
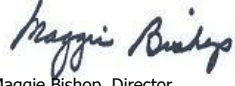


1825 POST ADOPTION SERVICES POLICY	
Chapter: Adoption and Post-Adoption Supports	Section: Post-Adoption Practice
	New Hampshire Division for Children, Youth and Families Policy Manual Policy Directive: 10-16 Effective Date: October 2010 Scheduled Review Date:
	Approved:  Maggie Bishop, Director
Related Statute(s): RSA 169-C , and RSA 170-B Related Admin Rule(s): Related Federal Regulation(s):	Related Form(s): FORM 2139, FORM 2325, and FORM 2326 Bridges' Screen(s) and Attachment(s):

Purpose

This Policy identifies family support services available to adoptive families and how services will be provided to families. This Policy supports and implements the belief that all children and youth deserve permanency.

Definitions

“Open Adoption Case” means the Bridges case for families that have adopted through DCYF and are receiving or are eligible for adoption assistance and/or Medicaid.

“Post Adoption Services” means temporary family support services available to adoptive families.

“Community Resources” means services available in the community that families can access without referral or prior authorization. For example this includes schools, mental health centers, area agencies, family resource centers, classes, libraries and community centers.

“In Home Services” means services authorized by DCYF to be provided in the client’s home. This includes services such as: Child Health Support, Home Based Therapeutic, Out- reach and tracking and Individual Service Options-In-Home.

Policy

- I. Post Adoption Services are provided to families on a voluntary basis to keep the adoption intact and to improve family functioning.
- II. Families who adopted through DCYF will not be responsible for repayment of services. Families who adopted privately, or through another state will be required to fill out a financial statement (Form 2139) and pay parental reimbursement for the cost of services.
- III. Types of situations where Post Adoption Services may be requested include:
 - A. The family is experiencing elevated levels of stress in the family.
 - B. The family cannot find or access community resources that meet the needs they are currently experiencing or are experiencing difficulties working with the community resources available.

- C. The family needs specific or intensive therapeutic intervention, which is not available to them in the community.
 - D. The child is in need of services to prevent him/her from endangering their safety and/or well-being.
 - E. The parent(s) is experiencing conditions which make them temporarily unable to carry out their parenting responsibilities due to physical or mental illness, disabilities, convalescence or other medical complications.
- IV. Post Adoption Services available from DCYF may include, but are not limited to, information and referral, advocacy, case management, in home support services, respite and other services upon approval of Post Adoption Specialist. Search services are also available to individuals and/or families that were involved in a DCYF adoption or foster care (see ITEM 1826 Contact Between Adopted Persons and Birth Parent).
 - V. Families are expected to utilize their private health insurance when available, and Medicaid for payment of services before payment is made by DCYF. Families that adopted through DCYF will not be responsible for repayment of services paid for by DCYF.
 - VI. If there is an open DCYF case on a child that also has an open post adoption case, the Post Adoption Specialist is available for consultation with the assigned JPPO or CPSW.

Procedures

- I. An adoptive family may request services by calling DCYF and speaking with the Post Adoption Specialist at State Office or a Permanency Worker in the District Office.
- II. The Post Adoption Specialist or Permanency Worker:
 - A. Screens the request from the parent or involved party;
 - B. Completes the Post Adoption Service Contact Form (Form 2326);
 - C. Determines what services are needed to assist the family;
 - D. Identifies community resources that can meet the family's needs;
 - E. Provides the family or involved party with information and/or referral to those resources;
 - F. Permanency workers forward the completed Contact Form to the Post Adoption Specialist at State Office who will document all contacts in the open adoption case in the Bridges case contact logs if the family has an open adoption case.
- III. If it is determined during the initial contact that the family needs more intensive services and case management than are available through community resources, and the family adopted through DCYF within the past year, the Permanency Worker will meet with the family to fully assess their needs and determine if a post adoption case needs to be opened.
- IV. When it is determined the family did not adopt through DCYF or adopted over a year prior to their request for post-adopt services, the Permanency worker will refer the family to the Post Adoption Specialist at State Office to offer support and fully assess the family's needs. The Post Adoption Specialist will then determine if there is a need to open a post adoption case.

- V. If it is determined by the Post Adoption Specialist, that the needs of the family require intensive services and full time case management or on-going support at the local level, the Post Adoption Specialist will consult with the DO Supervisor to identify a CPSW in the DO that can provide additional assistance to the family through a Post Adoption case.

- VI. The Permanency Worker, Post Adoption Specialist or the CPSW identified by the DO supervisor working with the family will:
 - A. Open a post adoption case on Bridges;
 - B. Assist the family in connecting with community resources;
 - C. Advocate for the child or family;
 - D. Identify in-home services that would meet the families needs if no community resources can be found that the family can access;
 - E. Obtain approval for payment of services from the Post Adoption Specialist;
 - F. Create a Post Adoption Service Agreement (Form 2325) and Financial Statement (Form 2139), when applicable, with the family;
 - G. Send a referral to request services from a certified provider and make arrangement for the child and/or family to receive services by:
 - 1. Obtaining an agreement from the provider regarding the services to be provided, the begin date of service, length of service and /or number of units.
 - 2. Notifying the Post Adoption Specialist who will authorize the services.
 - 3. Monitoring the delivery of services by obtaining progress reports, contacting providers, remaining in contact with the family.

- VII. Document all contacts in the post adoption case in Bridges.