



## What Happens Next?

- Step #1: Attend a Resource Family Approval (RFA) Orientation class
- RFA applicants are required to complete 30 hours of pre-approval training education. Applicants are also required to obtain/maintain CPR and First Aid certification. These trainings and courses are provided to you free of charge by the Woodland Community College Foster and Kinship Care Education (FKCE) program. Pre-registration is required for CPR/First Aid classes.
- Step #2: Complete the RFA application and gather all required documents
- The RFA application must be completed in its entirety before your home is assigned to an RFA social worker. You may complete the attached application or visit the website: [www.childsworld.ca.gov/PG3416.htm](http://www.childsworld.ca.gov/PG3416.htm) and complete the application "Form RFA-01(A): Resource Family Application" online. PRINT the application upon completion.
  - Other documentation:
    - Personal references
    - Copies of birth certificates, marriage certificates, dissolution of marriage documents, and death certificates (if applicable)
    - Proof of auto insurance, copy of DMV driving record and current vehicle registration for the main transportation provider
    - Medical Clearance/ proof of negative TB test (all adults must have TB clearance)
    - Criminal Record Statement (completed by all adults living in the home)
- Step #3: Criminal Background Clearance
- All adults (anyone age 18 years or older) are required to submit to a background clearance via LiveScan. You may schedule an appointment with the Yolo County Health and Human Services Agency (HHSA) by calling (530) 666-8501. (This service is provided to you free of charge through the agency.)
- Step #4: Schedule in-home visits with the RFA Social Worker
- Upon receiving your completed application, your family will be assigned to an RFA social worker who will begin processing the paperwork and scheduling the in-home visits to conduct your family's assessment.
  - You will be asked to complete a Self-Study Questionnaire prior to the visits.
  - A minimum of two in-home visits are required, and all applicants must be present at the time of the visits. One visit must occur with all household members present.
  - A buildings and grounds safety assessment will also be conducted during one of these visits.