

# 100A FACT SHEET

**100A** Complete a 100A for each child using the computer generated form from Eforms, sign it and make 5 copies of each child's completed 100A form. There may only be one resource specified on the 100A. The 100A must be typed. The Social Security Number for the child and the ICWA field must be completed.

**Name of Agency or Person Responsible for Planning for the Child:** This is ALWAYS DCF or the CONTRACTED AGENCY and never the parent or relative.

**Name of Agency or Person Financially Responsible for the Child:** This is ALWAYS DCF or the CONTRACTED AGENCY and never the parent or relative.

**Resource:** Must be the name of the person the court plans to use as the placement resource in the court order. NOTE: P.O. Boxes are NOT permissible. The 100A must show the physical address of the resource.

## **Type of Care Requested:**

If you are requesting a **foster** home study check the Foster Family Care box. This must be used for all non-relative resources.

If you are requesting a home study of a **relative** check the Relative box (not parent). Do not check this box for a non-relative home study.

If you are requesting a **parent** home study check the Parent box.

If you are requesting an adoption home study check the Adoption box; check IV-E or non-IV-E subsidy if appropriate; and check sending state. All Florida children must be finalized in Florida.

## **Legal Status Clarification:**

**If the child is in a Foster Home in Foster Care status check Sending Agency Custody.**

**If the child is with a non-relative, relative or in shelter status under Protective Supervision check Protective Supervision.**

**If parental rights have been terminated check Parent Rights Terminated.**

