

Alliance Counseling and Education Center

Parenting Facilitation Intake Form

Please fill this form out completely. You are responsible for providing updates if any information changes.

Demographic Information:

Your Name: _____
Last First Middle Maiden/Other

Present Address: _____
Street Apt. # City State Zip Code

Telephone Numbers: _____
Home Work Cell Fax

Age: _____ Date of Birth: _____ SSN: _____ Driver's License: _____
Number/State

Your relationship to the children in question: Biological Parent Grandparent Stepparent Other: _____

Email address: _____

Attorney Information:

Your Attorney's Name: _____ Legal Assistant: _____

Address: _____
Street City State Zip Code

Telephone Number: _____ Fax Number: _____

Is there an Ad Litem or Ambicus Attorney assigned? Yes No If yes, who? _____

Employment:

Present Employer: _____ Dates of Employment: _____

Title: _____ Supervisor: _____ Contact number: _____

Work Schedule: _____

Medical Information:

Does anyone involved in the case have a history of, or been treated for drug or alcohol abuse?
 Yes No If yes, please explain: _____

Drug/Alcohol Usage (frequency/amount): _____

List any prescription medications you currently take: _____

List any medications *your* children take: _____

If any adult involved in the case is taking prescription medication, has any physical disability or chronic medical condition please complete the following information (*use additional pages as needed*).

Person	Provider's Name and Contact Information	Condition and/or Medication	Telephone	Dates of Treatment

Criminal History:

Have you or any other person involved in the case been arrested, convicted or had deferred adjudication of a felony or misdemeanor, or do they have a police or criminal action pending?
 Yes No

If you answered yes, please include details below:

Date	Original Charge	City & State	Disposition

Is any person involved in the case on probation or parole? Yes No

If you answered yes, please include details below:

Parole/Probation Officer	Contact information	City/County

Has a protective order been issued against any person involved in the case? Yes No
 If yes, please explain:

Children

List the children involved in the court action. Use additional pages if needed.

Name	Age	Date of Birth	Grade	School	Current allocation of time between parents

Mental Health

List any counselors, psychiatrist or psychologist that have treated yourself or your children in the past five years.

Date	Name	Contact Information	Detail of Service Provided

Have you ever been on any medications for mental health treatment? Yes No

If yes, please complete the following:

Date	Medication	Purpose	Provider

Child Protective Services

Has Child Protective Services ever been involved with you or this case? Yes No

If yes please complete the following:

Date	Worker's Name	Contact Information	Reason for involvement	Final Disposition

Relationship History

List all relationships within the last 10 years starting with any present relationships:

Use additional pages if needed.

Name			
Dates			
Status: Married, Single, Divorced			
Reason for Divorce/Separation			
How quickly were the children introduced?			

	I do not allow the children to carry what they want to between their two homes.
	I have used words such as custody, visitation, or possession in discussing our children with others.
	I have used words such as custody , visitation, or possession in the presence of the children.
	I have blamed the other parent for the divorce or the conflict in the presence of the children.
	I have focused on the past relationship instead of on the present or future.
	I have let our child decide whether to spend time with the other parent or not.
	I have attempted to interrupt or block the child's physical time with the other parent.
	I have attempted to interrupt or block our child's phone or email contact with the other parent.
	I have not had the children return the other parent's call before bedtime.
	I have asked our child where they want to live or talked about it with our child.
	I have made plans with the children that involve the time they are with their other parent without the consent of the other parent.
	I have gathered information from our child that involves the time they are with their other parent without the consent of the other parent.
	I have gathered information from the child about what occurs with the other parent.
	I have shared with our child's teachers, coaches, tutors, child care, or doctors my concerns/frustrations regarding the other parent.
	I undermined the other parent's decision making.
	I have disucssed child support with our child.
	I have , or have attempted, to move the child more than 30 miles from their home with their other parent.
	I have asked, encouraged, and/or facilitated the child to keep secrets from the other parent.
	I have refused to take the children to extracurricular activities.
	I have not allowed the children to spend time with their friends living near their other household.
	I have encouraged the children to see the other parent's religious beliefs as wrong.

	I have facilitated replacing the other parent's relationship to the children with my current relationship.
	I do not walk up to the doorstep of our child's other home when it is time to exchange at the other home.
	Our child does not have a picture of the other parent in their room.
	I have told the children that I miss them when they are with their other parent.

Directions: Mark the behaviors you believe your co-parent has participated in. Use a "P" to indicate past behaviors and an "R" to indicate recent or current behaviors.

	My Co-Parent:
	Has repeated negative comments about me to our child.
	Has used terms like "adulterous" or "abandoner" to describe me to our child.
	Has distorted the "truth" when speaking to our child.
	Has shared divorce and other adult information with our child.
	Has insisted that our child cannot bring me into the house.
	Has destroyed items in the home that remind them of me. They have removed or destroyed pictures of me and my relatives.
	Has used "us" language when discussing the conflict with our child, implying that my behaviors with the co-parent have been "done" to our child also. For example: "Your father has left "us" or "Your mother will try to hurt us in court" or "He will not give us any money."
	Has exaggerated my problems. For example, one time not notifying them of an appointment is reported as NEVER.
	Has implied that I may be dangerous in some way, creating anxiety for our child.
	Has interrupted my time with our child by calling frequently or planning on our time.
	Has made negative comments, used negative body language and sighs at transfer to imply that they are unhappy about our child leaving them or to make me look bad. For example, "I'll get into trouble if you do not go. Try to have a good time. I'll be here waiting for you."
	Has attempted to make our child feel guilty about time spend with me or loving me.
	Has attempted to creat a belief that he/she is the good parent and I am the bad parent.
	Has used the answering machine to screen calls. My calls are rarely returned and my child is unaware of my attempts to reach them.

	Has used other people to care for our child rather than give me extra time.
	Has gathered information from our child to find out information about me.
	Has blocked midweek visits by stating that “our child needs continuity.”
	Has been rigid with regard to our child’s schedule. If I am unable to see our child on my parenting time the co-parent will not allow me to make up the time.
	Has refused to open the door if I arrive early and has left early if I am running late.
	Has threatened to withhold visitation.
	Has threatened to take me back to court.
	Has threatened to move away as a means of blocking my time with our child.
	Has refused to let me pick up our child if our child is ill.
	Has used sarcasm when speaking to me in front of our child.
	Has refused to send copies of school reports, photos and records without being asked.
	Has forgotten to inform me of school conferences, well checkups, etc.
	Has created a loyalty bind for our child by refusing to attend activities that I am planning to attend.
	Has labled my attempts to speak with them as “harassment.”
	Has taken our child to therapy and refused to include me or to allow me to get information.
	Has asked our child to keep secrets from me.
	Has asked our child to spy on me for them.
	Has expressed neutrality regarding visitation by telling our child things like, “If you choose to go I will respect your decision.” He/She repeatedly insists that our child should be the one to decide if they will go with the other parent.
	Has used guilt to manipulate our child. “How can you leave your poor old parent?”
	Has made negative comments about me in front of our child and then said, “I’m just kidding.”
	Has openly blamed me for our failed marriage.
	Has openly stated to our child that they were enever happy in the marriage.

	Has implied that our child has "separation anxiety" when it is time for visitation. Yet our child does not have any anxiety about spending the night at a friend's home.
	Has refused to consider that our child has two homes. They refer to their home as our child's only "real" home.
	Has used religion as an alienating maneuver by telling our child that I am a sinner or that I will need to be prayed for so I will not burn in hell.
	Has tried to replace your relationship with the child with their current relationship.
	Other:

Mother's behavior only:

	Has encouraged our child to use a hyphenated last name that includes her maiden name or encouraged our child to use her new married name.
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Rank in numerical order from most common to least common the form of contact you have with your co-parent.

___ In person ___ Phone ___ Email ___ Fax ___ Mail ___ Text ___ Never ___ Other