

	STATE OFFICE for SERVICES to CHILDREN and FAMILIES	NUMBER: I-G.1.2
	CLIENT SERVICES MANUAL I	SECTION: G. Adoption
	ISSUED BY: Program Operations EFFECTIVE DATE: September 17, 1996	SUBSECTION: 1. SOSCF Adoption Program
SUBJECT: 2. Adoption Recruitment		

Interpretation: Manager,
Permanency and Adoptions

Approval: 
Assistant Administrator,
Program Operations

REFERENCE: PAM 9059, "A Guide to Adoption Recruiting"
SOSCF Policy I-G.1.1, Relative or Current Caretaker Adoption Planning

PURPOSE

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

DEFINITIONS

(1) "**Recruitment**" means the procedures and practices through which an adoptive family is located. Recruitment includes two basic strategies:

(a) 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;

(b) Child-specific recruitment is designed to locate potential adoptive families for a specific child.

(2) "**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.

(3) "**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."

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(4) "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.

VALUES

(1) If it is determined that a child is to be freed for adoption, recruitment efforts will expand the quality and quantity of adoptive families for a child. Expanding the pool of available adoptive families through recruitment offers choices and assures the best possible match for a child.

(2) In-state, timely recruitment is preferred prior to out-of-state recruitment efforts except when a child has extraordinary special needs.

(3) Recruitment is a collaborative effort between SOSCF and other public and private adoption agencies. To this end SOSCF contracts with SNAC which expands the pool of adoptive families for a child.

PROCEDURES

(1) SOSCF policy I-G.1.1, Relative or Current Caretaker Adoption Planning, should be consulted for situations where child-specific recruitment efforts may not be 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 because of such factors as existing emotional ties with a foster parent or relative. The adoption assistance coordinator should be contacted for consultation in questionable situations.

(3) Child specific recruitment procedures are delineated in CF PAM 9059, "A Guide to Adoption Recruiting."

(4) Recruitment through SOSCF and SNAC private, licensed adoption agencies is required prior to out-of-state recruitment.

(5) If no appropriate families are referred by SOSCF or SNAC private agency workers within 60 days of releasing the "Waiting Child Bulletin," and the child is legally free or approved by a permanency consultant for out-of-state recruitment, the child's worker should initiate out-of-state recruitment through SNAC. Out-of-state recruitment is required in order to consider an unrelated out-of-state adoptive family. A child who is not legally free cannot be placed out-of-state without court approval.

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EXCEPTIONS

(1) When a child has extraordinary special needs, the child's worker may initiate simultaneous in-state and out-of-state recruitment efforts.

(a) If the child is legally free, approval shall be obtained by the adoption consultant or a permanency consultant;

(b) If the child is not legally free, approval must be obtained from a permanency consultant.

(2) On a case-by-case basis, where there is an infant under one year of age with minimal special needs (e.g., uncomplicated prenatal, social, and placement history, such as non-drug affected) and where it is expected there will be a sufficient pool of adoptive families without statewide recruitment through the "Waiting Child Bulletin," the child's worker may E-Mail all SOSCF adoption workers as a recruitment effort to locate an adoptive family for a child. This exception requires prior approval of the adoption consultant or permanency consultant. A copy of the E-Mail shall be maintained in the case file as documentation of this recruitment effort. This E-Mail should include, as a minimum, legal status, birthdate, sex, significant genetic information, and special needs of the child.