

# Kids Central, Inc. System of Care Policy & Procedure

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**Series:** Permanency and Child Well Being

**Policy Name:** Services to Prospective Adoptive Parents

**Policy Number:** 229

**Origination Date:** 08/31/06 **Revision Date:** 12/3/10

**Authority:** 65C-16.002 F.A.C.; 63.085 F.S.

**Attachments:** Disclosure Information to Adoptive Parents (Form 5328)

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## Policy

It is the policy of Kids Central, Inc. to provide support and transition services to prospective adoptive parents, which address adoptive parent and child's needs to prevent disruption.

## Procedure

### Services to Adoptive Parents:

1. Within 14 days of the Prospective Adoptive Parent making contact with the Adoption Case Manager (ACM), they will discuss the child's current and ongoing needs with the prospective adoptive family and prepare them for the placement. The preparation will include presentation of all available non-confidential information about the child's background and their birth family and the Child Study, which will be signed by the prospective adoptive family acknowledging that each adoptive parent understands the information discussed, has read, and fully understands each document presented or talked about.
2. The prospective adoptive family will have at least three visits with the child prior to placement.
3. The ACM will visit the adoptive family monthly, after the placement of a child ensuring the prospective family is able to meet the needs of the child.
  - a. If the Adoption Provider places a child out of the state, the adoption provider shall comply with the Interstate Compact on the Placement of Children (ICPC). The request for supervision and services provided by another licensed child-placing agency must be in writing. The written request must contain a request for periodic status reports on the child's progress and adjustment.
  - b. The Adoption Provider will ensure necessary ongoing services are in place for the child and family prior to finalization.
4. The ACM will provide services to the adoptive family and child until adoptive placement is finalized or terminated.

### Approved By:

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Cynthia A. Schuler, Chief Executive Officer

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Date