

STEPS TO COMPLETE THE RESOURCE FAMILY APPROVAL APPLICATION PROCESS

Resource Family Approval (RFA)
3711 Columbus St. Bakersfield, CA 93306
Office (661) 873-2800|Email:RFAinbox@kerndhs.com



STEP 1

Attend an Orientation Class

For Relative or Non-Related Extended Family Member (NREFM) applicants with a foster child currently placed in your care (**Emergency Placement**), you can view the orientation online at

<https://www.kcdhs.org/services/resource-foster-families/orientation-training/orientation-online>

For Relative, NREFM, and Community applicants who do not currently have a foster child in your care, please register at [\(661\) 631-6204](tel:661-631-6204) to attend an in-person class.

STEP 2

Complete Forms

An online **eAdopt Account** will be set up for you to create your profile and begin completing the necessary forms. Paper copies can also be requested.

NOTE: An RFA Social Worker is only assigned when there is a completed application on file or when a foster child is placed in your home prior to approval.

If you need assistance, call [\(661\) 873-2800](tel:661-873-2800) and ask for the **RFA Worker of the Day**, or visit the Columbus Center office at 3711 Columbus Street between 7:30 am — 4:00 pm.

STEP 3

Background Clearances

Live Scan (fingerprint) all adults in the home & those adults who are regularly present. Call [\(661\) 631-6879](tel:661-631-6879) to schedule an appointment. **NOTE:** A completed application must be on file prior to scheduling a Live Scan appointment.

***Important Note:** Complete live scans within **10 days** from the date of application or within **5 business days** from the date **Emergency Placement** took place.

STEP 4

Your assigned RFA Social Worker will contact you to guide you through the rest of the RFA process & provide any additional forms.

If you do not know who your RFA Social Worker is, please call [\(661\) 873-2800](tel:661-873-2800) and ask for the RFA Worker of the Day.

STEP 5

Complete 12 hours of Pre-Service Training & CPR

Bakersfield College
FKCE Program
[\(661\) 395-4991](tel:661-395-4991)

CPR/First Aid
[\(661\) 319-1836](tel:661-319-1836)

Alternative training options are available under certain circumstances. Please consult your RFA Social Worker.

ADDITIONAL INFORMATION

- Your assigned RFA Social Worker will contact you to schedule a home inspection once all background clearances are complete.

Note: If **Emergency Placement** took place, a home inspection will be scheduled within **5 business days** from the placement date.

- Two in-person Family Evaluation interviews will be scheduled once all background and home inspections clear.
- The approval timeline is 90 days; however, it can vary depending on different factors. Your cooperation in meeting this timeline is essential, especially for **Emergency Placement** applicants, to prevent placement disruption or reimbursement interruption.

PLEASE NOTE: Being an approved resource family does not guarantee the placement of a child in your home. The child's primary Social Worker will consider the best interests of the child before making a decision.