

Thank you for contacting the UT SWORPS Access and Visitation Program. **We provide FREE services to Tennessee resident parents** to assist them in focusing on the best interest of their child(ren) by seeking a visitation/parenting time schedule by voluntary agreement or by court order. Services we can assist connecting you with include: Development of Parenting Plans, Non-Therapeutic Counseling, Mediation, Neutral Drop Off/Pick Up, Supervised Visitation, Visitation Monitoring Enforcement, and/or Parenting Education. **This form may take you 15 to 20 minutes to complete.** Please note: Information that you provide will be used by Access and Visitation Program staff to assess your readiness and eligibility for our services. Parents with a history of domestic or family violence may not be eligible for services. Services with SWORPS Access and Visitation can be terminated at any time.

→ The non-custodial parent, the NCP is defined as the parent who does not have physical custody of the child(ren).

→ The custodial parent, the CP is the parent or any other person who does have physical custody of the child(ren).

*This program is operated by the University of Tennessee SWORPS (Social Work Office of Research and Public Service) and is funded through the Tennessee Department of Human Services.*

### SECTION I—Non-Custodial Parent Information:

Name: (Last) \_\_\_\_\_ (First) \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City \_\_\_\_\_ ST \_\_\_\_\_ ZIP \_\_\_\_\_

Cell Ph #: \_\_\_\_\_ Other #: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Is it ok to text you at the cell phone # you provided?** ☐ Yes ☐ No

#### Who referred you?

☐ Self ☐ Child Support Agency ☐ Child Protection Agency  
☐ Court ☐ Domestic Violence Agency ☐ Other: \_\_\_\_\_

#### What is your race/ethnicity?

☐ American Indian/Alaska Native ☐ Hispanic/Latino ☐ White  
☐ Asian ☐ Middle Eastern/North African ☐ Prefer not to say  
☐ Black/African American ☐ Hawaiian/Pacific Islander

#### What is your income?

☐ Less than \$10,000 ☐ \$20,000–\$29,000 ☐ \$40,000 or more  
☐ \$10,000–\$19,000 ☐ \$30,000–39,000

#### Which best describes you?

☐ Non-custodial Father ☐ Non-custodial Mother

### SECTION II—Custodial Parent Information:

Name: (Last) \_\_\_\_\_ (First) \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City \_\_\_\_\_ ST \_\_\_\_\_ ZIP \_\_\_\_\_

Cell Ph #: \_\_\_\_\_ Other #: \_\_\_\_\_ Email Address: \_\_\_\_\_

#### Which best describes the Custodial Parent?

☐ Custodial Father ☐ Custodial Mother ☐ Grandparent/Legal Guardian

#### What is your relationship or marital status to the Custodial Parent?

☐ Never Married ☐ Separated  
☐ Married ☐ Divorced

#### In the area below, please list details about ALL OF THE CHILD(REN) that you have with the Custodial Parent:

Name: \_\_\_\_\_ Date of Birth \_\_\_\_\_

☐ Birth Certificate Signed? ☐ DNA Test Done?

Name: \_\_\_\_\_ Date of Birth \_\_\_\_\_

☐ Birth Certificate Signed? ☐ DNA Test Done?

Name: \_\_\_\_\_ Date of Birth \_\_\_\_\_

☐ Birth Certificate Signed? ☐ DNA Test Done?

Name: \_\_\_\_\_ Date of Birth \_\_\_\_\_

☐ Birth Certificate Signed? ☐ DNA Test Done



## Access and Visitation Application Form

### SECTION III—Visitation Status:

Do you have an Order of Visitation or Parenting Plan with the Custodial Parent?

☐ Yes ☐ No

Please answer if this applies to your circumstances (Select ALL that apply.):

☐ Custodial Parent not allowing visitation

☐ Custodial Parent not following Parenting Plan

☐ Visitation is inconsistent

☐ Does not apply

☐ Live far away from the Custodial Parent

☐ Other: \_\_\_\_\_

Please tell us if you have or are currently experiencing any family violence with the Custodial Parent.

☐ Yes ☐ No (Please note that we will not disclose this to the Custodial Parent. We will also provide you with support resources.)

Please tell us the last date you visited with your child(ren) that you have with this parent: \_\_\_\_\_

### SECTION IV—Child Support and/or Court Involvement:

Do you have a Tennessee Child Support Case with the Custodial Parent?

☐ Yes ☐ No

If yes and you know your TCSES Case #, please list it: \_\_\_\_\_

Court Docket #: \_\_\_\_\_ What county: \_\_\_\_\_ and name of the court: \_\_\_\_\_?

### SECTION V—Co-Parenting:

Do any of these co-parenting issues apply to you?

☐ Conflicts with Significant

☐ Timely Pick-Up/Drop Off

☐ Visitation with Other Children

Others of the Custodial Parent

☐ Child Care Issues

☐ None of these apply to me

☐ Conflicts with Family, Siblings,  
or Friends of Custodial Parent

☐ Discipline Issues

☐ Other: \_\_\_\_\_

☐ Work Schedules

### SECTION VI—Services:

What can we help you with – What services are you requesting? (Check ALL that apply.)

☐ Mediation – Meeting with a neutral third party to come to an agreement on visitation and work out your issues

☐ Development of Parenting Plan – Developing a schedule that works for your family situation

☐ Non-Therapeutic Counseling – Assistance/Training in co-parenting and focusing on the best interest of the child.

☐ Parent Education – ☐ Self-Referral ☐ by Court Order ☐ Other: \_\_\_\_\_

☐ Neutral Drop Off/Pick Up – A public, neutral location where parents can meet to exchange child(ren)

☐ Supervised Visitation – Court-ordered time where child must be observed by neutral third party

☐ Visitation Monitoring Enforcement – Self reporting the status of ongoing visitation.

### SECTION VII—Family Violence Assistance:

Are you now or have you ever been in a relationship with a person who hurts or threatens you?

☐ Yes ☐ No

Would you like a referral for domestic violence services?

☐ Yes ☐ No

If you are experiencing domestic violence, please:

- **Call 911** if you are in an immediate life-threatening emergency.
- Contact the 24/7 **State-Wide Domestic Violence Hotline** by calling **1-800-356-6767** for counseling and information about shelter and other support services near you.
- Visit the **Tennessee Coalition to End Domestic and Sexual Violence** at [www.tncoalition.org](http://www.tncoalition.org)
- Child abuse/neglect should be reported to the 24/7 **Tennessee Child Abuse Hotline** at **1-877-237-0004**.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### To submit this application, chose one of the following:

→ Complete this application online by visiting: <https://sworps.org/index.php/field-based-services/access-and-visitation/>

→ Download and email your completed application to [accessandvisitation@utk.edu](mailto:accessandvisitation@utk.edu)

→ Call (865) 722-3226 to schedule a time with the Access and Visitation Program Coordinator (Monday—Friday 8:00AM—5:00PM EST)

→ Mail your application to:

Jodi Sprayberry, AV Program Coordinator  
600 Henley Street, UT Conference Center  
Suite 224, SWORPS Office  
Knoxville, TN 37996-4104