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| Child and Family Services<br><b>PROGRAM STANDARDS MANUAL</b> | Section: 510 | Effective: Oct 1/88<br>Revised: Dec 1/99 | Page: 1 |
| Subject: <b>WARD SERVICES</b>                                |              |  |         |

Since adoption offers the greatest possibility of ongoing emotional and legal commitment by substitute parents, adoption placement at the earliest possible date is the desired goal for every child who cannot be raised by a birth parent, is legally free for adoption and can accept and develop within a new family.

## **STANDARDS**

### **510.1 Adoption services**

Adoption services, in order to carry out their purpose, are part of an interrelated program that provides services to

- birth parent;
- the child; and
- the adoptive applicant and adoptive parent.

### **510.2 Program administration**

The service needed by the three parties involved in every adoption is assured through responsible administration of the adoption services by the agency and the Director.

Administration of the adoption program is by the Director. Direct service to clients is provided by agencies.

### **510.3 Field staff requirements**

An agency ensures the availability of professionally qualified and experienced staff to provide service to all members of the adoption triad. Staff demonstrates maturity, good judgement, and strong counselling and communication skills.

### **510.4 Supervisory staff requirements**

An agency provides for senior staff with minimum of two years experience to supervise and support the agency field staff.

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510.6 **Commissioner for Oaths**

An agency ensures the availability of a Commissioner for Oaths.

510.7 **Notary Public**

An agency assures the availability of a Notary.

510.8 **Legal services**

Legal services relating to permanent ward (Division 1) adoptions may be provided by the adoptive parent's agency.