

FOSTER CARE LICENSING ONLINE INFORMATION DISSEMINATION SYSTEM

The online information system is a tool to provide licensure and compliance history for licensed foster care providers. Utilize the system to review the licensing history of a child care facility regulated by DCF. Once your search returns records, select the correct facility. The Foster Care Facility Report will be displayed. There is an option to print the report (top right corner).

SEARCH TIPS

1. Search by LICENSE NUMBER. This is a seven-digit number and may include zeros. (Ex: 0001234)
2. If LICENSE NUMBER is not available, enter all known information (owner name, facility name, county, city, etc). Searching by more than one field will limit the number of results making it easier to identify the facility.
3. Do not use any punctuation in the search fields.
4. When searching by the OWNER NAME or FACILITY NAME, check your spelling. The facility's name is printed on the license and spelled as requested by the licensee. (Ex: Susan Smith vs. Susie Smith) Only the facility name is searchable. The system does not provide names of staff working at the facility.
5. If the owner is a business entity, such as a corporation or LLC, search by the FACILITY NAME. (Ex: Winter Facility).
6. Use the PROGRAM TYPE (type of license issued) to narrow your search. (Ex: Family Foster Home, Group Boarding Home etc).
7. When searching by COUNTY, you must select a second field to narrow the search.

If you do not find the facility you are searching for, try again using less information. If still not successful, contact the foster care licensing open records staff for assistance. <http://www.dcf.ks.gov/Records/Pages/KORA.aspx>

Field Descriptions

- **License Number:** This is a seven-digit unique identifier for a child care facility. (Ex: 0001234) The license number is printed on the license posted at the facility. The number may be requested from Foster Care Licensing.
- **Owner First Name and Owner Last Name:** This is the owner's first and last name. The owner is the individual that applied for and received the license to operate the foster care facility. The owner's name is printed on the license posted at the facility. The owner may or may not be a person that provides care on site at the facility. Search by FACILITY NAME if the facility is owned by a business or corporation, rather than an individual.
- **Facility Name:** This is the name of the facility chosen by the owner at the time of application. If Susan Smith was applying for a foster care facility, she might name her facility "True Growth Center." The facility name is printed on the license posted at the facility.
- **Program Type:** This is the type of license issued. Choose the type of facility from the list (Ex: Detention Center, Family Foster Home, Group Boarding Home, Residential Center, Secure Care Center, Staff Secure

Facility, Child Placing Agency, Adoption Placing Agency, Foster Care Placing Agency). The program type is printed on the license posted at the facility. For more information about program types and program requirements, visit the Foster Care Licensing website

<http://www.dcf.ks.gov/services/PPS/FCL/Pages/default.aspx>