



## Journey Toward Licensure

Becoming a licensed foster parent can feel overwhelming. Just take it one step at a time. Keep this checklist handy to track your progress or reference as you're moving forward! You can check things off in whichever order works for you.

- Consider if you would like to license with the State Department of Children, Youth and Families (DCYF) <https://www.dcyf.wa.gov/services/foster-parenting/become-a-foster-parent> or a child placing agency (CPA) in your county. Click on your region for a complete list of available CPAs:
  - [Region 1](#)
  - [Region 2](#)
  - [Region 3](#)
  - [Region 4](#)
  - [Region 5](#)
  - [Region 6](#)
- Create a profile on the Alliance training page to enable you to register for courses. <https://cpe.socialwork.uw.edu/alliance-courses>
- Complete CCT <https://cpe.socialwork.uw.edu/alliance-courses/content/caregiver-core-training-online> the required eight-session course that builds your knowledge and skills. This training is offered as a self-paced eLearning through [risewiththealliance.org/](http://risewiththealliance.org/)
- Complete a certified course for CPR/First Aid/BBP [https://cpe.socialwork.uw.edu/alliance-courses/course-catalog-table?text=first+aid&sort\\_by=field\\_course\\_event\\_date\\_value](https://cpe.socialwork.uw.edu/alliance-courses/course-catalog-table?text=first+aid&sort_by=field_course_event_date_value)
- Review the Licensing Application Checklist [https://www.dcyf.wa.gov/forms?field\\_number\\_value=10-578&title=](https://www.dcyf.wa.gov/forms?field_number_value=10-578&title=) and keep this as a reference point as you move through the process. Outside of forms and training, there are additional items required, which the checklist outlines. Please note Orientation is no longer required.
- Download and complete the required forms for the licensing application packet:

The forms listed in this section are for the entire foster household. **You only need to complete one form for each household.**

- [Family Home Study Application](#)
- [Emergency Evacuation Plan](#)
- [Financial Worksheet](#)

These forms in this section are for **each** prospective foster parent. **Complete one form for each applicant.**

- Applicant Medical Report
- Tuberculosis (TB) Screening
- Personal Information
- Vaccination Exemption (if needed)
- Background Confirmation and Out of State Check, DCYF 15-460: Follow the instructions on the top of the form and note your confirmation code. The confirmation code expires in 90 days so be sure to give yourself enough time to complete the background authorization process.
  - Each applicant and anyone 16 years or older living on the premises must complete a BAF. This step should be completed very close to the date you will be submitting your application, because the confirmation number/control ID is only valid for 90 days
  - Once you submit your licensing application packet, you will be assigned a home study specialist and your documents will be processed, starting with the background check. Expect to receive a Fingerprint Appointment letter electronically.
- Contact Alliance CaRES to get support, guidance and answers to any questions! Visit <https://alliancecares.org/> or email us at [alliancecares@uw.edu](mailto:alliancecares@uw.edu).
- When you are ready send the complete licensing applications to your regional Licensing Division team.

## Regional Contacts

- Region 1 | [Foster Care Licensing Region 1](#) | 509-818-1060
- Region 2 | [Foster Care Licensing Region 2](#) | 509-585-3029
- Region 3 | [Foster Care Licensing Region 3](#) | 425-595-3469
- Region 4 | [Foster Care Licensing Region 4](#) | 206-923-4952
- Region 5 | [Foster Care Licensing Region 5](#) | 253-983-6473
- Region 6 | [Foster Care Licensing Region 6](#) | 360-725-6765
- **Contacts for Spanish-Speakers**
  - Dirección de correo electrónico para personas que hablan Español  
[Foster Care Licensing Español](#) | 509-585-3029

## What region am I in?

[DCYF Regional Map](#)