

## Case Change - Additional Child(ren)

Date: \_\_\_\_\_

ACCIS Case #: \_\_\_\_\_

### Parent/Caretaker - Information

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

### Child 1 - Information

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ M: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Do you need child care for this child?  Y  N

Ethnicity Hispanic or Latino (optional):  Y  N

Both parents reside in the home?  Y  N

Social Security Number (optional):  Y  N

Child with disability?  Y  N

Gender: \_\_\_\_\_

Is child U.S. Citizen, U.S. National, or person with satisfactory immigration status?  Y  N

Race: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

Racial Affiliation Codes: **AI** (Native American /Alaskan Native), **AS** (Asian), **BL** (Black /African American), **HP** (Native Hawaiian /Pacific Islander), **WH** (White)

### Child 2 - Information

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ M: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Do you need child care for this child?  Y  N

Ethnicity Hispanic or Latino (optional):  Y  N

Both parents reside in the home?  Y  N

Social Security Number (optional):  Y  N

Child with disability?  Y  N

Gender: \_\_\_\_\_

Is child U.S. Citizen, U.S. National, or person with satisfactory immigration status?  Y  N

Race: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

Racial Affiliation Codes: **AI** (Native American /Alaskan Native), **AS** (Asian), **BL** (Black /African American), **HP** (Native Hawaiian /Pacific Islander), **WH** (White)

### Child 3 - Information

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ M: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Do you need child care for this child?  Y  N

Ethnicity Hispanic or Latino (optional):  Y  N

Both parents reside in the home?  Y  N

Social Security Number (optional):  Y  N

Child with disability?  Y  N

Gender: \_\_\_\_\_

Is child U.S. Citizen, U.S. National, or person with satisfactory immigration status?  Y  N

Race: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

Racial Affiliation Codes: **AI** (Native American /Alaskan Native), **AS** (Asian), **BL** (Black /African American), **HP** (Native Hawaiian /Pacific Islander), **WH** (White)

**Child 4 - Information**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ M: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Do you need child care for this child?  Y  N Ethnicity Hispanic or Latino (optional):  Y  N

Both parents reside in the home?  Y  N Social Security Number (optional):  Y  N

Child with disability?  Y  N Gender: \_\_\_\_\_

Is child U.S. Citizen, U.S. National, or person with satisfactory immigration status?  Y  N

Race: \_\_\_\_\_ Relationship to you: \_\_\_\_\_

Racial Affiliation Codes: **AI** (Native American /Alaskan Native), **AS** (Asian), **BL** (Black /African American), **HP** (Native Hawaiian /Pacific Islander), **WH** (White)

**Child 5 - Information**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ M: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Do you need child care for this child?  Y  N Ethnicity Hispanic or Latino (optional):  Y  N

Both parents reside in the home?  Y  N Social Security Number (optional):  Y  N

Child with disability?  Y  N Gender: \_\_\_\_\_

Is child U.S. Citizen, U.S. National, or person with satisfactory immigration status?  Y  N

Race: \_\_\_\_\_ Relationship to you: \_\_\_\_\_

Racial Affiliation Codes: **AI** (Native American /Alaskan Native), **AS** (Asian), **BL** (Black /African American), **HP** (Native Hawaiian /Pacific Islander), **WH** (White)

Parent /Caretaker Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**The following documentation must be submitted for each child added.**

Please provide one item from each category below:

1. Citizenship/Immigration Status

- Alien Registration Card including Permanent Resident or Green Card
- US Birth Certificate  FS-240 (Report of Birth Abroad of a U.S. Citizen)
- US Passport  Naturalization Certificate
- Other: \_\_\_\_\_

*Please Note: If "OTHER" documentation is not satisfactory, ACS will notify applicant.*

2. Child's Relationship to Parent/Applicant

- Certificate of adoption or adoption court order  Birth Certificate
- Passport with parent's signature  Baptismal record
- Court order for legal guardian with financial responsibility (please complete Caretaker Attestation CFWB-058)
- Other: \_\_\_\_\_

*Please Note: If "OTHER" documentation is not satisfactory, ACS will notify applicant.*

3. Age

- Birth Certificate  Alien Registration Card
- Baptismal record  Adoption record
- Passport  Official hospital documentation of the child's birth