



Iowa Department of Health and Human Services
Adoption IV-E Checklist

Table with 2 columns: Child's name, Child's State ID (from foster care or presubsidy case)

Provide the following within 3 days of receiving the adoption decree for any child who has a presubsidy, subsidy, or future needs agreement:

- Copy of Adoption Subsidy Agreement, form 470-0749 (subsidy and presubsidy or future needs)
Copy of Application for Subsidy, form 470-0744 (subsidy and presubsidy or future needs)

Child meets difficult to place due to:

- Membership in a sibling group
Child's age
Medical condition
Physical, emotional, or mental disability
At risk
Not applicable (child does not have special needs)

Supporting documentation for difficult to place:

- Copy of Adoption Subsidy Special Needs Documentation, form 470-4312
Copy of Future Needs Adoption Subsidy Professional Documentation, form 470-4311
Other
Copy of child study and social history
Copy of TPR order for both parents or documentation that parents are deceased (to document that the child cannot be returned to the home of removal)
Copy of petition to finalize the adoption
Finalized adoption decree
Birth certificate
Application for Foster Care and Subsidized Adoption Medicaid form 470-5535
Insurance Questionnaire form 470-2826

Documentation of efforts to place without subsidy (attach supporting documentation, i.e., copy of narrative, adoption staffing report, adoptive family home study, application for subsidy)

- Adoptive family declined to adopt without any subsidy
Child was placed on adoption exchange
Child is being adopted by relative
Child is being adopted by the foster parent with whom the child has bonded
This adoptive placement is otherwise in the child's best interest because:
Not applicable

Provide the following when the child is age 17 1/2:

- Documentation of continued need for subsidy past the child's 18th birthday dated before the child's 18th birthday

Table with 2 columns: Worker, Date sent to IV-E IM