

1.1 Initial enquiry information

1.1.1 Date of enquiry

1.1.2 Name of worker

1.1.3 Name(s) of enquirer

1.1.4 What has made you decide to call us today about fostering?

1.1.5 Address

If address is outside agency boundaries, advise the enquirer.

Postcode

1.1.6 Phone

Home

Work

Mobile

1.1.7 Date of birth of enquirer

If age of enquirer is outside agency policy re age of carers, advise the enquirer.

1.1.8 What is your cultural identity/ethnicity?

Explain if your agency has particular resources or programs relevant to that particular culture.

1.1.9 Are you interested in a particular type of fostering?

eg length of care, age range of child

Explain types of care available through your agency.

1.1.10 How did you hear about our foster care program?

1.1.11 Have you applied to any other agencies to foster (now or previously)?

(mark one) Yes No

Any details provided

Explain that your agency will only proceed if there are no other current applications, and information from previous applications will be requested from other agencies.

1.1.12 Names of household members

(this includes people who usually or regularly stay overnight)

Advise the enquirer that the process of assessing suitability to become foster carers involves all household members, including children, in at least one information session. Adults in the household will also need to be part of training sessions.

1.1.13 What work or other commitments on your time do you have?

Advise enquirer if the time they have available is not appropriate for the type of care they are interested in.

1.1.14 Is there space in your home for a (another) child?

eg adequate sleeping space, suitable play/homework space?

Advise enquirer if the space they describe would not be considered adequate by your agency.

1.1.15 Do you plan to move or make major changes in your housing in the near future?

(mark one) Yes No

Any details provided

If yes, advise that assessment process will only start once their housing environment is stable.

1.1.16 Some people foster when they are unable to have their own children. Are you currently involved in a fertility program or treatment, or seeking to adopt?

(mark one) Yes No

Any details provided

If yes, explain that applications to foster are only considered once people are no longer involved in fertility or adoption processes, as it is not helpful to start a foster placement with a child that may be disrupted when the carer becomes pregnant or adopts a child.

1.1.17 Have you had any contact with DoCS (child protection authority) regarding allegations of abuse or neglect of any child while in your care?

(mark one) Yes No

Any details provided

If yes, explain that your agency would not take an application if any allegation of abuse or neglect had been substantiated or is currently being investigated.

1.1.18 Other issues

Add questions relating to any policies your agency has about essential criteria for applicants eg religious affiliations or beliefs.

1.1.19 Questions asked by enquirer

1.1.20 Briefly describe the process of application and assessment.***Ensure the following topics are covered***

- * need to check criminal record but stress that depending on the nature of the record it is may still be possible for people with criminal records to become foster carers
- * need for medical and referee checks
- * anticipated length of process, including the number of interviews involved
- * next step: the applicant to return response form after reading the carer information pack.

1.1.21 Do you want me to send out a carer information pack?

(mark one) Yes No

Form completed by

Assessor

Date

**At conclusion of enquiry, assessor to complete
"Action sheet following enquiry"**