



Kinship Caregiver Document Checklist

Use this organizer to track documents that may matter when a child is living with you.

Identity and legal

- ☐ Birth certificate.
- ☐ Health card.
- ☐ Social Insurance Number information.
- ☐ Passport, if one exists.
- ☐ Custody or guardianship orders.
- ☐ Parental agreements or written consents.
- ☐ GACP or Child Protection documents.

Health and school

- ☐ Medication list and allergies.
- ☐ Immunization record.
- ☐ Doctors, specialists, dentist and pharmacy.
- ☐ School registration information.
- ☐ Learning plans or assessment reports.
- ☐ Emergency contact list.

Benefits and financial records

- ☐ CRA child benefit correspondence.
- ☐ GACP approval or payment information.
- ☐ Child care subsidy information.
- ☐ Disability or AccessAbility Supports paperwork.
- ☐ Receipts for major child-related expenses.

Where are the originals stored?

Documents still needed