

Sunnybrook Children's Home

Admission Documentation Checklist – Residential

- Route this form & attached documentation to Social Services Coordinator

1. **Psychological Evaluation (if available)**
2. **All academic & disciplinary records for last school year**
3. **Court Order (if applicable)**
4. **Medical Exam**
5. **Dental Exam**
6. **Vision Exam**
7. **Copy of Social Security Card**
8. **Immunization Records**
9. **Birth Certificate**
10. **Parent's Divorce Decree (if applicable)**
11. **Prior Placement Records (i.e., Discharge Summary, Incident Reports, etc., if applicable)**
12. **Residential Services Application (DHS referrals)**
13. **County Case Plan (Individual Service Plan)**
14. **Medicaid Card**
15. **Current medication (if applicable)**
16. **Inter-agency agreement (SCH internal document)**
17. **Data sheet (SCH internal document)**

Sunnybrook Children's Home(SCH) Representative

Date