

## Adoptive Homes

### REQUESTING INFORMATION ABOUT ADOPTIVE HOMES

If a child(ren) is in a foster placement (**includes foster family, kinship, congregate care setting**) which is stable, but that family is not planning to adopt, or there is not an identified pre-adoptive placement the RRTS provider can assist in finding a potential adoptive home.

Prior to any request to the RRTS provider, the HHS SWCM will have completed the following:

- Participated in a concurrent planning staffing.
- Completed a thorough search for possible kin or fictive kin placements and ensured all appropriate relative notices have been sent.
- Ensure the child(ren) has Adoption as the permanency goal.
- Ensure child(ren) in need of an adoptive match are not part of an active RRTS foster home match referral.

### ADOPTIVE HOME IDENTIFICATION PROTOCOL

1. The HHS worker notifies their supervisor of the need to locate an adoptive placement.
2. Concurrent planning notes should be made available to appropriate HHS staff.  
(Supervisor and SWCM)
3. A staffing will be held between the HHS SWCM and Supervisor, including discussion of child(ren) preferences, medical/mental health diagnoses, school Individualized Education Program (IEP), or any specialized needs of the child(ren).
4. The HHS SWCM may contact the RRTS provider to request information about approved adoptive families who have the strengths and skills to meet the specific needs for the child(ren). RRTS will provide home studies or profiles about potential adoptive families to HHS. HHS can also access identified adoptive families through the Care Match system in the service area.
5. Eligible families can include families dually licensed for foster care and adoption. However, if a dual family is selected for possible placement, it is HHS's responsibility to make the initial contact and it will not be considered a foster care match.
6. The HHS SWCM will review the home studies with their supervisor and/or Service Area licensing staff prior to contacting potential families.
7. If a family is selected the HHS worker will complete placement activities.

## AVAILABLE CHILD INFORMATION SHARING PROTOCOL

A quarterly statewide meeting between HHS adoption staff and RRTS staff will be held for exchange of information regarding any child(ren) in need of adoptive placement and available homes.

At least bi-monthly local meetings between HHS adoption staff and RRTS staff will be held for exchange of information regarding child(ren) who are in need of placement and available homes. These meetings may be face to face or virtual.