GEORGIA DIVISION OF FAMILY & CHILDREN SERVICES

Prospective Caregiver Onboarding Pathway

Supplemental Verifications Checklist

The following forms, documents, and/or verifications must be submitted to your case manager along with your onboarding packet:

Primary Caregiver

- TB Test Results – skin test only - *(if not completed during medical exam)*
- Proof of Citizenship *(ie, birth certificate, naturalization papers, US Passport, Permanent Resident Alien Form/Green Card)*
- Copy of your Driver's License – *must be provided when completing fingerprints*
- Copy of Automobile Insurance
- Marriage Certificates / Divorce Decrees
- Death Certificates *(if applicable, your RDCM will explain the circumstances for which this may be required)*
- Verification of Income
- Copy of Lease or Verification of Mortgage
- Pet Vaccination Record
- Immunization Records for household members under the age of 18
- Water/Sewage Bill or Environmental Statement

Secondary Caregiver

- TB Test Results – skin test only – *(If not completed during medical exam)*
- Proof of Citizenship *(ie, birth certificate, naturalization papers, US Passport, Permanent Resident Alien Form/Green Card)*
- Copy of your Driver's License - *must be provided when completing fingerprints*
- Copy of Automobile Insurance
- Marriage Certificates / Divorce Decrees

Other Adult Household Members

- TB Test Results – skin test only – *(If not completed during medical exam)*
- Proof of Citizenship *(ie, birth certificate, naturalization papers, US Passport, Permanent Resident Alien Form/Green Card)*
- Copy of your Driver's License - *must be provided when completing fingerprints*
- Copy of Automobile Insurance

All adult household members will be required to complete a drug screen to be arranged by the assigned case manager.