

	STATE OFFICE for SERVICES to CHILDREN and FAMILIES CLIENT SERVICES MANUAL I ISSUED BY: Program Operations EFFECTIVE DATE: January 21, 2000	NUMBER: I-G.1.2
		SECTION: G. Adoption
		SUBSECTION: 1. SOSCF Adoption Services
SUBJECT: 2. Adoption Recruitment - SOSCF Policy		

Responsible Manager: Manager, Permanency and Adoptions
Approval: Assistant Administrator, Program Operations

Interpretation: Manager, Permanency and Adoptions

REFERENCES: SOSCF Policy I-E.1.1, Working with Relatives Towards Permanency for Children
SOSCF Policy I-E.2.1, Placement of Indian Children
SOSCF Policy I-F.2, Determining the Appropriateness of Adoption as a Permanency Plan
SOSCF Policy I-G.1.1, Non-Relative Current Caretaker Adoption Planning
SOSCF Policy I-G.1.5, Adoption Placement Selections

PURPOSE

This policy establishes guidelines for recruitment of appropriate families for a child needing an adoptive placement.

DEFINITIONS

(1) “Approved Family” means a family that has been selected for a child in accord with SOSCF Policy I-G.1.5, Adoption Placement Selection.

(2) “Family Resource and Retention Specialist” These positions provide recruitment and technical assistance for statewide activities of SOSCF field staff who work with SOSCF children being considered for permanent placement, i.e. adoption, foster/kinship, guardianship.

(3) “Interethnic Adoption Provisions of the Small Business Job Protection Act of 1996 (IEPA)” means Section 1808 of this act which is entitled “Removal of Barriers to Interethnic Adoption, and affirms and strengthens the prohibition against discrimination in adoption or foster care placements.

(4) “Multiethnic Placement Act of 1994 (MEPA)” means federal legislation which provides policy guidance on the use of race, color or national origin as

considerations in adoption and foster placements.

(5) "Recruitment" means the procedures and practices through which an adoptive family is located.

(6) "Special Needs Adoption Coalition (SNAC)" means Oregon private licensed adoption agencies who are members of the coalition. A family studied by a SNAC private agency may reside in either Oregon or Washington.

(7) "Special Needs Adoption Coalition (SNAC) Recruitment" means the recruitment functions that SOSCF contracts with SNAC to perform. These include:

(a) In-State Recruitment. SOSCF children needing in-state recruitment are simultaneously referred to SOSCF adoption workers and SNAC agencies ;

(b) Out-of State-Recruitment. SNAC facilitates all out-of-state recruitment efforts, when needed;

(c) Publication of the "Family Matters Newsletter."

(8) "Waiting Child Bulletin" is a recruitment tool, disseminated by the central office Permanency and Adoptions Unit, to inform SOSCF and SNAC agency adoption workers, interested families and recruiters that a specific child is waiting for an adoptive family.

VALUES

(1) To reduce the time a child spends in temporary foster care, recruitment begins as early as possible within a child's service plan.

(2) Recruitment of adoptive resources should incorporate the broadest base necessary to achieve timely placement.

(3) SOSCF is required to comply with the Multiethnic Placement Act of 1994 as amended by the Interethnic Adoption Provisions of the Small Business Job Protection Act of 1996.

(4) General recruitment should reflect the racial and ethnic diversity of the children in the state who need adoptive homes.

POLICY

General recruitment is designed to encourage interest in and to educate the community about SOSCF children available for adoption. It is a multi-faceted strategy to reach all parts of the community, and goes beyond child specific recruitment activities. Child specific recruitment is designed to locate potential approved families for a specific child.

PROCEDURES

(1) Workers shall use child specific recruitment efforts unless SOSCF Policy I-E.1.1, Working with Relatives Towards Permanency for Children, or SOSCF Policy I-G.1.1, Non Relative Current Caretaker Adoption Planning, applies and child specific recruitment efforts are not needed.

(2) Documented recruitment efforts are required for a child to be eligible for adoption assistance except where it would not be in the best interest of the child. The adoption assistance coordinator should be contacted for consultation in questionable situations.

(3) The child's worker shall begin recruitment for the child in a timely manner, given the specific case situation and the alternate plan for the child.

(4) If the child is not fully free for adoption ("legal risk"), the Legal Assistance Specialist is responsible for determining whether the child is eligible for adoption recruitment and notifying the worker and the Family Recruitment and Retention Specialist (FRRS) that the child is eligible and recruitment may begin.

(5) The child's worker is responsible for adoption recruitment for the child, with the assistance of the Family Recruitment and Retention Specialist (FRRS). The worker with the assistance of the FRRS as needed shall:

(a) While considering the best interest of the child, assess the individual child's total needs; and

(b) Determine what type of recruitment efforts are necessary and appropriate to recruit an adoptive family able to meet the child's needs.

(6) The worker shall use the Waiting Child Bulletin and shall read and respond to home studies. In addition, depending upon the type of recruitment efforts approved by the Legal Assistance Specialist, the worker may use SNAC recruitment, or other recruitment methods, including newspapers, television, or electronic media.

(7) Recruitment efforts shall be compatible with the alternate planning for the child.

(8) Recruitment efforts shall not consider the race, color or national origin of potential adoptive families. Cultural heritage shall not be used as a substitute for race. This requirement does not apply to Indian children under the Indian Child Welfare Act (ICWA). For Indian children, follow SOSCF Policy I-E.2.1

(9) SOSCF shall attempt to recruit and retain foster and adoptive parents who reflect the ethnic and racial diversity of children for whom foster and adoptive homes are needed, and who can meet the needs of children awaiting placement.

(10) In the case of any child for whom the permanency plan is adoption, the worker shall make reasonable efforts to place the child in a timely manner in accordance with the permanency plan. The worker shall document in the permanency plan section of the CF 147, Narrative Recording Guide, the steps SOSCF is taking to find an adoptive family for the child, to place the child with an adoptive family, and to finalize adoption. At a minimum, such documentation shall include child specific recruitment efforts such as the use of state, regional, or national adoption exchanges, including electronic exchange systems, and the reasons for using or not using specific recruitment methods.

EXCEPTIONS

The Multiethnic Placement Act and Interethnic Adoption Provisions of the Small Business Job Protection Act do not apply to the placement of Indian children covered by the Indian Child Welfare Act.