

	<p style="text-align: center;"><b>STATE OFFICE for SERVICES to CHILDREN and FAMILIES</b></p> <p style="text-align: center;">CLIENT SERVICES MANUAL I</p> <p>ISSUED BY: Program Operations</p> <p>EFFECTIVE DATE: September 17, 1996</p>	<p><b>NUMBER:</b> I-G.1.3</p> <p><b>SECTION:</b> G. Adoption</p> <p><b>SUBSECTION:</b> 1. SOSCF Adoption Program</p>
<p><b>SUBJECT:</b> 3. Adoption Applications</p>		

Interpretation: Manager,  
Permanency and Adoptions

Approval: Assistant Administrator,  
Program Operations

**REFERENCES:** ORS 418.280 and 418.285  
OAR 413-200-0100 through 413-200-0230 (Foster, Adoptive and Family  
Group Home Certification Rules, Policy II-B.1)

## **POLICY ON ADOPTION APPLICATIONS**

**413-120-0200 (1)** Persons who wish to adopt a child from SOSCF must meet the following requirements:

**(a)** Meet the foster home certification requirements in "Rules Governing Certification of Foster Homes and Adoptive Homes for Children" which are relevant to adoption. Specifically, the following sections apply to adoptive home studies: Statement of Purpose, 413-200-0100, Indian Child Welfare Act, 413-200-0120; Qualifications of Family, 413-200-0150, subsections: (1) General Requirements (a) through (h); (2) Personal Qualifications; (3) Health Qualifications; (6) Disqualifications, except subsection (d); Professional Responsibilities of Foster Parents, 413-200-0160, section (3) Accepting Children for Care (a) through (c); Care and Development of the Child, 413-200-0170; and Health and Fire Safety, 413-200-0180. Any exception to the aforementioned rules must be recommended by the adoption worker completing the adoption home study and approved by the branch manager;

**(b)** Provide evidence of the capacity to accept and raise an adopted child as their own child to maturity; and

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(c) Participate in training provided by SOSCF to prepare applicants for adoption.

(2) Persons interested in adopting a child from SOSCF will be required to participate in an orientation to SOSCF's Adoption Program which will include a description of special needs children placed by the agency.

(3) Applications for a home study will be routinely accepted from persons expressing interest in adopting a child with special needs. Persons who are only interested in adopting a child without special needs will be referred to licensed adoption agencies because SOSCF places very few children without special needs. However, on an as-needed basis, SOSCF will accept applications of persons who are only interested in children without special needs if the agency determines that the supply of approved adoptive homes for this group of children is insufficient.

(4) Applications will be accepted from married couples or single persons for consideration of adoptive placement of a child.

(5) Applications will be made to a SOSCF adoption worker on forms specified by the SOSCF Permanency and Adoption Unit.

(6) The applicants and all members of the household are subject to a review of criminal history records. A criminal history may be considered sufficient reason to refuse to register the application.

(7) All accepted applications will be registered for consideration of a home study, subject to SOSCF's priorities for adoptive home studies (see OAR 413-120-0230).

**Statutory Authority: HB2004**

**Stats. Implemented: ORS 418.280 and 418.285**

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### NOTICE TO APPLICANT

**413-120-0210 (1)** If a home study of the applicant is not initiated within one year from the date the application is signed, the branch office may give the applicant notice in writing that the application will no longer be considered.

**(2)** The branch office completing a home study shall provide the applicant(s) with notice, in writing, of the approval or disapproval of the home study.

**(3)** If an approved home study is removed from the bank of homes to be considered for placements, the branch office will provide applicant(s) with written notice.

**Statutory Authority: HB2004**

**Stats. Implemented: ORS 418.280 and 418.285**

### APPLICANTS KNOWN TO OTHER AGENCIES

**413-120-0220** SOSCF may accept applications from any person who previously has applied to another agency unless the applicant is:

**(1)** Currently under study for placement of a child; or

**(2)** Currently under consideration for placement of a child.

**Statutory Authority: HB2004**

**Stats. Implemented: ORS 418.280 and 418.285**

### HOME STUDIES

**413-120-0230 (1)** SOSCF will prioritize applications according to the type of homes most needed for children who are free for adoption or being freed. Priority will be given to completing home studies of applicants who:

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(a) Are interested in adopting children with special needs for whom there are few or no available homes approved;

(b) Relatives and foster parents, applying to adopt a specific child, to whom the child has already developed psychological ties.

(2) Field management staff responsible for the supervision of adoption services will determine which applications will have a home study completed, and will be responsible for the approval or disapproval of the home as a resource for adoptive placements.

(3) Branch offices shall provide SOSCF Permanency and Adoption Unit, in the central administrative office, a copy of all approved home studies upon completion.

**Statutory Authority: HB2004**

**Stats. Implemented: ORS 418.280 and 418.285**