

Office of Child Welfare Programs

Maurita Johnson, Deputy Director

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**Number:** CW-IM-14-002

**Issue date:** 1/15/14

**Topic:** Adoptions

**Subject:** Independent Adoption Placement Reports

**Applies to (check all that apply):**

- |   |  |
|---|--|
| <input type="checkbox"/> All DHS employees                  | <input type="checkbox"/> County Mental Health Directors  |
| <input type="checkbox"/> Area Agencies on Aging             | <input type="checkbox"/> Health Services   |
| <input type="checkbox"/> Aging and People with Disabilities | <input type="checkbox"/> Office of Developmental<br>Disabilities Services (ODDS)   |
| <input type="checkbox"/> Children, Adults and Families      | <input checked="" type="checkbox"/> Other ( <i>please specify</i> ): Adopting<br>Petitioners, Attorneys, Licensed<br>Adoption Agencies |
| <input type="checkbox"/> County DD Program Managers         |  |

**Message:**

**FEE CHANGE NOTICE:**

Effective February 1, 2014, in accordance with Oregon Administrative Rule 413-140-0047, DHS is raising the fee for an independent adoption placement report from \$675 to \$800.

**ADDITIONAL INFORMATION:**

Independent adoption placement reports are assigned to licensed adoption agencies contracted with the DHS Independent Adoption Program to complete the reports. The Independent Adoption Program assigns the reports to one of the contractors following receipt of a petition for an independent adoption, when Oregon statute and administrative rule require the completion of a report.

For independent adoptions where the petition was served on DHS on or after February 1, 2014, DHS will charge the following fee:

\$800 for the assignment and completion of the independent adoption placement report.

This \$800 fee is payable as follows:

- (1) This fee must be paid by the petitioner by check or money order directly to DHS; and
- (2) The check or money order must be submitted to DHS within 30 days of service of the petition on DHS.

DHS may, upon petitioner's request, consider waiving all or a portion of the fee. DHS's determination of a reduction or waiver of the placement report fee is based upon the federal poverty guidelines that the United States Department of Health and Human Services establishes each calendar year.

Further information regarding the independent adoption placement report, fee, and waiver criteria is available on the DHS Policy website at the following website address: [http://www.dhs.state.or.us/policy/childwelfare/manual\\_1/i-g4.pdf](http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-g4.pdf)

*If you have any questions about this information, contact:*

<b>Contact(s):</b>	Carla Crane, Post Adoption Services Manager Tina Spencer, Independent Adoption Specialist		
<b>Phone:</b>	(503)945-5998 (503)945-5670	<b>Fax:</b>	(503)945-6633
<b>Email:</b>	<a href="mailto:carla.crane@state.or.us">carla.crane@state.or.us</a> <a href="mailto:tina.j.spencer@state.or.us">tina.j.spencer@state.or.us</a>		