



Olmsted County Foster Care Licensing Process

Step 1: Inquiry

Your phone call or email to us

An informational packet is sent to you OR information is obtained from Olmsted County's website (www.co.olmsted.mn.us).

Step 2: Attend an Informational Session

Applications are distributed at the informational session. These sessions are held every other month.

Step 3: Complete and return application packet

Return packet to:

Child Foster Care
2117 Campus Drive SE, Suite 200
Rochester, MN 55904

When we receive your application, you will be assigned a licensing worker.

Your licensing worker will:

- Send information to you on how to obtain fingerprints, so background studies can be completed on all persons living in the home who are 13 years of age or older
- Send reference letters.

Step 4: Attend additional trainings

After you have attended two additional Foster/Adoptive/Kinship training sessions, your licensing worker will meet with you and begin your home study.

Step 5: Home Visit

During your first home visit, your licensing worker will conduct a home inspection. If your licensing worker determines that a fire inspection is needed, a request will be made to the State Fire Marshal's Office.



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Step 6: Additional Visits

Additional visits (typically 4 to 6) between yourself and the licensing worker are necessary to complete the home study. During the home study, we will ask about your personal history, your support systems, your relationships, your placement preferences, etc.

Step 7: Steps to License

Your license is issued when:

- The background study is complete,
- Three references have been received,
- Your home study is complete, and
- All necessary corrections have been made to your home (per State Fire Marshal and Licensing requirements).

Typically, a license is issued within 120 days from the date your application is received by our agency.

Step 8: Licensing

Licensing worker forwards your application and the agency's recommendations to the Minnesota Department of Human Services who issues your license.

Step 9: Congratulations!

You are now a foster parent with Olmsted County & can take your first placement.