

IV-E Referral Checklist

1. Child: _____ DOB: _____ SSN: _____
Mother: _____ DOB: _____ SSN: _____
Father: _____ DOB: _____ SSN: _____

2. Are there any ATLAS cases (IV-D and Non IV-D) /child support orders involving this child?
Include ATLAS Numbers

3. Are there any other cases (IV-D and Non IV-D) involving this mother?

4. Are there any other cases (IV-D and Non IV-D) involving this father?

5. Is there a family violence indicator on any of the above cases involving these parties?

Yes () No ()

6. DCS case manager: _____ Phone: _____

Email address: _____

Obtain as much of the following information as you can from the DCS case manager, verify /update any information that needs to be completed for the remainder of this checklist.

7. When did the child enter foster care? _____

8. Has there been recent confirmation that the child is still in IV-E foster care? Yes () No ()

Date: _____ Who did you talk to? _____

Type of placement: Licensed IV-E foster care () Other () _____

9. What is the current case plan? Reunification () Severance () Guardianship ()

Long-term Foster Care () Other () *(Please describe)* _____

10. Were the parents ever married? Yes () No () Unknown ()
11. Were the parents divorced? Yes () No () Unknown ()
12. Does the mother reside in Arizona? Yes () No () Unknown ()
13. Does the father reside in Arizona? Yes () No () Unknown ()
14. Was the child conceived in Arizona? Yes () No () Unknown ()
15. Has paternity been established? Yes () No ()

If yes, skip B. If no, skip A.

A. If yes, how was paternity established? _____ Date: _____

Copy of Birth Certificate in file? Yes () No ()

B. If paternity has not been established, is DCS attempting to establish paternity? Yes () No ()

16. Have either parent's rights been severed?

Mother Yes () No () Date: _____

Father Yes () No () Date: _____

17. Next Juvenile Court hearing date: _____ Court Docket #: _____

18. Other information:

Please Note:

- You may refer a case against mother only when paternity has not been established.
- Alleged Father – Do not refer foster care case against an alleged father when paternity has not been established.
- Do not refer a foster care case if the case plan is family reunification.
- Do not refer a foster care case if a case already exists ordering that parent to pay child support for the children and the order has not yet been terminated or modified to zero.