1-800-468-8894 | www.dss.virginia.gov/family/dcse
- **Fairfax County Juvenile and Domestic Relations District Court**
4110 Chain Bridge Road, Suite 202, Fairfax, Virginia
703-246-3040 | www.fairfaxcounty.gov/courts

How do I access Social Security Survivor Benefits for children who qualify?

- **Social Security Administration (SSA)**
Contact SSA to secure financial payment for an eligible minor child whose deceased or retired parent has paid taxes into the Social Security system.
 - 11212 Waples Mill Rd Suite 1105, Fairfax, VA 22030
 - 6295 Edsall Road, Suite 190, Alexandria, VA 22312
 - 1-800-772-1213; TTY 1-800-325-0778
 - www.ssa.gov

HEALTHCARE ASSISTANCE

Is there healthcare assistance for the child(ren)?

Check with your healthcare insurance provider to see if you can add the child(ren) to your policy.

- **FAMIS Plus (formerly known as Medicaid)** 703-324-7500

This assistance program for children under the age of 19 helps pay for medical care. To be eligible for Family Access to Medical Insurance Security (FAMIS) Plus, the applicant must have limited income and resources, and must be in one of the groups of people covered by FAMIS Plus. Some groups covered by FAMIS Plus are: pregnant women, children, persons with disabilities, and people age 65 and older.

- **MCCP (Medical Care for Children Partnership)** 703-324-7315

This community partnership is dedicated to providing medical and dental services to children of Fairfax County who otherwise are ineligible to receive healthcare offered through FAMIS Plus or other private and public sources.

- **Partnership for Healthier Kids (PHK)** 703-698-2571

This school-based program helps families to identify medical resources for uninsured children.

- **Community Health Care Network (CHCN)**

Fairfax County's Health Department operates three **CHCN** centers. Medical care offered is similar to care in a family doctor's office. Referrals to medical specialists, and supplemental services and hospitals may be provided when necessary. These services are available to children and adults.

- **Bailey's Health Center** 703-237-3446
- **North County Health Center** 703-689-2180
- **South County Health Center** 703-704-5333

- **Fairfax County Health Department**

Any child who needs routine recommended childhood immunizations required for school entrance is eligible to receive free services at any of the five clinic sites listed below:

- **Heritage III Office**
703-534-8343
7611 Little River Turnpike
Annandale, VA
- **Mt. Vernon Office**
703-704-5203
8350 Richmond Highway
Suite 233
Alexandria VA 22309-2344

- **Springfield Office**
703-569-1031
Cary Building Suite A-100
8136 Old Keene Mill Rd
Springfield VA 22152-1850
- **Joseph Willard Center**
703-246-7100
3750 Old Lee Highway
Fairfax VA 22030-1806
- **Herndon-Reston Office**
703-481-4242
1850 Cameron Glen Drive Suite 100
Reston VA 20190-3313

TTY for all sites: 711

- **Women Infants and Children (WIC)**

This short-term intervention program is designed to help with nutrition and health needs of pregnant women and infants and children with eligible income. It provides nutrition and health counseling and support in supplementing nutrition and medical needs. Location and contact information is listed below:

- **Heritage III Office**
703-237-6078
7611 Little River Turnpike East Wing
Annandale, VA 22003
- **HealthWorks for Northern Virginia**
571-267-2548
4414 Elden Street
Herndon, VA 20170-3803
- **Mt. Vernon Office**
703-704-6196
8350 Richmond Highway
Suite 233
Alexandria, VA 22309-2344
- **Centreville Office**
703-830-6100
14260-L Centreville Square
Centreville, VA 20121-2364
- **Herndon Reston Office**
703-481-4099
1850 Cameron Glen Drive
Suite 100
Reston, VA 20190-3313
- **Fort Belvoir** (Serving the military community only)
703-781-6509
Army Community Services
9800 Belvoir Road, Building 200
Fort Belvoir, VA 22060

- **Dar Al Hijrah Islamic Center**
571-245-3048
3159 Row Street
Falls Church, VA 22044-2645
- **Joseph Willard Center**
703-246-7142
3750 Old Lee Highway
Fairfax, VA 22030-1806
- **Springfield Office**
703-569-1031
Cary Building Suite A-100
8136 Old Keene Mill Rd
Springfield, VA 22152-1850

TTY for all sites: 703-591-6435

- **Fairfax-Falls Church Community Services Board (CSB)**

The CSB provides services for people of all ages who have mental illness, substance use disorders, and/or intellectual disabilities, and for infants and toddlers with developmental delays. Most CSB services are primarily for people whose conditions seriously impact their daily functioning; however, anyone with a related concern may contact the CSB for help in finding appropriate treatment and resources.

- **Entry and Referral Services** **703-383-8500, TTY: 711**
- **CSB Emergency Services** **703-573-5679, TTY: 703-207-7737**
- **Fairfax Detoxification Center** **703-502-7000, TTY: 703-322-9080**

Where can I go to get the child(ren) immunizations/vaccinations/shots/physicals?

- **Consult with your current primary care doctor**
- **Fairfax County Health Departments** (See Healthcare Assistance section.)
- **Inova Pediatric Center**
703-205-2600 | www.vitals.com/group-practice/virginia/fairfax/annandale/inova-pediatric-center/
3299 Woodburn Road, Annandale, VA 22003-7319
This center provides primary pediatric services which include: general pediatric care, well-child care and school and sports physicals, available for children ages birth to 21. Care is provided by health care professionals employed by Inova Fairfax Hospital for Children/Inova Health System.
- **HealthWorks for Northern Virginia**
703-481-8160 | www.hwnova.org
HealthWorks of Northern Virginia is committed to providing comprehensive, quality health services for uninsured low-income patients.

- **Northern Virginia Health Services Coalition**

Northern Virginia Health Services Coalition is a group of clinics working together to provide health care services for low income people of Northern Virginia. For more information or to find phone numbers for individual clinics, visit www.novaclinics.org.

I have some concerns about the young child's development. Where can I find someone to complete an evaluation?

- **Infant & Toddler Connection of Fairfax-Falls Church**

703-246-7121 | www.fairfaxcounty.gov/csb/itc

The Infant & Toddler Connection of Fairfax-Falls Church assists families of infants and toddlers from birth to age three with developmental delays and/or disabilities in helping their children learn and develop through everyday activities and routines so that they can participate fully in family and community activities.

- **FCPS Early Childhood Identification and Services** (formerly known as Child Find)

571-423-4121 | www.fcps.edu/dss/sei/ecids

The Fairfax County Early Childhood Special Education Preschool Program serves children ages 2 (by September 30) to 5 who have been identified as having significant developmental delays in one or more of the following areas: speech, language, fine and/or gross motor, social/emotional, vision and hearing. Children who may be in need of special education or related services are referred for more information, developmental screenings, and possible referral for additional comprehensive evaluations to determine eligibility for services.

CARE FOR THE CAREGIVER

What support services are available for caregivers and why are they important?

Support Services

- **Fairfax County Kinship Support Groups** 703-324-5447; 703-204-4340 ;TTY 711
www.fairfaxcounty.gov/dfs/kinship www.fcps.edu/cco/fam/programs/kinship.shtml

Support groups can be an important resource to discuss and resolve family dilemmas with peers who are going through similar situations. You can learn more about other community resources, create a network connection, and have an opportunity to share your circumstances with people who really understand and will not be judgmental.

- **Fairfax County Department of Family Services**

Adult and Aging, Disability and Caregiver Resources Intake Line

703-324-7948; TTY 703-449-1186 | www.fairfaxcounty.gov/dfs/olderadultservices

Parenting Classes

Parenting classes are offered throughout the county by various organizations. For a listing of available parenting programs, check the following resources:

- **Fairfax County Department of Family Services Parenting Education Programs (PEP)**
703-324-7691; TTY 703-222-9452 | www.fairfaxcounty.gov/dfs/childreneyouth/parentingresource
- **Fairfax County Public Schools (FCPS) Parenting Classes**
703-204-4343; En Español 703-204-4304 | www.fcps.edu/cco/fam/resources/classes/index.shtml

Senior Centers

Senior centers offer classes, health and wellness programs, computer and Internet access, trips and tours, and opportunities to socialize with others and stay connected with your community. For a listing of senior centers, check the following resources:

- **Fairfax County Department of Neighborhood and Community Services:**
703-324-4600 | www.fairfaxcounty.gov/ncs

Recreation

Fairfax County Park Authority (FCPA)

703-324-8680 or the tours hotline at 703-324-TOURS (8687) | www.fairfaxcounty.gov/parks

FCPA offers classes, trips and tours that vary from season to season year-round. Enjoy, fitness rooms, pools during open swim times, basketball, racquetball, squash and wallyball courts, and group fitness classes. Register through Parktakes Online for classes, trips and tours, or see Recreation and Leisure section.

EDUCATION

How can I help prepare my young child for school?

- **Head Start and Early Head Start** **703-324-8290**
Serves children from birth up to the age of 5, and pregnant women, from families with low incomes. Head Start provides an educational program for children, and health and social services for children and their parents.
- Fairfax County Office for Children
Provides information on school readiness online at www.fairfaxcounty.gov/ofc

How do I register a child for school?

- **Call the Residency Specialist with Student Registration**
703-204-6744 | www.fcps.edu/dss/osp/StudentRegistration/residency.shtml

What documentation is needed to register a child for school?

- Original birth certificate.
- Proof of residency in Fairfax County.
- School records and/or original transcripts are required of secondary students and recommended for elementary students.
- Health Documentation:
 - Physical examination completed within the last 12 months prior to starting school
 - Immunizations – Official documentation including complete dates (month, date, year) of tetanus, pertussis, polio, measles, mumps, rubella, hepatitis and varicella.
 - Tuberculosis screening - Evidence of a negative tuberculin skin test (TST) and a negative symptom screen completed within 90 days or a normal chest x-ray administered within 90 days is required for all students who have resided in a foreign country during the last five years for a consecutive period of more than five months.

****If you do not have all of the required documents, contact Student Registration for advice.***

Where do I go to register a child for school?

- Dunn Loring Center for Parent Services
2334 Gallows Road, Dunn Loring, VA 22027 | 703-204-6740
- Lake Anne – Reston:
11484 Washington Plaza, West, Suite 310, Reston, VA 20190 | 703-668-0690
- South County Government Center
8350 Richmond Highway, Alexandria, VA 22309 | 703-704-6017

What should I do if I have academic, mental health or behavioral concerns about my child at school?

Call the front office at your child's school. All schools have counselors, special education services, social workers and psychologists who may be of assistance. Some schools have parent liaisons who may also provide help concerning your child.

- **School Office:** <http://commweb.fcps.edu/directory>

What should I do if I have questions about special education?

- **Contact Special Education Special Services of Fairfax County Public Schools**
571-423-4010 | www.fcps.edu/dss

What do I do if we are experiencing homelessness?

Contact the Fairfax County Public School's Homeless Office at 571-423-4332 or any of the Student Registration offices listed above. www.fcps.edu/dss/ips/homelessinfo/index.shtml

If I live in Falls Church city, whom do I contact for information about school registration, special education services, or concerns about a child's development?

- School registration: www.fccps.org/admissions
- Special Education services: Office of Special Education and Student Services
800 West Broad Street, Ste. 203, Falls Church, VA 22046
703-248-5630 | www.fccps.org/specialed/index.html
- Child development concerns: Mt. Daniel Child Find Office
2328 N. Oak Street, Falls Church VA 22046; 703-248-5660, ext. 3448
www.fccps.org/md/index.php?option=com_content&view=article&id=100:&Itemid=567#

CHILD CARE

How do I access Child Care Resources?

- **Child Care Assistance and Referral (CCAR)**

703-449-8484 | www.fairfaxcounty.gov/ofc/CCAR.htm

CCAR provides financial assistance for child care to Fairfax County families with low to moderate incomes who are working or are in education/training programs. CCAR offers information to Fairfax County residents about family child care providers and centers, tips for choosing quality child care, and assistance with identifying child care options.

- **School Age Child Care (SACC)**

703-449-8989 | www.fairfaxcounty.gov/ofc/Sacc.htm

SACC provides quality care for children in kindergarten through sixth grade before school, after school, and during school vacations. SACC centers are located in most Fairfax County public elementary schools, as well as in the Key and Kilmer Centers, which serve 5-21 year-olds who have multiple disabilities.

- **Child Care Central**

www.fairfaxcounty.gov/ofc

Child Care Central provides online resources for child care information in Fairfax County which includes access to a database of over 2,000 local child care programs, search capabilities that allow parents to find child care online, brochures and other printed materials, tips for parents and child care providers about quality child care and business forms and other resources for child care providers.

What is available for children to do after school?

- **See information about School Age Child Care.**
- **Community Centers** | 703-324-4600
These offer free after-school programs for school-age children. Enjoy computer and internet access, field trips, homework help, open gym, teen forums, and youth-led activities.
- **Teen Centers** | 703-324-4600
Offer after-school programs, mentoring, computer use, music, leisure, camps and sports programs which provide teens with the skills necessary to make good decisions, improve personal resiliency and to have fun.
- **Middle School After School Program**
571-423-1270 | www.fcps.edu/academics/beforeafter.shtml
These programs are offered at every public middle school in Fairfax County. The program provides students with a positive alternative to spending time on the streets or being home alone, an opportunity to develop skills, build character, and partake in challenging fun activities. Programs are free, there is no waiting list and volunteers are welcome.

RECREATION AND LEISURE

What types of programs, activities, and facilities are available for family members?

- **Fairfax County Park Authority**
703-324-8680 | www.fairfaxcounty.gov/parks
Fairfax County Park Authority offers nine recreation and fitness centers countywide for all family members and maintains numerous parks in the county. All RECenters have classes and camps for children and some have pre-school programs for the littlest customers. Enjoy fitness rooms, pools during open swim times, basketball, racquetball, squash and wallyball courts, and group fitness classes.
- **Fairfax County Department of Neighborhood and Community Services**
703-324-4600 | www.fairfaxcounty.gov/ncs
 - **Community Centers**
These centers offer something for every member of the family, including after-school, mentoring, computer, RecQuest, and sports programs.

- **Teen Centers**

These offer after-school programs, mentoring, computer use, music, leisure, camps and sports programs which provide teens with the skills necessary to make good decisions, improve personal resiliency and to have fun.

- **Therapeutic Recreation Services** | 703-324-5532

TRS provides support, advocacy, and opportunities for children and adults with disabilities so they may acquire the skills that enable them to participate in the recreation and leisure programs of their choice.

- **Fairfax County Virginia Cooperative Extension 4-H Youth Development**

12011 Government Center Pkwy, Suite 1050 Fairfax, VA 22035

703-324-5369 | <http://offices.ext.vt.edu/fairfax/programs/4h>

The Fairfax County 4-H program offers many exciting activities for youth ages 5 - 19. Youth can join one of the 19 clubs; join a 4-H camp; participate in a workshop or contest; exhibit at the 4-H Fair; and enjoy programs offered through the local schools.

- **Boys and Girls Club of Greater Washington - Fairfax County Region**

703-304-8631; Fax: 703-820-4230 | <http://www.bgcgw.org/fairfax>

The Boys and Girls Club is a positive place for kids to learn, make friends and grow. The club offers after-school and summer programs that develop a sense of competence, belonging, usefulness and influence among young people.

- **Northern Virginia Regional Park Authority Headquarters**

703-352-5900, FAX: 703-273-0905 | www.nvrpa.org

From a wave pool to nature trails, from golfing to boating, there's a Northern Virginia Regional Park that is just right for you. Come for the day, a weekend or a week.

Additional Recreation and Leisure Resources:

- **Fairfax County Public Library**

703-324-3100 | www.fairfaxcounty.gov/library

- **Fairfax County Sports Organization Directory**

www.fairfaxcounty.gov/ncs/athletics/sportsdirectory.htm

- **Girl Scout Council of the Nation's Capital**

571-642-0253, Fax: 571-642-0294 | www.gscnc.org

- **Boy Scouts of America National Capital Area Council**

202-285-9911 | www.beascout.org



FALLS CHURCH CITY SERVICES

Housing and Human Services

300 Park Avenue, Suite G04, Falls Church, VA 22046

703-248-5005; TTY 711; FAX 703-248-5149 | www.fallschurchva.gov

Services include counseling for short-term case management, Information and Referral, services for low income seniors and individuals with disabilities, emergency assistance, referrals for dental care, homeownership assistance, housing search assistance, landlord and tenant complaints, and fair housing investigation.

EMERGENCY ASSISTANCE

Whom do I contact for emergency assistance?

Coordinated Services Planning (CSP)

703-222-0880

Social workers assess individual situations over the telephone and make referrals to needed services and resources such as housing, food, clothing, transportation, healthcare services, legal assistance and recreational activities. Various languages are available on staff as well as translation services to communicate with the social worker.

ADDITIONAL WEB INFORMATION

Where do I go online for additional information?

Fairfax County Department of Family Services

www.fairfaxcounty.gov/dfs/kinship

Fairfax County Public Schools

www.fcps.edu/cco/fam/programs/kinship.shtml

Humans Services Resource Guide (HSRG)

www.fairfaxcounty.gov/hsrcg

ADDITIONAL CONTACT INFORMATION

What are the telephone numbers if I need additional services?

Juvenile & Domestic Relations Court	703-246-2495
Fairfax County Area Mobile Crisis Unit	703-573-5679; TTY: 703-207-7737
Mental Health Emergency and Crisis Services (24 Hours)	703-573-5679; TTY: 703-207-7737
CrisisLink Hotline	703-527-4077; TTY: 703-752-5254
Domestic Violence and Sexual Assault Hotline	703-360-7273; TTY: 703-799-8253
Alcohol and Drug Services	703-359-7040; TTY: 703-538-5292
Child Protective Services/Fairfax County Hotline	703-324-7400; TTY: 703-222-9452
Adult Protective Services	703-324-7450
Poison Control	1-800-222-1212
Police	Emergency: 911 Non-Emergency: 703-691-2131
Falls Church City Urgent Assistance	703-248-5055
Fairfax County Homeless Services	
Referral required from Coordinated Services Planning	703-222-0880
Embry Rucker Shelter	703-437-1975
Katherine K. Hanley Family Shelter	571-522-6800
Next Steps Family Shelter	703-799-2293
Patrick Henry Family Shelter	703-536-2155

Compiled by the Fairfax County Kinship Care Committee

Fairfax-Falls Church Community Services Board	FACES of Virginia Families
Fairfax County Department of Family Services	Fairfax County Public Schools
George Mason University School of Social Work	Northern Virginia Family Service
Fairfax County Juvenile and Domestic Relations District Court	
Fairfax County Department of Neighborhood and Community Services	



A Fairfax County, Virginia publication. Fairfax County is committed to nondiscrimination on the basis of disability in all county programs, services and activities. Reasonable accommodations will be provided upon request. For information, call 703-324-7723; TTY 711. To request this information in an alternate format, call 703-324-5870; TTY 711.

For information on how to reach any of these locations using public transportation, visit www.fairfaxconnector.com 703-339-7200; TTY 711 or www.wmata.com 202-637-7000; TTY 202-638-3780.

FAMILY INFORMATION SHEET

Caregivers can use this form to help gather necessary information about the child(ren) in their care. It will be important to try and gather as much information possible to assist you in providing the best care for the child.

ABOUT YOU

Your name:

Your relationship to child:

ABOUT THE CHILD

Child's name:

Date of birth:

Social Security Number:

Who has legal custody of this child:

Last school attended:

Address:

Phone:

Doctor's name:

Address:

Phone:

Dentist's name:

Address:

Phone:

Known allergies/Medical condition(s):

Do you have: Birth Certificate Immunization/Shot Records

ABOUT THE PARENTS

Birth Mother:

Date of birth:

Social Security #:

Current or last known address:

Home phone:

Cell phone:

Emergency phone:

*Insurance Provider/Policy #:

Birth Father:

Date of birth:

Social Security #:

Current or last known address:

Home phone:

Cell phone:

Emergency phone:

*Insurance Provider/Policy #:

*Make copies of insurance cards for future use