

Lois A. Day, Administrator  
Office of Safety & Permanency for Children

**Authorized Signature**

**Number:** CW-PT-10-013

**Issue Date:** 12/29/2010

**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 type="checkbox"/> Other (please specify):              |

Policy/Rule Title:	I-A.3.3, Release of Adoption Home Study I-E.3.1, Placement Matching I-E.3.6, Legal Permanency, Concurrent Planning, and Use of Permanency Committee I-E.3.6.1 Guardianship as a Permanency Plan I-E.3.6.3, Another Planned Permanent Living Arrangement I-E.3.7 Special Immigrant Juvenile Status I-F.6, Sibling Adoption Planning I-G.1.1, Foster Parent Request for Consideration as a Current Caretaker I-G.1.2, Identification and Consideration of Potential Adoption Resources I-G.1.3, Adoption Applications, Adoption Home Studies, and Standards for Adoption I-G.1.5, Adoption Placement Selection I-G.1.10, Supervision and Support of an Adoptive Placement I-G.1.14 Intercountry Adoption Pursuant to the Hague Convention and Intercountry Adoption Act
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Policy/Rule Number(s):	OAR 413-010-0081 thru 0085 OAR 413-070-0600 thru 0645 OAR 413-070-0500 thru 0519 OAR 413-070-0650 thru 0670 OAR 413-070-0520 thru 0565 OAR 413-110-0100 thru 0150 OAR 413-070-0570 thru 0574 OAR 413-120-0500 thru 0595 OAR 413-120-0700 thru 0760 OAR 413-120-0190 thru 0246 OAR 413-120-0000 thru 0060 OAR 413-120-0800 thru 0880 OAR 413-120-0900 thru 0970	Release No:	
Effective Date:	December 28 and 29, 2010	Expiration:	
References:			
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> <a href="http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-e31.pdf">http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-e31.pdf</a> <a href="http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-e36.pdf">http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-e36.pdf</a> <a href="http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-e361.pdf">http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-e361.pdf</a> <a href="http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-e363.pdf">http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-e363.pdf</a> <a href="http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-e37.pdf">http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-e37.pdf</a> <a href="http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-f6.pdf">http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-f6.pdf</a> <a href="http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-g11.pdf">http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-g11.pdf</a> <a href="http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-g12.pdf">http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-g12.pdf</a> <a href="http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-g13.pdf">http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-g13.pdf</a> <a href="http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-g15.pdf">http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-g15.pdf</a> <a href="http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-g110.pdf">http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-g110.pdf</a> <a href="http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-g114.pdf">http://www.dhs.state.or.us/policy/childwelfare/manual_1/i-g114.pdf</a>		

### **Discussion/Interpretation:**

**The following sets of administrative rules will become permanent on December 28 and 29, 2010:**

- I-A.3.3, Release of Adoption Home Study
- I-E.3.1, Placement Matching
- I-E.3.6, Legal Permanency, Concurrent Planning, and Use of Permanency Committee
- I-E.3.6.3, Another Planned Permanent Living Arrangement
- I-E.3.7, Special Immigrant Juvenile Status
- I-F.6, Sibling Adoption Planning
- I-G.1.1, Foster Parent Request for Consideration as a Current Caretaker
- I-G.1.2, Identification and Consideration of Potential Adoption Resources

I-G.1.3, Adoption Applications, Adoption Home Studies, and Standards for Adoption  
I-G.1.5, Adoption Placement Selection  
I-G.1.10, Supervision and Support of an Adoptive Placement  
I-G.1.14, Intercountry Adoption Pursuant to the Hague Convention and Intercountry Adoption Act

**The following temporary administrative rule sets will become effective on December 29, 2010:**

I-E.3.6.1 Guardianship as a Permanency Plan

These final administrative rule sets make permanent the changes regarding permanency and adoption planning procedures and processes and reinforces the preference for permanency with relatives. These final rules contain substantive changes from the temporary rules filed in July of 2010.

The Department has also filed a temporary rule set describing responsibilities when guardianship will be considered as a child's permanency plan. These temporary rules are being separated from Guardianship Assistance rules and are now located in I-E.3.6.1.

**Implementation/Transition Instructions:**

Temporary administrative rules were filed in July, 2010. These final rules include a number of changes to those temporary rules and each final rule should be read carefully. With the filing of these rules, workers should discontinue using the adoption procedures outlined in the procedure manual. Updated tools and flow charts that will help guide the changes in permanency and adoption committees will be available the week of January 3, 2011. Draft forms that accompany these rules will also be available the week of January 3, 2011. Prior to changing a child's permanency plan and prior to participating in a future permanency committee or adoption placement selection process, workers must read these final rules and either attend one of the three scheduled training sessions (outlined below), or contact one of the Adoption Program Managers listed at the end of this transmittal for instructions on the significant changes in the selection of a child's permanency plan and the permanency committee and adoption placement selection processes.

**Training/Communication Plan:**

The Adoption Program has scheduled three conference call training sessions for the following dates and times: January 6, 2011 from 1:30-3:30, January 7, 2011 from 9:00-11:00, and January 10, 2011 from 2:30-4:30. E-mail notifications of these training sessions have been sent to all staff at Child Welfare with instructions for joining the conference call. A reminder e-mail with written training information will be provided

prior to January 6, 2011. Training will also occur at the Child Welfare Program Managers meeting in January and at all the upcoming permanency and adoption quarterlies.

Branches can contact the Adoption Program Manager, Assistant Managers, Adoption Placement Specialist, or Legal Assistance Specialists with questions and information on policy interpretation.

**Local/Branch Action Required:**

Branch offices are expected to read and review these administrative rules prior to changing a child’s permanency plan, or participating in a permanency committee or an adoption selection process.

**Central Office Action Required:**

Central Office is expected to respond to policy implementation questions, case consultation, and implementation of continued training opportunities for branch staff.

**Field/Stakeholder review:**      Yes      No

**If yes, reviewed by:** Child Welfare Policy Council, Rules Advisory Committee, Public Comment period and Public Hearing Process.

**Filing Instructions:**

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

<b>Contact(s):</b>	Kathy Prouty, Gail A Schelle, Carla Crane		
<b>Phone:</b>	503-947-5358, 503-945-5997, 503-945-5998	<b>Fax:</b>	
<b>E-mail:</b>	<a href="mailto:Kathy.prouty@state.or.us">Kathy.prouty@state.or.us</a> , <a href="mailto:gail.schelle@state.or.us">gail.schelle@state.or.us</a> , <a href="mailto:Carla.crane@state.or.us">Carla.crane@state.or.us</a>		