

426 Foster Parent Adoption



Batthula, Sharath B
Application Analyst II

CHAPTER 4, Adoption and Birth Parent Services

Revision Number: 09-03

Effective Date: 05/14/2009

426 Foster Parent Adoption

NOTE: SCDSS shall not deny a person the opportunity to become an adoptive parent because of the family's or the child's race, color or national origin (RCNO). Neither the race, color or national origin of the child or prospective adoptive family shall be among the selection factors, except in rare cases, outlined in Section 413 or Section 413.01 of the Human Services Policy and Procedure manual, that a licensed professional's individualized assessment finds that RCNO should be among the many factors considered with regard to determining a placement. In any such case, [DSS Form 2534: Licensed Professional's Statement](#), must be completed and filed in the child's record. Culture shall not be used as a proxy for RCNO.

Families

willing to adopt children of a different RCNO shall not be subjected to differential treatment,
including extra scrutiny.

Adoption Specialist

1. Within sixty (60) days of child's referral for adoption services, discusses the following issues with the foster family:

- ♦ a. The differences in foster care and adoption in terms of agency involvement, financial support, legal meaning of adoption, etc.;
- b. The need to achieve permanence through adoption as expeditiously as possible;
- c. The adoptive home assessment process;
- d. The need for positive involvement from the foster family if the decision is made to move the child to another home; and
- e. Any other issue that is specific to the child and foster family;

NOTE: THE FOLLOWING PROCEDURES APPLY TO ASSESSMENT OF FOSTER FAMILIES WHO WERE NOT ASSESSED UNDER THE FOSTER/ADOPTIVE FAMILY ASSESSMENT/PRE-PLACEMENT INVESTIGATION PROCESS INITIATED IN OCTOBER 2003.

2. Requests that the applicant(s) complete the following forms and provide the following documents. Documents which are not time sensitive, such as birth certificates, Social Security cards, etc. may be used from the foster home file. Medicals and financial information that is less than one (1) year old may be used if the foster parent adoptive applicant indicates there have been no changes:

- ♦ a. [DSS Form 1574: Adult Physical Examination for Adoptive Applicants](#), for each adult living in the home;
- b. [DSS Form 30102: Health Status Report](#), for all children living in the home, except foster children;
- c. [DSS Form 1573: Financial Information](#);
- d. Most recent W-2, tax return, or last three (3) months pay stubs;
- e. Recent photographs of family and home, two (2) of each;
- f. [DSS Form 30107: State Law Enforcement Division/Child Protective Service](#) release;
- g. [DSS Form 2612: Request for Criminal Background Check](#);
- h. [DSS Form 1575: Foster/Adoptive Family History Information](#);
- i. [DSS Form 3008: Child Factors Checklist](#);
- j. [DSS Form 30101: Openness Checklist for Adoptive Parents](#);
- k. Social Security card;
- l. Drivers license;
- m. Marriage license/certificate;
- n. Divorce decree, including Complaint for Divorce, or death certificate if marriage was ended through death of a spouse;
- o. Military discharge;

- p. Birth certificate for each household member, excluding foster children;
- q. Four (4) letters of reference from persons who have known the applicant(s) for the last three years; and

3. Reviews the foster family's licensing home study and most recent re-evaluation;

4. Completes adoptive home assessment, according to guidelines for all adoptive families, using the Foster/Adoptive Family Assessment Summary/Pre-Placement Investigation;

5. Submits completed home assessment to adoption supervisor;

Adoption Supervisor

6. Reviews adoptive home assessment and approves, if appropriate. If approved, proceeds according to "Family Assessment - Approval";

7. If denied, proceeds according to "Family Assessment - Denial";

Adoption Administrator

8. If denied, notifies the county director of the decision not to approve the foster family for adoption; and

Adoption Specialist

9. Updates CAPSS.

Referenced Documents

[DSS Form 1574: Adult Physical Examination for Adoptive Applicants](#)

[DSS Form 30102: Health Status Report](#)

[DSS Form 1573: Financial Information](#)

[DSS Form 30107: State Law Enforcement Division/Child Protective Service](#)

[DSS Form 2612: Request for Criminal Background Check](#)

[DSS Form 1575: Foster/Adoptive Family History Information](#)

[DSS Form 3008: Child Factors Checklist](#)

[DSS Form 30101: Openness Checklist for Adoptive Parents](#)**Revision Comments**

NOTE added to stress that RCNO shall not be used in making placement decisions or in assessing potential adoptive families.

Item 2., H. Name of 1575 changed to reflect revised form.