



Monroe Harding

Healing happens here.

History of Monroe Harding

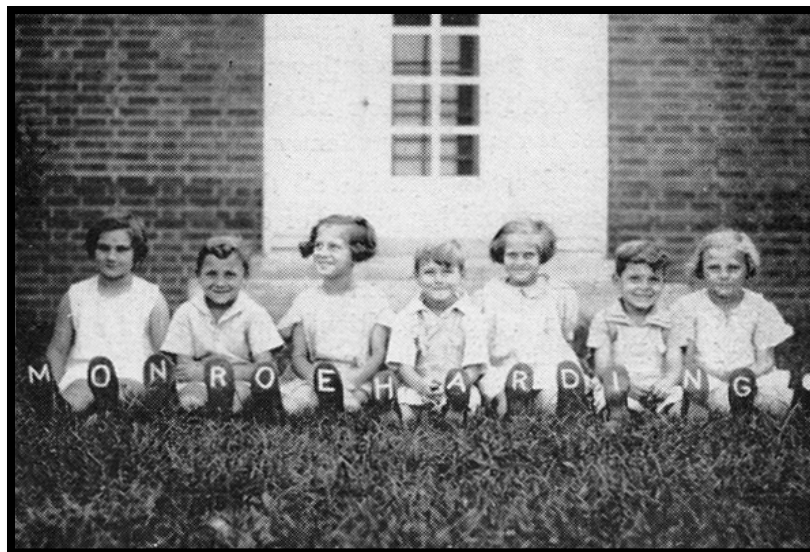
Monroe Harding was founded as a Presbyterian Orphanage in 1893 by Mrs. Fannie Harding, in memory of her husband, Dr. James Monroe Harding.

The purpose of Monroe Harding was to provide a home for children who did not have parents— or whose parents were unable to provide for them. Since our founding, Monroe Harding has helped almost 15,000 children. As programs for youth changed, Monroe Harding developed programs to reflect and serve the surrounding community.

Today the youth who are recipients of Fannie Harding's legacy either are, or have been in state's custody. We provide the basics: food, clothing and shelter. But young people, especially those in state custody or foster care, need more than that. Therefore, Monroe Harding serves every need.

We provide foster homes, group living, mentoring, relationship-building skills, safety and structure, encouragement, spiritual formation, life skills training, education, job placement, and more. This gives every young person the opportunity to live a whole, happy, and independent life.

Just as in Fannie Harding's day, Monroe Harding still strives to give every child the opportunity to live a whole, happy and independent life. Monroe Harding makes the dreams of young people become their realities. Healing happens here.





Monroe Harding

Healing happens here.

Programs We Offer

Monroe Harding provides a continuum of services for children and youth in state's custody. Our four integrated services include:

Therapy & Healing

While each service offers unique features for the population they serve, all include education, vocational skills, relationship building, spiritual formation, health & wellness, and – most importantly – the guidance and support of a caring adult. We have a team of dedicated professionals whose aim is to give the children and youth we serve the chance for a better life.

Foster Care (males and females aged Birth – 18)

Through our therapeutic foster care program, we find families ready to open their homes for these vulnerable children from birth to age 18. We then help our children find permanent homes through reunification, kinship care or adoption. Inside these homes, our youth find hope for their future. By living in and observing a well-balanced and loving household, they learn the life skills that they need to be successful for the rest of their lives. Our foster care children get a new home and they have the opportunity to be happy, healthy, independent members of society. Put a child in a safe, stable and supportive environment, and the chance of success grows exponentially.

Residential Programs (males and females aged 18 – 23)

Independent Living- As youth age out of foster care at 18, they still need support toward adulthood. Our Independent Living Program provides an inexpensive but safe place for youth aging out of foster care to live as they transition into adulthood. These apartments in the community provide youth just enough support that they can work, go to school, and continue to work on life skills with the guidance of skilled and caring professionals. Through continued education, vocational training, life skills lessons and the support and guidance of caring adults, they can make a smooth and successful transition into life on their own.

Education & Workforce Development (males and females aged 16-26)

Youth Connections is a resource center for young men and women, ages 16-26, who are currently in or have aged out of foster care or state custody. Here, young people receive assistance with employment, housing, High School Equivalency/GED classes, tutoring, post-secondary education planning, sexual health education, and financial education classes. In addition to our core classes, Youth Connections is located downtown Nashville where youth can hang out, shoot pool, make a snack, or use the computer lab to research jobs, check email, Facebook, etc. All program participants have access to laundry facilities and showers and can also pick up personal hygiene and small household items from the free thrift store.

What is the role of a foster family?

A foster family provides a safe, supportive, loving home to child(ren) up to 18 years of age who have been placed in state custody due to neglect or abuse.



A foster family serves as a safe harbor for children while their family receives support services, such as counseling, parenting classes and therapy.

Who can be a foster parent?

25+

A foster parent needs to be at least 25 years of age.



They can be single or married.



They should rent or own their home, with enough room for an additional child.



A foster parent must have a steady income, a vehicle in working condition, and be able to pass a background check.



A foster parent must be tolerant of differences of racial, ethnic, religious and educational backgrounds.

What Trauma Informed Care looks like at Monroe Harding

Monroe Harding is a private agency whose foster homes are considered therapeutic foster homes. We partner with the state's Department of Children's Services (DCS) to provide a safe environment where a youth's emotional and physical needs are met.

As a trauma informed healing community, we provide wraparound support with individualized case management focusing on the needs of the foster youth in your home. We understand that a youth's brain has been affected by their past trauma(s) and can be changed in a positive way by providing healthy experiences, like those that would occur in a loving, functional foster family.



Monroe Harding Support

We provide 24/7 support for our foster families with trained staff who will be able to assist with everyday life as well as emergencies and crises.

Monroe Harding has ongoing training to help families feel confident in parenting the youth that we serve. We respect foster parents and the roles that they play, and we believe in working as a team.

The placement support team takes into account the families strengths when calling for a placement. We try and provide the best fit possible to ensure the success of the foster youth and the foster family. Many conversations are had during the home study about what fostering looks like for the family based on the ages and needs of youth they are able to serve in the home.

Respite is available whenever a foster family needs a break and on the rare occasion whenever it is not possible for a foster youth to travel along with the family.

Monroe Harding loves to celebrate and we have several events for foster families throughout the year.

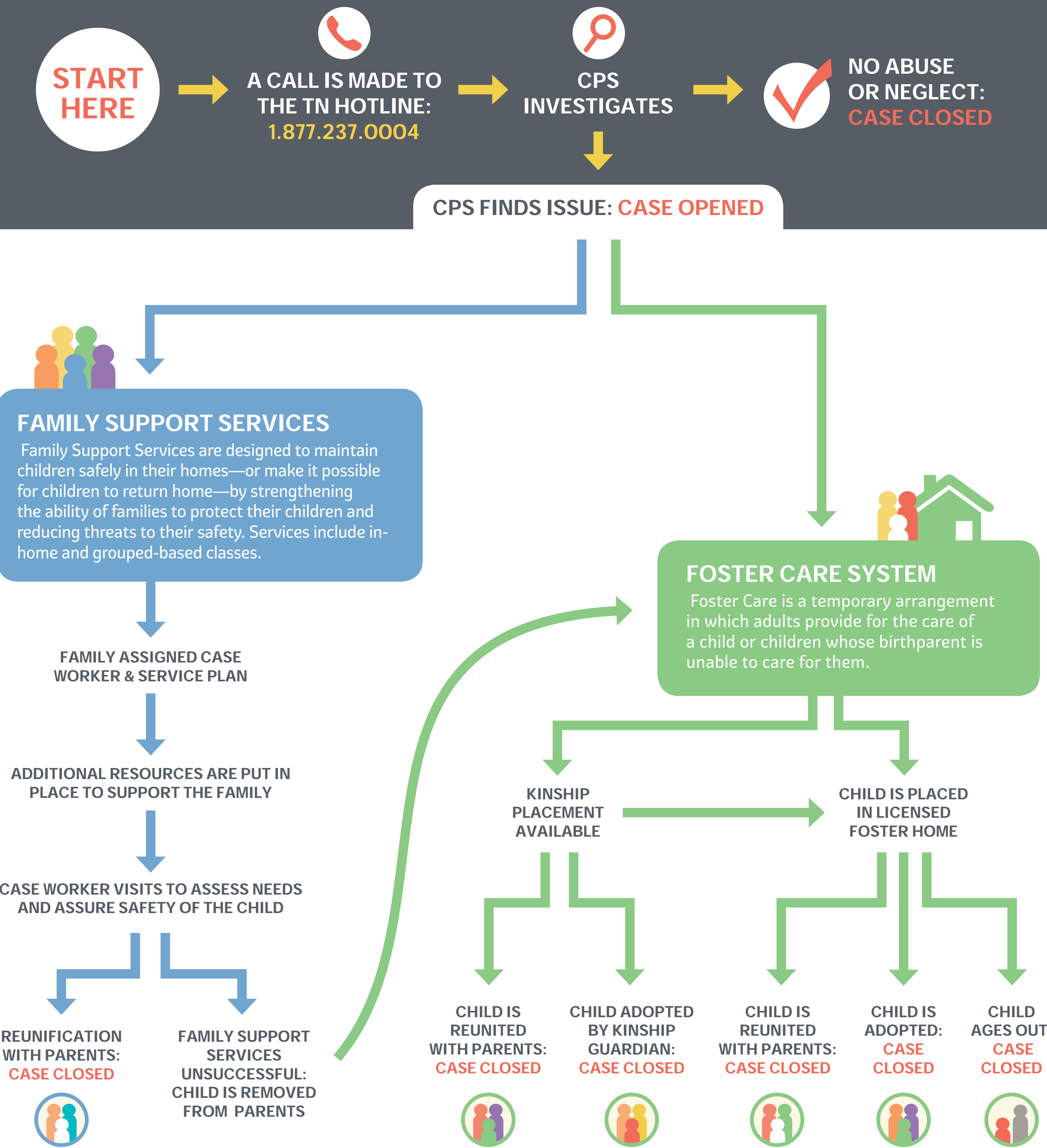
How long do children stay in foster care?

Some children live with foster families for a few days, others a few years.

The average length of stay is **12-18** months.



HOW DO CHILDREN ENTER THE FOSTER CARE SYSTEM?



How do Children Enter the Foster Care System?

A call is made to the US Hotline

CPS Investigates

- Option 1: No Abuse/Neglect: Case Closed
- Option 2: CPS Finds Issue: Case Opened

After a Case is opened there are two routes:

1. Family Support Services
2. Foster Care System

Family Support Services

- Family Support Services are designed to maintain children safely in their homes—or make it possible for children to return home—by strengthening the ability of families to protect their children and reducing threats to their safety. Services include in-home and group-based classes.
- If a parent does not complete the services or the child's safety is at risk they will first try and locate a kinship home. Kinship is the first choice after being removed from the parents' home.

Foster Care System

- Foster care is a temporary arrangement in which adults provide for the care of a child or children whose birthparent is unable to care for them.

Kinship Placement Available

Kinship Placement- refers to the care of children in state's custody by relatives or close family friends. Relatives are the preferred resource since it maintains the children's connections with their families. If a birth family is unsuccessful in working through the service plan the child are adopted by the kinship home or then placed in a licensed foster home.

Child is Placed in a Licensed Foster Home

A licensed foster home- refers to the care of children in state's custody by a state approved home. The foster family must attend training classes and complete a home study. The goal of foster care is to provide children with a safe, nurturing environment while their birth parents improve their ability to care for their children, with the ultimate goal being the reunification of the family.

Steps to Permanency

- The birth family has around a year to complete the Family Support Services. If they do not complete the services within the timeframe or voluntarily terminate their parental rights (TPR) the child should remain in their current home.
 - In kinship homes, permanent guardianship can be awarded. The child will remain in the home, but the parent's rights are not terminated and/or if the child does not want to be adopted.
 - When the kinship family is unable to continue care than the child is placed in a licensed foster home. The child remains in the foster home for at least 6 months before the adoption can be final.
 - If a child is in a licensed foster home and the rights are terminated the adoption cannot be final until the child has been in the home at least 6 months.
-
- Child is reunited with parents ---- Reunification: Case Closed
 - Child is adopted ----- Adoption: Case Closed
 - Child Ages Out ----- Aged Out: Case Closed

Who are the children that Monroe Harding serves?



We serve children from birth to 18 years of age.



Our greatest need is for families willing to open their homes to sibling groups and teenagers.



We also serve children who may be medically fragile or have special needs.

The majority of children who come into foster care are part of a sibling group of at least two youth. It is important to place children with their siblings and great care is taken to find homes that are willing to serve sibling groups.

For families that are unable to serve sibling groups another important need is to provide homes for older youth. The average age of youth in foster care is around 8 years of age.

Many agencies find it difficult to place teenagers, the myth that their behaviors are harder to care for cause a greater disruption in most foster teen's life. Only around 20% of youth enter foster care due to their own actions, also known as the juvenile justice system. Most youth, regardless of age, enter into care at no fault of their own.

Monroe Harding provides continual on-going training to Foster Parents to equip them with strong tools to use as they provide care for those in their care.

How soon will my family get a placement?

Most foster families will receive a placement within a few months, following their approval, if they are willing to serve teenagers and/or sibling groups of 2 or more.

For foster families who are only able to serve one child, they may have a longer wait for a placement. Foster children normally come into care with their siblings. The age of the foster youth willing to serve is also a factor; there are more youth over the age of 8 who are in care. If a family is able to serve a smaller number of children, but willing to serve older children the placement wait can be shorter.

Supporting the Family

Provide the child's family with social and emotional assistance.

- Placing a note to be read during visitation
- Encouraging the child to write letters or draw pictures to give the parents
- Corresponding with the birth parent through the social worker
- Calling the birth parent and discussing the child

Encourages and aids the family's progress towards reunification.

Helping the Child's Family

Actively assist the child's family with small aids. Meet the birth parent on neutral territory such as the agency or visitation center.

- Having a conversation for 5 to 10 minutes
- Inviting the parent to doctors' appointments
- Talking with the parent at court hearings or agency meetings
- Allowing the birth parent to call your home to talk with you or the child

The focus of this contact is the child's care and needs.

Teaching the Child's Family

Provide the family with knowledge and skills that will enhance their abilities to care for the child.

- Transporting the child to their home for visitation
- Inviting the birth parent to participate in an IEP meeting or school function
- Sharing community resources with the birth family
- Serving as a role model or mentor for the birth parent

The reach is in the education instruction, mentoring, and modeling to the birth family.

Participating with the Family

Involvement of the foster family along with the agency and the child's family in court approved activities.

- Inviting the birth parent to the caregiver's home to participate in holiday and birthday celebration with the child
- Permitting the birth parent to transport the child from the foster family's home for visitation
- Foster parent providing respite and support to the birth parents following reunification

The foster parent is confident and secure enough to invite the birth parent to participate in all aspects of the child's life.

Bridge to Reunification

Guide to Working with Birth Parents



Can I adopt my foster child?



The majority of children who come into foster care are reunited with their birth parents.

If children are unable to return to their birth family or relatives, they will become available for adoption and the foster parent will be given the

first option of adopting the child.

Foster to Adopt in Tennessee

Families come together in so many ways, and one of the most rewarding ways to grow a family is to adopt a child.

Every child deserves unconditional love and a safe and happy family of his or her own. Adopting from foster care is a great way to grow your family and provide a deserving child with security and love. Monroe Harding is a foster to adopt agency, and we've had many adoptions into forever families.

Families that would like to adopt tend to do so within 2 years. It is not typically their first placement, but that can happen. Since the primary goal is reunification with birth family, a foster youth is usually in the home 8 to 12 months before the parental rights are terminated. After the termination, a youth can be adopted and the current foster home would be the ideal situation. If a youth comes into care with the parental rights already terminated, then a youth will need to be in the home for 6 months before the adoption can be final.

Over half of the children waiting in foster care are age 8 or older. While it is possible to adopt an infant from foster care, children who are available for adoption typically range from toddler to 18, and nearly 30,000 of the children waiting to be adopted will turn 18 and leave the system without families. That's a lonely road for amazing children who deserve loving and caring families who will help them to heal, thrive, and grow for all of their lives.

A Few Myths About Adopting from Foster Care Debunked:

There are a lot of myths when it comes to adopting through fostering a child. The truth is, adopting via foster care is similar to other types of adoption in several ways. The end goal, after making the choice, preparing, doing all the paperwork, is the same: to enrich a family. Families are made by love and caring, not just by being birth-related.

High cost.

As a foster to adopt agency, when a child is adopted out of foster care through Monroe Harding, there are no court/legal costs to the parent adopting.

You must be married to adopt.

Single and unmarried individuals can legally adopt: this is true for all 50 states, and close to 30% of the children adopted from foster care are adopted by single parents.

Children in foster care are delinquents/ have special needs.

Children usually end up in foster care because they have been abused, abandoned, or neglected. While some children are classified by the state as having special needs, it's typically not for the reasons you might think. Often the term refers to a reason it's harder for the child to find a home — such as being older or part of a sibling group.

This isn't to say children in foster care haven't ever experienced trauma. Parents who adopt from foster care with Monroe Harding undergo trauma-informed care parent training so they are prepared to understand the trauma their child has experienced, and are equipped with the best tools to help them heal.

When children in foster care are unable to safely be reunited with their birth families, adoption is a way to give them the loving and stable family they deserve.

A child's biological parent can "reclaim" them.

Almost half of people considering adoption from foster care incorrectly believe that a child's biological parent can regain custody post-adoption. Biological parents have no way of regaining custody of a child once their parental rights are terminated. Adoptive parents have the same rights and responsibilities and protections as parents whose children were born to them. This also means children who have been adopted have all the emotional, social, legal, and familial benefits of biological children.

Ready to Take the Next Step?

Talk to a member of our foster care team. Email us at fostercare@monroeharding.org



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How to Become a Foster Parent



1 Information

Call us at (615) 298-5573 or email us at fostercare@monroeharding.org

2 Introduction

A recruiter will explain the process and answer all your questions.

3 Discussion

- Initial Home Visit
- Diana Screen
- Application/Paperwork
- Questions & Answers

4 Training

- PATH: Parents as Tender Healers
- CPR and First Aid

5 Home Study

- Family Member Interviews
- Criminal Background Checks
- Letters of Recommendation
- Takes 60-90 days

6 Approval

Once the Home Study is complete, the final approval takes 2 to 4 weeks.

7 Placement

As we review referrals, your home will be chosen if the placement is a good match for your family. On average, placements happen within 3 months.

Want to learn more about being a foster parent?
Please **contact us** and find out more about how you can change a child's life.



You can change a child's life.

Visit us at monroeharding.org

Call us at 615.298.5573

Or email us at fostercare@monroeharding.org



As part of the application process,
foster parents are required to complete the

Parents As Tender Healers (PATH) training.

Parents as Tender Healers (PATH) Training

There are many steps to prepare for your role as a foster parent. Our goal is to provide you with the most up to date parenting methods and the effective tools to work with and guide the foster children who are welcomed into your family. We also want to provide you with the understanding of the different challenges faced by children who come into state custody.

Through the pre-approval training Parents as Tender Healers (PATH), you will learn how foster parents work with Monroe Harding and Department of Children Services to improve the lives of children and information about current DCS policies on caring for children in custody.

Whether you want to provide a temporary home for children in need or have the ultimate goal of adoption, PATH training will help prepare you for the unique challenges and rewards of becoming a foster parent.

The PATH Training Program is designed to offer learning opportunities that support adoptive, foster and kinship parents in their effort to provide a safe, nurturing, and loving environment for the children in their care.

PATH Training Objectives:

- To give foster parents the information needed to handle routine matters, such as medical and psychological care, clothing needs, education, and visitation with the child's birth family.
- To provide skills needed to handle problems as they arise.
- To develop problem solving and teamwork skills.
- To teach foster parents the required ethical and legal standards for compliance.
- To assist foster parents in anticipating the negative, critical, or distrustful attitudes that foster children often exhibit.
- To identify elements of the foster child's behavior that can be attributed to the experience of being in foster care.
- To share with prospective foster parents the experiences of veteran foster parents with particular emphasis on building positive relationships with birth families and Monroe Harding staff.

Completion of the PATH curriculum is required for all families who desire to become approved foster, adoptive, or kinship parents with the State of Tennessee's Department of Children's Services. Anyone residing in the home that is 18 years of age or older must attend the PATH classes if they will have a role in parenting.

Course Descriptions

Orientations for Foster Parents- There are many questions to be answered as a family decides to open their home and hearts to foster youth. Examples of some of the detailed information include how children come into care, reunification, and characteristics of successful foster parent.

Understanding the Child Welfare System- The majority of children in care have contact with their biological family and reunification is the primary goal. Shared parenting is introduced as the family will be working with birth parents, Department of Children's Services, and Monroe Harding. The foster parents "Bill of Rights" are explained.

Impacts of Trauma on Children- Children enter foster care through a variety of reasons. The nuances between these differences are discussed in how it relates to the children's needs. How to deal with survival behaviors expressed by the youth, and ways to start viewing them as a healing process is introduced. Attachment, grief and loss are also talked about in detail from all those involved perspectives, including the foster family.

Effective Discipline- A child that has experienced trauma needs discipline techniques that allow them to feel included and safe. Tools and techniques are taught to allow parents a guide on creating a stable and healing environment that meets all standards required.

Cultural Awareness- Culture, ethnicity and race are defined and discussed in relation to foster care as the youth is introduced to a new family experience. This class will discuss things to do prior to and after a placement to create an awareness to the differences experienced by the youth.

Expert Panel- Current experienced foster parents and Monroe Harding support staff host an information session. You are able to ask questions and hear firsthand how the families are changed by the experience of opening their homes.

Medication Administration- All medical and behavioral health services are explained along with the role that the foster family plays in making sure that everything runs smoothly and meets all required standards.

Trauma Informed Parenting Strategies Part 1 and Part 2- Identify the significance of implementing *Trauma Informed Parenting Strategies* and understanding the role trauma plays in the lives of foster youth. This class examines how the brain development is affected by trauma and how it causes adolescents to behave differently. Tools will be provided to help successfully manage behaviors and create a thriving environment.





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Characteristics of a Successful Foster Parent

Openness to agency involvement and desires to have a strong and appropriate relationship with agency staff.

Openness and transparency during the approval process and after the placement of a child is very important. Foster and adoptive families are a vital part of the team and provide essential information on how a child is functioning in the home.

The ability and willingness to learn about the special needs of children in foster care and adoption.

Advocacy is an important aspect of the role of foster and adoptive parents. Prospective families should consider the needs of children in foster care and decide if they are ready to parent a child who may require specialized services.

A strong social support system.

Families who are in the process of becoming foster and adoptive parents will need words of encouragement, a listening ear, prayerful thoughts, and a “go to” person when times get rough. It is vital that families are able to rely on others who can provide essential support and understanding.

Tenderness and genuine concern for children who are in need of foster care and adoptive services.

Families who are able to recognize that “it’s not about me” tend to feel more of a calling to help children in need. Although they are fulfilling their desires to be parents, prospective families should consider the needs of children first before their own.

Tolerance to deal with ambivalent feelings from others.

Most children who find themselves in need of living outside of their family of origin are not able to appreciate those who have worked diligently for their safety. Others may not understand why one has chosen to foster or adopt and may even show negativity about it. Foster and adoptive parents need to be aware of this.

The ability to let go and not be in control.

Boy, this one is a biggie! Families who are able to set aside their own agendas, work within the confines of the system (whether it is foster care or adoption services), and understand that there are many aspects beyond their control will find their experience to be more tolerable and easier.

Flexibility of expectations about the process and others.

It is important for families to consider what their expectations are before entering into the world of foster care and adoption. Planning is also sometimes difficult because of system issues, legal challenges, and human nature. However, families are able to set aside their own expectations and are flexible tend to be more successful in their roles.

Ability to meet own needs, tolerate rejection, and accept a delay in gratification as a parent.

Sometimes, families come into foster care and adoption with the sense that “everything is going to be all right” and “this will make our lives more whole.” While this may eventually be the truth, there can be many hurdles that pop up. It is important for those considering foster care and adoption to meet their own needs of self-assurance, self-appreciation, and knowing when to take time for themselves. It is also important for families to be willing to delay the gratifying feelings of parenting. Families who are able to embrace the long-term goals, as opposed to short-term ones, tend to find more satisfaction with their experience.

Flexibility in the family roles and using resources.

Children who have been exposed to abuse and neglect may not trust a male or female figure, depending on their experience. For example, some children tend to do better in homes where the father is the primary care-giver, while the mother is not. Families need to understand that their roles may need to be reversed depending on a child’s history. Along the same lines, families should also seek out and use resources that will help children placed in their homes.

A sense of humor.

Some of the most successful families involved in foster care and adoption are ones who are able to laugh-off situations that, “to the outside world,” seem concerning. A sense of humor is vital in maintaining emotional health and, in many ways, can be very grounding and healing when dealing with behavioral issues.

Foster care and adoption are some of the most incredible experiences families can have. It is humbling, refining, challenging, and completely worth it. The characteristics listed above are just a few to think about when considering foster parenting and adoption.

Above all, though, families who choose to walk in love towards children in need are a much-needed resource in our world. Has foster care and/or adoption been on your mind lately? If so, I encourage you to take the leap of faith and open up your hearts to children. In doing so, they will open up your world.

*Used with permission- Author **Caroline Bailey**

See more at: *The Forgotten Initiative* Blog (<http://www.theforgotteninitiative.org/blog>)



All Application Paperwork Due: _____
(10 days before the start of PATH)

Monroe Harding Application and Paperwork Overview

As part of the process of becoming a foster home there are several documents that will need to be collected. Foster families should begin with the application and background check forms, listed below. We will send your information to a company called Intellicorp which does background checks on driving and all criminal records. We also perform several internet based background checks including, but not limited to: National Sex Offender, Drug Offender Registry, and TN Felony Database Registry.

- Application
- References- 6 per family
- Out of State Checks for any addresses for last 5 years
- Fingerprinting information card
- Authorization for Release of Information
- Background Check

You will receive a complete checklist as you prepare for the home study, and the staff will guide you through the remaining forms. On the backside, there are examples of other documentation that would be helpful to start collecting now. Turn these documents into the recruiter as soon as it becomes available. There is no need to wait until all the documents are collected.

Recruitment Team:

Amy Bond

615-202-0561

amybond@monroeharding.org

Monica Beere

262-995-5095

monicabeere@monroeharding.org

Home Study Documentation Overview-

Family Dynamic- Birth certificates for all family members living in the home are needed. Other documents that may pertain such as current marriage certificate, divorce decrees, any death certificates of immediate family members, and/or any adoption decrees.

Housing- The mortgage or lease documentation is needed as well as the insurance policy for the property. A home safety checklist will be completed with a Monroe Harding worker to insure that the property meets safety standards. Items such as safety gates, locked medicine cabinets, and personal safety weapons will be covered in detail.

Transportation- We will need copies of all valid drivers' licenses for anyone driving in the home. All vehicles that will be used for transportation of the foster youth will need registrations and current proof of insurances.

Medical Reports- Each family member will need to have a doctor confirm that you are healthy enough to perform the task need of a foster parent. You are also required to get a TB test. Proof of Medical insurance will also be needed.

Photos- We will need a photo of all members of the household, pets, and the outside of the home.

Pets- All animals in the home will need all rabies vaccination certificates

Monthly Income and Expenditures- To ensure that the home is currently financial stable each household is asked for a budget and supporting income documents such as W9s, two recent paystubs and/or W2s.

Other documents as given- Foster Parent Oath to Abide and Confidentiality Agreement, HIPPA Notice off Privacy Practices, Disaster Plan, Discipline Policy, Family Strengths and Needs, etc.

Please let us know if you have any questions about the process or if you feel like you will have any difficulty collecting any of the items listed above. We are here to make this process run as smoothly as possible.



Tennessee Department of Children's Services

Foster Home Application for Parenting

Applicant :							
		<i>Last Name</i>		<i>First Name</i>		<i>Middle Name</i>	
Primary Language:			Secondary Language:			Work/Cell Telephone Number () -	
E-mail Address:				Social Security Number: - -			
Co-Applicant: <input type="checkbox"/>							
Caretaker: <input type="checkbox"/>							
		<i>Last Name</i>		<i>First Name</i>		<i>Middle Name</i>	
Primary Language:			Secondary Language:			Work/Cell Telephone Number () -	
E-mail Address:				Social Security Number: - -			
Address:						Home Telephone Number () -	
<i>Street Address (Apt.#)</i>							
						Emergency/Alternate Number () -	
<i>City</i>				<i>State</i>	<i>Zip Code</i>		
<i>Use additional pages if necessary.</i>					Applicant		Co-Applicant/Caretaker
Birth date							
Gender					Female <input type="checkbox"/> Male <input type="checkbox"/>		Female <input type="checkbox"/> Male <input type="checkbox"/>
Race							
Hispanic Origin					Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>
Religion/Affiliation							
Have you been a legal Tennessee resident for the last six months?					Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>
Last Grade Completed							
Marital Status (include date)							
Previous Marriage(s) (previous spouse's name, date/city/state)							
Date(s) Terminated (previous spouse's name ,specify death, annulment or divorce)							
Military Service (dates)							
While in Military Service, were you ever convicted by a General Court Martial?					Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>
Occupation							
Employer							
Annual Income							
Children							
				Birth Date	Social Security Number - -		
<i>Last Name First Name Middle Initial</i>							
Primary Language		Secondary Language		Race	Hispanic Origin Yes <input type="checkbox"/> No <input type="checkbox"/>		
Gender Female <input type="checkbox"/> Male <input type="checkbox"/>		School/Grade or Occupation		In/Out of the Home	Relationship		
				Birth Date	Social Security Number - -		
<i>Last Name First Name Middle Initial</i>							
Primary Language		Secondary Language		Race	Hispanic Origin Yes <input type="checkbox"/> No <input type="checkbox"/>		
Gender Female <input type="checkbox"/> Male <input type="checkbox"/>		School/Grade or Occupation		In/Out of the Home	Relationship		
				Birth Date	Social Security Number		

Check the "Forms" Webpage for the current version and disregard previous versions. This form may not be altered without prior approval.

Distribution: Foster Home Case File

RDA 2982

CS-0688 Rev. 10/15

<i>Last Name</i>		<i>First Name</i>		<i>Middle Initial</i>					
Primary Language			Secondary Language			Race		Hispanic Origin Yes <input type="checkbox"/> No <input type="checkbox"/>	
Gender Female <input type="checkbox"/> Male <input type="checkbox"/>		School/Grade or Occupation				In/Out of the Home		Relationship	
						Birth Date		Social Security Number - -	
<i>Last Name</i>		<i>First Name</i>		<i>Middle Initial</i>					
Primary Language			Secondary Language			Race		Hispanic Origin Yes <input type="checkbox"/> No <input type="checkbox"/>	
Gender Female <input type="checkbox"/> Male <input type="checkbox"/>		School/Grade or Occupation				In/Out of the Home		Relationship	
						Birth Date		Social Security Number - -	
<i>Last Name</i>		<i>First Name</i>		<i>Middle Initial</i>					
Primary Language			Secondary Language			Race		Hispanic Origin Yes <input type="checkbox"/> No <input type="checkbox"/>	
Gender Female <input type="checkbox"/> Male <input type="checkbox"/>		School/Grade or Occupation				In/Out of the Home		Relationship	
Others In The Home									
						Birth Date		Social Security Number - -	
<i>Last Name</i>		<i>First Name</i>		<i>Middle Initial</i>					
Primary Language			Secondary Language			Race		Hispanic Origin Yes <input type="checkbox"/> No <input type="checkbox"/>	
Gender Female <input type="checkbox"/> Male <input type="checkbox"/>		School/Grade or Occupation				In/Out of the Home		Relationship	
						Birth Date		Social Security Number - -	
<i>Last Name</i>		<i>First Name</i>		<i>Middle Initial</i>					
Primary Language			Secondary Language			Race		Hispanic Origin Yes <input type="checkbox"/> No <input type="checkbox"/>	
Gender Female <input type="checkbox"/> Male <input type="checkbox"/>		School/Grade or Occupation				In/Out of the Home		Relationship	
						Birth Date		Social Security Number - -	
<i>Last Name</i>		<i>First Name</i>		<i>Middle Initial</i>					
Primary Language			Secondary Language			Race		Hispanic Origin Yes <input type="checkbox"/> No <input type="checkbox"/>	
Gender Female <input type="checkbox"/> Male <input type="checkbox"/>		School/Grade or Occupation				In/Out of the Home		Relationship	
Reference Information From Individuals Living Outside The Home									
	Name		Address				Telephone #		Relationship
Applicant (Relative)							() -		
Co-Applicant (Relative)							() -		
Reference (Non-Relative)							() -		
Reference (Non-Relative)							() -		
Reference							() -		

Non-Relative)				
Have you had previous involvement with the Department of Children's Services? Yes <input type="checkbox"/> No <input type="checkbox"/>				
If yes, please summarize your involvement and the time frame during which this took place.				
Have you previously applied to be a foster and/or adoptive parent with another agency? Yes <input type="checkbox"/> No <input type="checkbox"/>				
If yes, when and with what agency?				
How did you hear about our agency?				
Type of Child You Hope To Parent				
Gender: Male <input type="checkbox"/> Female <input type="checkbox"/> Either <input type="checkbox"/> Age Range: Youngest <div style="text-align: right;">Oldest</div>				
Kinship Only: Yes <input type="checkbox"/> No <input type="checkbox"/>		Sibling Group: Yes <input type="checkbox"/> No <input type="checkbox"/>		Teen Mothers: Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, how many children would you consider fostering/adopting at this time?				

Note: By end of the preparation process, the description of the child you hope to parent may change. If so, you will have the opportunity to redefine the child you feel you can most successfully parent. As a foster parent you are encouraged to update this information as you continue to redefine the child you wish to parent.

Legal

Are you currently charged with, or have you ever been convicted of, placed on probation or received a suspended sentence in Tennessee or any other state for:

	Applicant		Co-Applicant	
a. Any crime involving children?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
b. Any crime of violence against another person?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
c. Possession, sale manufacturing or transportation of drugs?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
d. Any other crime? (explain)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Is there any other information you need to disclose?
--

This form is merely a statement of intentions and can be withdrawn by the applicant at any time. We do ☐ do not ☐ consent to the release of our names for the mailing list of foster or adoptive parent associations, training and newsletters. Signature of applicant(s) authorizes the Department of Children's Services to contact the references listed on the application form and authorizes said references to respond to the inquiry.

I certify that the information I am providing in this application is correct and complete to the best of my knowledge, information and belief. I am aware that should investigation show any falsification or material misrepresentation, I will not be considered for a foster parent, or if serving as a foster parent, my home will be closed and will be disqualified from future consideration. In addition, I understand that the information on this form including my approval status may be shared or provided to other child placing agencies.

Applicant's Signature	Date	Co-Applicant's Signature	Date
-----------------------	------	--------------------------	------

References

Please give six references who know you well (if single) or for (a couple) provide three a piece. One reference from each parent's side will need to be a family member or close family friend that provide a family role (i.e. person who helped raise you /God mother or father/ a nanny/ grandparent like person). Please include a complete mailing address, provide phone numbers, years known, relationship to you, and who's side.

1. Name (Mr. Mrs. Ms. - **circle one**) _____ Years Known _____

Street Address _____

City / State / Zip _____ Relationship _____

2. Name (Mr. Mrs. Ms. - **circle one**) _____ Years Known _____

Street Address _____

City / State / Zip _____ Relationship _____

3. Name (Mr. Mrs. Ms. - **circle one**) _____ Years Known _____

Street Address _____

City / State / Zip _____ Relationship _____

4. Name (Mr. Mrs. Ms. - **circle one**) _____ Years Known _____

Street Address _____

City / State / Zip _____ Relationship _____

5. Name (Mr. Mrs. Ms. - **circle one**) _____ Years Known _____

Street Address _____

City / State / Zip _____ Relationship _____

6. Name (Mr. Mrs. Ms. - **circle one**) _____ Years Known _____

Street Address _____

City / State / Zip _____ Relationship _____



Monroe Harding

Healing happens here.

Please provide ALL former Addresses from the last 5 years

1. _____

Address/Apt. #

City

State

County

Zip Code

2. _____

Address/Apt. #

City

State

County

Zip Code

3. _____

Address/Apt. #

City

State

County

Zip Code

4. _____

Address/Apt. #

City

State

County

Zip Code

5. _____

Address /Apt. #

City

State

County

Zip Code



All information is required for fingerprinting and must be complete and accurate. *(Please Print All Information)*

OIR # TN920190Z OCA #

Fingerprint Date:			Fingerprint Time:			Fingerprint Location: Investigation ID#:		
Complete Legal Name			Date of Birth			Related Case Name		Relative Non-Relative
Last Name	First Name	Middle Name	Month	Day	Year	Name		
Complete Street Address						Phone Number		
Street		City		State		Zip Code		Phone #
Driver's License Number		Issuing State		Reason for Printing				
				(CD)		(FC)		(AD)
				DCS Employee/Volunteer/Intern		Foster Care		Adoption
Social Security Number (SSN)			Place of Birth					
			City		County		State	
Military ID Number if different from SSN			Aliases Used					
			<i>(Such as Maiden Name, previous Married Names, or any other legal name)</i>					
Height		Weight		Gender/Sex		Citizenship		
Male		Female		USA		Other		
Feet	Inches	Pounds						
Hair Color		Eye Color		Race				
Brown		Blue		American Indian or Alaska Native				
Black		Brown		Asian or Pacific Islander				
Gray or partially gray		Gray		Black or African American				
Blonde or Strawberry		Green		Hawaiian Native or Other Pacific Islander				
Red or Auburn		Hazel		Hispanic or Latino				
Sandy		Multicolor		White (non-Hispanic)				
White		Other		Other				
Unknown or Bald		Unknown		Unknown				
Results to :		Fax #:		Applicant Signature:				



Check the "Forms" Webpage for the current version and disregard previous versions. This form may not be altered without prior approval. Distribution: Resource Home Case File

CS-0691

Rev: 05/16





All information is required for fingerprinting and must be complete and accurate. *(Please Print All Information)*

OIR # TN920190Z OCA #

Fingerprint Date:			Fingerprint Time:			Fingerprint Location: Investigation ID#:		
Complete Legal Name			Date of Birth			Related Case Name		Relative Non-Relative
Last Name	First Name	Middle Name	Month	Day	Year	Name		
Complete Street Address						Phone Number		
Street			City		State	Zip Code	Phone #	
Driver's License Number		Issuing State		Reason for Printing				
				(CD)		(FC)		(AD)
				DCS Employee/Volunteer/Intern		Foster Care		Adoption
Social Security Number (SSN)			Place of Birth					
			City		County		State	
Military ID Number if different from SSN			Aliases Used					
			<i>(Such as Maiden Name, previous Married Names, or any other legal name)</i>					
Height		Weight		Gender/Sex		Citizenship		
Male		Female		USA		Other		
Feet	Inches	Pounds						
Hair Color		Eye Color		Race				
Brown		Blue		American Indian or Alaska Native				
Black		Brown		Asian or Pacific Islander				
Gray or partially gray		Gray		Black or African American				
Blonde or Strawberry		Green		Hawaiian Native or Other Pacific Islander				
Red or Auburn		Hazel		Hispanic or Latino				
Sandy		Multicolor		White (non-Hispanic)				
White		Other		Other				
Unknown or Bald		Unknown		Unknown				
Results to :		Fax #:		Applicant Signature:				



Check the "Forms" Webpage for the current version and disregard previous versions. This form may not be altered without prior approval. Distribution: Resource Home Case File

CS-0691

Rev: 05/16





Monroe Harding

Media Release

I, _____, grant permission to Monroe Harding for the use of my likeness in an interview or photograph/video to be used in public relations and/or fundraising efforts.

Signature of photographed/taped person:

(Sign Here)

(Date)

(Please Print Name)

Signature of parent of guardian

If person, above, is under the age of 18:

(Sign Here)

(Date)

(Please Print Name)



Monroe Harding

Media Release

I, _____, grant permission to Monroe Harding for the use of my likeness in an interview or photograph/video to be used in public relations and/or fundraising efforts.

Signature of photographed/taped person:

(Sign Here)

(Date)

(Please Print Name)

Signature of parent of guardian

If person, above, is under the age of 18:

(Sign Here)

(Date)

(Please Print Name)

MONROE HARDING, INC.
1120 Glendale Lane
Nashville, Tennessee 37204
Ph: (615) 298-5573 Fax: (615) 298-1281

AUTHORIZATION FOR RELEASE OF INFORMATION

Name: _____

Address: _____

City/Zip Code: _____

I hereby authorize the release of the following information:

- ☒ **Police/Background Check**
- ☒ **Motor Vehicle Check**
- ☒ **National Sex Offender Registry**
- ☒ **Tennessee Felony Offender Registry**
- ☒ **Tennessee Methamphetamine Offender Registry**
- ☒ **Tennessee Department of Health Abuse Registry**
- ☒ **DCS/CPS Database**

To: Monroe Harding, Inc.

This release is effective from _____ **to** _____.
Date Date

Signature

Date

MONROE HARDING, INC.
1120 Glendale Lane
Nashville, Tennessee 37204
Ph: (615) 298-5573 Fax: (615) 298-1281

AUTHORIZATION FOR RELEASE OF INFORMATION

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- ☒ **Tennessee Department of Health Abuse Registry**
- ☒ **DCS/CPS Database**

To: Monroe Harding, Inc.

This release is effective from _____ **to** _____
Date Date

Signature

Date



DISCLOSURE FORM TO OBTAIN CONSUMER REPORTS FOR EMPLOYMENT/VOLUNTEER PURPOSES

Please Read Carefully Before Signing the Authorization

DISCLOSURE

In considering you for employment and, if you are employed, in considering you for subsequent promotion, assignment, reassignment, retention, or discipline, Monroe Harding Inc ("the Company") may request and rely upon one or more consumer reports or investigative consumer reports about you that we obtain from a consumer reporting agency, such as IntelliCorp Records, Inc.

IntelliCorp Records, Inc. can be contacted by mail at 3000 Auburn Dr, Suite 410; Beachwood, OH 44122; or phone: 1-888-946-8355; or website: www.intellicorp.net.

For explanation purposes:

- a "consumer report" is a written, oral or other communication of any information by a consumer reporting agency bearing on your credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living which is used or expected to be used or collected in whole or in part for the purpose of serving as a factor in making an employment-related decision about you. Such information may include, for example, credit information, criminal history reports, or driving records; and
- an "investigative consumer report" is a consumer report in which information on your character, general reputation, personal characteristics, or mode of living is obtained through personal interviews with your prior employers, neighbors, friends, or associates, or with others who may have knowledge concerning any such items of information. In the event an investigative consumer report is requested about you, you are entitled to additional disclosures regarding the nature and scope of the investigation requested, as well as a written summary of your rights under the Fair Credit Reporting Act ("FCRA").

Under the FCRA, before the Company can obtain a consumer report or investigative consumer report about you for employment or volunteer purposes, we must have your written authorization. Before we take adverse action on the basis, in whole or in part, of information in that report, you will be provided a copy of that report, the name, address, and telephone number of the consumer reporting agency, and a summary of your rights under the FCRA.

AUTHORIZATION

I have read and understand the foregoing Disclosure, and authorize Monroe Harding Inc to obtain and rely upon consumer reports or investigative consumer reports concerning me obtained from IntelliCorp Records, Inc.

By my signature below, I authorize the Company to obtain any such reports and to share the information received with any person involved in their decision about me.

I also consent to have any legally required notices sent electronically.

Printed Name

Applicant Signature

Date

Personal Data

Last Name

First Name

Middle Name

Current Address

Dates Lived Here

Date of Birth

Other Names Used (including maiden name)

Years Used

Social Security Number

Driver's License #

DL State

Email address (may be used for official correspondence)

I have the right to make a request to **IntelliCorp Records, Inc**, upon proper identification, to request the nature and substance of all information in its files on me at the time of my request, including sources of information, and the recipients of any reports on me which **IntelliCorp Records, Inc** has previously furnished within the two year period preceding my request.

I certify that all elements of the personal data I have provided are true, accurate and complete.

Printed Name

Applicant Signature

Date

AUTHORIZATION

I have read and understand the foregoing Disclosure, and authorize Monroe Harding Inc to obtain and rely upon consumer reports or investigative consumer reports concerning me obtained from IntelliCorp Records, Inc.

By my signature below, I authorize the Company to obtain any such reports and to share the information received with any person involved in their decision about me.

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Printed Name

Applicant Signature

Date

Personal Data

Last Name

First Name

Middle Name

Current Address

Dates Lived Here

Date of Birth

Other Names Used (including maiden name)

Years Used

Social Security Number

Driver's License #

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Applicant Signature

Date