



CHILDSRING INTERNATIONAL

HOST FAMILY APPLICATION

Today's Date: _____

Personal Information

Full Name _____

Name of spouse _____

Address _____

City _____ State _____ Zip _____

Home phone _____ cell _____ Other _____

e-mail _____ Fax _____

Children

Name _____ Age _____ Gender _____

Name _____ Age _____ Gender _____

Name _____ Age _____ Gender _____

Name _____ Age _____ Gender _____

Professional Information

Company Name _____

Title _____

Address _____

Telephone _____

Spouse's Employment

Company Name _____

Title _____

Address _____

Telephone _____

Other Information

How many pets do you have? ___ Dogs ___ Cats ___ Birds ___ Fish Other _____

Is smoking of any kind allowed in the home? ___ Yes ___ No

Other Languages Spoken: _____

Driver's License # _____ Expiration Date _____ State _____

Vehicle Insured by _____ Policy # _____

Church Membership _____

Pastor's Name _____ Phone _____

Please provide 3 non-family references for Childspring to call:

Name	Best time to call	DAYTIME Phone
_____	_____	_____
_____	_____	_____
_____	_____	_____

Comments

Why would you like to host a child with medical needs?

By signing below, I agree to abide by all of the Rules, Regulations, Policies, and Guidelines of Childspring International, some of which have been enumerated in the attached Host Family Basics and the Guidelines for Host Families.

Signed by: _____ Date: _____

Spouse: _____ Date: _____

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HOST FAMILY BASICS

(Revised 04.04.08)

1. Understand that your child may not know how to use the household items that we take for granted – TV, VCR, dishwashers, washing machines, hot/cold running water, elevators, escalators, etc.
2. Review hygiene habits in a caring way – for example, what to do with used toilet paper, to flush the toilet and then wash hands, how often to bathe or shower, how to use deodorant, etc.
3. Review use of kitchen: the toaster, microwave, food storage, snacks and drinks, etc. Your child may wait to be invited to eat, while we may assume they'll raid the fridge like American kids do!
4. The child may feel more comfortable if you allow them to participate in chores (sweeping the floor, setting and clearing the table, etc.) -- *depending on the child's health and age.*
5. Do not promise anything to the child and be sure to set boundaries and discipline as early as possible. The precedent you set will determine behavior for the rest of the child's stay.
6. Talk with your child about doctor appointments, medical procedures, equipment, recovery time, etc. This may help alleviate fear and clarify expectations.
7. Your child may come to you with just one change of clothes. It is fine to borrow clothes from your children's friends or purchase some but do not overdo it! [Refer to suitcase policy!]
8. Monitor the amount of gifts your child receives. At the end of your child's stay, you'll be surprised at the amount of gifts, clothes, and toys that cannot be taken back with the child. Each child must be in compliance with airline regulations [refer to suitcase policy!] and it is difficult for a child to choose what to take and what to leave. Childspring is not responsible for any expenses related to additional, overweight, or oversized baggage. You may suggest a donation to Childspring in honor of your child so that other children can have the opportunity to receive the medical treatments they need.
9. Do not teach your child or escort, how to use the phone as it will be impossible to prevent them from making international calls whenever they want to. A calling card is less expensive and limits time on the phone. You may even want to block international calls from your home. Childspring cannot reimburse you for long distance phone calls made by the child, parent, or escort.
10. Be aware that some children and their parent or escort may be intrigued with life in the States and decide they want to stay. Childspring does not allow contact with relatives in the United States unless it is pre-approved by Childspring. If you sense that your child, parent, or escort is thinking of staying, immediately contact Rose Emily Bermudez at 404-228-7733! This is an emergency situation, as such action is completely against Childspring policies and jeopardizes our reputation.
11. **Childspring International is not an adoption agency!** By US law and because of our agreement with the US Bureau of Citizenship and Immigration Services, EACH child, parent, or escort MUST return to their countries at the conclusion of medical treatment. No Exceptions.
12. Please make sure you maintain open communication with Childspring. Give us updates after any doctor appointments do not hesitate to call for support or to ask any questions you may have.
13. Any media concerning Childspring, its children, host families, and medical professionals MUST be reviewed and approved by a member of Childspring Staff. Please consider sharing your story and/or pictures for the CHILDSRING newsletter or sharing your hosting experience with other groups.



Host Family Code of

Ethics & Responsibilities

I understand and support the philosophy that as a host family and as an unpaid volunteer, I am subject to a code of ethics similar to the code that binds professionals in any field or endeavor. As a volunteer host family of a Childspring child, I agree to:

- Represent Childspring International in a positive and professional manner.
- Support the initiatives, guidelines, policies and recommendations of Childspring staff.
- Remember that I am a representative of Childspring and that hosting a child is not an opportunity to build personal relationships or financial gain.
- Keep open and honest communication with the City Coordinator, Case Manager, or other Childspring staff at all times.
- Evaluate each host opportunity accurately before committing to the child so that I may be able to donate the time and energy necessary to support a child.
- Be unbiased and respect the economics, culture, language, faith, abilities, and family dynamics of each child.
- Treat each child with the same respect and love as if he or she were my own child.

As a host, I understand that I have the responsibility to:

- Maintain confidentiality of the child.
- Never put the child or myself in a situation that I deem unsafe or risky.
- Report and submit all paperwork including in-kind donation forms and expense receipts in a timely fashion.
- Offer suggestions and participate in problem solving so that I may help other host families with those same problems, questions, or concerns.
- Contact Childspring regarding any problems, questions, or concerns.
- Seek in-kind donations whenever possible.
- Appropriately thank those who assist the child in any way (medical supplies, clothes, toys, babysitting, etc.)

CHILDSPRING INTERNATIONAL

EXPECTATIONS FOR HOST FAMILIES

(Revised 04.04.08)

When you choose to host a child, you become the child's "American" family. We ask that you give the child unconditional love and care for him or her as if he or she were your own. Host families are **vital** to the success of Childspring's mission and we thank you in advance for all that you will do on our behalf. In addition to providing lodging, food, and love, we ask you to:

MEDICAL:

- Take the child to medical appointments as many times as necessary before, during, and after the child's surgery (includes lab work, pre- and post-op appointments, therapy, etc.) Please collect a business card from every provider so that thank you notes can be written later.
- When appointments or surgeries are scheduled, please let Childspring's Case Manager know the date, time & place. As Childspring has legal guardianship of the child, Staff must sign the consent forms and medical releases either in person or via fax.
- Provide any medication the doctor may prescribe for the child. Childspring can reimburse you for prescriptions if the receipts are turned in with the Host Donation Form.
- Ensure that all rules are followed prior to surgery. On the day of surgery, encourage and comfort as if child, plan to spend the first night with the child in the hospital, and visit as often as possible.
- Children can get sick just from being around another person with a cold, an infection or a virus. If this happens, it is always a good idea to describe the symptoms to the child's primary doctor and follow that doctor's instructions. Childspring staff can also assist you.
- In case of an emergency, call 911, then call the child's primary doctor and follow their instructions, then call the Case Manager. The best rule is: "use common sense" and always err on the side of caution. It is better to be safe than sorry!

TRAVEL:

- Go to the airport, meet the child, and welcome him into your family.
- **The passports, tickets, visas and legal papers of the child and escort MUST be kept in the Childspring office.** If you live outside of the State of Georgia, you must make a copy of these documents and send the originals via FedEx to Childspring in Atlanta. Childspring is legally responsible for the child and has reporting responsibilities to the INS department.
- Childspring must always know the location of the child. If you are taking the child out of town, you **MUST** contact Childspring for approval well before you leave town.
- Childspring is responsible for making all return travel arrangements and will send the travel itinerary to you and ask that you take the child to the airport.
- No host family members are permitted to escort the child back to their home country upon completion of the child's medical treatment.

OTHER:

- Encourage the child to participate in family, school, neighborhood, and church events.
- *The white folder should always transfer to the next host family with as much information about the child as possible.*
- *There may be special events that the child and host family are asked to attend. These are usually fun events for the whole family and we encourage you to use these opportunities to share your hosting experience with other guests and sponsors.*



The Non-Adoption Agreement

This is to certify that I/we understand and agree that children brought to the United States of America by Childspring International and hosted by me/us may not be considered for adoption. Further, we will not pursue an adoption or long term relationship with the child/children contrary to Childspring International policies and purpose. At the end of our allotted time hosting a child or children, I/we will have fulfilled our commitment to Childspring International with both integrity and the promise to care for the child or children to the best of our abilities while fulfilling the purpose of Childspring International.

If actions are taken that contradict this agreement, we understand that Childspring International has the legal right to take immediate custody of the child and place him/her with another host family.

(1)Printed Name

Signature

Date

(2)Printed Name

Signature

Date



CHILDSRING INTERNATIONAL

BACKGROUND CHECK DISCLOSURE and RELEASE

We truly welcome you as a Childspring International volunteer. We are proud of our mission to provide children from around the world with life-saving and life-changing medical treatments. Because you may be in contact with confidential business documents, confidential medical records, and in contact with children of all ages, each applicant must authorize and submit to reference checks and a criminal background check.

This Disclosure and Release form permits Childspring International to contact the personal references you provide on the Host Family Application and permits MBI Worldwide, a consumer reporting agency, to access motor vehicle records and to receive any criminal history record pertaining to you which may be in the files of any federal, state, county or local criminal justice agency in any state and/or other information deemed necessary to fulfill the job requirements. The information received may include, but may not be limited to the afore-mentioned agencies. ***The results of this verification process will be kept confidential and will be used only to determine eligibility as a Childspring International volunteer.***

I authorize MBI Worldwide and any of its agents/designated representatives to disclose orally, electronically, and/or in writing, the results of this verification process to the designated authorized representative of Childspring International. I do hereby forever release and discharge Childspring International and its agents, and MBI Worldwide and its associates, to the full extent permitted by the law from damages, losses, liabilities, costs and expenses, or any other charge of complaint filed with any agency arising from the retrieving and reporting of information.

NOTE: The following information is provided voluntarily and is used for identification and verification purposes. Please print clearly all information and include **seven years of residential history**.

Applicant: _____ Maiden: _____

Social Security # _____ Sex _____ Race _____ Birthdate: _____

Driver's License# _____ State: _____ Expiration Date: _____

Current Address: _____ Yrs. _____

City: _____ County: _____ State: _____ Zip: _____

Previous Address: _____ Yrs. _____

City: _____ County: _____ State: _____ Zip: _____

Previous Address: _____ Yrs. _____

City: _____ County: _____ State: _____ Zip: _____

Signature: _____ Date: _____