Logo

Description automatically generated

**REFERRAL FORM**

To be completed by Friend of the Court staff (IV-D worker) and sent in an encrypted email to Michigan Works!.

Date of Referral: Click or tap here to enter a date

Please check one:  Court-Ordered Participant  Voluntary Participant

Participant’s Name: Click or tap here to enter text

IV-D Case Number: Click or tap here to enter text

Social Security Number: Click or tap here to enter text

Phone Number: Click or tap here to enter text

If none, message phone number: Click or tap here to enter text

Street Address: Click or tap here to enter text

City: Click or tap here to enter text

County: Click or tap here to enter text

Zip Code: Click or tap here to enter text

Email Address: Click or tap here to enter text

Date of Birth: Click or tap here to enter text

Gender: Click or tap here to enter text

Race: Click or tap here to enter text

Veteran Status:  Yes  No

Income Source: Click or tap here to enter text

Monthly Obligation Amount: Click or tap here to enter text

Special Accommodations Needed: Click or tap here to enter text

Please enter any significant problems or concerns that the participant may have:

Click or tap here to enter text

Are there any cultural or language issues that may need to be addressed for this participant? Click or tap here to enter text

Does the participant have a criminal and/or juvenile court record?

Yes  No  Unknown

Referring IV-D worker’s Name: Click or tap here to enter text

Referring IV-D worker’s County: Click or tap here to enter text

Referring IV-D worker’s Phone Number: Click or tap here to enter text

Referring IV-D worker’s Email Address: Click or tap here to enter text

Recommended services for the participant (check all that may apply):

Evaluation of Strengths and Skills

Help Creating or Updating a Resume

Sharpening Interview Skills

Soft Skills Training (such as interacting with others, good manners, proper dress, and personal hygiene)

Job Search Guidance

Help with Financial Aid for In-Demand Jobs

Classroom Training

On-the-Job Training

Information on Childcare

Help to Find Housing

If the participant has open IV-D child support cases in other counties, identify the county, the IV-D worker, and the IV-D worker’s email address below:

Click or tap here to enter text