

CURRENT EMPLOYER REFERENCE

RE: _____
(Applicant's name)

To Whom It May Concern:

The above-named employee has applied to Summit County Children Services to be a foster/adoptive parent for children who have been abused or neglected. An employer reference is a necessary part of the home study process.

We are requesting your time and thought in completing the attached Reference Form. Please return the form to Caring for Kids, Inc. by mail, fax or scan. If you have any questions, please feel free to call Caring for Kids, Inc. (330) 928-0044, Monday through Friday, between the hours of 8:30am – 4:30pm. All information shared is confidential and will not be shared with the applicant(s).

Thank you for your cooperation on behalf of the above-named applicant(s). I look forward to your prompt reply.

Sincerely,

Caring for Kids, Inc.
650 Graham Rd., Suite 101
Cuyahoga Falls, OH 44221
michelle@cfkadopt.org

Confidential Current Employer Reference Form

COMPANY NAME: _____

ADDRESS: _____

APPLICANT'S NAME: _____

Information needed from Employer before considering a family for foster care or adoption.

I. Length of time employed: _____

II. Type of employment: _____

III. Monthly earnings: _____

IV. Is the applicant covered by retirement or other insurance by your company? _____

V. Employer's evaluation of the applicant's work record, character, personality: _____

VI. Does the employer know the applicant well enough to give us information regarding his/her home life, his/her reputation in the community, his/her capacity to parent?

VII. Do you know of any reason why you could not recommend this applicant to be a foster or adoptive parent?

Signed: _____ Date: _____

Print: _____

Title: _____

Please return completed reference to:

Caring for Kids, Inc.
ATTN: SCCS Paperwork
650 Graham Rd., Suite 101
Cuyahoga Falls, OH 44221
Phone: 330-928-0044
Email: michelle@cfkadopt.org