



**CABINET FOR HEALTH AND FAMILY SERVICES
DEPARTMENT FOR COMMUNITY BASED SERVICES
DIVISION OF ADMINISTRATION AND FINANCIAL MANAGEMENT
RECORDS MANAGEMENT BRANCH**

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Governor

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Eric Friedlander
Acting Secretary

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The Indiana Department of Child Services moved to an online submission portal in 2018. The Indiana form is still required but there are additional questions that must be answered before the applicants request can be submitted in the portal. You can answer the questions on this form or on another sheet of paper and submit with the Indiana form. Applicants will be notified by email letting them know a background check has been initiated on their behalf. Applicants have to give DCBS consent to receive their background check results. A password will be provided and they need to log in as soon as possible to complete the process. Failure to do so will cause the application to be cancelled in the portal. If you have any questions, please contact the Records Management Branch at 502-564-3834.

Additional Questions

1. List dates for all addresses applicant has used in the past (addresses listed on DPP 157/159 form) List most current first and go backwards. **There cannot be a gap in the dates.**
2. Applicant email address
3. Applicant phone number
4. Has your gender identity changed since birth?