

Child and Family Services PROGRAM STANDARDS MANUAL	Section: 553	Effective: Oct 1/88 Revised: Dec 1/99	Page: 1
Subject: PRIVATE ADOPTION			

Sections 53 and 54 of *The Adoption Act* requires a person placing and a person receiving a child for purposes of adoption to notify either the child and family services agency or adoption agency having jurisdiction in the area where the prospective adoptive parents reside. Agency involvement is required in all private (Division 2) placements.

Agency involvement assures the best interests of the child and protects the rights of the birth parents and the adoptive parents. All parties to a private adoption must be informed of all options and resources available to them prior to any irrevocable decisions being made.

STANDARDS

553.1 **Agency counselling services**

Agency counselling services are provided to the birth parent and the prospective adoptive applicant throughout the adoption process as required by the Act and regulations.

553.3 **Agency decision**

An agency decision to approve or not approve a private adoption is made by the regional manager or executive director.

553.4 **Placement approved**

Where an agency approves a private adoption placement, all parties to the adoption, the prospective adoptive parents, the relinquishing birth parent and the lawyers involved, are immediately notified by phone. Completed prescribed forms indicating the approval are sent to all parties to the adoption as well as the Director **within two working days**.

553.5 **Placement not approved**

Where an agency does not approve a proposed private adoption placement, all parties to the placement are notified by registered mail of the agency's decision. Applicants may ask the Director to review the matter, and the Director's decision is final.

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553.7 **Agency supervision**

Where an agency approves a private adoption placement, the agency maintains regular contact with the adoptive family **at least once a month** until the adoption is finalized.

553.8 **Service to court**

Where an agency approves a private adoption placement, the agency's final report compiled following the supervisory period is submitted to the court prior to the hearing date or as directed by the court. The report includes an assessment of the preplacement situation, the supervisory period, and agency recommendations concerning the application (see Section Appendix 553B).

553.9 **Certification by Director**

Upon receiving a notice of hearing, and **within 24 hours** of the hearing date, the Director provides certification that:

- a withdrawal of consent has not been served under Section 22(1) of the Act
- no application for a declaration of paternity was served under *The Family Maintenance Act*.

553.10 **Closure notification**

The agency notifies the Director **within one month** of every private adoption case closure.

Report Upon Investigation**Private adoption**

Identifying information:	Adoptive applicant(s) Address and telephone Child(ren) to be adopted Date(s) of placement Legal/birth mother Legal/birth father Facilitator Referring solicitor
Each child:	Birthdate and place Physical description Medical information Developmental or psychosocial information School performance Relationships with adoptive family, opposing parent, siblings Attitude toward adoption Sources of information
Each party:	Birthdate and place Nationality, ethnic and racial origin Religion Health Education and training Employment and financial circumstances Hobbies and interests Personality Home and neighborhood Marital status and relationship Relationships with child(ren) Sources of information
Other children:	Names Birthdates and places Attitude toward adoption Sources of information
Particulars:	Circumstances leading to placement Reasons for placing child Reasons for applying to adopt Other comments
Action taken:	Approved/not approved by agency Supervision following approval Action where no approval
Recommendations:	Adoption/no adoption
Referring agency:	
Compiled by:	Social worker Supervisor
Signed and approved by:	Regional or executive director

This is my report pursuant to Division 2 of *The Adoption Act*
Executive Director/Regional Manager