

1 Data forms section

This section should include the following documents:

- 1.1 Initial enquiry information *(completed by assessor)*
- 1.2 Action sheet following enquiry *(completed by assessor)*
- 1.3 Registration of interest *(completed by applicant)*
- 1.4 Application to be a foster carer *(completed by applicant)*

2 Withdrawal of application Section

This section should include the following document:

- 2.1 Withdrawal of application form
(completed by assessor, signed by assessor and applicant)

3 Health checks section

This section should include the following documents:

- 3.1 Health checklist *(completed by applicant)*
- 3.2 Medical questionnaire *(completed by applicant's doctor)*
- 3.3 Health check outcomes *(completed by assessor)*

4 Consent documents for background checks

This section should include the following documents:

- 4.1 Consent documents for background checks *(completed by applicant)*

- *WWC consent*
- *WWC declaration*
- *Crimtrac consent*
- *Consent to share information with agencies*

4.2 Notification of results of background checks (*submitted by external checking agency*)

4.3 Background record check outcomes (*completed by assessor*)

5 Housing check section

This section should include the following documents:

5.1 Foster care home safety checklist (*completed by assessor*)

5.2 Housing safety check outcomes (*completed by assessor*)

6 Personal references section

This section should include the following documents:

6.1 Personal reference form (*completed by referee*)

6.2 Personal reference outcomes (*completed by assessor*)



Important information regarding the release of information from personal references.

Procedures for non-government agencies

This section must be removed prior to the file being released to the applicant, unless the referees have given permission for its release.

