

Appendix C.9 - Foster Grandparent/Senior Companion Volunteer File Checklist

Volunteer Name: _____

**** Indicate with date that annual review has been completed**

	Date when completed for enrollment	2015	2016	2017	2018	2019	2020
<u>Section 1</u>							
Volunteer Document Checklist							
<u>Section 2</u>							
Volunteer Application Form							
Annual Review/Update Form							
** Income Eligibility							
Applicant Statement Background							
Address Certification Form							
Beneficiary Form							
Emergency Contact Form							
Volunteer Enrollment & Ins Form							
Volunteer Release Form/Media							
<u>Section 3</u>							
NSCHC Documentation Checklist							
NSCHC Component Assessment							
Fingerprints Taken							
Fingerprints Results							
Driver's License/Ins Card							
NSOPR							
State check (s)							
NSCHC Consent Form							
Murder Disclosure							
<u>Section 4</u>							
Confidentiality Agreement							
Appropriate/Inappropriate Activities							
** Performance Reviews							
Grievance Procedure Signature							
Handbook Received Signature							
Pre-Service Orientation Sign-In							