

15<sup>th</sup> Judicial District Court  
 Mary LeBlanc, F.I.N.S. Coordinator  
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Date: \_\_\_\_\_  
 Time: \_\_\_\_\_

**COMPLETE ALL BLANKS ON FORM, SIGN, & PRINT ON LEGAL-SIZE PAPER.**  
**F.I.N.S. Referral/Screening Form**

Child: \_\_\_\_\_ Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
 Race: \_\_\_\_\_ Sex: \_\_\_\_\_ SS# \_\_\_\_\_ Birthplace: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 School: \_\_\_\_\_ Grade: \_\_\_\_\_ Special Ed / 504?: \_\_\_\_\_

**Parents/Guardians**

Mother: \_\_\_\_\_ Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
 Race: \_\_\_\_\_ SS# \_\_\_\_\_ Address: \_\_\_\_\_  
 Contact numbers (Home): \_\_\_\_\_ (Work): \_\_\_\_\_ (Cell): \_\_\_\_\_  
 Employer: \_\_\_\_\_

Father: \_\_\_\_\_ Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
 Race: \_\_\_\_\_ SS# \_\_\_\_\_ Address: \_\_\_\_\_  
 Contact numbers (Home): \_\_\_\_\_ (Work): \_\_\_\_\_ (Cell): \_\_\_\_\_  
 Employer: \_\_\_\_\_

**List ALL Others residing in child's household:**

Name	Age	Race/Sex	Relationship to child

**Allegations (check all that apply & provide brief explanation)**

- Ungovernable   
  Truant   
  Repeatedly Violates School Rules   
  Runaway  
 Committed Criminal Act Under the Age of 10   
  Possession/Consumption of Intoxicating Beverages  
 Cyber Bullying   
  Caretaker Contributes to OR Encourages Child's Behavior  
 Caretaker Fails to Attend Scheduled School Meetings to Discuss Child's Academic/Behavioral Issues

Behaviors: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Has child been arrested or in court? \_\_\_\_\_ Has family been referred to DCFS(child protection)? \_\_\_\_\_

If yes, Explain: \_\_\_\_\_  
**Briefly describe what modifications or assistance has already been provided or secured to help alleviate the problem, as well as any other concerns or recommendations:** (what was done already?)  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**\*\*IMPORTANT\*\*** I, the below-signed complainant, do by this act make allegations of facts that the above-named child and family is a Family in Need of Services as set forth by Title VII, Art. 730 of the Louisiana Children's Code. **COMPLETE ALL BLANKS ON FORM, SIGN, & PRINT ON LEGAL-SIZE PAPER.**

Referred by (Your Name **PRINT & Signature**) \_\_\_\_\_ Your **Position/Agency/Parent** \_\_\_\_\_ Your **Phone** \_\_\_\_\_

Attention: **LAW ENFORCEMENT** – Must Include Incident Report with Referral  
**SCHOOL PERSONNEL** - Must Include All Records of Discipline, Attendance, & Grades

FINS OFFICE USE ONLY: Priors: _____	(Form Revision Date Nov 2020) Accept / Reject / Refer / Warn & Flag
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