



Fax Number for Clinical Paperwork only
(813) 354-2416

- Monthly Allowance Form must be signed by both the parent and child - ***(Due by the 3rd Business Day of each m***
- Monthly Activity Log - ***(Due by the 3rd Business Day each month)***
- Monthly Medication Log, *if applicable* - ***(Due by the 3rd Business Day each month)***
- Life Skills Training Log (13+ children) - ***(Due by the 3rd Business Day each month)***
- In-service Certificate/documentation: Two (2) hours per month - ***(Due by the 3rd Business Day each month)***
(applicable to on-line training or outside source, i.e., HCFPA, seminars, ,etc)
- Copy of Report Card - ***Original is to be retained in child's yellow jacket***
(Every nine week grading period)
- Copy of Annual Health Exam - ***Original is to be retained in child's yellow jacket***
- Copy of Annual Hearing Exam - ***Original is to be retained in child's yellow jacket***
- Copy of Annual Eye Exam - ***Original is to be retained in child's yellow jacket***
- Copy of Annual Dental Exam - ***Original is to be retained in child's yellow jacket***

All forms should be submitted to our corporate office at:

Families First of Florida
4902 Eisenhower Blvd., Suite 315
Tampa, FL 33634
Fax Number: (813) 354-2416 or
Records@familiesfirstfl.com

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