



423 Post-Legal Services to Adult Adoptees, Birth Families, and Adoptive Families - Non-identifyingin...



Batthula, Sharath B
Application Analyst II

CHAPTER 4, Adoption and Birth Parent Services

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423 Post-Legal Services to Adult Adoptees, Birth Families, and Adoptive Families - Non-identifying Information

Intake Worker

1. Receives call concerning release of non-identifying information from adult adoptees, birth families and adoptive families. Informs client of adoption expense charged by the Department, if applicable;
2. Sends [DSS Form 3056: Application for Post-Legal Services](#);

Post-Legal Administrative Assistant

3. Assigns case to a Post-Legal Administrator upon receipt of completed application; and
4. Contacts the client to schedule an interview or sends the non-identifying information.

Referenced Documents

[DSS Form 3056: Application for Post Legal Services](#)

Revision Comments