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# DEPENDENCY PETITION CHECKLIST

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**Form and Content:** See § 39.501; Rule 8.310.

- Petition must be in writing and titled “Petition for Dependency”.
- State separate counts for each allegation.
- Identify all parents by name and address, if known.
- If not known, describe all attempts made to obtain the information. (See § 39.503).
- Identify all current legal custodians of the child by name and address, if known.
  - If not known, describe all attempts made to obtain the information.
- Identify the age, sex, and name of the child(ren).
- Specify allegations of a factual basis establishing prima facie abuse, neglect, and/or abandonment.
- Identify the person(s) alleged to have committed the acts or omissions, if known.
  - If not known, describe all attempts made to obtain the information.
  - If the perpetrator is someone other than a parent or legal custodian and the parent or legal custodian is alleged to be culpable, allege those facts.
- State whether:
  - a parent or legal custodian named in the petition has previously unsuccessfully participated in voluntary services offered by the department.
  - a parent or legal custodian named in the petition has participated in mediation and whether a mediation agreement exists.
  - a parent or legal custodian has rejected the voluntary services offered by the department.
  - the department determined voluntary services are not appropriate for the parent or legal custodian and the reasons for such determination.
- Petitioner shall sign under oath stating the petitioner’s good faith in filing the petition.
- If filed by the department, it shall be signed by an attorney for the department.

## Service

- Parents and legal custodians must be served at least 72 hours before the arraignment hearing.