

ATTORNEY GUARDIAN *AD LITEM* CHECKLIST

CHILD INFO

- _____ Photograph of Child (1 for your records; 1 for court)
- _____ Date child entered foster care (ASFA requires permanency decision within 15 months of entering care)
- _____ Copies of all Child in Care Plans (Parts II-IV)
- _____ Medical Records on Child
 - A.I. DuPont Hospital for Children
 - Pediatrician
 - Specialists
 - Clinics
 - ***You should not just obtain the records but also speak with the treating providers
- _____ Developmental Records on Child
 - Child Development Watch (through Public Health)
 - services children birth to 3 years old
 - Delaware Curative Workshop
 - Nurses-n-Kids
 - VNA
 - ***You should not just obtain the records, but also speak with the treating providers
- _____ Dental Records on Child
- _____ Psychological/Psychiatric Records on Child
 - Child Mental Health
 - Delaware Guidance
 - Terry Children's Psychiatric Center
 - Children Development Watch
 - Child, Inc.
 - Prevent Child Abuse Delaware
 - SOAR, Inc.
 - Multi-cultural Counseling Service
 - Upper Bay Counseling
 - Rockford/Meadowood
 - Private psychiatrist/psychologist/therapist
 - ***You should not just obtain the records, but also speak with the treating providers

_____ School Records
Head Start Programs
Daycare/Before and/or After School Care
Primary School/Secondary School
Teachers
School Counselors
DFS Family Crisis Therapists in K-3 Schools
***You should not just obtain the records, but also speak with the teacher,
school counselor, or any other person involved with your child.

_____ Parents
Biological Mother
Biological Father
Other Custodians
Foster Parents
- past and present
- excellent source of info on behaviors, etc.

_____ Relatives
Grandparents
Siblings
Aunts/Uncles/Cousins
***You should always inquire as to their ability to make a long-term
commitment to your child. If so, you should explore any DFS
involvement they have had to ensure they are a good placement. Also,
make sure that criminal background and child abuse registry checks are
done.

_____ Visitation
with parents
siblings

PARENT INFO

_____ Drug and Alcohol Records
(must get parents to sign consent or file motion with the Court for release
of records)
NET Counseling
Brandywine Counseling (BCI)
Open Door
Psychotherapeutic Services (PSI)
Recovery Center of Delaware/Reflections
Crest
SODAT
Inquiries

- Keeping appointments
- Clean urine screens
- Actively participating in treatment
- Following recommendations of agency

***Once you have a signed release or a court order, it is important to communicate with involved providers to determine the parent's compliance

Psychiatric/Psychological Records

(must get parents to sign consent or file motion with the Court for release of records)

Providers

- New Castle County Mental Health (Fernhook)
- Rockford
- Meadowood
- Delaware Psychiatric Center (Delaware State Hospital)
- PSI
- Child, Inc.
- NET Counseling
- Connections, Inc.
- Private psychiatrist/psychologist

Inquiries

- Keeping appointments
- Complying with medications
- Following treatment plan
- Actively participating/engaging in treatment

***Once you have a signed release or a court order, it is important to communicate with involved providers to determine the parent's compliance

Medical Records (when applicable)

Determine if credibility issues can be determined through review of medical records. Look at primary care physician as well as specialists.

Other Services/Providers

- Anger Management
- Parenting Classes
- Parent Aide
- Stable Employment
- Stable/appropriate Housing

Relationship with Child

- Observe visitations
- Note comments and inquiries about child
- Regular attendance at visits

Bond between parent and child

Interview other professionals re: parent/child relationship

DFS Files

History of family with agency

How long has DFS been planning with this family?

Have there been multiple entries into care? Why?

Do the same issues continue to confront this family?

Does this family have multi-generational history with DFS?

Court Involvement

Civil custody/PFA files

Dependency/Neglect files

Prior termination of parental rights of either parent?

Criminal files on parent/child?

Criminal History

Crimes against children?

Crimes against mother/father of the children? D/V, Assault

Capias history

VOP history (compliance with court orders)

Crimes involving drugs/alcohol?

Incarceration history/compliance?

TPR statutory inquiries

Chronic abuse?

Sexual abuse?

Life-threatening injury without explanation?

Parent with prior felony conviction against a child?

Prior termination of rights?

Abandoned?