Residential Treatment Checklist (Regulation 4) – Outgoing From Florida to another state (Parent/Relative/Guardian Request)

☐ Sending State Transmittal form (1 copy)

☐ 100A – 1 copy
   Section I
   ☐ Completed showing parent, relative or guardian is responsible for planning for child and is financially responsible for child
   
   Section II
   ☐ Type of care requested, Residential Treatment Center

Legal Status
   ☐ Parent/Relative Custody/Guardianship

Section III
   ☐ Signature of the parent/relative/guardian and date

☐ 100B – 1 copy (If the child has been placed without prior approval)
   Section I
   ☐ Demographic information is completed

   Section II
   ☐ Initial placement section is completed (including the date of child’s placement)

   Section IV
   ☐ Parent/Relative/Guardian signature/date

Packet Requirements (1 copy)
   ☐ Letter of acceptance from the residential facility
   ☐ Current court order or legal document [gives the relative/guardian authority to place the child (if applicable]

   ☐ Financial/Medical Plan [detailed letter from parent/guardian which describes their responsibility for payment of the cost of placement in the facility, the name and address of the person or entity that will be making payment and the person or entity who will otherwise be financially responsible for the child]

   ☐ Placement disruption agreement