

Approval of a Foster Home for Adoptive Placement

SUMMIT COUNTY CHILDREN SERVICES

ORC: N/A OAC: 5101:2-48-11 USC: N/A CFR: N/A	ORIGINAL: 4/07/08 REVISIONS: 3/19/09; 2/17/10; 12/23/11; 7/23/18 RELATED FORM(S): N/A RELATED PROCEDURE/POLICY(IES): N/A
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| <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 |
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All Staff Bargaining Unit Non-Bargaining Management

POLICY:

Summit County Children Services (SCCS) will assess foster caregivers for approval of adoptive placements when they have not completed the joint home study process and have identified a specific child in the permanent custody of SCCS or another Public Child Services Agency (PCSA).

PROCEDURE:

When a foster caregiver expresses an interest in being approved as an adoptive parent and has identified a specific child in the permanent custody of SCCS or another PCSA, an agency caseworker is responsible for completing the following:

1. Assist the foster caregiver in completing the Application for Child Placement (JFS 01691).
2. SCCS will search the Statewide Automated Child Welfare Information System (SACWIS) or Ohio's Central Registry on Child Abuse and Neglect for each adoptive applicant and adult household member prior to approval. A search shall also be conducted within ten days of the addition of any new adult household member once the home study has been approved.
3. If SCCS initiates an adoptive home study with an applicant from another county, SCCS shall notify the PCSA in the county the applicant resides in for relevant information which includes but is not limited to all of the following:
 - a. Applicant's name
 - b. Applicant's address

- c. Applicant's telephone number
- d. Name and dates of all household members at time of application
- e. A request for any relevant information, if known, including at a minimum:
 - Past or present functioning of the prospective adoptive parent
 - Rule violations involving foster and pre-adoptive child
 - Third party investigations
 - Information relating to previous adoption applications and/or placements,
 - Information as to the events leading to a removal of any child from the prospective adoptive home
 - Confirmation of household members as determined by a review of agency records.

4. Compile and review the following information to determine the appropriateness of the foster caregiver for adoptive placement:

- a. Medical Statement for Foster Caregiver/Adoptive Applicant and All Household Members (JFS 01653);
- b. Assessment for Child Placement (Homestudy) (JFS 01673) and the Child Characteristics Checklist for Foster Care and/or Adoption (JFS 01673-A) Large Family Assessment (JFS 01530) if applicable;
- c. Assessment for Child Placement Update (JFS 01385) if applicable;
- d. Foster home record;
- e. Local, Bureau of Criminal Identification and Investigation (BCII), and Federal Bureau of Investigation (FBI) criminal record checks;
- f. Case record information documented by the caseworker's visits to the foster home.

5. The caseworker (assessor) shall:

- a. Review information contained on the JFS 01691, and all supporting documentation;
- b. Conduct a home visit;
- c. Complete the JFS 01530 when a family has a total of five or more children residing in the home, including foster children and children in kinship care, or if the family will have a total of five or more children who will reside in the home upon the adoptive placement of a child;
- d. Observe the interaction between the child, foster caregiver and other members of the household, if applicable;
- e. Discuss how the foster caregiver is working with the child on problems identified in the case plan and how they will deal with long term issues the child may have;
- f. Discuss the differences between foster care and adoption with the foster caregiver and the reason for adoption approval at this time;

g. Discuss the availability of adoption assistance and post finalization adoption services with the foster caregiver.

h. The caseworker shall complete any sections of the JFS 01673 based upon information obtained through interviews and review of all of the documentation.

6. The decision to approve or deny must be rendered by at least two (2) social services staff members (the caseworker and supervisor or designee). The applicant(s) will be notified by letter of the approval or denial of the home study within ten (10) days of the decision.

The notification of approval for foster/adoptive placement will include:

- Date of approval and expiration for adoption;
- Whether certified as a foster home;
- Whether jointly approved for adoption and certified as a foster home;
- A description of the type of child(ren) the applicant is approved to foster/adopt;
- Information about the update/recertification process, if applicable.

The notification of denial for foster/adoptive placement will include:

- A detailed explanation of the reason for denial;
- A description of procedures for an agency review.