

Adoption by Gentle Care Home Study Update Procedures

Adoption by Gentle Care shall amend the adoptive home study if:

- Any of the following have occurred since the last home study approval date: change in marital status of the adoptive applicant, change in health status of the adoptive applicant, finalization of the adoption of a child, birth of a child, death of a household member, criminal conviction of an adoptive applicant, change in number of adult household members, or the adoptive applicant has moved.
- The adoptive applicant or adoptive home has also been certified as a family foster home. The agency shall follow recertification procedures outlined in the rule 5101:2-5-24 of the Administrative Code.

No less than ninety (90) or no more than one hundred twenty (120) calendar days prior to the expiration of the adoptive home study, the agency shall notify the family of the date of expiration of the home study. The adoptive home study updates shall be completed prior to the date of expiration, as once a home study has expired, it cannot be updated. A home study which is more than six years old cannot be updated. A home study must be current until finalization occurs, not just current until placement.

When updating the adoptive home study report the assessor shall:

- Conduct a face-to-face interview with the adoptive applicant, which shall take place in the home of the applicant
- Assess any family changes since approval of the adoptive home study, which may affect the ability of the applicant to successfully parent an adoptive child
- Collect supporting documentation, which shall include, but not be limited to:
 - Current child abuse check
 - 1 reference
- Complete ODJFS form 1385 which addresses all information obtained during interviews and review of documentation provided by the applicant. The completed form shall be attached to the original home study.

NOTE: All applicants who are denied the opportunity to continue to work with Gentle Care have the right to request in writing a review of the decision by Gentle Care not to work with them.

Adoption by Gentle Care Home Study Procedure

Home Study Procedure Outline

Referral to Agency

Date applied to agency

Reaction to application process

Number, place and dates of interviews

Type of child desired

1. Age
2. Acceptable handicaps
3. Nationality
4. Religion
5. Reasons for preferences

Motive of Applicants

A. Reasons for wanting to adopt

B. Attitude concerning adoption and reaction to sharing this in interview

Background

A. Husband

1. Identifying data
2. Description
3. Personality
4. Health
5. Parents and Siblings
6. Childhood and adolescent experiences
7. Adult relationships
8. Education
9. Activities, interests, and hobbies
10. Employment

B. Wife (Same as Husband)

Courtship and Marriage, descriptions and adjustment of other children in the home

Family's Social Network

A. Friendships

B. Social activities

C. Religion

Readiness for Adoption

A. Resolution of infertility, of validity of decision not to have a biological child

B. Parenting an adopted child

Finances

Description of Home

References

Evaluation

- A. Emotional maturity and stability/mental health
- B. Capacity to give and receive affection
- C. Ability to provide for a child
 - 1. Financial
 - 2. Health
 - 3. Emotional
 - 4. Educational
 - 5. Parenting skills
 - 6. Social support for child
 - 7. Physical environment
- D. Stability of marriage

Paperwork Requirements

- A. ODJFS application, (ODJFS form 1691)
- B. Income tax return
- C. Financial statement (ODJFS 1681)
- D. Letters from employers
- E. Gentle Care reference information list
- F. References
- G. Local criminal record check
- H. Abstract of traffic record from BMV
- I. Gentle Care Medical Release
- J. Medical Statement (ODJFS 1653)
- K. Letter from Insurance company
- L. Marriage Certificate/Divorce Decree
- M. Letter from child care class
- N. Infant CPR certification
- O. Profile
- P. Program acceptance acknowledgement
- Q. Booklist/questionnaire
- R. Certification of Residency
- S. Fire Inspection
- T. Child abuse and neglect check (for all adults in household)
- U. FBI checks
- V. BCII checks

Recommendations