

**Client Checklist: Home Study Process Paperwork**  
All forms are found at [www.cradle.org/homestudy](http://www.cradle.org/homestudy)



**Submit these documents to your counselor after attending**  
**Parenting Through Adoption: 101 & Parenting Through Adoption: Identity**

- Application for Adoption of a Child, with \$500 Home Study Phase I Fee
- Balance Sheet
- Cross-Cultural Questionnaire-1
- Autobiography with Family Tree (*for each applicant*)
- Criminal Conviction/Arrest History Statement (*for each applicant*)
- Adoption 101 Homework (*for each applicant*)
- Identity Homework (*for each applicant*)

❖ **For all Domestic and International adoptions, submit the following forms and documents to your counselor to complete the formal Home Study process:**

- Statement of Insurance and Guardianship
- Release of Information
- Family Home Information
- Cross-Cultural Questionnaire-2 (*if applicable*)
- Medical Evaluation of an Adult (CFS 604) (*for each adult in home*)
- Certificate of Child Health Form (CFS 600), (*if applicable, for each child in home*)
- Prohibition of Corporal Punishment
- Fire Evacuation Plan
- Firearms Agreement (*if applicable*)
- Safety Plan for Pools, Hot Tubs, etc (*if applicable*)
- Adoptive Family Preferences (*domestic only*)
- Mentor Family Request (*optional*)
- Motor Vehicle Insurance Certification
- Stamped Copy of the Fingerprint Applicant Form after fingerprinting has been completed
- Out of State Clearances (*if applicable*)
- Photocopy of a state issued ID and birth, marriage, and divorce certificates (*as applicable*)
- Photocopy of federal tax forms for last three years (*Federal Form 1040 only*)
- Training Certificates (*ALP classes*)
- Infant/Child CPR Certification card(s) (*one per applicant*)
- Copy of well water compliance with Health Department (*if applicable*)
- Copy of current pet inoculation(s) (*if applicable*)
- Current pay stub(s) or letter from employer(s) with current annualized salary
- Documentation from medical insurance carrier stating how coverage is initiated for an adopted child.
- Letter(s) from health professional(s) (*if requested*)
- Documentation of police reports/court dispositions (*if requested*)
- Visa(s) (*if applicable*)

❖ **For International Adoption ONLY, submit these additional documents to your counselor:**

- Child Medical Condition/Risk Assessment
- International Guardianship Form
- Preparation for the Adoption of an Older Child
- Certification of Preparation and Education for Older Child Adoption
- Service Providers Worksheet
- Family Reference Worksheet
- Family Support Plans

❖ **For Domestic Adoption ONLY the following items will be needed once your home study is approved:**

- Website profile (*per Instructions*)
- Profiles, including Adoptive Family Info (*5 copies*)