



Journey Toward Licensure

Becoming a licensed foster parent can feel overwhelming. Just take it one step at a time. Keep this checklist handy to track your progress or reference as you're moving forward! You can check things off in whichever order works for you.

- Consider if you would like to license with the State Department of Children, Youth and Families (DCYF)**

<https://www.dcyf.wa.gov/services/foster-parenting/become-a-foster-parent>

- or a child placing agency (CPA)** in your county. Click on your region for a complete list of available CPAs:

[Region 1](#)

[Region 2](#)

[Region 3](#)

[Region 4](#)

[Region 5](#)

[Region 6](#)

What region am I in? [DCYF Regional Map](#)

- Create a profile on the Alliance training page** to enable you to register for courses. <https://cpe.socialwork.uw.edu/alliance-courses>
- Complete CCT**, the required eight-session course that builds your knowledge and skills. This training is offered as a self-paced eLearning through The Alliance.

[WAC 110-148-1375](#) requires all caregivers over the age of 18 to complete the following to get licensed: First Aid, and age-appropriate, adult or infant, CPR training that meets nationally recognized standards set by the American Heart Association.

- Complete First-Aid and CPR**

*Required for all caregivers over the age of 18

- Search the web for an in-person class near you that fits the age group you want to care for (adult, child, and infant certifications are available).
- Verify with the trainer that the class meets national standards set by the American Heart Association.
- Keep your receipt and certification card.
- Once your license is issued, you can request reimbursement for the class from your licensor.

❑ **Complete Bloodborne Pathogens Training.**

*Required for all caregivers over the age of 18

○ *You may take BBP in your CPR Class or through the Alliance: [Bloodborne Pathogens \(eLearning\) | UW School of Social Work Professional Education](#)*

❑ Once you have completed the required training, **if you are licensing with DCYF, contact the licensing department** who will send you a link to the WA CAP application portal.

❑ **REGION 1** dcyf.fostercarelicensingregion1@dcyf.wa.gov

❑ **REGION 2** dcyf.fostercarelicensingregion2@dcyf.wa.gov

❑ **REGION 3** dcyf.fostercarelicensingregion3@dcyf.wa.gov

❑ **REGION 4** dcyf.fostercarelicensingregion4@dcyf.wa.gov

❑ **REGION 5** dcyf.fostercarelicensingregion5@dcyf.wa.gov

❑ **REGION 6** dcyf.fostercarelicensingregion6@dcyf.wa.gov

CONTACTS FOR SPANISH-SPEAKERS Dirección de correo electrónico para personas que hablan Español dcyf.fostercarelicensingespanol@dcyf.wa.gov

If you are licensing with a Child Placing Agency, contact the Agency for further licensing instructions.

- ❑ After you complete your licensing application, a licensor will contact you to conduct an in-person interview including your household members.
- ❑ The Licensor will also conduct a Home Inspection using the Foster Home Licensing Inspection Checklist. [DCYF Forms | Washington State Department of Children, Youth, and Families](#)
- ❑ Once the home study is complete, you will receive a draft to review before it is final and you are given a copy along with your license.
- ❑ Contact Alliance CaRES to get support, guidance and answers to any questions! Visit <https://alliancecares.org/> or email us at alliancecares@uw.edu.

The licensing process takes approximately 120 days from the day you start the WA CAP application.