Case Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Volunteer’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Visited the child at residence

* + Date: \_

Ascertain the wishes and concerns of the child

* + Date: \_\_\_\_\_\_\_\_\_\_\_

Interviewed child where no parent, foster parent, guardian or physical custodian is

present

* + Date: \_\_\_\_\_\_\_\_\_\_\_

Observe child with Mother

* + Date: \_\_\_\_\_\_\_\_\_\_\_

Observe child with Father

* + Date: \_\_\_\_\_\_\_\_\_\_\_

Observe child with foster parent or kinship provider

* + Date: \_\_\_\_\_\_\_\_\_\_\_

Interview Mother (with consent of mother’s attorney)

* + Date: \_\_\_\_\_\_\_\_\_\_\_

Interview Father (with consent of father’s attorney)

* + Date: \_\_\_\_\_\_\_\_\_\_\_

Interview foster parent or kinship provider

* + Date: \_\_\_\_\_\_\_\_\_\_\_

Contact caseworker

* + Date: \_\_\_\_\_\_\_\_\_\_\_

Contact school personnel

* + Date: \_\_\_\_\_\_\_\_\_\_\_

Contact medical/mental health provider

* + Date: \_\_\_\_\_\_\_\_\_\_\_

Request/reviewed educational records

* + Date: \_\_\_\_\_\_\_\_\_\_\_

Request/reviewed relevant medical/mental health records

* + Date: \_\_\_\_\_\_\_\_\_\_\_

Complete public records search for parents / other relevant individuals

* + Court of Common Pleas, <https://fcdcfcjs.co.franklin.oh.us/CaseInformationOnline/>
    - Mother - Date: \_\_\_\_\_\_\_\_\_\_\_
    - Father - Date: \_\_\_\_\_\_\_\_\_\_\_\_
  + Municipal Court, <http://www.fcmcclerk.com/case/search>
    - Mother – Date: \_\_\_\_\_\_\_\_\_\_\_
    - Father – Date: \_\_\_\_\_\_\_\_\_\_\_\_

If you are unable to complete any of the above listed duties, please contact your case manager or staff attorney as soon as possible. Please note that the above listed duties may only be excused by the Court.