



RESOURCE CAREGIVER LICENSE RENEWAL/RE-CERTIFICATION CHECKLIST

Thank you for being a licensed resource caregiver over the past year! You have been providing temporary care for children/youth who are in foster care. The items listed below are **required for ALL licensed resource caregivers (applicant and co-applicant)**. All licensing renewal requirements must be **completed prior to 90-days** from your license end date. Please use this checklist to keep track of all required documents that are required and you have submitted via your online licensing portal account.

- Please log in to your online licensing portal account (<https://family.binti.com/users/login>) to see all required renewal documents and forms.
- Providing false information is immediate grounds of revocation of your license.

If you notice that this list and your licensing portal show outstanding licensing renewal requirements that you believe you submitted, please contact customer support using the Binti Chat feature in the licensing portal on the bottom right-hand corner.

Renewal Required Forms

1. **Resource Caregiver Annual Renewal Survey:** complete the following survey to tell us about your experience over the **past 12-months** with Child Welfare Services. You will have an opportunity to provide feedback on the CWS Caseworker (the child's caseworker), CWS Licensing Worker (assigned to you) and other parts of the foster care system. Your feedback is valuable and will be used to make improvements and/or continue doing the positive things that you found helpful.
2. ***Complete home visit with Child Welfare Services Licensing Worker***
3. ***Complete EITHER "Year 2" or "Year 3 and on" Training Requirements***

YEAR 2 TRAINING REQUIREMENTS

Year 2 Pre-Service H.A.N.A.I Training for EACH Resource Caregiver

(13 hours for EACH Resource Caregiver)

(*effective for all resource caregivers as of January 1, 2023)

- Visit (<https://rcg.hawaii.gov/trainings/>)
 - Register and complete **each** of the following Pre-Service Trainings (13 Hours Total)
 - Session 2-A
 - Session 2-B
 - Session 2-C
 - Session 2-D

YEAR 3 AND ON TRAINING REQUIREMENTS

Ongoing Training Hour Requirements for EACH Resource Caregiver (13 hours each) – Year 3 and on (*effective for all resource caregivers as of January 1, 2023)

- For a list of available live trainings and to register, visit <https://rcg.hawaii.gov/trainings/>
- Refer to the “DHS Approved Training List” to see all available options to obtain the training hour requirements (<https://rcg.hawaii.gov/trainings/>)

Resource Caregiver Warm Line

Support Services and Information for Parents whose children are in foster care, Resource Caregivers (including Hale Malama RCG's), Adoptive Parents, Guardianship Parents, and ICPC Families

7-days a week from 8:30 a.m. – 10:00 p.m.

The Resource Caregiver Warm Line is a number you can call for information, referrals, & telephone support. You can find more information on support groups schedules, ongoing trainings, and other foster care resources by visiting the DHS informational website for all Hawaii resource caregivers at: <http://rcg.hawaii.gov>

Call (808) 545-1130 (Oahu) or 1-866-545-0882 (Toll-free for Neighbor Islands)

E-mail: WarmLine@CatholicCharitiesHawaii.org