

Adoptive Home Study - Sharing and Release

SUMMIT COUNTY CHILDREN SERVICES

<p>ORC: NA</p> <p>OAC: 5101:2-48-12; 5101:2-48-19</p> <p>USC: NA</p> <p>CFR: NA</p>	<p>ORIGINAL: 1/2007</p> <p>REVISIONS: 4/05; 9/05; 9/08; 3/10; 8/6/10; 12/17/19</p> <p>RELATED FORM(S): NA</p> <p>RELATED PROCEDURE/POLICY(IES): Adoption Home Study</p>
---	---

- | | |
|---|---|
| <input type="checkbox"/> Administrative
<input type="checkbox"/> Fiscal
<input type="checkbox"/> Human Resources
<input type="checkbox"/> Information Technology | <input type="checkbox"/> Legal
<input type="checkbox"/> Safety & Security
<input type="checkbox"/> Social Services - All Departments
<input checked="" type="checkbox"/> Social Services - Foster & Adoption |
|---|---|

All Staff
 Bargaining Unit
 Non-Bargaining
 Management

POLICY:

Summit County Children Services (SCCS) will share and release adoptive home studies to other agencies for purposes of adoption or to transfer the adoption home study to another agency.

PROCEDURE:

Adoptive applicants or approved adoptive caregivers may request to review their home study and/or supporting documentation. The home study and documents may be reviewed at the agency but may not be photocopied or removed from the building. SCCS will not release adoptive studies directly to adoptive parents.

The agency will duplicate and release the home study and, if applicable, the Multiple Children/Large Family Assessment (JFS 01530) upon the request and signed release of information by the adoptive caregiver to the certified Ohio Department of Jobs & Family Services (ODJFS) public or private adoption agencies when a child has been identified for potential adoptive placement. SCCS will release the home study within 15 days from the receipt of authorization and request. The applicant may be charged a reasonable fee for reproduction of the home study for consideration of children who do not have identified special needs.

The home study will be released for the purpose of transfer to another agency with a statement and request in writing from the adoptive parent. Two parent households require the signatures of both adoptive parents. Home studies will be sent to parties with an accompanying dated cover letter, and a copy of the cover letter will be maintained in the resource family record.

SCCS will not release a home study to any other agency or to a probate court when it has been determined that the application or home study contains false statements made by the applicant.

*NOTE-References are confidential and may not be reviewed by the adoptive applicant/parent or released to other agencies.