

HOME STUDY UPDATE

WELCOME INSTRUCTIONS

Hello! We are honored that you have chosen [Connecting Hearts Adoption Services](#) to complete your adoption home study **UPDATE**. An update to a home study is required if it has been a year since your initial study was completed and you are yet to adopt and want to maintain your eligibility to adopt. [Connecting Hearts Adoption Services](#) is committed to providing you and your family with personalized, professional and informed services. We look forward to continuing to work with you and being a small part of your adoption journey.

To get started, please go to:

www.connectingheartsadoption.com/start-your-florida-home-study

A home study UPDATE requires most of the initial paperwork being completed again. This is required even if nothing has changed over the past year. Some documents are electronic while others will be hard copies. Once we receive your application, we will contact you to schedule the update visit in your home. In the meantime, you will be working on your paperwork.

We will also send you access to a secure Google Drive folder along with some additional application documents that need to be completed. This access folder is sent to you the same day your application is received. You can upload all paperwork to your secure folder as it's completed or provide us with hard copies when we visit with you in your home. Either works. We are flexible!

Thank you again for choosing Connecting Hearts Adoption to help you with your home study update! Should you have any questions while working through your paperwork, please contact us. We are here to support you!



Amy Imber
Executive Director
Connecting Hearts Adoption

HOME STUDY UPDATE CHECKLIST

- Application (electronic)
- Application Support Documents
- Financial Statement
- References (5 total-3 friends/2 relatives)
- Employment Verification
- Medical Report
- Pediatrician Report (if applicable)
- Insurance/Guardianship (electronic)
- Affidavit Moral Character
- Require Background Checks

COPIES of the following documents:

- ♥ Driver's License(s) – if updated within the past year
- ♥ Health Insurance Card(s)
- ♥ Tax Form 1040 (first page only) from most recently filed taxes
- ♥ Current Pet Vaccination Record (if applicable)

COMPLETING YOUR FORMS

Application: Please complete the application and send electronically.

Application Support Documents: Complete all forms. These are required by the State of Florida.

Financial Statement: Complete all applicable sections.

References: Your home study requires 5 references (3 friends and 2 relatives). Provide your references the web link to our reference form. You can use the same references previously used if you like, or choose new family/friends to complete this requirement. This is up to you!

Employment Verification: The form must be signed and dated by your employer. If you are self-employed, your accountant may complete this form.

Medical Report: One per adult family member. This form must be completed by your physician and signed. The physician must also print their name and date.

Pediatrician Report: One per child **age 17 and younger**. This form must be completed by your pediatrician and signed. The physician must also print their name and date.

Insurance/Guardianship Appointee: Provide information requested.

Affidavit of Good Moral Character: Review and sign in front of a notary. This form must be completed by each person **age 18 and older** in your home.

Required Criminal Background Checks: Read and follow instructions given. This must be completed for anyone **age 12 and older** in the home.

COPIES of the following documents:

- ♥ Driver's License(s) – if updated within the past year
- ♥ Health Insurance Card(s)
- ♥ Tax Form 1040 (first page only) from most recently filed taxes
- ♥ Current Pet Vaccination Record (if applicable)