

Big Bend Community Based Care Policy & Procedure

Series:	400: Child Welfare Services	
Policy Name:	Services to Adoptive Parents	
Policy Number:	421	
Origination Date:	03/09/2009	Revised: Board Meeting of 12/13/2018
Regulation:	65C-16, F.A.C.	

Policy

It is the policy of Big Bend Community Based Care, Inc. (BBCBC), to mandate that their Adoption Provider provide transition and post adoption services to adoptive parents to address the child's needs and to prevent disruption or dissolution in accordance with 65C-16, F.A.C.

Procedure

- A. Prior to adoptive placement, the Adoption Provider will discuss the child's needs with the prospective adoptive family and prepare them for the placement. The preparation will include:
 1. Presentation of the child study and additional information about the child, their personal characteristics, a copy of their complete medical history, if available, their academic potential and school performance including copies of school report cards, if applicable, and all available information about the child's background and the history of the birth family.
 2. The family will have at minimal at least one (1) supervised visit with the child prior to placement.
 3. During pre-placement visitation with a potential adoptive family who resides outside of the adoptive providers service area a request will be made in writing for assistance regarding monitoring of the pre-placement visitation and any recommendations for services needed as a result of the visitation in order to prepare the prospective adoptive family for adoptive placement.
- B. Adoption Supervision will be provided at adoption placement until the finalization of the adoption.
 1. The first home visit will be made within one (1) week of adoptive placement unless the child has been residing in the home more than thirty (30) days.
 2. A minimum of three (3) supervisory visits will occur in placements that are non-problematic.
 3. Additional supervisory visits will be required for placements that do not proceed smoothly.
 4. The adoptive child will be visited in the adoptive home a minimum of once per thirty (30) days until adoption finalization.
 5. The entire family must be seen together at least once during the post-placement supervision period.
- C. Examples of complex placements requiring additional services may be located in 65C-16.010(2), F.A.C., and include, but are not limited to, the following:
 1. Sibling placements;
 2. Children with severe and emotional behavioral difficulties;
 3. Adolescents;
 4. Children placed trans-racially;

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5. Mental Health Multidisciplinary Team;
 6. Children who are developmental delayed.
- D.** At the end of the supervisory period, the Adoption Provider, Adoption Supervisor, or appropriate BBCBC designee, will make a final assessment of the placement.
1. A home evaluation will be completed as directed in Section 63.125, F.S., before the final adoption hearing, or within ninety (90) days after the adoption petition is filed with the court by the adoptive family, whichever occurs first.
 2. A written report of the findings, including recommendation on the granting of the adoption petition, will be filed with the court.
- E.** After the post-placement period has been completed, the Adoption Provider will sign the consent to adoption.
1. The consent form will be attached to the family and medical history and the approved adoptive home study and made available to the adopting parents' attorney.
 2. Prior to the finalization of adoption, the adoption provider will provide information to the adoptive parent on the process for accessing Post Adoption Services.
- F.** The Adoption Provider will complete Section A and B of the Certified Statement of Final Decree of Adoption to be used by the Clerk of the Court to obtain the new birth certificate.
- G.** The Adoption Provider will record a disruption summary for any adoption within ten (10) days of any placement disruption in FSFN. The disruption summary will include:
1. Evaluation and assessment of the reasons for disruption;
 2. Assessment of the impact the failed placement had on the child;
 3. Identification of issues to be resolved before another placement can be considered;
 4. Specific attributes which will be necessary in the next adoptive parents.