

Placement Call Questions

A calm, practical worksheet for gathering enough information to evaluate safety, fit, logistics, and immediate support needs.

Basic placement information

Date and time

Agency or worker contact

Expected arrival timing

■ What is the anticipated placement type and expected duration?

■ Are there court orders, safety plans, or supervision requirements I need before arrival?

Health and immediate care

■ Are there medications, allergies, medical devices, dietary needs, or urgent appointments?

■ What current instructions must be followed for medication storage and administration?

■ Is there any known immediate safety risk to the child, other children, adults, or pets?

School, transportation, and routine

■ What school or childcare setting is the child currently attending?

■ What transportation is expected for school, visits, appointments, and activities?

■ What routines, comfort items, foods, or calming strategies are known to help?

Family contact and belongings

■ What family contact or visit schedule is already in place?

■ Who may contact or pick up the child?

■ What belongings, documents, medications, and devices will arrive with the child?

Questions to follow up on

Notes

Important: General planning tool only. Follow current agency, court, licensing, medical, and safety instructions. Avoid recording unnecessary confidential information.