Annual Home Study Update Guidelines

1. After completion of your initial home study, The Cradle will make an annual home visit to ensure continued compliance with standards. No additional fees will be charged at the annual visit; however, if a home visit is required earlier, due to a move, there is a $300 fee.

2. The Cradle requires your clearances be updated annually. These include the FBI, Illinois State Police and the Child Abuse Neglect Tracking System (CANTS). Your counselor will inform you when it is time to update your clearances.*

3. An updated balance sheet and a new paystub are required if there has been a job change since the last home visit/home study update or if your counselor requires it.

4. New medical forms are needed for all family members if the existing ones are 4 years or older. This is for all household members, including children. If you or a household member has a chronic condition or a new medical condition, a new medical form will be required at the annual update. Your counselor needs to know all current medications and dosages as well as new or changes to your medical or mental health.

5. If you have a pet or one enters the family, current rabies certificates are required.


If you move, besides the above documents and information, your counselor will also need:
   1. Updated Fire Evacuation Plan
   2. Updated Family Home Information form
   3. Updated Safety Plan for Pools form, if applicable
   4. Updated Family Firearm Agreement, if applicable
   5. Smoke and carbon monoxide detectors need to be in working order

* If your clearances are not updated as requested and become outdated, your counselor cannot send you Requests for Profile until they are updated.