

**Select originating cluster**

**Policy Transmittal**

Nancy K. Keeling  
Authorized Signature

**Number:** CW\_PT\_06\_014  
**Issue Date:** 05/15/06

**Topic:** Adoptions

**Transmitting (check the box that best applies):**

- New Policy   
  Policy Change   
  Policy Clarification   
  Executive Letter  
 Administrative Rule   
  Manual Update   
  Other: \_\_\_\_\_

**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 checked="" type="checkbox"/> Children, Adults and Families | <input type="checkbox"/> Seniors and People with Disabilities  |
| <input type="checkbox"/> County DD Program Managers               | <input checked="" type="checkbox"/> Other (please specify): Private adoption agencies, Court Appointed Special Advocates (CASAs), attorneys appointed to represent children in Juvenile Court, Tribes, and those who are involved in the adoption committee process for children in state custody. |

Policy/Rule Title:	Release of Adoption Home Study Reports		
Policy/Rule Number(s):	I-A.3.3 / 413-010-0086 (3)	Release No:	
Effective Date:	Immediately	Expiration:	
References:	See CW_PT_06_010 for the original temporary rule		
Web Address:	<a href="http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-a33.pdf">http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-a33.pdf</a>		

**Discussion/Interpretation:** There was an error in the original temporary rule (eff. February 6, 2006) that incorrectly stated how much time a branch has to respond to a request for a home study. An amended temporary rule is being filed to correct that error.

**Implementation/Transition Instructions:**

**Training/Communication Plan:** Training will occur as part of the statewide Freeing and Placing training. There is also a training that will occur via teleconferencing for

both child welfare workers and CASAs. Training will occur in the next 4 months.

**Local/Branch Action Required:** Review the rule and ensure practice is reflective of the rule.

**Central Office Action Required:** Review the rule and ensure that practice is reflective of the rule. Finalize the rule.

**Field/Stakeholder review:**  Yes  No

**If yes, reviewed by:** A CASA representative participated in the rule drafting process. The committee that drafted the rule had representation from CASA, and Child Welfare staff from central office and the field.

**Filing Instructions:**

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

<b>Contact(s):</b>	Lois Day, Adoptions Manager		
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