

# NOTICE ABOUT COMPLETING APPLICATION PACKETS FOR SUBMISSION:

ALTHOUGH YOU MAY PUT YOUR INFORMATION IN A BINDER OR NOTEBOOK, IT IS NOT NECESSARY TO DO SO. THE SUBMITTED INFORMATION WILL BE REMOVED AND THE BINDER OR NOTEBOOK WILL BE DISCARDED.

ALSO, PLEASE DO NOT PLACE PAGES OF YOUR PACKET IN PLASTIC PROTECTOR SHEETS.

FINALLY, PLEASE BE SURE TO PUT THE INFORMATION YOU ARE SUBMITTING IN THE ORDER IDENTIFIED IN THE "OPERATION AND SITE PLAN CHECKLIST".

INFORMATION FOR LICENSING EVALUATION  
GEORGIA DEPARTMENT OF HUMAN SERVICES  
RESIDENTIAL CHILD CARE LICENSING

Date: \_\_\_\_\_

\_\_\_\_\_ Adoptive Placements

\_\_\_\_\_ Foster Care Placements Only

Name of Program: \_\_\_\_\_

Director \_\_\_\_\_

Geographic Area Served: \_\_\_\_\_

Office Hours: \_\_\_\_\_

Age Range of Children Accepted: \_\_\_\_\_

International: Foreign countries with which agency  
acts as agent for children born outside of U.S.: \_\_\_\_\_

A. Agency Services: \_\_\_\_\_

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B. Number of Staff: \_\_\_\_\_

C. Since the last re-licensure:

No. of adoption placements made: \_\_\_\_\_

No. of adoptions finalized: \_\_\_\_\_

No. of adoptive homes currently being supervised: \_\_\_\_\_

No. of foster homes on approved list: \_\_\_\_\_

No. of foster placements made since last review: \_\_\_\_\_

No. of children currently on foster care status: \_\_\_\_\_

No. of children currently in therapeutic homes, if applicable \_\_\_\_\_

D. Is the Agency Executive or Assistant Director responsible for supervision casework services?

Does the Agency Executive or Assistant Director provide direct placement or services?

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Are the agency adoption records maintained in fireproof file cabinets? \_\_\_\_\_

Are they being put in non-paper format? \_\_\_\_\_