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| | **STATE OFFICE for SERVICES to CHILDREN and FAMILIES**<br>**CLIENT SERVICES MANUAL I**<br>**ISSUED BY:** Program Operations<br>**EFFECTIVE DATE:** January 2, 1996 | **NUMBER:** I-G.3.3<br>**SECTION:** G. Adoption<br>**SUBSECTION:** 3. Post Adoption Services |
| **SUBJECT:** 3. Adoption Registry | | |

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Interpretation: Manager, Permanency and Adoptions

Approval: Assistant Administrator, Program Operations

**REFERENCES:** SB 1105
ORS 109.425 - 500
Policy I-G.3.4, "Assisted Search Program"

## POLICY

### PURPOSE

**413-130-300** The central office adoptions unit maintains the Voluntary Adoption Registry and carries out the SOSCF administrative responsibilities specified in these rules. Staff are expected to provide general information about the registry, refer inquiries to the central office adoption unit, and upon request, provide the counseling services mentioned in OAR 413-130-340.

**Statutory Authority: HB2004**
**Stats. Implemented: ORS 109.425 - 109.500, SB 1105**

### VOLUNTARY ADOPTION REGISTRY

**413-130-310 (1)** The Voluntary Adoption Registry is the program established under ORS 109.425 to 109.500 through which the State Office for Services to Children and Families maintains a registry of persons wishing to receive adoption information and to provide identifying and non-identifying information to eligible adoptees and eligible relatives of adoptees. The Voluntary Registry also performs certain functions with the State Assisted Search Program as provided in ORS 109.502-507 and OAR 413-130-400 through 413-130-520.

**(2)** The State Office for Services to Children and Families will maintain the registry for all SOSCF adoptions and all adoptions not arranged through a licensed Oregon agency.

**(3)** SOSCF may contract with another licensed adoption agency for the operation of the registry. If it does so, these administrative rules will govern the operation of the registry.

**(4)** SOSCF may join a voluntary national or international registry and make its records available to that registry. The rules governing disclosure of information in such adoption registry shall be as prescribed in these rules.

**Statutory Authority: HB2004**
**Stats. Implemented: ORS 109.425 - 109.500, SB 1105**

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## REQUESTING NON-IDENTIFYING INFORMATION

**413-130-320 (1)** A fee of $45 will be charged to any eligible person who requests non-identifying information from the registry to cover the cost of providing the information.

**(2)** SOSCF will provide written request forms to all eligible persons.

**(3)** Upon receipt of a written request form and the fee, SOSCF will provide a genetic, social, and health history of the adoptee, excluding identifying information, to the following persons:

**(a)** The adoptive parent/s of the adoptee or adoptee's guardian;

**(b)** The birth parent/s of the adoptee;

**(c)** The adoptee if age 18 or older;

**(d)** In the event of the death of the adoptee:

**(A)** The adoptee's spouse, if the spouse is the birth parent of the adoptee's child or the guardian of any child of the adoptee; or

**(B)** Any progeny of the adoptee who is 18 years of age or older.

**Statutory Authority: HB2004**
**Stats. Implemented: ORS 109.425 - 109.500, SB 1105**

## REGISTRATION FOR IDENTIFYING INFORMATION

**413-130-330 (1)** Eligible persons. Persons eligible to register with the registry include:

**(a)** Birth parent/s of an adoptee;

**(b)** Adult adoptee;

**(c)** An adoptee's genetic sibling who is 18 years of age or older;

**(d)** Adoptive parent/s of a deceased adoptee;

**(e)** Adult siblings of deceased birth parent/s of an adoptee;

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**(f)** Parent/s of deceased birth parent/s of an adoptee.

**(2)** A fee of $25 per registrant will be paid prior to processing any affidavit.

**(3)** Eligible persons may register by submitting a notarized affidavit to SOSCF on forms provided by SOSCF.

**(4)** Affidavit contents. The affidavit must be sent by the registrant to the Adoption Services section of the State Office for Services to Children and Families. It shall contain:

**(a)** The current name and address of the registrant;

**(b)** Any previous name by which the registrant was known;

**(c)** The original or adopted names of the adopted child;

**(d)** The place and date of birth of the adopted child, if known;

**(e)** The name and address of the agency which made the adoptive placement, if known;

**(f)** A statement of the registrant's willingness to be identified to other eligible persons who register; and

**(g)** The registrant's signature, witnessed and notarized. A copy of the registrant's birth certificate shall be submitted with the affidavit.

**(5)** Processing Affidavits.

**(a)** SOSCF will maintain files concerning all persons whose adoptions were completed through SOSCF, or whose adoptions were independent adoptions, and who have completed an affidavit;

**(b)** It is the responsibility of the registrant to notify the registry of any change of name or change of address. SOSCF shall not search for a registrant who fails to notify the registry of these changes;

**(c)** A registrant may cancel his or her registration at any time by written notice to the registry;

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**(d)** SOSCF will not contact or in any other way solicit any adoptee or birth parent to register with the registry except as provided for under ORS 109.502-507;

**(e)** If a birth parent of an adoptee registers prior to the adoptee's eighteenth birthday, SOSCF shall accept the birth parent's registration and notify the birth parent that the adoptee is not yet eligible to register with the registry and that the requirements of subsection (4)(f) of this rule must be met;

**(f)** When an adoptee reaches age 18, the birth parent of the adoptee, if the birth parent registered prior to the adoptee's eighteenth birthday, shall notify SOSCF in writing of his or her desire to continue the registration;

**(g)** All affidavits and other related registry information collected by SOSCF shall be permanently maintained by SOSCF.
**Statutory Authority: HB2004**
**Stats. Implemented: ORS 109.425 - 109.500, SB 1105**

## USE OF REGISTRY

**413-130-340 (1) Eligible persons.** The following persons are eligible to use the registry to obtain identifying information about birth parents, adult adoptees, and adult adoptees' genetic siblings:

**(a)** Birth parent/s of the adoptee;

**(b)** Adult adoptee;

**(c)** Adult genetic siblings of adoptee if the birth parent or parents are deceased;

**(d)** Adult adoptee genetic siblings who have been adopted by different adoptive families and have no knowledge of their birth parents;

**(e)** Adoptive parent/s of deceased adoptee;

**(f)** Parent/s of deceased birth parent; and

**(g)** Adult siblings of deceased birth parent.

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**(2)** An adult adoptee who has a genetic sibling in the adult adoptee's adoptive family who is under the age of 18 years shall not have access to the registry.

**Statutory Authority: HB2004**
**Stats. Implemented: ORS 109.425 - 109.500, SB 1105**

## RELEASE OF IDENTIFYING INFORMATION - COUNSELING

**413-130-350 (1)** When SOSCF determines that a match exists, SOSCF will notify the affected persons of the match by a method which is direct and confidential.

**(2)** SOSCF may recommend appropriate counseling by a SOSCF service worker prior to the release of identifying information to eligible persons. In cases where an eligible person resides in another state, SOSCF may request the appropriate social services agency in that state to provide the notification of the match and to offer counseling services prior to the release of identifying information.

**(3)** If SOSCF determines that there is a match, and if relevant persons have registered with the registry and have received appropriate counseling, notification of the match may be given by SOSCF only to:

**(a)** An adult adoptee;

**(b)** Birth parent/s of an adult adoptee;

**(c)** The adult genetic siblings of an adult adoptee if the birth parent/s are deceased;

**(d)** Adult adoptee genetic siblings who have been adopted by different adoptive families and have no knowledge of their birth parents;

**(e)** At SOSCF's discretion, parents or adult siblings of the birth parent/s if the birth parent/s are deceased; or

**(f)** At SOSCF's discretion, the adoptive parent/s of a deceased adoptee.

**(4)** No information shall be released to registrants pertaining to:

**(a)** The adoptive parents;

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**(b)** The siblings of the adult adoptee who are children of the adoptive parents; and

**(c)** The income of anyone.

**Statutory Authority: HB2004**
**Stats. Implemented: ORS 109.425 - 109.500, SB 1105**

## CONFIDENTIALITY OF REGISTRY

**413-130-360** All information acquired by the registry shall be confidential and shall be disclosed only as provided in these rules or pursuant to a court order.

**Statutory Authority: HB2004**
**Stats. Implemented: ORS 109.425 - 109.500, SB 1105**