



415 Preparation for Adoption



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Application Analyst II

CHAPTER 4, Adoption and Birth Parent Services

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415 Preparation for Adoption

Adoption Specialist

1. Reviews all available information on the child and birth family and ensures that all available information from outside sources has been obtained;
2. Meets with foster parents, group home counselors, house parents, teachers, mental health counselors and others to explain the preparation for adoption process and gain current information for child's life book.
3. Schedules monthly visits with the child in order to develop the child/worker relationship;
4. If the adoption specialist is responsible for the contacts/visits required by state law:

- a. Makes a face-to-face visit with the child in the home. If abuse or neglect is suspected, interviews and observes child outside the presence of others in the home in order to assess the child's health and safety and makes a referral to Child Protective Services. If a foster parent is the suspected perpetrator, makes a report to OHAN (out of Home Abuse and Neglect);
- b. Interviews foster parent(s) monthly. A face-to-face visit is required every other month;

- c. Makes a face-to-face visit with other adults residing in the home once per quarter;
- d. Documents monthly contacts in CAPSS prior to the end of each month;

5. If the adoption specialist is the child's case manager, provides to child a printed card with the case manager's name, telephone number and county emergency number. On the reverse side is the 24-hour toll free number required by statute. This card is given to age appropriate (5 years of age and older) foster children. It may be provided to a younger child if child's maturity level indicates this is appropriate. Explains to the child that the toll free number may be used if problems occur which the child believes the worker cannot or will not resolve; and

6. Addresses, at a minimum, the following issues with the child during monthly visits (other issues may need to be addressed and should be determined based on the individual needs of each child):

- ♦ a. Helping the child understand why s/he is not living with her/his birth parents;
- b. Assessment of the child's attachment, resentment, guilt and loss regarding the birth family. Include assessment of sibling attachment and type of contact that will be needed. Include assessment of significant attachments between child and former foster parents for the purpose of possible permanent homes or continuing relationships;
- c. Receptiveness to adoption;
- d. Readiness for adoptive placement;
- e. Development of the child's Life Book;
- f. Involving the child in the permanent plan. Children 12 years and older will be asked to sign the [DSS Form 30131: Parent Placement/Treatment Plan](#), Case/ Service Plan Children; and
- g. Child's preferences in an adoptive family. If race, color or national origin appears to be an issue of concern for child, refers to Chapter 4, Section 413 before proceeding with seeking an adoptive home.

Referenced Documents

[DSS Form 30131: Parent Placement/Treatment Plan](#), Case/ Service Plan Children

Revision Comments

Item 6.g. is revised to require further action if RCNO is believed to be a factor that may need to be considered in placement.