



RELATIVE ADOPTION PROGRAM INFO

Tip #1

Grab a Pen &
some Paper to
Write Down your
?'s as they enter
your



We appreciate you wanting to know something about us...

Adoption Services, Inc. is a private, non-profit child placing agency licensed by the State of Wisconsin with offices in Appleton and the Greater Milwaukee area.

The heart of our adoption programs at Adoption Services is our concern for our birthparents wrestling with the difficulties of an untimely pregnancy, and our hopeful adoptive parents struggling with the heartache of infertility. Our first priority to our clients is to assist them to reach a thoroughly considered decision for themselves and their children.

Adoption counseling is a difficult and fragile process. It is never easy for birthparents to make the sacrificial decision to terminate parental rights for the best interest of their children. It is never easy for hopeful adoptive parents to be unsure of the circumstances that may materialize to make their adoption dream come true. It is never easy for the adoption workers to balance the needs and requests of our clients and to maintain some boundaries for privacy in their lives beyond the demands of the client caseload. However, when the miraculous process of adoption is nurtured well, by ALL persons involved, profound joy can result for everyone, even the birthparents. Adoption is not without risks, but for those with commitment to adoption, there is much to gain.

Adoption makes clear something that is true in all life - we are interdependent of one another. It is imperative that we create an environment for positive decision making, made in partnership with one another. Without the security of knowing that adoption will provide the child with a hoped for future the birthparents know they cannot provide, an adoption decision will never be made.

Our agency is a small one. We pride ourselves on being able to provide personal and individual attention to our clients. The number of birthmothers seeking to place children through agencies never equals the number of waiting parents. Since our agency is small, our list of waiting parents is not extensive. However, prospective adoptive parents should expect a waiting period which can vary widely.

For any adoption in the State of Wisconsin, the prospective parents must have a current approved home study and there must be a child placing agency willing to accept guardianship of the child and to provide post-placement supervision. Our agency provides these services, as well as assisting in International adoptions, Independent adoptions, Step-parent, and Relative adoptions.

Many good wishes on your adoption journey.



Donna M. Strayer ACSW, LCSW
Agency Director

Adoption Creed

Not Flesh of My Flesh
Nor Bone of My Bone
But Still Miraculously
My Own

Never Forget
For One Single Minute
You Didn't Grow
Under My Heart
But In It.

OUR MISSION

To build families through adoption, by providing supportive services to all members of the adoption triad during and after placement, resulting in permanent homes for children and extended family relationships.

OUR PHILOSOPHY

Adoption Services believes every child has a right to be unconditionally accepted as a permanent member of a family and that adoption is a lifetime commitment.

Being cognizant of the many unique issues to forming adoptive families, Adoption Services' commitment to the birthparents, family and child will not end with the finalization.

Adoption Services believes the needs of the child are the first priority in any adoption plan.

OUR OFFICES AND ONLINE SPACES

Appleton and Northern Wisconsin

2439 S. Oneida Street, Appleton, WI 54915

Office Phone: 920-735-6750

Toll Free: 888-982-3678

Milwaukee and Southern Wisconsin

5215 N. Ironwood Road, Suite 201, Glendale, WI 53217

Office Phone: 414-332-1800

Toll Free: 888-982-3678

Online Spaces

Website: www.AdoptionServicesInc.com

Facebook: @adoptionsservicesinc or www.facebook.com/adoptionsservicesinc

Instagram: @adoptionsservicesinc

HOME STUDY PROCESS

Adoption Services understands that for many people the home study process may seem overwhelming. To better prepare you for what's to come, we have prepared a list of the different documents Adoption Services must retain in order to complete your home study. In addition to these documents, you will also be required to fill out and return specific Adoption Services forms. These forms request information about your financial status, health/medical checks, and criminal and caregiver checks. You will also submit an application, and a written autobiography (one per spouse).

Please review the following list. If you have questions regarding our retention of these documents, please call for clarification or to speak with a social worker.

Documents needed prior to home study meetings: *(Copies are acceptable for all documents listed)*

- Marriage certificate
- Birth certificates for all household members
- Latest W-2 or 1040 tax form
- Declaration page of vehicle insurance
- Declaration page of homeowner/renter's insurance
- Furnace inspection results
- Divorce or death certificates (if applicable)
- Military discharge papers (if applicable)
- Proof of pet vaccination (if applicable)
- Firearm make, model, serial # (if applicable)
- Well water test results (if applicable)
- Wood burning stove inspection (if applicable)
- Pre-Adoption Education (if applicable)

The home study interviews consist of:

1. A joint meeting with the adoptive couple (or the single person)
2. An individual meeting with each spouse (2nd meeting for individuals)
3. A home visit which includes all household members

Adoption Services, Inc. will request records for all household members (16 years and older) from the following agencies:

1. Local Police and Sheriff's Departments
2. Crime Information Bureau
3. Fingerprints
4. State and County Department of Health & Human Services
5. Caregiver's and Department of Justice Background check
6. Wisconsin Department of Transportation
7. Therapy/Counseling Summary (if applicable)
9. Medical/Physical Health Summary (if applicable)

(If you have moved within the past 5 years, we will need to obtain out of state records. We can help with this but there will be additional forms and possibly fees.)

Pre-Adoptive Education:

As required by the State of Wisconsin, all first-time adoptions will require adoptive parents to complete 30 hours of adoption education prior to completing their home study. We will provide you with the materials and sources to complete this.

WHERE TO START

We understand that there are many questions that you have right now. Whether you are excited, stressed, overwhelmed or all of the above

Take a deep breath and read on

In Wisconsin, every adoption begins with a Home Study, and with that a lot of paperwork! Part of our job is to ensure that you are able to provide for a child in many different ways. This means we need proof and confirmation of everything.

adoption

[a- dop-tion] noun

1. Another word for love

WHAT TO EXPECT

The first thing you can expect when adopting is a lot of paper work! Part of our job is to ensure that you are able to provide for a child. This means we need proof and confirmation of everything! The following is a list of the steps we usually follow to get you through the adoption process.

1. After you have contacted us and decided on the type of adoption you would like to pursue, we will send you an application. This application asks for general personal information about you, your spouse, your marriage, your children (if any), your education, your job, and your intentions with adoption. This form also asks you to give us a list of five people who are willing to act as your references.

The application must be submitted along with copies of birth certificates, marriage license, divorce decree(s), proof of auto and homeowner's insurance, most recent W-2, pet vaccinations, military discharge, and a recent picture of you. We also request that at this time you sign the agency agreement and other related forms acknowledging our requirements.

2. After this, we will start to process your application. If there are any questions, or if we anticipate a problem, we will call you. In the meantime, you continue to round up all the documents we need. A physical will need to be done, and a medical report submitted, along with health insurance verification. You will also need to start on your autobiography.

We continue to process the application, accessing reference checks, protective services checks, crime bureau checks, police checks, and driver's record checks.

The State of Wisconsin requires 30 hours of adoption education. We will provide the materials and resources for you to begin to work on your education, which needs to be finished prior to the completion of the home study.

3. At this point, a social worker will be assigned your case, and will call to arrange your home study meetings with you. There are typically three meetings for a home study, and the process goes fairly quickly once you start. Generally we like to schedule one meeting a week, and after the last meeting you can expect to get a rough draft of the study in one to two weeks.

4. The first home study meeting usually takes place at the office and requires both individuals (if a couple) to be present. This meeting is to find out what you think about adoption. What are you hoping for and expecting from adoption? What has led you to adoption, and are you prepared for it? Then we want to know about your lifestyle. What do you like to do? What is your marriage like/What do you enjoy about being single? If you practice a spirituality, what type and how often? And lastly, we like to hear about your parenting expectations. What do you hope for from your child?

WHAT TO EXPECT

5.The second home study meeting involves meeting with each person (if a couple) separately. This part of the home study is about your history. What type of childhood did you have? How were your teenage years? Did you have any previous marriages? How do you feel about your marriage and the decision to adopt?

6.The third home study meeting will take place in your home, and any persons living in the home

must be present. The state has varying regulations that must be met by a foster home (which is what you will initially be), and our social worker will be checking for these in your home. If you do not meet some of the regulations, you will be notified and requested to change them within a specified amount of time. At this visit your social worker will let you know when your study will be finished and a copy will be sent to you.

7.If you are pursuing an international adoption, or a domestic transracial adoption, we may ask to see you a fourth time. This is more for educational purposes and to ensure you have some background in transracial/transcultural adoptions.

8.At this point, you are finished with the home study process.

At this point in a Relative Adoption there are a number of different things that may be happening all at once. Depending on your specific case we will discuss with you the next steps and any one else that may need to get involved (ie birth parents, attorneys, etc.)

RELATIVE ADOPTION FEE SCHEDULE

The highlighted portions below are the services and fees you may or may not be billed for.

Adoption Services, Inc.

www.adoptionsservicesinc.com

DOMESTIC FEE SCHEDULE

Initial Interview	Free
Application Fee (NON-REFUNDABLE)	\$ 300.00
Adoptive Homestudy- \$900 due with the return of the application and \$1,850 due at least three (3) days prior to the first meeting with a Social Worker.	\$ 2,750.00
Fingerprints	\$50.00/person
Update of a Current Adoptive Homestudy- Completed by Adoption Services, Inc.	\$ 800.00
2nd Homestudy- For couples returning within 2 years of finalization	\$ 2,500.00

Agency Adoption	
Birthparent Counseling and Pre-Placement Services- Matching Fee	\$ 8,500.00
Agency Placement- does not include legal fees or allowable birthparent expenses. Adoptive families may choose any agency approved attorney.	\$ 10,500.00
Agency Post-Placement- supervision for finalization of domestic agency adoption. (Wisconsin requires one (1) visit per month for a min. of six (6) months before finalization can occur.)	\$ 250.00/visit/child
Agency Finalization Report- Report to the court recommending the finalization of the adoption	\$ 300.00
Online Profile- In addition to your profile books you can choose to be on our Agency Website and/or Social Media pages	\$200.00

Independent Adoption- In-State and Out-of-State	
Includes counseling before and after the child's birth, referral to community services, preparation of court report and appearance(s), consultation(s), interviews, paperwork, and coordinating information with prospective adoptive family, attorney(s), and hospital(s). The \$4,500.00 is due with the return of contracts.	\$4,500.00
Independent Post-Placement (In-State and Out-of-State)- supervision for finalization. (Wisconsin requires one (1) visit per month until finalization.) Independent Out-of-State- \$350.00/visit	\$250.00/visit
Independent Finalization Report	\$350.00

Relative Adoption or Embryo Adoption	
Relative Homestudy	\$ 2,750.00
Birthparent services: Includes court report, court appearance(s), consultation(s), and agency coordination. A \$1,5000.00 deposit will be due prior to working with the birthparent. Any unused funds will be returned after the case file is closed. (Does not include legal fees.)	\$1,500.00
Step-Parent	
Step-Parent Homestudy and Adoption- one child. Does not include legal fees and couple must have been married at least one (1) year.	\$ 800.00
Each additional child	\$ 300.00

Mileage: A Mileage fee will be charged based on current IRS Standard Mileage Rate guidelines for travel from the agency office.	\$ SMR
Travel Time: a fee of \$1.50 per mile will be charged for travel time that exceeds 50 miles from the agency office.	\$ 1.50/mile

COORDINATION FEES- if required	
Agency Court Appearance- Required in Milwaukee County	\$ 200.00
Guardianship	\$ 500.00
ICPC- Includes FedEx Fees	\$ 400.00
Adoption Assistance Application	\$ 450.00
Interagency	\$ 300.00
Case Management and Social Worker Services	\$ 180.00/hour
Credit Card Transaction Fee	3% of Amount Charged
Delinquency Fee- Added Each Month for any fees not paid within 30 days of billing date	\$ 50/month

FEES SUBJECT TO CHANGE WITHOUT NOTICE

RELATIVE ADOPTION IS...



You would like to be the legal parent of a relative's (defined on the next page) child.



This requires relinquishment of the parental right by the biological parent, so that the child is eligible for adoption.



Adoption Services can provide home study, birthparent, and court report services.

PROGRAM REQUIREMENTS

As an agency we have certain requirements for perspective adoptive families looking to work with us on an adoption. Although they are not always mandated by the state, they are based on years of experience and interwoven into our agency mission, that every child deserves a permanent family.

Our clients and their families are important to us and that is why we take the time to carefully consider each perspective adoptive family. We do our best to individualize each experience and decision we make; above all, we always reserve the right to make exceptions to any or all of our requirements.

- > Couples must be married a minimum of one year.
- > Couples/individuals must be of an age range acceptable to birthparents.
- > Couples/individuals must be in reasonable good health. Individuals with past remissions from cancer or if they have received alcohol and/or drug therapy will be assessed on a case by case basis.
- > Couples/individuals will have an income adequate to provide for the financial needs of a child.
- > Couples/individuals understand and will notify the agency immediately if they become pregnant.
- > Couples/individuals understand a second adoption cannot be attempted until the adoption of the first child is finalized and the child is at least one year of age.
- > Single individuals and married partners may apply with the agency.
- > Criteria limits may be adjusted in the case of children with special needs.
- > Couples/individuals will agree not to use spanking, or any form of corporal punishment, as a form of discipline.

FREQUENTLY ASKED QUESTIONS

"Relative" as defined by the State of Wisconsin s. 48.02(15) is:

a parent, stepparent, brother, sister, stepbrother, stepsister, half-brother, half-sister, brother-in-law, sister-in-law, first cousin, 2nd cousin, nephew, niece, uncle, aunt, step-uncle, step-aunt, or any person of a preceding generation as denoted by the prefix of grand, great, or great-great, whether by blood, marriage, or legal adoption, or the spouse of any person named in this subsection, even if the marriage is terminated by death or divorce. Wis. Stat. § 48.02(15).

Why do we have to have a home study?

A step-parent adoption requires that one of the biological parents relinquish their parental rights to the child. This is done legally at a Termination of Parental Rights hearing. At the completion of this hearing, the parent no longer holds any legal rights or responsibilities to that child. This means that they are no longer responsible for child support and they no longer have a legal right to see or visit the child. Once the parent has relinquished their parental rights, the child is free for adoption, and the Step-parent will be named as legal parent and guardian to the child. This normally takes place at the same hearing.

Why does the child have to know about the adoption?

Adoption Services requires that the child involved with a step-parent adoption openly knows about the adoption. We feel that this honesty is in the best interest of the child and the family's future. We understand that there are many circumstances that play into how this adoption came about, but we still feel it is best for a child to realize where their roots lie, and how their family has come to be.



THANK
YOU...



For considering Adoption Services Inc. as a potential partner in your Adoption Journey!

The last questions I want to answer for you is...

WHAT DO WE DO NEXT?

Remember that 1st tip I gave you on the cover?....

Please contact your closest ASI office so that we can answer your questions, get you started on the application process, or provide you with contacts for any additional resources you need.

Thank You, and best wishes on your Adoption Journey!

