



FOSTER & ADOPTIVE CARE COALITION

FOR EVERY CHILD... A PLACE TO CALL HOME

Family Search Checklist

Check items as they are completed

- Review court and social files for names, date of births, social security numbers, and addresses of family members/contact persons
- Utilize general search engines for individual's name (google, yahoo!, etc)
- Search Vinelink database about status of offenders
- Search Bureau of Prisons and Department of Corrections to locate an inmate
- Search any available court databases for any court case associated with the individual
- Search Department of Revenue to determine property ownership.
- Search Child Abuse and Neglect databases for known names
- Search Child Protective Services case record system for other siblings in alternative care.
- Search Income Maintenance (welfare) as a way to find a current address
- Search the Putative Father Registry
- Conduct search of online people finding sites (i.e. privateeye.com, ussearch.com, whitepages.com, spokeo.com, peoplesmart.com, zabasearch.com, and pipl.com) for additional information
- If a birth or death certificate is needed to gather or confirm information on parents, request documents from Vital Records Department.
- Search social networking sites (Facebook, MySpace, Google+, Linked In, Pinterest, Twitter, etc.)