



Dear Friends,

We are so pleased you are interested in becoming a Host family for Mending Kids International! Our host families provide an incredible service and serve as extended family to our very special children who travel here.

Enclosed is a Host Family Application package for your completion. Once you have filled out the entire package, please send it back to our office (preferably via email).

Please pay special attention to the LiveScan and DMV forms. In order to complete the LiveScan portion you will need to look up your closest LiveScan service center (we recommend using your local police or sheriff station). Please be advised there is a \$40 cost per adult for this service and please make sure to bring the attached forms with you. The DMV form can be filled out and sent to the address on the form with a \$10.00 check for each adult. After you have received the driving records requested on the form please mail them to Mending Kids. Neither of the required fees are reimbursed by Mending Kids International. Check with your accountant whether these fees may be tax-deductible.

Your application will be processed by our consulting social worker, Keever Rhodes, will be in touch with you to schedule a home visit. Priority is currently given to host families interested in hosting older children (ages 5-15).

We look forward to helping you open your doors, hearts and homes to our children.

Sincerely,

Marchelle L. Sellers

Executive Director



## APPLICATION DOCUMENT CHECKLIST

### Forms Included in this packet

- A Completed Host Family Application
- Three Personal References
- Religious Statement
- Discipline Policy
- Smoking Policy
- Live Scan Background Check for **everyone** age 18 and over who resides in your home
- DMV Driving Record for **everyone** age 18 and over who resides in your home.

### Copies Required

- Certification on Completion of CPR and First Aid Training (no online certifications)  
 Host 1 CPR exp: \_\_\_\_\_ First Aid exp: \_\_\_\_\_  
 Host 2 CPR exp: \_\_\_\_\_ First Aid exp: \_\_\_\_\_
- Copy of your Driver's License  
 Host 1 License exp: \_\_\_\_\_ Host 2 License exp: \_\_\_\_\_
- Copy of your car insurance  
 Host 1 Ins. exp: \_\_\_\_\_ Host 2 Ins. exp: \_\_\_\_\_
- Copy of your home owner policy Policy Exp: \_\_\_\_\_
- Copy of your pet's vaccinations and Rabies certificate  
 Rabies Exp.: \_\_\_\_\_
- Picture of you and your family  
 Prefer child Ages: \_\_\_\_\_ Boy : \_\_\_\_\_ Girl: \_\_\_\_\_

### **For MKI Staff use only**

Application Received: \_\_\_\_\_ Home Study Scheduled For: \_\_\_\_\_

\_\_\_\_\_  
 MKI Rep.

\_\_\_\_\_  
 Date

# Mending Kids International Host Family Application

**Personal Data** *Please print*

Applicant's Full Name(s) \_\_\_\_\_

Host 1. \_\_\_\_\_

Cell Phone # \_\_\_\_\_ Email \_\_\_\_\_

Host 2. \_\_\_\_\_

Cell Phone # \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_

*Street*

\_\_\_\_\_

*City*

\_\_\_\_\_

*Zip*

Home Phone # \_\_\_\_\_ Fax: \_\_\_\_\_

Additional Family Members	Birthdate	Age	Relationship	Gender

Pets	Type	Age

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Has any applicant or member of household ever been convicted of a felony, child abuse or neglect, or ever been deprived of custody of own children by court order?  
No \_\_\_\_\_ Yes \_\_\_\_\_ If so, explain on the back of this form.

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**Employment Information**

**Host 1)**

Company Name \_\_\_\_\_ Occupation: \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Full Time \_\_\_\_\_ Part Time \_\_\_\_\_

**Host 2)**

Company Name \_\_\_\_\_ Occupation: \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Full Time \_\_\_\_\_ Part Time \_\_\_\_\_

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**General Information**

Do all driving members have a current California auto license? Yes \_\_\_\_\_ No \_\_\_\_\_

Name of insurance company \_\_\_\_\_

Terms of coverage \_\_\_\_\_

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Why do you want to be a host parent? \_\_\_\_\_

Your Primary Language: \_\_\_\_\_ Secondary?: \_\_\_\_\_

List any special talents helpful in caring for MKI children. \_\_\_\_\_

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How did you hear about Mending Kids International? \_\_\_\_\_

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\_\_\_\_\_  
*Host 1 Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Host 2 Signature*

\_\_\_\_\_  
*Date*

**CONFIDENTIAL**  
**PERSONAL REFERENCE**

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**Host Family Name**

1. How long have you known this person? \_\_\_\_\_
2. What is your relationship to him/her? (Relative, neighbor, casual acquaintance, close friend, etc.) \_\_\_\_\_
3. In your opinion, is he/she a happy, well-adjusted person? Yes \_\_\_\_ No \_\_\_\_
4. On what do you base your opinion?

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5. Describe the personality of this applicant.

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6. Please list any habits, health problems, personal or family problems that might affect his/her volunteer work with MKI.

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7. Have you seen him/her provide care to children? Yes \_\_\_\_ No \_\_\_\_ If so, please explain the care you observed.

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8. What methods does he/she use to discipline children?

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9. How does she/he show affection and understanding with children?

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10. How does he/she react in stressful or crisis situations?

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11. Are you aware of this person having a problem with drugs or alcohol?

Yes \_\_\_\_ No \_\_\_\_

12. Are you aware of any mental or emotional problems? Yes \_\_\_\_ No \_\_\_\_

13. Are you aware of any crime ever charged?

Yes \_\_\_\_ No \_\_\_\_

14. If yes for any of the above three questions, please explain.

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15. Do you have any other comments that you feel should be taken into consideration?

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*Your Signature*

*Your Printed Name*

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*Address*

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*City/State/Zip*

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*Home Phone*

*Cell Phone*

*E-mail Address*

***Please return to: Mending Kids International  
2307 W. Olive Ave, #B,  
Burbank, CA 91506***

**CONFIDENTIAL**  
**PERSONAL REFERENCE**

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*Your Signature*

*Your Printed Name*

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*City/State/Zip*

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*Your Signature*

*Your Printed Name*

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*Address*

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*City/State/Zip*

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### **RELIGIOUS STATEMENT**

In placing a child from a foreign country, Mending Kids International requires that you give consideration to the child's religious preferences and those of the child's parents. This requirement also applies to you as the host family.

1. Do you attend religious services?  Yes  No

If yes, please state the name of the church and describe the type of religious services you attend, how often you attend, and any other church functions or activities in which you participate.

2. What are your expectations in regard to your own children attending religious services in your family?

3. If there is an objection by a child or parent of a child placed in your care, which is based on religious grounds or beliefs, do you understand that the child in your care cannot be required to attend your religious services?  
 Yes  No

**I/we understand that host families may be asked to care for children whose faith is different from their own. I/we have been informed of MKI's policy that a host family must respect the rights of a person in care to observe the tenets of his or her own faith.**

**If a child of a different faith is placed in my/our home, I/we understand that we may be asked to cooperate with arrangements for the child(ren) in care to attend on a regular basis the place of worship of the religious faith of the birth parent if that is part of the case plan.**

### **DISCIPLINE POLICY**

Imagine being a parent and having to make the choice of sending your sick or injured child across borders to complete strangers. Our parents do so in sheer desperation with the hope their child's pain and suffering may be healed. They pray that their greatest gift, their child, will find people to love and comfort them when they can't be there themselves. Mending Kids International has pledged to these parents to do just that. As a host family we are counting on you to do an excellent job for these children and such care includes discipline.

We expect our families to appropriately apply discipline. The discipline may not include physical punishment, emotional or sexual abuse. Discipline must be age appropriate, appropriate to the offense, be respectful of the child's cultural background and take into consideration the child's medical condition. We also expect our host

parents to protect these children by making sure that other family members, friends and neighbors also treat them appropriately.

Lack of discipline is also a serious concern. All too often host families treat Mending Kids International children with special privileges simply because they are sick or from another family. Lack of appropriate discipline can create a child who develops poor behavior or can cause a child to feel insecure. Lack of discipline can also cause a family's own children to become jealous or insecure. Our advice is to apply discipline the same to all children as much as possible.

Fortunately, most of our children do not present difficult discipline problems. However, if your MKI child displays inappropriate behavior or behavior that is frustrating to your family, and you are not sure how to handle the situation, you must call your social worker directly or the MKI office (818-843-6363) and discuss the situation. Together, we will do our best to work out a solution.

**By signing this statement, you show your commitment to adhere to the Mending Kids International discipline policy.**

### **SMOKING POLICY**

Because all children coming to the United States through Mending Kids International are here for the purpose of receiving medical treatment, they are considered to be medically fragile. Therefore, smoking is prohibited in a host home caring for these children and in the motor vehicle transporting these children. The host family may permit smoking outdoors on the premises.

Please use this page to describe your smoking policy, including what will be your supervision policy when the licensee is the only one home and is outdoors smoking.

**I/we agree to the aforementioned MKI policies.**

\_\_\_\_\_  
**Host 1 Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Host 2 Signature**

\_\_\_\_\_  
**Date**