

**CLINTON COUNTY JOB AND FAMILY SERVICE
FOSTER CARE PROGRAM**

POLICY: Foster caregiver adoption of a foster child who has resided with the caregiver for at least twelve consecutive months.

- A.** When a foster caregiver expresses the desire to adopt a foster child who is and has been residing with the foster caregiver for at least twelve consecutive months, the public children services agency (PCSA,) private child placing agency (PCPA) or private non-custodial agency (PNA) shall provide the foster caregiver with a JFS 01692, "Application for Adoption of a Foster Child." A completed JFS 01692, with supporting documentation, shall serve as a shortened homestudy, replacing the JFS 01673, "Assessment for Child Placement (Homestudy,)" required by rule 5101:2-48-12 of the Administrative Code.
- B.** The PCSA, PCPA or PNA shall inform the foster caregiver that consideration will be given to their application provided that the placement is in the best interests of the child pursuant to rule 5101:2-48-16 of the Administrative Code.
- C.** Upon receipt of a completed JFS 01692, Clinton County JFS shall review the application with the foster caregiver. A PCSA, PCPA or PNA shall not require the foster caregiver to undergo a BCII check as a condition of acceptance or approval of the application for adoption of a foster child; however, the agency shall inform the foster caregiver that a criminal records check is required before a court issues a final decree of adoption or an interlocutory order of adoption.
- D.** After Clinton County JFS receives a completed JFS 01692, "Application for Adoption of a Foster Child," they shall provide the foster caregiver with both of the following:

 - 1. Information about the requirement for adoption training as outlined in rule 5101:2-48-09 of the Administrative Code.
 - 2. Information about the application process and eligibility requirements of Title IV-E adoption assistance, state adoption maintenance, post adoption special services subsidy, and non-recurring adoption expenses.
- E.** Prior to approval of the adoption homestudy, Clinton County JFS shall document in the case file that the caregiver has fulfilled the required adoption training as outlined in rule 5101:2-48-09 of the Administrative Code.
- F.** Clinton County JFS shall compile and review all of the following information to determine the appropriateness of the foster caregiver for adoptive placement:

1. JFS 01653, "Medical Statement for Foster Care/Adoptive Applicant and All Household Members."
2. JFS 01349, "Foster Home Homestudy," or the JFS 01673, "Assessment for Child Placement (Homestudy,)" as applicable.
3. All JFS 01385, "Assessment for Child Placement Update," if applicable.
4. Foster home record.
5. BCII and/or FBI criminal record check.
6. Case record information documented by the placement worker's visits to the foster home.

G. Clinton County JFS shall process the completed JFS 01692 and the assessor shall arrive at one of the following recommendations:

1. Approve the applicant as an adoptive parent for the child who has resided in the applicant's home for at least twelve consecutive months.
2. Deny the application.

H. If the decision of the assessor is to approve the applicant as an adoptive parent, the written notification shall include, but not be limited to, the following information:

1. Date of approval of the JFS 01692 including the date the approved homestudy will expire.
2. A description of the characteristics of the child or children for whom the applicant is being approved.

I. If the decision of the assessor is to deny the applicant for adoption or updated adoptive homestudy, the written notification shall contain both of the following:

1. A detailed explanation of the reason for the denial which sets forth all of the reasons upon which it was based.
2. A description of procedures for an agency review pursuant to rule 5101:2-48-24 of the Administrative Code.

J. The JFS 01692 shall only be used as an approval for the adoptive placement for the child(ren) for whom the homestudy was conducted. A separate JFS 01692 or JFS

01673, as applicable, shall be used for any other child(ren) that the family is interested in adopting.

- K.** Upon approval of the foster caregiver for the adoptive placement, the agency shall follow the adoptive placement procedures as outlined in rule 5101:2-48-16 of the Administrative Code.

Submitted by:

Kathi Spirk, LSW
Adoption/Foster Care Supervisor

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Approved by:

John Hosler
Director