

Information checklist for family based carers

Introduction

Every child and young person is unique and has individual needs. When a child or young person enters your care, you are likely to have many questions about their identity, history, needs, interests, preferences, likes and dislikes.

When children or young people are first placed with family based carers, DCP must share with you as much relevant information as they can about the child or young person. It is important to understand that there will be occasions where DCP will not know very much about a child and young person.

This checklist is designed to act as a reminder for you to ask the case worker, kinship support worker or foster care agency support worker for specific information. The items in the checklist may be more or less relevant depending on the child or young person's age or needs, or may not be known to DCP.

As the child or young person's placement with you progresses, there will be lots of ways that information will be shared with and by you such as contributing to the development and review of the child or young person's case plan and meetings or communication with DCP staff and other professionals involved with the child or young person.

Refer to the [Statement of Commitment](#) to learn about what you can expect as a carer, your responsibilities and the responsibilities of DCP and agencies.

About the child or young person

- Name
- Age
- Gender
- Culture (including cultural group and language)
- Known medical or psychological conditions / diagnoses / disabilities (see below for further prompts for these issues)

Worker contact information

- DCP case worker and supervisor name and contact details
- Support worker name and contact details (Foster/kinship care agency or DCP Kinship Care Program)

Request cards, documents or plans

- Verification of a child in care card
- Medicare and Health Care cards
- Child Health and Development Record (Blue Book if under 5 years)
- One Plan (Education)
- NDIS Plan

Currently known background information

- Relevant family history including cultural identity, religion and trauma
- Any previous experiences in care and any information known from previous carers
- Family contact arrangements

Health needs

- Known medical or psychological conditions or diagnoses
- Information related to medication including prescriptions and dosage
- Any upcoming medical or other appointments including for immunisations
- GP's name and contact details
- Contact details of any other professional(s) involved with the child or young person

Child care / education

- Child care centre/kindergarten/school name and enrolment details (such as the days the child attends child care or kindergarten)
- Other available information (eg any known concerns related to child care or education)

Care routine

- Sleep routine or issues (including bedwetting, nightmares or sleep walking)
- Food preferences
- Toileting and hygiene issues
- Important personal items (eg toy, clothing, books)

Emotional and behavioural support needs

- Concerns that may impact on the child or young person's safety or the safety of others in the home
- Known information about emotional or behavioural problems
- Any suggested strategies to support the child or young person

Interests and strengths

- Extra-curricular activities
- Interests and hobbies
- Strengths

For children and young people with disabilities

- Any equipment required (eg for mobility or daily activities)
- Method of communicating
- Continence aids
- Modified diet
- Support plans (eg. for eating and drinking, transferring and positioning)
- Transport requirements
- Any other information related to safety