



Administration for Children and Families

Office of Refugee Resettlement

Adult Contact Profile (Form S-7)

Transfer UC Path version to UAC Portal

Data Entry Window REDLINE

Profile Information	
Active Sponsor Application 1	Previous Sponsor Application 1

Basic Information			
A#	(Open Text)		
Name	Salutation:	<Dropdown Menu> (-Select One- None, Miss; Mr.; Ms.; Mrs.; Sir; Dr.; Hon.; Prof; Rev.)	AKA (Open Text)
	First Name:	(Open Text)	
	Middle Name:	(Open Text)	
	Last Name :	(Open Text)	
DOB	<Pop-Up Calendar> MM/DD/YYYY		
COB	<Dropdown Menu> (-Select One- See Reference Table 1 - Countries)		Marriage Status: <Dropdown Menu> (-Select One - Single; Married; Separated; Divorced; Widowed)
Sex	<Dropdown Menu> (-Select Gender- Male; Female)		Alternate Phone Number (Open Text)
Phone	(Open Text)		Comments (Open Text)
Email	(Open Text)		Other Languages Spoken <Dropdown Menu> (-Select One- See Reference Table 2 - Languages)
Primary Language Spoken	<Dropdown Menu> (-Select One- See Reference Table 2 - Languages)		Additional Cultural Information (Open Text)
Religious Affiliation	(Open Text)		
Legacy Address	(Open Text)		

Additional Background Check Information	
FFS Requires FBI Background Check 1	FFS Requires CA/N Check 1
FFS Requires State/ Local Check 1	

Contact Flag Information	
Criminal Flag 1	Criminal Flag <Pop-Up Calendar> MM/DD/YYYY

THE PAPERWORK REDUCTION ACT OF 1995 (Pub. L. 104-13) STATEMENT OF PUBLIC BURDEN: The purpose of this information collection is to allow ORR to create profiles for sponsors, their adult household members, and identified adult caregivers in the system. Public reporting burden for this collection of information is estimated to average 0.75 hours per response, including the time for reviewing instructions, gathering, and maintaining the data needed, and reviewing the collection of information. Send comments regarding this burden estimate or any aspect of this collection of information, including suggestions for reducing the burden, to Washington, DC 20503. An agency may not conduct or sponsor a collection of information unless it displays a currently valid OMB control number. If you have any comments on this collection of information, please contact UACPolicy@acf.hhs.gov.

		Criminal Flag Notes	(Open Text)	
Fraud Flag 1		Fraud Flag Date	<Pop-Up Calendar> MM/DD/YYYY	
		Fraud Flag Notes	(Open Text)	
Denied Flag 1		Denied Flag Date	<Pop-Up Calendar> MM/DD/YYYY	
		Denied Flag Notes	(Open Text)	
Previous Sponsorship Flag 1		Denied Flag Date	<Pop-Up Calendar> MM/DD/YYYY	
		Previous Sponsor Flag Notes	(Open Text)	
Legacy Sponsor Flag 1		Legacy Sponsor Flag Notes	(Open Text)	

System Information			
Legacy ID	(Open Text)	Entity Name	<Search Bar> (Open Text)
	> Cancel	> Save & New	> Save

New Profile: Adult Contact

Profile Information

Active Sponsor Application☐

Previous Sponsor Applications☐

Basic Information

A#

* Name

Salutation

--None--

AKA

* First Name

Middle Name

* Last Name

DOB

Legal Status

--None--

COB	--None--	Marriage Status	--None--
Gender	--None--	Alternate Phone Number	
Phone		Comments	
Email		Other Languages Spoken	
Primary Language Spoken		Additional Cultural Information	
Religious Affiliation			
Legacy Address			

Additional Background Check Information

FFS Requires FBI Background Check	☐	FFS Requires CA/N Check	☐
FFS Requires State/Local Check	☐		

Contact Flag Information

Criminal Flag	☐	Criminal Flag Date	Date	Time
		Criminal Flag Notes		
Fraud Flag	☐	Fraud Flag Date	Date	Time

	Fraud Flag Notes		
Denied Flag	☐	Denied Flag Date	DateTime
	Denied Flag Notes		
Previous Sponsorship Flag	☐	Previous Sponsorship Flag Date	DateTime
	Previous Sponsorship Flag Notes		
Legacy Sponsor Flag	☐	Legacy Flag Notes	
System Information			
Legacy Id		Entity Name	Search Entities...
CancelSave & NewSave			

Documents Data Entry Window

Add File Details

FRP-1 Cover Letter 2020 01 31

Record Type

Proof of Relationship

* Title

FRP-1 Cover Letter 2020 01 31

Verified by Government Agency/Consulate

--None--

* Document Type

--None--

Entry

Search Entries...

Date Document Issued (if applicable)

Individual

Search Profiles...

Date Received

Adult Contact Relationship

Search Adult Contact Relationshi

Expiration Date

Description

File 1 of 1

Save

Children Data Entry Window

New Adult Contacts Children

Information

* Adult Contact

* Child

Cancel

Save & New

Save

Address History Data Entry Window

New Address History

New Section

* Country

Information

Address History ID

* Adult Contact

Address

City

State

Zip

* Date From

Address
Sponsorship Count

Current

☐

Date To

Verified

Smarty Streets
Verified ☐

Google Maps
Verified ☐

Google Earth
Verified ☐

Flag

Address Flag ☐

Address Flag Notes

System Information

Legacy Id

Cancel

Save & New

Save

Associated Unaccompanied Child Data Entry Window

New Adult Contact Relationship: Adult Contact Relationship

Information

Adult Contact
Relationship ID

* Type

Potential Sponsor

[View all dependencies](#)

* ~~UAC~~ Child

Search Profiles...



* Adult Contact

Lynn Test Sponsor



* Relationship to
~~UAC~~ Child

--None--



Explain
Relationship to
~~UAC~~ Child

Relationship
Verified

☐

Declined Reason

--None--

[View all dependencies](#)

Date Assigned as
Primary Sponsor

Date



Time



Declined Reason
Notes

Declined Date

Date



Time



DNA Testing Details

FFS Requires DNA Test ☐

Date Case Manager Scheduled DNA Test

Date

Time

DNA Test Date

DNA Test Type

--None--



Date DNA Test Results Received

DNA Test Type Other Explanation

Lab Name

Probability of Relationship (Percentage)

Contact Details

Proof of Relationship

--None--



Contact Restricted Date

Notes

Contact Unrestricted Date

Contact Approved Date

Unrestricted Notes

Contact Discontinued Date

Contact Type

--None--



Discontinued Notes

System Information

Legacy Id

Cancel

Save & New

Save

Self-Disclosed Criminal History Data Entry Window

New Self Disclosed Criminal History

Information

* Adult Contact

Lynn Test Sponsor

X

* Conviction

--None--

* Date

Conviction Type

--None--

* Crime

Documentation Provided

☐

* Location

Details/Mitigation

System Information

Legacy Id

Cancel

Save & New

Save

Adult Contact Profile: Display

Sex

Sex

Phone	(111) 222-3333	Alternate Phone Number
Email		Comments
Primary Language Spoken		Other Languages Spoken
Religious Affiliation		Additional Cultural Information
Legacy Address		

Additional Background Check Information

FFS Requires FBI Background Check	☒	FFS Requires CA/N Check	☒
FFS Requires State/Local Check	☒		

Contact Flag Information

Criminal Flag	☒	Criminal Flag Date	11/9/2020, 12:00 PM	Criminal Flag Notes	tset
Fraud Flag	☒	Fraud Flag Date	11/9/2020, 12:00 PM	Fraud Flag Notes	test
Denied Flag	☒	Denied Flag Date	11/9/2020, 12:00 PM	Denied Flag Notes	test

Upcoming & Overdue

>

☐ Complete Sponsor Assessment

Test LCM has an upcoming task

Nov 15

>

☐ Complete Sponsor Assessment

Test LCM has an upcoming task

Nov 14

View More

No past activity. Past meetings and tasks marked as done show up here.

Sex

Previous Sponsorship Flag	☐	Previous Sponsorship Flag Date	11/9/2020, 12:00 PM
Legacy Sponsor Flag	☐	Previous Sponsorship Flag Notes	
Legacy Flag Notes			
System Information			
Legacy Id		Entity Name	000000001 Administrative Account

Documents (1)								Refresh	Add Documents
Title ↑	Original ...	Record Ty...	Other Do...	Description	Date Rece...	Created By	Created D...		
Baptismal Certificate									
1	FRP-1 Cover L...	Proof of Relati...				Shannon Her...	Dec 14, 2020,...		
757457 12-14-2020_16:35:52									

Children (1)								Settings	Copy	New	Change Owner
1 item • Updated 3 minutes ago											
	Children ID	Child	Age	Date Of Birth	Gender	Current Loc...	Current Loc...	Nam			
1	CH-000000035	Mary B Jones	2	11/15/2018	Female	Nome	AK	Ch			
View All											

Address History (1)							Settings	Copy	New
1 item • Updated a few seconds ago									
Address Hist...	Country	Address	City, State, Zip	Address Flag	Current				
1	AH-000000004	United States of America	2040 N Rio Grande Ave	Orlando, AK, 32804	☐	☒			
View All									

Associated UACs (7)							Settings	Copy	New
7 items • Updated a minute ago									
Adult Contac...	UAC	Type	Relationship to the Child	Date of Birth	Phone Num...				
1	ACR-000000039	Lynn Test UAC1	Previous Sponsor	Step-Parent (who adopted UAC)	11/6/1963	1112223333			
2	ACR-000000040	Lynn Test UAC2	Primary Sponsor	Step-Parent (who adopted UAC)	11/6/1963	1112223333			
3	ACR-000000045	Lynn Test UAC3	Previous Sponsor	Father	11/6/1963	1112223333			
4	ACR-000000112	SWB KID UAC1	Primary Sponsor	Aunt	11/6/1963	1112223333			
5	ACR-000000115	Lynn UAC Kid1	Primary Sponsor	Sister	11/6/1963	1112223333			
6	ACR-000000116	Kam Test UAC1	Potential Sponsor	Aunt	11/6/1963	1112223333			
7	ACR-000000119	Maria Gonzalez	Primary Sponsor	Mother	11/6/1963	1112223333			
View All									

Self-Disclosed Criminal History (1)						Settings	Copy	New
1 item • Updated a few seconds ago								
Self-Disclosed Crimi...	Date	Crime	Conviction	Documentation Pr...				
1	SDCH-000000017	12/8/2020	xx	Yes	☐			
View All								

Background Checks (10+)							
10+ Items • Updated a few seconds ago							
☐	Background...	Initial Spon...	Backgroun...	State	Date Reque...	Date Result...	Results
1	☐	BCHK-000000...	Entry-00001235	Internet Crim...	11/11/2020	11/11/2020	Clear
2	☐	BCHK-000000...	Entry-00001235	Sex Offender R...			
3	☐	BCHK-000000...	Entry-00001235	FBI Criminal Hi...			
4	☐	BCHK-000000...	Entry-00001235	CA/N			
5	☐	BCHK-000000...	Entry-00001235	State/Local			
6	☐	BCHK-000000...	Entry-00001491	Sex Offender R...			
7	☐	BCHK-000000...	Entry-00001491	FBI Criminal Hi...			
8	☐	BCHK-000000...	Entry-00001491	CA/N			
9	☐	BCHK-000000...	Entry-00001491	State/Local			
10	☐	BCHK-000000...	Entry-00001516	Sex Offender R...			
View All							

HS/PRS Referral Assessments (5)				
5 Items • Updated a few seconds ago				
HS/PRS Assessment #	Status	Date/Time Opened	Date Submitted to ORR	
1	Draft	11/10/2020, 1:42 PM		
2		11/19/2020, 9:02 AM		
3	Submitted	11/19/2020, 11:57 AM	11/19/2020, 12:30 PM	
4		12/2/2020, 1:23 PM		
5		12/2/2020, 2:41 PM		
View All				

Sponsor Applications (4)						
New						
Entry Id	Entry Record ...	Profile Name	DOB	Relationship ...	Status	ORR Decision
Entry-00001491	Sponsor Application	SWB KID UAC1	Nov 7, 2006		Open	
Entry-00001582	Sponsor Application	Maria Gonzalez	Nov 1, 2015		Open	
Entry-00001516	Sponsor Application	Lynn UAC Kid1	Oct 31, 2018		Open	
Entry-00001235	Sponsor Application	Lynn Test UAC3	Nov 6, 2013		Sponsor Withdrew	

APPENDIX B – Dropdown Menu Reference Tables

Reference Table 1: Countries

<Dropdown Menu> (-Select Country- Afghanistan; Aland Islands; Albania; Algeria; American Samoa; Andorra; Angola; Anguilla; Antarctica; Antigua and Barbuda; Arabian Peninsula; Argentina; Armenia; Aruba; Australia; Austria; Azerbaijan; Bahamas; Bahrain; Bangladesh; Barbados; Belarus; Belgium; Belize; Benin; Bermuda; Bhutan; Bolivia; Bonaire, Sint Eustatius and Saba; Bosnia and Herzegovina; Botswana; Bouvet Island; Brazil; British Virgin Islands; Brunei; Bulgaria; Burkina Faso; Burundi; Cambodia; Cameroon; Canada; Cape Verde; Cayman Islands; Central African Republic; Chad; Chile; China; Chinese Taipei; Christmas Island; Cocos Islands; Colombia; Comoro Islands; Congo; Cook Islands; Costa Rica; Cote D'Ivoire; Croatia; Cuba; Curaçao; Cyprus; Czech Republic; Czechoslovakia; Dem Rep Of The Congo; Denmark; Djibouti; Dominica; Dominican Republic; East Timor; Ecuador; Egypt; El Salvador; Equatorial Guinea; Eritrea; Estonia; Ethiopia; Falkland Islands; Faroe Islands; Fiji; Finland; France; French Guiana; French Polynesia; French Southern And Antarctic; Gabon; Gambia; Georgia; Germany; Ghana; Gibraltar; Greece; Greenland; Grenada; Guadeloupe; Guam; Guatemala; Guernsey; Guinea; Guinea-Bissau; Guyana; Haiti; Heard Island and McDonald Islands; Holy See; Honduras; Hong Kong; Hungary; Iceland; India; Indonesia; Iran; Iraq; Ireland; Isle of Man; Israel; Italy; Ivory Coast; Jamaica; Japan; Jersey; Jordan; Kazakhstan; Kenya; Kiribati; Korea; Kosovo; Kuwait; Kyrgyzstan; Laos; Latvia; Lebanon; Lesotho; Liberia; Libya; Liechtenstein; Lithuania; Luxembourg; Macao; Macedonia; Madagascar; Malawi; Malaysia; Maldives; Mali; Malta; Mariana Islands; Northern Maritime; Marshall Islands; Martinique; Mauritania; Mauritius; Mayotte; Mexico; Micronesia; Moldova; Monaco; Mongolia; Montenegro; Montserrat; Morocco; Mozambique; Myanmar; Namibia; Nauru; Nepal; Netherlands; Netherlands Antilles; New Caledonia; New Zealand; Nicaragua; Niger; Nigeria; Niue; Norfolk Island; North Korea; Norway; Oman; Pakistan; Palau; Palestinian Territory, Occupied; Panama; Papua New Guinea; Paraguay; Peru; Philippines; Pitcairn Islands; Poland; Portugal; Puerto Rico; Qatar; Reunion; Romania; Russia; Rwanda; ST. Pierre And Miquelon; Saint Barthelemy; Saint Kitts and Nevis; Saint Lucia; Saint Martin (French part); Saint Vincent And the Grenadines; Samoa; San Marino; Sao Tome and Principe; Saudi Arabia; Senegal; Serbia; Seychelles; Sierra Leone; Singapore; Sint Maarten (Dutch part); Slovakia; Slovenia; Solomon Islands; Somalia; South Africa; South Georgia and the South Sandwich Islands; South Korea; South Sudan; Spain; Sri Lanka; St. Helena; Sudan; Suriname; Svalbard and Jan Mayen; Swaziland; Sweden; Switzerland; Syria; Taiwan; Tajikistan; Tanzania; Thailand; Togo; Tokelau; Tonga; Trinidad and Tobago; Tunisia; Turkey; Turkmenistan; Turks And Caicos Islands; Tuvalu; USSR; Uganda; Ukraine; United Arab Emirates; United Kingdom; United States of America; Unknown; Uruguay; Uzbekistan; Vanuatu; Venezuela; Vietnam; Virgin Islands, U.S.; Wallis And Futuna Islands; West Bank; Western Sahara; Western Samoa; Yemen; Yugoslavia; Zambia; Zimbabwe)

Reference Table 2: Languages

<Dropdown Menu> (- Select Language - Spanish; Acateco; K'iche'; Q'eqchi; Mam; Non-verbal; Sign Language; Unknown Dialect; Achi; Albanian; Arabic; Armenian; Asante; Awakatek; Azerbaijani; Bambara; Bengali; Cantonese Chinese; Chatino; Chechen; Chorti; Chuj; Creole - Haitian (French); Creole - Spanish; Czech; Dari; Dutch; Eman; English; Ewe; Fanti; Farsi

(Persian); French; Fujianese; Fulani; Fuzhou; Ga; Garifuna; Georgian; German; Gujarati; Haryanvi; Hausa; Hebrew; Hindi; Hungarian; Italian; Ixil; Jacatelco (Popti); Japanese; Kaqchikel; Kikongo; Korean; Kotokoli; Kurdish; Kyrgyz; Lachi; Latvian; Lenka; Lingala; Malinke; Mandarin Chinese; Mandingo; Marwari; Maya; Mazatec; Miskito; Mixteco; Mopan; Nahuatl; Nepali; Otomi; Pashai; Pashto; Patois; Polish; Poqomam; Poqomchi; Portuguese; Pular; Punjabi; Qanjobal; Quechua; Rohingya; Romani (Gypsy); Romanian; Russian; Serbian; Sipakapense; Slovak; Somali; Soinke; Susu; Swahili; Sylheti; Tajik; Tamil; Tarahumara; Tectiteco; Telugu; Thai; Thibetan; Tigrinya; Tlapanec; Tojolabal; Triqui; Turkish; Twi; Tzeltal; Tzotzil; Tz'utujil; Ukrainian; Urdu; Uspanteko; Uzbek; Vietnamese; Wolof; Yoruba; Zaghawa; Zapotec; Zarma; Zoque)